



**TOWN OF HARRISBURG, NORTH CAROLINA
HARRISBURG TOWN HALL
TOWN COUNCIL MEETING**

**June 8, 2020
6:00 PM**

AGENDA

1. CALL TO ORDER

- A. This will be a teleconferenced meeting via the Zoom platform. The public may listen to the meeting at the following link:

<https://us02web.zoom.us/j/83533214347?pwd=VVBWUzlGRzF2SWdBT2t4SFdUMlJ4dz09>

Meeting ID: 835 3321 4347

Password: 498163

Or join by phone:

Dial:

929 205 6099

301 715 8592

- B. AGENDA ADOPTION
C. INVOCATION
D. PLEDGE OF ALLEGIANCE
E. SPECIAL PRESENTATIONS

1. S.T.A.R. Award Presentation.

- F. PUBLIC COMMENT - Anyone wishing to address the Town Council may do so during the Public Comment section. Please state your name and address for the record, be courteous and do not repeat what has already been said. Please keep your comments about the subject and not personal in nature.

2. CONSENT AGENDA

- A. Consider the minutes of the May 11, 2020 Town Council meeting.

- B. Consideration of Capital Project Ordinance Amendments

3. COMMUNICATIONS

- A. TOWN MANAGER/FINANCE MONTHLY REPORT
- B. MAYOR'S COMMENTS
- C. COUNCIL COMMENTS

4. PUBLIC HEARINGS

- A. Public Hearing to approve the FY2021 Budget Ordinance, Fee Schedule, Capital Improvement Plan, and Tax Rate

5. OLD BUSINESS

6. NEW BUSINESS

- A. Consideration of Approval of a Contract with Timmons Group to prepare Highway 49 Corridor Plan
- B. Consideration of Appointment of Harrisburg Resident to the Unified Development Ordinance (UDO) Steering Committee
- C. Consideration of the Intersection Improvements at Caldwell Road and Tom Query Road
- D. Consideration of Harrisburg Park Surveillance Contract Change Order #1
- E. Consideration of Amendment to the Guaranteed Maximum Price Contract for Harrisburg Park Redevelopment Project - Phase 1 as it Relates to the Project Change Orders
- F. Consideration of Holcomb Woods Land and Infrastructure Values
- G. Consideration of Utility Accounts as a Result of NC Executive Order 142
- H. Consideration of Applicants for the Fire Department Advisory Board.

7. ACTION ITEMS

8. CLOSED SESSION

9. ADJOURNMENT

- A. This meeting will be recessed until 6:00 pm Wednesday, June 10, 2020 in order to allow for additional public comments concerning the proposed FY2021 Budget. The public may submit comments for 24 hours following tonight's public hearing via email at publiccomment@harrisburgnc.org or leave a voicemail comment via 704-455-0737.

The public may listen to the reconvened meeting on June 10th at the following link:

<https://us02web.zoom.us/j/82470083938?pwd=QW85andES290a1JFck1lMkpTUXhQUT09>

Meeting ID: 824 7008 3938

Password: 982783

Or join by phone:

Dial:

1 929 205 6099

1 301 715 8592

Town of Harrisburg's Vision Statement

Harrisburg will be the best small town in North Carolina based on low density housing, excellent economic opportunities, a safe living environment, and efficient and effective municipal services. Amenities such as excellent recreational programs, adequate open space, attractive shopping opportunities, a diversity of restaurants, and a connected system of roadways, sidewalks, greenways, and bicycle lanes will continue to enhance the quality of life of the Town. These services and amenities will be provided while retaining reasonable tax rates and debt levels.



TOWN OF HARRISBURG

Agenda Item Details

Title:

Consider the minutes of the May 11, 2020 Town Council meeting.

Presenting Personnel:

Suggested Motion or Action:

Motion to approve the minutes of the May 11, 2020 Town Council meeting.

Description/Background:

Recommendation:

Fiscal Impact:

Attachments:

1. Minutes May 11, 2020

**TOWN OF HARRISBURG, NORTH CAROLINA
TOWN COUNCIL MEETING
MONDAY, MAY 11, 2020
6:00 PM**

MINUTES

This meeting was a teleconferenced meeting via the Zoom platform due to current COVID-19 restrictions.

Mayor Steve Sciascia called the meeting to order.

PRESENT: Mayor Steve Sciascia; Mayor Pro-Tem Ron Smith, Councilmembers Diamond Staton-Williams, Ian Patrick, Rick Russo, Rodney Dellinger, Troy Selberg, John Booth

**1A.
ZOOM NOTIFICATION**

The Zoom meeting link and details were published and advertised before the meeting took place and were shown on the agenda.

**1B.
AGENDA ADOPTION**

MOTION:

Councilmember Selberg made a motion to adopt the agenda as proposed. Second was made by Councilmember Russo. **The motion passed 7-0.**

**1B.
INVOCATION**

Councilmember Russo conducted the invocation.

**1C.
PLEDGE OF ALLEGIANCE**

**1D.
SPECIAL PRESENTATIONS**

- 1. Skilled Nursing Care Week Proclamation**
- 2. National Public Works Week Proclamation**
- 3. Presentation of the FY2021 Manager's Recommended Budget.** Following the presentation, questions and comments were taken from the public. Due to the closing of Town Hall at this time, the Manager's Recommended Budget will be made available on our website.

**1E.
PUBLIC COMMENT**

Haynes Brigman read comments that were emailed by residents prior to the meeting:

- Daniel Baker – asked the Town to open businesses as soon as possible.
- Elizabeth Nervegna, 4024 Center Place Drive, Harrisburg – against further restrictions being placed on residents or businesses due to COVID-19.
- Patricia Richardson – asked that the Town not continue or strengthen stay at home order, and also asked that the July 4th celebration event not be cancelled completely.
- Katie Knorr, Utopia Salon and Spa, 112-3 Morris Drive, Harrisburg – asked that the Town not further restrict salons.

- Bonnie Caskey, Caskey Photography – asked that the Town not put more restrictive stay at home orders in place.

From the Zoom meeting:

- One resident had a question concerning System Development Fees and how they relate to the Town's tax rate.
- Diane Murphy, 4112 Carl Parmer Drive, Harrisburg – had a question concerning the Eastwood Homes project. Haynes Brigman asked for her contact information so he could have a staff member follow up with her.

2.

CONSENT AGENDA

- Consider the minutes of the April 13, 2020 Town Council Meeting.
- Consider the minutes of the April 7, 2020 Budget Workshop.
- Set a public hearing for June 8, 2020 to consider proposed FY2021 Budget Ordinance, Fee Schedule, Capital Improvement Plan and Tax Rate.
- Consider amendment to Gavel and Dorn Engineering System A – Phase 2 Storm Water Drainage Improvements Design Contract.
- Consider approval of FY2020 Financial Audit Contract.
- Consider awarding a bid for CCTV/Surveillance Equipment – a Component of the Harrisburg Park Redevelopment – Phase 1 Project.
- Consider amendments to the FY2020 Budget Ordinance for Insurance Proceeds.

MOTION:

Councilmember Selberg made a motion to approve the Consent Agenda. Second was made by Councilmember Russo. **The motion passed 7-0.**

3A.

COMMUNICATIONS

TOWN MANAGER/FINANCE REPORT

Manager Report:

- We have the opportunity to apply for a SAFER Grant for new firefighters. If we get the grant, it will pay 75% of the salaries of the new firefighters for the first two years and then 35% for the third year. Need authorization from Council to apply for the grant.

MOTION:

Councilmember Russo made a motion to authorize staff to apply for the SAFER Grant, with a second from Councilmember Selberg. **The motion passed 7-0.**

Finance Report:

None

3B.

COMMUNICATIONS

MAYOR'S COMMENTS

- Sustainability Committee will hold a Zoom meeting this Wednesday. COVID-19 situation is slowing the committee's efforts.

3C.

COMMUNICATIONS

COUNCIL'S COMMENTS

Mayor Pro-Tem Smith

- Asked about the possibility of extending No Parking signs up to Millbrook Road. We added them on Caldwell Park Drive to keep the big trucks from parking on the road there, but now they are parking on Millbrook. Haynes Brigman will check into it and bring more information back to Council in June.

4A.
PUBLIC HEARING
None

5A.
OLD BUSINESS

Consideration of Town's Expired Stay at Home Order. The Town's Stay at Home Order expired on April 29, 2020, along with the rest of Cabarrus County and its municipalities which allows the State's current Stay at Home Order to be in full effect. Council would like to discuss further whether the Town should put a more restrictive Stay at Home Order in place. Haynes Brigman presented information from the County on the current state of the COVID-19 situation in Cabarrus County.

After some discussion, the consensus of Council was to continue to follow the State's guidelines until further notice.

5B.
OLD BUSINESS

Discussion of July 4th Celebration Event. With the current COVID-19 pandemic impacting Town operations and events, staff and Council are working to determine the viability of moving forward with the July 4th events.

Due to the timeline of the State's Stay at Home Order and proposed three phase re-opening, there is not enough time to feel comfortable with holding a mass gathering event in early July, as the State's Stay at Home Order may not allow such large gatherings at that time. As a result, staff recommends cancelling all scheduled July 4th events.

In light of cancelling the events, staff will come up with a creative, community-wide celebration initiative that does not require congregation to ensure the holiday does not pass without recognition.

To limit the loss of funds placed for deposits with vendors associated with the July 4th event, staff recommends holding an event later in the year (late August/early September) that celebrates the re-opening of Harrisburg Park. The celebration can also be pitched as a re-opening of Harrisburg as we anticipate we will be in the early stages of returning to normal after the restriction impacts of COVID-19.

In light of the recent COVID-19 impacts to local businesses, we would also like to make this a business-friendly event that allows local businesses to set up a vendor tent at low/no cost.

Funding for the event will come from reallocated funding intended for the July 4th event and deposits of roughly \$39,000 that have already been spent for July 4th but cannot be recovered. The total event costs are not proposed to exceed \$70,000.

The one-day event will be a scaled down version of the July 4th event with concerts, limited amusement rides, food vendors, local business vendors, and a small fireworks show.

Additional detail can be provided to Council once direction is provided to staff. Staff is open to any directive and alternative Council desires.

After some discussion, the following action was taken:

MOTION:

Councilmember Russo made a motion to cancel the July 4th celebration event and try to plan for a Grand Opening of Harrisburg Park later in the year instead. Second was made by Councilmember Booth.

There was discussion concerning the possibility of holding the fireworks only for July 4th. After this discussion, the vote was held. **The motion passed 6-1 (Councilmember Patrick voting against).**

6A.

NEW BUSINESS

Consider a contract with Kimley Horn and Associates for the Phase 1 Americans with Disabilities Act (ADA) Assessment of Town Right-of-Way and areas of Town Hall accessible to the public. Title II of the Americans with Disabilities Act (ADA) applies to State and local government entities and, in subtitle A, protects qualified individuals with disabilities from discrimination on the basis of disability in services, programs, and activities provided by State and local government entities. Title II extends the prohibition on discrimination established by section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. 794, to all activities of State and local governments regardless of whether these entities receive Federal financial assistance.

The work performed under this contract will constitute Phase 1 of the Town of Harrisburg's ADA Self-Evaluation and Transition Plan and will include an ADA compliance review of Town Hall and associated parking lots including paths of travel, and public rights-of-way sidewalks and associated curb ramps.

Possible solutions to bring any non-compliant elements that are not considered to be a de minimis barrier and are not "safe harbored" into compliance will be provided. An ADA Transition Plan document will be developed and will include formal documentation of tasks and associated findings outlined in this Scope of Services. An inventory of Town public rights-of-way facilities to be evaluated in future phases will be developed, including preparation of a budget and schedule to complete future phases of the Town's Self-Evaluation.

The following will be evaluated under Phase 1:

- Building and parking lot of Town Hall (4100 Main Street). Areas used only by employees as work areas will not be evaluated. All on-site building sidewalks outside of the Public Right of Way and all associated curb ramps, ramps, stairs, and other paths of travel required to be ADA Compliant will be evaluated.
- 21 Linear Miles of sidewalks and up to 168 intersections and 525 curb ramps will be evaluated.

Future phases of this project could include, but are not limited to:

- Development of existing facility inventory of sidewalk/trails within parks and building sites to determine the number of miles of sidewalk/trails that need to be evaluated.
- Evaluations of programs, services, and activities, employment practices, ordinances, emergency management plan, effective communication efforts and policies, design standards, buildings and associated parking lots including paths of travel, parks and associated parking lots including paths of travel, park sidewalk and associated curb ramps, unpaved pedestrian trails, pedestrian bridges, signalized intersections, and transit stops including determination of compliance status, possible solutions, cost estimates to implement possible solutions, and prioritization of evaluated facilities for implementation.
- Update of Transition Plan to document additional work.

After some discussion, the following action was taken:

MOTION:

Councilmember Selberg made a motion to approve the contract in the amount of \$100,000 with Kimley Horn and Associates for Phase 1 of the Americans with Disabilities (ADA) Assessment. Second was made by Councilmember Russo. **The motion passed 7-0.**

6B.

NEW BUSINESS

Consideration of Contract with NJR Group for the construction of System A - Phase 2 Storm Water Drainage Improvements Project and the related Project Ordinance Amendment. System A Storm Water Drainage System is an antiquated storm water system that serves sections of Parallel Drive, Autumn Drive, and Woodside Drive.

The Town previously completed a comprehensive analysis of Systems A and B. The results of the study determined the improvements required to meet our Town standards would require total takes of multiple homes and approximately \$6,000,000 of improvements.

Those improvements would still not address many of the residents' complaints. Rather than completing the recommendations of the study as presented, the Town decided in FY2018 to more efficiently direct their funding toward spot improvements to remedy the worst areas in a more cost-effective manner.

With this contract, the Town is completing construction of the largest spot improvement by providing enclosed drainage along Autumn Drive and School Drive. This phase of the larger System A project is identified as Phase 2.

After some discussion, the following action was taken:

MOTION:

Mayor Pro-Tem Smith made a motion to approve the contract with NJR Group in the amount of \$877,055 for the construction of System A - Phase 2 Storm Water Drainage Improvements Project and the related Project Ordinance Amendment. Second was made by Councilmember Staton-Williams. **The motion passed 7-0.**

6C.

NEW BUSINESS

Consideration of a Construction Contract with Atlantic Coast Contractors for the Cabarrus Woods Sanitary Sewer Rehabilitation Project. This is a portion of a total project for the Annual Sanitary Sewer Rehab that was budgeted in FY2020 in the amount of \$750,000.

This work consists of point repairs to sanitary sewer pipes and repair by cast in place pipe lining which will repair approximately 2800 LF of 8" vitrified clay pipe that is dilapidated and failing. In addition to the repairs of the pipe, all service laterals will be reconnected to the new pipe and pavement restoration done where necessary.

Due to the specialized nature of the work, staff was only able to solicit bids from three contractors. A summary of the respondents was included as a part of the agenda packet.

After some discussion, the following action was taken:

MOTION:

Councilmember Russo made a motion to award the bid to Atlantic Coast Contractors in the amount of \$531,930.60 for the 2020 Cabarrus Woods Sanitary Sewer Rehabilitation Project and authorize the contract in the same amount. Second was made by Councilmember Staton-Williams. **The motion passed 7-0.**

6D.

NEW BUSINESS

Consideration of Holcomb Woods Land Acceptance (Holcomb Park). As part of the Conditional Rezoning for Holcomb Woods Development, TAC Holcomb, LLC is required to convey to the Town 12.631 acres for the construction of two athletic fields, an entrance constructed off Plaza Road Extension and a 90-space parking lot, among other additional requirements.

The original agreement specified that TAC Holcomb, LLC would construct the two regulation FIFA soccer fields. However, Town staff had concerns of the developer successfully constructing two athletic fields to the standards the Parks & Recreation Department would expect. Due to these concerns, staff successfully negotiated a payment agreement of \$240,000 for Town staff to hire a professional field builder to construct two soccer fields. This bid award has been included in a separate agenda item for the May Council meeting.

Before construction on the fields can occur, the Town must own the property. The Town's attorney and staff have been working on closing documents, which include a resolution and MOU, and closing will be scheduled in May to convey the property to the Town. At closing, the Town is also to receive a \$240,000 payment from the developer, which will cover the costs of the bid award for the construction of the fields.

As part of the original MOU, TAC Holcomb, LLC has constructed the 90-space parking lot and entrance which has been verified and accepted by Town Staff and will be conveyed to the Town at closing.

After some discussion, the following action was taken:

MOTION:

Councilmember Russo made a motion to accept a contribution of land, infrastructure and payment in the amount of \$240,000 from TAC Holcomb, LLC. Second was made by Councilmember Booth. **The motion passed 7-0.**

6E.

NEW BUSINESS

Consideration of Awarding a Bid for the Construction of Holcomb Park Athletic Fields. As part of the Holcomb Woods Development, a contribution of land will be made to the Town of 12.43 acres by TAC/Holcomb LLC. Closing on the land with transfer of ownership will occur in May 2020. The land was contributed with the condition of constructing two athletic multi-purpose fields.

The original conditions approved with this development included the developer to construct the entrance to the land, a 90-space parking lot and multi-purpose fields. Town staff has since negotiated through an approved MOU, revised conditions that require the developer to also provide the Town with the funding (agreed to be \$240,000) to construct the athletic fields through a 3rd party field builder. The payment from the developer of \$240,000 will be presented at closing of the property transfer.

Per the Town's Purchasing Policy for Informal Bids, bids were solicited for the 2-field construction project and only one bid was received, which was from Furr'st Athletic Fields, Inc. and was in the amount of \$240,000. In addition to their bid price, this company also has extensive qualifications to perform the work.

Staff hopes to begin construction on the fields quickly after the close on the property and receipt of payment in an effort to establish the sod turf in adequate time to utilize the fields for our Fall soccer program.

After some discussion, the following action was taken:

MOTION:

Councilmember Russo made a motion to award a bid in the amount of \$240,000 to Furr'st Athletic Fields, Inc. for the construction of two FIFA regulation multipurpose athletic fields at Holcomb Woods Development (Holcomb Park), subject to receipt of property ownership and a \$240,000 payment from the Holcomb Woods developer. Second was made by Councilmember Staton-Williams. **The motion passed 7-0.**

6F.

NEW BUSINESS

Consideration of Harrisburg Elementary Baseball Complex Re-Lamping Contract and Related Budget Amendment. Staff requests Town Council approve a contract with MUSCO Sports Lighting in the amount of \$23,400 for the re-lamping of Harrisburg Elementary - Four Field Baseball Complex.

This project has stemmed from staff requesting MUSCO to perform a photometric lighting test.

Staff proposes utilizing Harrisburg Community and Youth Association (HCYA) as a funding source for the entire project of \$23,400. Currently the HCYA account has a balance of \$62,000. Staff has applied for a matching incentive grant from Cabarrus County in the amount of \$11,700. If awarded, it would reimburse HCYA 50% of the cost of the project. These grant announcements will not be until late summer. Staff wishes to complete this project prior to fall sports season.

After some discussion, the following action was taken:

MOTION:

Councilmember Russo made a motion to approve a contract with MUSCO lighting for the re-lamping of Harrisburg Elementary Baseball Complex Lighting System in the amount of \$23,400 and the related budget amendment. Second was made by Mayor Pro-Tem Smith. **The motion passed 7-0.**

6G.

NEW BUSINESS

Consideration of Harrisburg Park Professional Services Contract Amendment and related Project Ordinance Amendment. As part of the Harrisburg Park project, Benesch Engineering was hired to perform construction document services, in preparation of project bid and project duration.

Post-project launch and contract award of \$344,575 with Benesch Engineering, the Town and YMCA began discussions of relocating the YMCA facility within Harrisburg Park (moving it from the center of the park to the southwest corner of the park). This change resulted in significant additional design development and engineering services. The added work resulted in an additional \$7,500 in development design services.

The resulting redesign of Harrisburg Park also attributed to additional services costs. These services include but are not limited to: review of as-builts, bidding assistance, close out tasks, site visits, review/pay of pay applications, preparation of bulletin drawings (splash pad, playground predominantly after PARTF Grant award) and plan amendments. The added work resulted in an additional \$12,500 in development of additional services.

The changes to the park project related to the YMCA location were not known at time of original contract award, but were necessary to move the project forward and received approval from Council in the GMP contract award. The amended contract with Benesch does not impact the total project budget; rather, funds will be moved from the construction portion of the budget to the professional services portion of the project budget to cover these additional expenses.

After some discussion, the following action was taken:

MOTION:

Councilmember Russo made a motion to approve the contract amendment of an additional \$20,000 with Alfred Benesch & Company for additional professional services provided on Harrisburg Park Redevelopment - Phase 1 Project and the related Project Ordinance amendment. Second was made by Mayor Pro-Tem Smith. **The motion passed 7-0.**

6H.

NEW BUSINESS

Discussion Concerning Recognition Banners for Local High School Seniors. The Town Council wishes to discuss honoring graduating seniors of Harrisburg's Hickory Ridge High School. Discussions and considerations include the installation of banners along Hwy 49 honoring these students for their achievements.

Points of Information:

- Large Banners at the four major intersections (16): \$107/piece, or a total of \$1,712.
- Small Banners along a majority of Hwy 49 (45): \$65/piece, or a total of \$2,925.

After some discussion, the following action was taken:

MOTION:

Mayor Pro-Tem Smith made a motion to approve placing flags in recognition of graduates with a second from Councilmember Russo. **The motion passed 7-0.**

Haynes Brigman stated that staff will bring a budget amendment to Council in June for consideration of the large banners.

6I.

NEW BUSINESS

Discussion of Unified Development Ordinance Steering Committee Application. The Town is in the process of updating its Unified Development Ordinance (UDO). A major part of that update includes public feedback and interaction throughout the process. One aspect of this interaction is having resident members sit on the Town's UDO Steering Committee throughout the process.

A role on the Steering Committee will require significant time and energy by the volunteer, so an application has been generated to help Town Council select members for the committee.

A proposed application has been prepared by Council members, and has been attached for your review. Staff is now seeking direction and approval for the application so that we can begin accepting applications in the near future.

Once the information that will be included on the application is decided, Town staff will reformat the document to align with other Town documents. We will also make the document a fill-able form that can be placed on our Town website.

After some discussion, Council directed staff to strike the Citizen's Academy requirement from the application and add a question about how long the applicant has been a resident of Harrisburg.

There was also discussion about how many residents should sit on the committee. It was determined that one would be enough as long as there was an alternate in case the primary member could not attend a committee meeting at some point. The same is true for Council members. Councilmember Patrick will be the primary member with Councilmember Selberg serving as the alternate.

7.

ACTION ITEMS

None

8.

CLOSED SESSION

None

9.

ADJOURNMENT

MOTION:

There being no further business, Councilmember Selberg made a motion to adjourn the meeting with a second from Mayor Pro-Tem Smith. **The motion passed 7-0.**

ATTEST:

Janet Rackley, Town Clerk

Steve Sciascia, Mayor



TOWN OF HARRISBURG

Agenda Item Details

Title:

Consideration of Capital Project Ordinance Amendments

Presenting Personnel:

Brian Lee, Deputy Finance Director

Suggested Motion or Action:

Motion to approve the Capital Project Ordinance Amendments, as attached.

Description/Background:

Each year, Town staff reviews existing multi-year capital projects and evaluates if their original expiration date is appropriate. During this process this year, the following projects were identified as needing to have extended project lives.

1. Fire Station #2 and Storage/Training Facility Capital Project was originally authorized by Town Council as part of the FY2018 Capital Improvement Plan and Budget Ordinance to cover a span of July 1, 2017 to June 30, 2019. On June 10, 2019, the project was extended for a period of one year with an expiration date of June 30, 2020. The Fire Station portion of the project is complete and in operation, however, the storage and training facility has been delayed in coordination with the construction of the Elevated Water Storage Tank on the property. The area on the property used for materials storage and construction activity on the Water Tank is the location of the future storage/training facility. Once this area is cleared, construction of these facilities may begin. Staff is requesting extending the term of the project to June 30, 2021.

2. System A - Phase 2 - Storm Water Drainage Improvement Project was originally authorized by Town Council as part of the FY2019 Capital Improvement Plan and Budget Ordinance to cover a span of July 1, 2018 to June 30, 2020. A contract was approved for the construction portion of this project on May 11, 2020 with an estimated completion date of December 15, 2020. In order to provide authorization for the project to proceed past June 30, 2020, staff is requesting extending the term of the project to June 30, 2021.

3. FY2019 Waterline Upgrade Project was originally authorized by Town Council as part of the FY2019 Capital Improvement Plan and Budget Ordinance to cover a span of July 1, 2018 to June 30, 2020. Construction is expected to be completed by June 30, 2020, however, some final activity could go into July. In order to provide authorization for the project to proceed past June 30, 2020, staff is requesting extending the term of the project to June 30, 2021.

4. 1M Gallon Elevated Water Storage Tank was originally authorized by Town Council as part of the FY2019 Capital Improvement Plan and Budget Ordinance to cover a span of July 1, 2018 to June 30, 2020. In order to reduce costs significantly on this project, when the construction portion of the project was bid, the construction timeline was extended from the original projection in order to provide the potential contractors a more flexible project timeline. That timeline has the Water Tower being placed in service in April, 2021, however, construction is going well and is ahead of schedule at this point. In order to provide authorization for the project to proceed past June 30, 2020, staff is requesting extending the term of the project to June 30, 2021.

5. CMAQ Sidewalks Project was originally authorized by Town Council as part of the FY2017 Capital Improvement Plan and Budget Ordinance to cover a span of July 1, 2016 to June 30, 2020. The project has been reorganized to use local funding and coordinate with private development in order to reduce design and construction costs as well as increase the linear feet that can be completed with the available funds. In order to provide authorization for the project to proceed past June 30, 2020, staff is requesting extending the term of the project to June 30, 2021.

Recommendation:

Staff recommends approval of these Capital Project Ordinance Amendments, as attached.

Fiscal Impact:

There is no additional fiscal impact to the Town. The amendments only extend the end date of each project to:

- 1) Fire Station #2 and Storage/Training Facility - June 30, 2021
- 2) System A - Phase 2 - Storm Water Drainage Improvement Project - June 30, 2021
- 3) FY2019 Waterline Upgrade Projects - June 30, 2021
- 4) Elevated Water Storage Tank - June 30, 2021
- 5) CMAQ Sidewalks Project - June 30, 2021

Attachments:

1. Project Amendment - CPF-PS - Fire Station 2 Extension
2. Project Amendment - CPF-SW - System A - Phase 2 Extension
3. Project Amendment - CPF-WS - FY2019 Waterline Upgrades Extension
4. Project Amendment - CPF-WS - Elevated Water Storage Tank Extension
5. Project Amendment - CPF-Transportation - CMAQ Extension



AN ORDINANCE AMENDING THE 2017-2020 CAPITAL PROJECTS ORDINANCE OF THE TOWN OF HARRISBURG, NORTH CAROLINA

Be it ordained by the Town Council of the Town of Harrisburg, North Carolina, that the following amendment be made to the Capital Projects Fund – Public Safety ordinance for the fiscal years beginning July 1, 2016 and ending June 30, 2020:

SECTION 1. To amend the dates of the Capital Projects Fund – Public Safety to the fiscal year beginning July 1, 2016 and ending June 30, 2021 for the following project:

- 2017-2100-007: Fire Station 2 and Training/Storage Building

SECTION 2. Copies of this budget amendment shall be furnished to the Clerk to the Town Council and to the Budget Officer and the Finance Officer for direction.

SECTION 3. That this ordinance shall be effective upon its passage. Adopted this 8th day of June, 2020.

Steve Sciascia, Mayor

ATTEST:

Janet Rackley, Town Clerk



AN ORDINANCE AMENDING THE 2018-2020 CAPITAL PROJECTS ORDINANCE OF THE TOWN OF HARRISBURG, NORTH CAROLINA

Be it ordained by the Town Council of the Town of Harrisburg, North Carolina, that the following amendment be made to the Capital Projects Fund – Storm Water ordinance for the fiscal years beginning July 1, 2017 and ending June 30, 2020:

SECTION 1. To amend the dates of the Capital Projects Fund – Storm Water to the fiscal year beginning July 1, 2017 and ending June 30, 2021 for the following project:

- 2018-7000-001: System A – Phase 2 – Storm Water Drainage Improvement Project

SECTION 2. Copies of this budget amendment shall be furnished to the Clerk to the Town Council and to the Budget Officer and the Finance Officer for direction.

SECTION 3. That this ordinance shall be effective upon its passage. Adopted this 8th day of June, 2020.

Steve Sciascia, Mayor

ATTEST:

Janet Rackley, Town Clerk



AN ORDINANCE AMENDING THE 2019-2020 CAPITAL PROJECTS ORDINANCE OF THE TOWN OF HARRISBURG, NORTH CAROLINA

Be it ordained by the Town Council of the Town of Harrisburg, North Carolina, that the following amendment be made to the Capital Projects Fund – Water and Sewer ordinance for the fiscal years beginning July 1, 2018 and ending June 30, 2020:

SECTION 1. To amend the dates of the Capital Projects Fund – Water and Sewer to the fiscal year beginning July 1, 2018 and ending June 30, 2021 for the following project:

- 2019-6000-001/002/006/007: FY2019 Waterline Upgrade Project

SECTION 2. Copies of this budget amendment shall be furnished to the Clerk to the Town Council and to the Budget Officer and the Finance Officer for direction.

SECTION 3. That this ordinance shall be effective upon its passage. Adopted this 8th day of June, 2020.

Steve Sciascia, Mayor

ATTEST:

Janet Rackley, Town Clerk



AN ORDINANCE AMENDING THE 2019-2020 CAPITAL PROJECTS ORDINANCE OF THE TOWN OF HARRISBURG, NORTH CAROLINA

Be it ordained by the Town Council of the Town of Harrisburg, North Carolina, that the following amendment be made to the Capital Projects Fund – Water and Sewer ordinance for the fiscal years beginning July 1, 2018 and ending June 30, 2020:

SECTION 1. To amend the dates of the Capital Projects Fund – Water and Sewer to the fiscal year beginning July 1, 2018 and ending June 30, 2021 for the following project:

- 2019-6000-003: Elevated Water Storage Tank

SECTION 2. Copies of this budget amendment shall be furnished to the Clerk to the Town Council and to the Budget Officer and the Finance Officer for direction.

SECTION 3. That this ordinance shall be effective upon its passage. Adopted this 8th day of June, 2020.

Steve Sciascia, Mayor

ATTEST:

Janet Rackley, Town Clerk



AN ORDINANCE AMENDING THE 2017-2020 CAPITAL PROJECTS ORDINANCE OF THE TOWN OF HARRISBURG, NORTH CAROLINA

Be it ordained by the Town Council of the Town of Harrisburg, North Carolina, that the following amendment be made to the Capital Projects Fund – Transportation ordinance for the fiscal years beginning July 1, 2016 and ending June 30, 2020:

SECTION 1. To amend the dates of the Capital Projects Fund – Transportation to the fiscal year beginning July 1, 2016 and ending June 30, 2021 for the following project:

- 2017-6000-009: CMAQ - Robinson Church/Stallings/Tom Query

SECTION 2. Copies of this budget amendment shall be furnished to the Clerk to the Town Council and to the Budget Officer and the Finance Officer for direction.

SECTION 3. That this ordinance shall be effective upon its passage. Adopted this 8th day of June, 2020.

Steve Sciascia, Mayor

ATTEST:

Janet Rackley, Town Clerk



TOWN OF HARRISBURG

Agenda Item Details

Title:

Public Hearing to approve the FY2021 Budget Ordinance, Fee Schedule, Capital Improvement Plan, and Tax Rate

Presenting Personnel:

Haynes Brigman, Town Manager, Lee Connor, Assistant Town Manager

Suggested Motion or Action:

Two motions are required:

Motion to approve the Budget Ordinance, Fee Schedule and Capital Improvement Plan as presented.

Motion to approve the tax rate for FY2021 as \$0.355 per \$100 valuation, and to be collected by the Cabarrus County Tax Office.

Description/Background:

In the May Town Council meeting, the budget was presented to the Town Council and the public for inspection. A public hearing is required to be held to receive input from the public. The public hearing will be held and closed at the June Council meeting. However, a vote will not be taken for 2 days with the Town Council vote occurring on Wednesday, June 10, 2020 at 6:00 p.m. The public is encouraged to submit any comments during this time that will be presented prior to the June 10th budget vote.

Town Manager, Haynes Brigman, will provide a budget presentation summarizing the proposed FY2021 budget.

Attached are copies of the Manager's Recommended Budget and the proposed FY2021 budget ordinance, FY2021 schedule of fees and FY2021 CIP. The budget was generated using a tax rate of \$0.355 per \$100 valuation.

Recommendation:

Staff recommends approval of the attached FY2021 Budget Ordinance, FY2021 Schedule of Fees, FY2021 CIP, and the FY2021 tax rate of \$0.355 per \$100 valuation.

Fiscal Impact:

N/A

Attachments:

1. FY2021 Manager's Recommended Budget
2. FY2021 Budget Ordinance
3. FY2021 Schedule of Fees
4. FY2021 Capital Improvement Plan
5. FY2021 - Budget Presentation



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MANAGER'S RECOMMENDED BUDGET

FISCAL YEAR 2021





Mayor and Council Members

Steve Sciascia
Mayor

Council Members

Ron Smith
Mayor Pro Tem

John Booth
Rodney Dellinger
Ian Patrick
Rick Russo
Troy Selberg
Diamond Staton-Williams

Haynes Brigman
Town Manager

Town Hall is located at 4100 Main Street, Harrisburg, NC 28075



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FY2021 Manager's Budget Message

May 11, 2020

Introduction

Town staff, along with the support and direction of the Town Council, have worked to finalize the proposed 2020-2021 fiscal year's budget through the process of eight separate Budget Workshops beginning in January 2020. The proposed total budget of \$74,419,452 for the General Fund, Water and Sewer Fund, Storm Water Fund, Capital Reserve Funds and Capital Project Funds is presented in a balanced format – conforming to the requirements of North Carolina General Statutes and the Local Government Budget and Fiscal Control Act.

Each budget process is unique and comes with its own sets of challenges. Balancing the desire to provide high-level services while also maintaining a low tax rate and protecting the financial security of the Town over the long-term can be a difficult process even under normal economic circumstances; however, due to the world-wide impacts of the COVID-19 pandemic this challenge becomes even greater this year.

The proposed FY2021 budget was prepared using data and projections from internal resources, State, County, and private entities in an effort to accurately forecast the impacts COVID-19 will have on our revenues. At the same time our proposed budget remains true to our long-term vision of financial stewardship and security, as we ensure our organization is able to provide for our community even during the toughest economic times.

General Fund

Harrisburg's strong and steady tax base growth over the past decade has allowed it to maintain a low tax rate while at the same time increasing and expanding our service delivery to residents, businesses and the regional community. Our internal organization has also grown exponentially over this time as we continue our efforts to meet the demands of our citizens. The adoption and implementation of our 10-year financial plan in FY2019 continues to be the main driver in our decision-making process as we forecast and predict what our decisions today will have on our future.

The Town continues to see new residential and commercial interest in the Town, and as a result we are seeing moderate growth occur throughout Town; however, the number of new residential construction projects beginning has slowed over the past couple of years and may be impacted further by the effects of COVID-19. We have seen several new commercial projects begin over the past year and expect to see those projects continue into FY2021 – including the continued construction and development of the Farmington mixed-use development. However, another major commercial center we expected to begin in FY2021 (Harrisburg Town Center) has been delayed, and the status of the project is unknown at this time.

As we continue to grow and evolve as an organization and as a community, so do our needs and priorities. Since FY2019 we have added several new projects to our future plans, have continued to make investments in our workforce, and continue to expand and enhance our service delivery. Examples of those new priorities include the construction of Veterans Park, our partnership with North Carolina Railroad for a passenger rail station and office space to house our growing Law Enforcement division, our partnership with the YMCA to locate their facility in Harrisburg Park, and increased investment in staffing of our public safety departments. Now, with the impacts of COVID-19, we face additional challenges to our long-term plans.

While the exact impact of COVID-19 is yet to be fully known, we estimate that we will have lost or deferred revenues from Ad Valorem Tax collection, Motor Vehicle Tax collection, Sales Tax collection, Interest Income on Investments, and other revenue sources associated with new development as we complete our current fiscal year (ending June 30th) and begin our new budget year on July 1st. The revenue losses associated with COVID-19 are estimated at more than \$637,000 and represent almost 4% of our total revenues within our General Fund.

In addition to the impacts of COVID-19 on our FY2021 budget, the Town must also consider the results of Cabarrus County's recent tax revaluation process. Every four years the Cabarrus County Tax Office reassess property values for real property throughout the County. The intent of the revaluation process is to ensure that real property is being assessed a tax value that is relative to the current market conditions. By law, the Town must present what is referred to as a Revenue Neutral Budget that reflects a budget based on our Ad Valorem tax base growth only, with no consideration of new or lost revenues associated with the results of a tax revaluation. While the State requires a Revenue Neutral Budget to be presented, the Town Council can choose to adopt a budget different than the Revenue Neutral Budget if Council feels it is in the best interest of the Town.

For Harrisburg, the results of the Cabarrus County Tax Revaluation will increase our tax base by 19.61%. Of that 19.61% tax base growth, 5.05% of that growth is due to actual growth within the Town over the past year. A Revenue Neutral Budget would need to be prepared with a Tax Rate of \$0.3120 per \$100 valuation, compared to our current Tax Rate of \$0.3550 per \$100 valuation. This would equate to the Town's gross tax revenue being equal to budgeted revenues of FY2020, plus the additional growth that took place during the year.

In consideration of the lost and/or deferred revenues related to COVID-19, and the long-term commitments and needs of the Town, staff is unable to recommend moving forward with a Revenue Neutral Budget at this time. The impacts of that decision would be catastrophic to the short-term and long-term financial health of the Town. For example, if the Town were to consider a Revenue Neutral Tax Rate, we would have to hold off on any new budget requests for the next ten years and beyond, in addition to making \$250,000-\$300,000 in annual operating cuts to our current budget year over year for the next ten years to be able to fund our necessary obligations. Cuts like these would likely mean reduced service delivery, significant personnel cuts in our largest departments (Fire and Public Works) and weakened financial stability for the Town.

A Revenue Neutral Budget would also create additional revenue losses as a result of decreased Sales Tax distributions from Cabarrus County due to their disbursement methodology. These additional losses of revenue under a Revenue Neutral Budget are estimated at \$300,000 for FY2021, and these losses would continue year over year until the Town increased its tax rate to a proportionate equivalent to what it is today.

As a result of these identified impacts, the Manager's Recommended Budget is prepared with a tax rate of \$0.3550 per \$100 valuation, which is the current tax rate for FY2020. By keeping the Tax Rate the same as FY2020, due to the tax base growth achieved out of the revaluation, the Town will increase its Ad Valorem revenue by 14.48%, or \$1,135,000. The new revenues generated by keeping the Tax Rate at \$0.3550 will help offset the short and long-term revenue impacts of COVID-19, supplement any additional loss of Sales Tax revenue due to the distribution methodology, and will provide the necessary funding to achieve the short and long-term priorities of the Town. Any consideration of a Tax Rate lower than \$0.3550 will cause future funding gaps for Council-identified expenses and will necessitate future Tax Rate adjustments higher than our current rate.

The total proposed General Fund expenditures for FY2021 are \$17,627,900, an 11.61% increase over FY2020. Several new impacts drive the increase in our total budget from last year. These impacts include increased staffing for our public safety departments, with three (3) new positions in the Fire Department and two (2) new positions within our law enforcement division through our contract with the Cabarrus County Sheriff's Department. Additional impacts include significant capital investment to replace aging equipment and vehicles throughout many departments, and our first full Debt Service payment for the Harrisburg Park expansion project will be due. In addition to these new projects, the Town continues to see operating expenses increase related to service contracts, employee-provided medical insurance benefits, and State-mandated employee retirement contribution rates.

With the details of the full impact of COVID-19 still being unknown, the Town Council has instructed management to ensure that all non-essential expenses are delayed until such time that the effects of COVID-19 are better understood. This means the Town will continue to expend funds to ensure our service delivery remains unaffected, but any item that is not deemed essential to the core functions of the department will remain on hold until we ensure our revenue collection is sufficient. This may mean some items budgeted in FY2021 may not be completed if the economic forecast does not improve.

Despite the unprecedented effects of COVID-19, the Town wants to ensure its citizens and businesses that we will continue to provide high-quality services while maintaining one of the lowest tax rates in North Carolina for a full-service municipality.

We will continue to make decisions that benefit the Town today and into the future, while balancing our financial stewardship with meeting the evolving needs and desires of our community.

Proprietary Funds

The FY2021 Water and Sewer Fund budget is prepared to address the continued growth seen throughout the system, along with the consistent increases in purchase and treatment expenses and capital infrastructure projects needed to maintain portions of an aging system. The total proposed Water and Sewer Fund budget is \$10,541,550, a 15.8% decrease from FY2020's budget. In FY2020, the Town established a 30% FB policy, which resulted in a one-time, initial transfer of excess fund balance of \$2.9M. When removing this transfer's effect on the annual budget, the Water and Sewer Fund is proposed to have an increase of approximately 9.6%.

Similar to the General Fund, the Town has introduced a 10-year financial model and capital plan for the Water and Sewer Fund that allows the Town to address not only current needs and demands, but also prepare for the future needs as well. Having the opportunity to forecast into the future the capital needs and infrastructure improvement projects the Town is facing gives us the ability to recognize funding challenges well in advance. In FY2020, Town Council passed a resolution of intent to make increases to water and sewer rates of 5% every two years in an effort to help keep the Water and Sewer Fund stable and in a position to fund all operational, capital and debt service costs over that ten-year period. Staff continues to monitor the financial model throughout the year to address any changes at an appropriate time.

The Town will see a 4% increase in water purchase rates from the City of Concord and a 2.4% increase in wastewater treatment costs with the Water and Sewer Authority of Cabarrus County (WSACC). These two increases amount to an average increase of \$124,000 annually that has been absorbed by the Town and not passed along to customers.

The Town has made significant capital investment in water and sewer line replacement projects over the past two years and will continue to make investments into the aging portions of our system over the next 10 years. The Water and Sewer Fund has benefited greatly from the residential growth over the past decade, as this growth in revenue has allowed the Town to accommodate both capital and operational expenses during that same time. With that being said, even while maintaining rates the same as FY2020, the Water and Sewer Fund will be able to meet the service delivery demands as well as infrastructure improvement demands of the system.

In addition to maintaining the water and sewer rates consistent with FY2020, the budget is also prepared with maintaining the fee rates for System Development Charges associated with new development. System Development Charges are paid by new customers/developers joining our system, with the funds designated for funding future system expansion projects such as new line extensions, water tank construction, etc. (these funds can not be used for maintenance or replacement of the existing system). The purpose of the System Development Charge fees is to ensure the costs associated with future development of the Town's system are covered by the new development, and not paid for by existing customers.

Some of the expected capital projects within the Water and Sewer Fund for FY2021 include water line replacement projects, a waterline extension along Hickory Ridge Road and an annual sanitary sewer rehabilitation. These new projects are in addition to existing projects such as the construction of the elevated water storage tank, water line replacements and pump station decommissionings with conversion to gravity-fed sewer lines.

The Storm Water Fund has a proposed FY2020 budget of \$1,668,200, which is a 124.8% increase from FY2020. Similar to the General Fund and Water and Sewer Fund, the Town has introduced a 10-year financial model and capital plan for the Storm Water Fund that allows the Town to address not only current needs and demands, but also prepare for the future needs as well. In the past the Town had primarily prepared for Storm Water budgets to address the next budget year, and did not forecast out the long-term needs of the storm water system. This has led to the establishment of a Capital Reserve Fund for the Storm Water Fund. This fund, much like the Water and Sewer Fund in FY2020, will receive a one-time, initial funding transfer from the Storm Water Fund of \$1M. Along with this, there will be an annual transfer of fund balance to the Capital Reserve Fund when fund balance exceeds a predetermined amount. When removing these transfers' effect on the current annual budget, the Storm Water Fund is proposed to have a decrease of 10% in comparison to FY2020. This decrease is due in part to portion of the Phase II Storm Water Compliance Permit that was completed and portion of GIS build and updates that were completed. Continued focus will be to invest in more spot-improvements to properties/rights-of-ways where minor storm water issues occur.

Proprietary Funds (continued)

The Town also intends to continue to look for avenues of constructing a regional detention pond along the Hwy 49 corridor that will assist with existing and future development along Hwy 49 and Town Center. This project is expected to be funded with private funding from new development. The System A – Phase 2 project has been designed and construction is expected to be completed in FY2021. Additionally, design funding is budgeted for System A – Phase 3 in FY2021 that will continue where Phase 2 leaves off. There is no proposed storm water fee increase in the FY2021 budget, but the budget does include funding a study for transitioning to a tiered rating system for the FY2022 budget cycle that will base the property owner's fee on the amount of impervious surface area they have on their property.

Conclusion

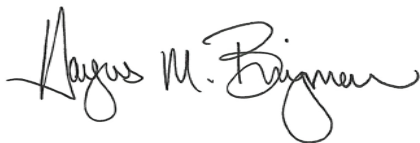
Additional detail and specifics for each fund and department are included, along with historical budget data for comparison of past revenues and expenses. The Town continues to work towards accomplishing the goals outlined in the 10-year capital plan while focusing our efforts on improving service delivery and efficiency.

There is no doubt we wish the conditions under which this budget was created were different. The impact of COVID-19 on our community will be felt for years to come. We recognize the health and financial challenges facing our citizens, and we want to ensure everyone that careful consideration was given to these challenges when developing this budget. We struggled with the notion of placing an additional financial hardship on our residents, but our community can be assured that thoughtful and deliberate discussions among the group were held to ensure the protection of the Town today and into the future. The decisions made were extremely difficult, but also necessary. While not all needs and interests were met and represented in the budget proposal, I am confident that the immediate and long-term future of the Town remains extremely positive, despite the trying time we are currently facing.

I would like to personally thank each Town Council member for their direction, feedback, insight, and recommendations in the creation of this budget. It is my opinion that the budget document prepared is a strong step forward in meeting the needs of our community and we are carrying out that mission in a cost-effective and strategically outlined manner.

I would also like to thank the Town staff and Department Managers for their assistance. This budget process was uniquely different than past processes, and I want to thank them for the diligence and understanding during this time. We continue to refine our budget process each year in an attempt to make our outputs more transparent and understandable to the public. Without a collective effort of Town Council and staff, it would not be possible to present such a comprehensive document.

Respectfully,



Haynes M. Brigman
Town Manager
Town of Harrisburg

BUDGET PROCESS AND ORGANIZATION

The budget process, by design, requires the involvement of many stakeholders. FY2021 deliberations began in December 2019 as Town staff developed the Capital Improvement Plan, identified staffing needs and operating items. Staff met and worked with Town Council in January to identify budget goals.

During February through May, Town staff debated merits of budget requests as final revenue projections were calculated. Cost estimates were based on historical trends or actual known expenses. Staff and Town Council met over several budget workshops to discuss key areas of the budget and address any concerns. The tentative budget emerged as expenses were prioritized by need, alignment with Council goals and investment opportunities. The budget was presented to the Council and public during the May Council meeting and will be presented to the Town Council for adoption at their June Council meeting with a public hearing.

Document Organization

This document begins with the budget officer's **budget message**. NC General Statute 159, which prescribes municipal budget activities, defines the Town Manager as the Budget Officer. The Budget Officer is required to submit to Town Council a balanced budget along with a message outlining major influences on and uses of Town resources.

Moving from high level to more detailed discussion, the document reports the manner by which the budget officer has balanced each fund in the **fund overview**. Funds are balanced when revenue sources equal expenditures. **Revenue sources** describe all of the Town's major revenue sources and methods used to project revenue. An **expenditure summary** follows. This summary outlines the Town's expenditures by major category and also explains major changes in the annual spending plan. Lastly, all expenditures are broken out in **department summaries**, which describe notable changes from the prior year in each of the Town's cost centers.

Appendices at the end of the document further examine matters relevant to the Town budget and exhibit the recommended budget ordinance.



FUNDS OVERVIEW

This section of the budget document provides an explanation of fund accounting and shows the manner in which all funds collectively and individually are balanced for the coming fiscal year.

Local governments use three broad categories of self-balancing funds to budget for, and subsequently to account for, various activities. Those three types of funds are: governmental funds, proprietary funds and fiduciary funds. The Town only uses governmental and proprietary funds.

Governmental funds used by the Town include:

- General Fund: used to account for general operations and activities of the Town. It is used to account for all financial resources except those that are required to be accounted for in another fund.
- Capital Reserve Fund – General Fund: used to accumulate funds to be used for future capital expenditures in the General Fund and/or General Fund Capital Project Funds.
- Capital Reserve Fund – Economic Development: used to accumulate funds to be used for future economic development capital initiatives and incentives.
- Capital Reserve Fund – Parks & Recreation: used to accumulate funds restricted for parks and recreation, such as fee in lieu of payments from developments, and will fund future capital park improvement projects.
- Capital Projects Fund – Public Safety: used to account for construction of capital projects relating to the public safety departments of the Town.
- Capital Projects Fund – Transportation: used to account for the construction of the 2017 Transportation Bond projects.
- Capital Projects Fund – Recreation: used to account for construction of capital projects relating to the Parks & Recreation department of the Town.
- Capital Projects Fund – Economic Development: used to account for construction of capital projects relating to the economic activities of the Town. The fund was established to contribute toward the construction of a Train station with office space.

Proprietary funds are used for services provided to the public on a user charge basis, similar to the operation of a commercial enterprise. The Town's proprietary, or enterprise funds, include:

- Water and Sewer Fund: used to account for the Town's water and sewer operations.
- Capital Reserve Fund – Water and Sewer Fund: used to accumulate funds to be used for future capital expenditures in the Water and Sewer Fund and/or Capital Projects Fund – Water and Sewer.
- Capital Reserve Fund – Water and Sewer Fund - Expansion: used to collect System Development Charges for both water and sewer and fund both the Water and Sewer Fund and the Capital Projects Fund – Water and Sewer for expansion-related capital projects, including related debt service payments.
- Capital Projects Fund – Water and Sewer: used to account for multi-year water and sewer capital projects.
- Storm Water Fund: used to account for the Town's storm water operations.
- Capital Reserve Fund – Storm Water Fund: used to accumulate funds to be used for future capital expenditures in the Storm Water Fund and/or Capital Projects Fund – Storm Water.
- Capital Projects Fund – Storm Water: used to account for multi-year storm water capital projects.

The tables on the following seven pages summarize revenues and expenditures for each of the 15 funds listed above, with historical reference to past budgets for comparison.

GENERAL FUND

GENERAL FUND	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
REVENUE					
Property taxes	\$ 5,732,000	\$ 6,085,000	\$ 7,832,000	\$ 8,182,000	\$ 9,412,000
Intergovernmental					
Sales tax revenues	1,575,000	1,750,000	2,100,000	2,600,000	2,500,000
Utility sales taxes	800,000	830,000	830,000	890,000	890,000
Powell Bill	400,000	460,000	498,300	466,300	460,000
CC Rural Fire	982,500	1,055,000	1,160,000	1,210,000	1,360,000
Grants	814,000	399,500	-	-	-
Other	85,500	96,600	89,500	94,300	94,300
Permits and fees	207,000	309,000	448,000	544,000	602,500
Charges for services	401,000	666,300	661,250	664,600	762,100
Miscellaneous/interest on investments	327,813	335,850	356,500	318,000	254,000
Installment financing	3,982,000	155,000	-	-	-
Transfers	1,137,100	812,650	1,033,900	825,000	1,293,000
Fund balance appropriated	11,760	2,871,950	268,664	-	-
Total revenues and funding sources	\$ 16,455,673	\$ 15,826,850	\$ 15,278,114	\$ 15,794,200	\$ 17,627,900
EXPENDITURES					
Governing Board	\$ 95,960	\$ 137,980	\$ 118,950	\$ 115,485	\$ 110,030
Town Clerk	-	98,110	74,355	72,470	74,030
Administration	3,217,357	795,685	768,690	408,110	416,770
Finance	-	246,715	295,530	309,480	322,374
Human Resources	-	119,980	135,250	101,495	109,805
Information Technology	-	46,170	121,950	159,690	112,950
Communications	306,739	312,240	316,506	88,610	91,015
Planning & Zoning	572,970	622,110	505,995	565,010	425,880
Economic Development	160,795	49,670	68,500	113,900	101,650
Engineering	-	213,790	275,660	323,155	294,315
Deputies	874,500	962,970	1,236,535	1,337,915	1,607,720
Fire	4,651,515	5,104,245	4,806,109	5,324,350	5,719,380
Streets	286,850	364,200	401,350	467,200	572,200
Powell Bill	400,000	460,500	499,800	466,300	461,000
Parks & Recreation	3,596,337	1,866,200	2,174,604	2,657,215	3,387,665
Environmental Protection	1,277,145	1,646,325	1,699,925	1,585,800	2,055,700
Transfers	532,750	2,440,000	1,550,000	1,310,000	1,392,711
Contingency	482,755	339,960	228,405	388,015	372,705
Total expenditures	\$ 16,455,673	\$ 15,826,850	\$ 15,278,114	\$ 15,794,200	\$ 17,627,900

CAPITAL RESERVE FUND – GENERAL FUND

CAPITAL RESERVE FUND - GF	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
REVENUE					
Miscellaneous/interest on investments	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 10,000
Transfers	-	-	-	1,250,000	1,312,711
Fund balance appropriated	1,052,600	591,050	918,175	-	78,289
Total revenues and funding sources	\$ 1,057,600	\$ 596,050	\$ 923,175	\$ 1,255,000	\$ 1,401,000
EXPENDITURES					
Contingency	\$ -	\$ -	\$ -	\$ 825	\$ -
Transfers	1,057,600	596,050	923,175	1,254,175	1,401,000
Total expenditures	\$ 1,057,600	\$ 596,050	\$ 923,175	\$ 1,255,000	\$ 1,401,000

CAPITAL RESERVE FUND – ECONOMIC DEVELOPMENT

CAPITAL RESERVE FUND - ECON DEV	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
REVENUE					
Miscellaneous/interest on investments	\$ -	\$ -	\$ -	\$ -	\$ 1,000
Transfers	60,000	100,000	100,000	60,000	60,000
Fund balance appropriated	-	-	40,000	15,000	-
Total revenues and funding sources	\$ 60,000	\$ 100,000	\$ 140,000	\$ 75,000	\$ 61,000
EXPENDITURES					
Contingency	\$ 60,000	\$ 100,000	\$ 140,000	\$ -	\$ -
Transfers	-	-	-	75,000	61,000
Total expenditures	\$ 60,000	\$ 100,000	\$ 140,000	\$ 75,000	\$ 61,000

CAPITAL RESERVE FUND – PARKS & RECREATION

CAPITAL RESERVE FUND - PARKS & REC	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
REVENUE					
Fee in lieu of	\$ 110,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ -
Miscellaneous/interest on investments	-	-	-	-	1,000
Transfers	-	-	-	-	20,000
Total revenues and funding sources	\$ 110,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 21,000
EXPENDITURES					
Transfers	\$ 110,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 21,000
Total expenditures	\$ 110,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 21,000

CAPITAL PROJECTS FUND – TRANSPORTATION

CAPITAL PROJECTS FUND - TRANSPORTATION	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
REVENUE					
Grant proceeds/contributions	\$ 451,000	\$ 451,000	\$ 2,163,000	\$ 2,163,000	\$ 1,645,000
Installment financing	-	-	4,000,000	4,000,000	4,000,000
Transfers	274,000	274,000	274,000	274,000	274,000
Total revenues and funding sources	\$ 725,000	\$ 725,000	\$ 6,437,000	\$ 6,437,000	\$ 5,919,000
EXPENDITURES					
Professional fees	\$ 195,000	\$ 195,000	\$ 830,000	\$ 830,000	\$ 635,000
Construction	530,000	530,000	5,540,000	5,540,000	5,284,000
Contingency	-	-	67,000	67,000	-
Total expenditures	\$ 725,000	\$ 725,000	\$ 6,437,000	\$ 6,437,000	\$ 5,919,000

CAPITAL PROJECTS FUND – PUBLIC SAFETY

CAPITAL PROJECTS FUND - PUBLIC SAFETY	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
REVENUE					
Miscellaneous/interest on investments	\$ 1,000	\$ 1,000	\$ -	\$ -	\$ -
Installment financing	2,600,000	2,600,000	5,500,000	6,115,000	6,115,000
Transfers	772,750	772,750	-	-	-
Total revenues and funding sources	\$ 3,373,750	\$ 3,373,750	\$ 5,500,000	\$ 6,115,000	\$ 6,115,000
EXPENDITURES					
Professional fees	\$ 173,750	\$ 173,750	\$ 300,000	\$ 300,000	\$ 300,000
Construction	3,200,000	3,200,000	5,200,000	5,815,000	5,815,000
Total expenditures	\$ 3,373,750	\$ 3,373,750	\$ 5,500,000	\$ 6,115,000	\$ 6,115,000

CAPITAL PROJECTS FUND – RECREATION

CAPITAL PROJECTS FUND - RECREATION	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
REVENUE					
Grant proceeds	\$ -	\$ -	\$ -	\$ -	\$ 350,000
Installment financing	-	-	6,650,000	9,000,000	10,000,000
Transfers	-	-	875,000	525,000	300,000
Total revenues and funding sources	\$ -	\$ -	\$ 7,525,000	\$ 9,525,000	\$ 10,650,000
EXPENDITURES					
Professional fees	\$ -	\$ -	\$ 525,000	\$ 525,000	\$ 524,000
Construction	-	-	7,000,000	9,000,000	10,126,000
Total expenditures	\$ -	\$ -	\$ 7,525,000	\$ 9,525,000	\$ 10,650,000

CAPITAL PROJECTS FUND – ECONOMIC DEVELOPMENT

CAPITAL PROJECTS FUND - ECON DEV	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
REVENUE					
Transfers	\$ -	\$ -	\$ -	\$ -	\$ 1,750,000
Total revenues and funding sources	\$ -	\$ -	\$ -	\$ -	\$ 1,750,000
EXPENDITURES					
Construction	\$ -	\$ -	\$ -	\$ -	\$ 1,750,000
Total expenditures	\$ -	\$ -	\$ -	\$ -	\$ 1,750,000

WATER AND SEWER FUND

WATER AND SEWER FUND	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
REVENUE					
Sales and services	\$ 7,063,000	\$ 7,822,500	\$ 7,507,500	\$ 8,245,000	\$ 8,549,250
Permits and fees	1,021,600	811,750	199,000	179,000	179,800
Miscellaneous/interest on investments	198,920	260,120	281,620	285,100	169,000
Transfers	-	610,800	2,502,000	2,192,500	1,643,500
Fund balance appropriated	23,975	1,231,600	264,705	1,615,045	-
Total revenues and funding sources	\$ 8,307,495	\$ 10,736,770	\$ 10,754,825	\$ 12,516,645	\$ 10,541,550
EXPENDITURES					
Administration	\$ 6,169,380	\$ 7,247,775	\$ 8,021,120	\$ 7,626,680	\$ 7,962,931
Debt service	1,077,250	1,609,750	1,678,750	1,913,000	2,112,200
Contingency	525,865	379,245	174,955	426,965	155,893
Transfers	265,000	1,500,000	880,000	2,550,000	310,526
Total expenditures	\$ 8,037,495	\$ 10,736,770	\$ 10,754,825	\$ 12,516,645	\$ 10,541,550

CAPITAL RESERVE FUND – WATER AND SEWER FUND

CAPITAL RESERVE FUND - WSF	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
REVENUE					
Miscellaneous/interest on investments	\$ -	\$ -	\$ -	\$ -	\$ 25,000
Appropriated fund balance	-	-	1,650,000	252,000	953,474
Transfers	-	1,500,000	880,000	2,550,000	310,526
Total revenues and funding sources	\$ -	\$ 1,500,000	\$ 2,530,000	\$ 2,802,000	\$ 1,289,000
EXPENDITURES					
Contingency	\$ -	\$ 169,200	\$ -	\$ -	\$ -
Transfers	-	1,330,800	2,530,000	2,802,000	1,289,000
Total expenditures	\$ -	\$ 1,500,000	\$ 2,530,000	\$ 2,802,000	\$ 1,289,000

CAPITAL RESERVE FUND – WATER AND SEWER - EXPANSION

CAPITAL RESERVE FUND - WSF - EXPANSION	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
REVENUE					
Permits and Fees	\$ -	\$ -	\$ 1,392,500	\$ 1,497,500	\$ 1,198,000
Miscellaneous/interest on investments	-	-	-	-	2,500
Total revenues and funding sources	\$ -	\$ -	\$ 1,392,500	\$ 1,497,500	\$ 1,200,500
EXPENDITURES					
Transfers	\$ -	\$ -	\$ 1,372,000	\$ 1,392,500	\$ 1,200,500
Contingency	-	-	20,500	105,000	-
Total expenditures	\$ -	\$ -	\$ 1,392,500	\$ 1,497,500	\$ 1,200,500

CAPITAL PROJECTS FUND – WATER AND SEWER

CAPITAL PROJECTS FUND - WSF	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
REVENUE					
Installment financing	\$ -	\$ 5,900,000	\$ 2,575,000	\$ 8,045,000	\$ 9,061,000
Transfers	4,445,000	1,970,000	2,460,000	4,013,000	3,978,000
Total revenues and funding sources	\$ 4,445,000	\$ 7,870,000	\$ 5,035,000	\$ 12,058,000	\$ 13,039,000
EXPENDITURES					
Professional fees	\$ 291,000	\$ 600,000	\$ 675,000	\$ 1,417,000	\$ 2,073,000
Construction	4,154,000	7,270,000	4,360,000	10,641,000	10,966,000
Total expenditures	\$ 4,445,000	\$ 7,870,000	\$ 5,035,000	\$ 12,058,000	\$ 13,039,000

STORM WATER FUND

STORM WATER FUND	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
REVENUE					
Permits and fees	\$ 590,000	\$ 624,000	\$ 632,000	\$ 728,000	\$ 667,200
Miscellaneous/interest on investments	2,500	5,000	11,000	13,800	1,000
Appropriated fund balance	-	8,000	50,000	-	1,000,000
Total revenues and funding sources	\$ 592,500	\$ 637,000	\$ 693,000	\$ 741,800	\$ 1,668,200
EXPENDITURES					
Administration	\$ 240,100	\$ 273,450	\$ 385,875	\$ 444,920	\$ 495,775
Debt service	92,000	92,000	-	-	-
Transfers	228,000	200,000	280,000	270,000	1,157,552
Contingency	32,400	63,550	27,125	26,880	14,873
Total expenditures	\$ 592,500	\$ 629,000	\$ 693,000	\$ 741,800	\$ 1,668,200

CAPITAL RESERVE FUND – STORM WATER FUND

CAPITAL RESERVE FUND - SWF	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
REVENUE					
Miscellaneous/interest on investments	\$ -	\$ -	\$ -	\$ -	\$ 8,750
Transfers	-	-	-	-	1,157,552
Total revenues and funding sources	\$ -	\$ -	\$ -	\$ -	\$ 1,166,302
EXPENDITURES					
Storm Water	\$ -	\$ -	\$ -	\$ -	\$ 1,046,302
Transfers	-	-	-	-	120,000
Total expenditures	\$ -	\$ -	\$ -	\$ -	\$ 1,166,302

CAPITAL PROJECTS FUND – STORM WATER

CAPITAL PROJECTS FUND - STORM WATER	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
REVENUE					
Installment financing	\$ 900,000	\$ 900,000	\$ -	\$ -	\$ -
Transfers	713,000	713,000	900,000	1,200,000	1,970,000
Total revenues and funding sources	\$ 1,613,000	\$ 1,613,000	\$ 900,000	\$ 1,200,000	\$ 1,970,000
EXPENDITURES					
Professional fees	\$ 103,000	\$ 103,000	\$ 100,000	\$ 150,000	\$ 190,000
Construction	1,510,000	1,510,000	800,000	1,050,000	1,780,000
Total expenditures	\$ 1,613,000	\$ 1,613,000	\$ 900,000	\$ 1,200,000	\$ 1,970,000

REVENUE SOURCES AND ASSUMPTIONS FISCAL YEAR 2020-2021

This section of the budget document provides an explanation of the major sources of revenue and means used to project anticipated income for the coming fiscal year.

GENERAL FUND

GENERAL FUND	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
REVENUE					
Property taxes	\$ 5,732,000	\$ 6,085,000	\$ 7,832,000	\$ 8,182,000	\$ 9,412,000
Intergovernmental					
Sales tax revenues	1,575,000	1,750,000	2,100,000	2,600,000	2,500,000
Utility sales taxes	800,000	830,000	830,000	890,000	890,000
Powell Bill	400,000	460,000	498,300	466,300	460,000
CC Rural Fire	982,500	1,055,000	1,160,000	1,210,000	1,360,000
Grants	814,000	399,500	-	-	-
Other	85,500	96,600	89,500	94,300	94,300
Permits and fees	207,000	309,000	448,000	544,000	602,500
Charges for services	401,000	666,300	661,250	664,600	762,100
Miscellaneous/interest on investments	327,813	335,850	356,500	318,000	254,000
Installment financing	3,982,000	155,000	-	-	-
Transfers	1,137,100	812,650	1,033,900	825,000	1,293,000
Fund balance appropriated	11,760	2,871,950	268,664	-	-
Total revenues and funding sources	\$ 16,455,673	\$ 15,826,850	\$ 15,278,114	\$ 15,794,200	\$ 17,627,900

Ad valorem taxes

\$9,412,000 or 53.4% of total General Fund revenue

Ad valorem tax, or property tax, income is based on the current tax rate applied to each \$100 in assessed real and personal property (including vehicle) value in the Town limits. Uses for general ad valorem tax revenues are unrestricted.

The proposed budget sets the effective tax rate at \$0.355 for FY2021, which is unchanged from the FY2020 tax rate. See Appendix 1 for historical tax rate comparisons. For a reference, one penny of the Town's tax rate generates approximately \$272,850 in ad valorem property and motor vehicle taxes.

Harrisburg's estimated taxable property value is \$2,728,503,000. The gross general tax levy on the estimated tax value equals \$9,686,185. For budgeting purposes property tax revenue may not exceed the lesser of the gross tax levy multiplied by the actual collection rate experienced during the preceding fiscal year or by the estimated collection rate for the budget year. The collection rate for the preceding year was 99.63%, which would produce a levy of \$9,650,000. Due to the uncertainty surrounding COVID-19 and its potential widespread economic impact to our national and local economies, we anticipate a reduced collection rate at 96.855%, which results in \$9,381,000 in revenues from the 2020 levy.

2020 is a revaluation year for Cabarrus County. The real property revaluation process is one in which the County tax office adjusts real property values for the changes in market conditions every four years. General Statute 159-11 requires the Budget Officer to present the Town Council with a revenue neutral budget. A revenue neutral budget is one in which the government adjusts its tax rate to compensate for an increase or decrease in real property values so that it receives the same revenues as the year prior to the property revaluation in addition to normal tax base growth. The revenue neutral tax rate

for FY2021 is \$0.312, which would generate a \$8,245,000 gross levy. See Appendix 6 for more information and a Revenue Neutral FY2021 Budget Ordinance and Fee Schedule.

Cabarrus County bills and collects property tax revenue for Harrisburg. The collection fee is approximately \$20,000 to Cabarrus County, or approximately 0.2% of taxes collected. Funds are wired from Cabarrus County to the Town on a monthly basis.

As referenced above, the COVID-19 pandemic has already affected economic activity and has disrupted the reasonable level of certainty that individuals and businesses depend upon for financial stability and confidence. There is great uncertainty surrounding the depth and length of suppressed economic activity as evidenced by the vast range in available projections of consumer spending, mortgage and property tax collection impacts, employment numbers, and investment activity throughout the entirety of this event. Due to these factors, residents, in unprecedented numbers, may be severely-financially impacted by this pandemic, resulting in decreases in various revenue sources for the Town. Most individuals pay their property taxes through the use of an escrow account linked to the home's mortgage, contributing to a historically reliable revenue source to the Town. Given the potential severity of the impact to certain individuals, even this revenue is likely to be impacted by a reduced collection rate for the Town. In setting an estimated collection rate for the upcoming fiscal year, collection rates during previous recessions were reviewed. Collection rates have dipped to approximately 94% in previous downturns, however, those recessions were caused by broader, systemic economic issues which take an extended period of time to naturally recover from. It is estimated that the recovery from COVID-19, from an economic activity and financial well-being perspective, will be much more rapid than those previous events given that there were no underlying economic issues which caused this recession. Given those assumptions and uncertainties surrounding this revenue source, it was determined that the Town would reduce its typical collection rate of 99.63% to 96.855%, approximately a 2.8% decrease.

Intergovernmental - sales tax revenues

\$2,500,000 or 14.2% of total General Fund revenue

Sales taxes are authorized by the State and enacted by counties which opt to impose the taxes. All sales tax revenue is collected by the State and distributed to counties and municipalities monthly.

The NC General Assembly has authorized several sales taxes in Chapter 105 of the General Statutes. Three of the authorizations result in revenue for the Town. The first, defined in Article 39, is a one percent sales tax that was originally authorized in 1971. Distribution is based on point of delivery. There are two one-half percent sales taxes – one authorized in 1983 (Article 40) and one in 1986 (Article 42), distributed on a per capita basis and point of delivery, respectively.

Each county chooses one of two formulae for distribution of these three authorizations of local option sales taxes. Sales taxes returned to Cabarrus County and its municipalities are distributed proportionately to ad valorem taxes of incorporated and unincorporated areas within the County. The proportionate share of sales tax revenues between the County and municipalities may fluctuate based on ad valorem tax increases or decreases.

COVID-19's sales tax collection impact could potentially be greater than that projected for reduced property tax collections for the Town. Unlike property taxes, which are ultimately due and will eventually be collected, sales taxes that are lost due to suppressed economic activity may never be recovered. Some deferred purchases and pent up discretionary expenditures may provide a lift to sales tax collections when economic restrictions are lifted, however, there are undoubtedly transactions that did not take place during the event that will not be replaced in the future. The Town projects reduced revenues for the three months ending June 30, 2020 and also applied a 3.8% reduction to this reduced-FY2020 annualized amount. A 3.8% decrease was provided to municipalities by the NCLM as the conservative bound of a projected range of annual change to sales tax collections across North Carolina for FY2021.

Intergovernmental - utility sales taxes*\$890,000 or 5.0% of total General Fund revenue*

The Town receives sales taxes collected by the NC Department of Revenue on sales of telecommunications, video programming, home satellite services, electricity and piped natural gas.

General sales tax is applied to sales of electricity and piped natural gas. The distribution method of this revenue to municipalities is intended to hold municipalities harmless from the amount of utility taxes that cities and towns received in the FY2013-14 distributions. Both of these revenues are highly sensitive to weather and can also fluctuate due to loss of industry or other large facilities or annexations of these types of facilities.

Distributions of Telecommunications Sales Tax to municipalities are based on their past share of the old telephone franchise tax set at a historic benchmark. Therefore, the Town continues to receive the static percentage of overall statewide collections irrespective of fluctuations in local communication sales. Historical trend analysis and recommendations by the State of North Carolina, adjusted by local conditions, have also factored into this revenue estimate.

Intergovernmental – Powell Bill*\$460,000 or 2.6% of total General Fund revenue*

The State of North Carolina appropriates State dollars annually to municipalities for the upkeep of municipal streets and sidewalks. These funds are distributed each October and January to municipalities based on population and miles of street maintained by the Town. Population accounts for 75% of the funds received and miles of streets accounts for the remaining 25% of the allocation.

Based on NC State Budget Office estimates, the Town should receive approximately \$460,000 in Powell Bill funding during FY2021. Of the projected \$52,500 in Powell Bill fund balance to begin the year, none is appropriated in the FY2021 budget.

Intergovernmental – rural fire tax and sales tax*\$1,360,000 or 7.7% of total General Fund revenue*

As part of the Town's agreement with Cabarrus County to provide fire protection in rural areas surrounding the Town's corporate limits, the County provides both property and sales taxes to the Town. Currently, the County has established a special tax district for this rural area and assesses an amount equal to the maximum rate allowed under General Statute 69-25.4(a), \$0.15 per \$100 valuation of property. This is estimated to provide \$1,120,000 to the Town, which is dedicated to fire protection. The County also determines the estimated population of the rural district and provides equivalent sales taxes to the Town which is dedicated for fire protection. For FY2021, the estimated amount of these funds is \$240,000.

Intergovernmental – grants*\$0*

The Town constantly looks to identify alternative funding sources for projects within the Town. Grant opportunities are one such way that this is accomplished. There are no General Fund grants that the Town anticipates receiving in FY2021. Grants associated with multi-year capital project funds are located in those respective funds.

Intergovernmental – other*\$94,300 or 0.5% of total General Fund revenue*

The State of North Carolina, Cabarrus County, and other quasi-governmental agencies share with the Town a portion of revenues collected. This funding category includes lease income of municipal space, taxes on the sale of alcoholic beverages and solid waste disposal tax.

Permits and fees*\$602,500 or 3.4% of total General Fund revenue*

Revenue in this category includes compliance permits, passport acceptance fees, traffic review fees, fire permits, plan review fees and inspection fees.

Charges for services*\$762,100 or 4.3% of total General Fund revenue*

Revenue in this category relates to a variety of Town activities, such as rental income from Town-owned property, recreation and sports programs.

Miscellaneous/Interest on investments*\$254,000 or 1.4% of General Fund revenue*

Various nominal revenue sources from Town activities also add to the revenue in the General Fund. These include the July 4th Celebration, contributions, special events, proceeds from sales of assets and investment income.

Installment financing*\$0*

Occasionally, as determined by the size and scope of certain projects, it is in the best financial interest of the Town to borrow funds to pay for a project. There is currently no planned financing within the General Fund projected for FY2021. Installment financing revenues associated with multi-year capital project funds are located in those respective funds.

Transfers*\$1,293,000 or 7.3% of total General Fund revenue*

Typically, when possible, all capital outlay expenditures that are not being financed are paid for with capital reserve funds. This allows the Town to minimize the current operational impacts of capital projects with excess funds saved from prior years. In FY2021, all non-financed capital outlay items will be funded with capital reserve funds.

Fund Balance Appropriated*\$0 of total General Fund revenue*

Fund balance is essentially the Town's savings account balance. There are several reasons for maintaining a healthy fund balance, which is expressed as a percentage of annual expenditures. Even though the law does not prohibit what fund balance is used for, appropriation of fund balance is a one-time revenue source and should not be used to balance reoccurring expenditures. At the beginning of FY2020, the Town's unassigned fund balance – at \$4.35M – equaled 36.18% of expenditures.

A significant portion of a municipality's annual revenue is derived from ad valorem property taxes. Because property taxes are not assessed a late penalty until early January, most taxpayers do not pay until near this deadline. Therefore, the Town may operate with less cash in the beginning of a fiscal year and recover mid-year. Fund balance provides working capital during the first half of the fiscal year.

Fund balance is often referred to as a "rainy-day" fund. In this context, fund balance may be seen as a hedge against unexpected changes in financial circumstances. Threats to a community's financial health may stem from adverse weather conditions requiring expensive responses or withholding of revenue at the county or state level. The Town is heavily reliant on these other governmental units for funding disbursements; and budget uncertainties at those levels of government have led to reduced funding in prior years. A local government may be unable to manage such situations without an adequate fund balance.

Per the Town's fund balance policy, a minimum available fund balance of 40% of adjusted expenditures is required to be maintained in the General Fund. Available fund balance is defined as the portion of fund balance in cash and cash equivalents that is not restricted in nature or required to satisfy short-term commitments. Adjusted expenditures is defined as all operating expenditures of the fund, reduced by capital, transfers and contingency. Any fund balance in excess of this amount is transferred to capital reserve funds for use on future capital projects. Fund balance is currently at the 40% target.

Another reason to maintain a healthy fund balance is to fund the early stages of major projects until permanent financing is secured. Fund balance provides flexibility regarding timing of the financing. One last advantage to maintaining a strong fund balance position is that lenders view this savings account as a measure of good fiscal management.

The recommended budget does not have any funds appropriated from fund balance.

CAPITAL RESERVE FUND – GENERAL FUND

CAPITAL RESERVE FUND - GF	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
REVENUE					
Miscellaneous/interest on investments	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 10,000
Transfers	-	-	-	1,250,000	1,312,711
Fund balance appropriated	1,052,600	591,050	918,175	-	78,289
Total revenues and funding sources	\$ 1,057,600	\$ 596,050	\$ 923,175	\$ 1,255,000	\$ 1,401,000

Miscellaneous/Interest on investments

\$10,000 or 0.7% of Capital Reserve Fund revenue

This includes investment income.

Transfers

\$1,312,711 or 93.7% of Capital Reserve Fund revenue

At the end of each year, the excess of available fund balance of the General Fund over the 40% threshold that is set by the fund balance policy, is transferred to the capital reserve fund for future General Fund capital expenditures. The annual budget for the General Fund projects a \$1.31M transfer for FY2021.

Fund Balance Appropriated

\$78,289 or 5.6% of total Capital Reserve Fund revenue

When projects are identified for the utilization of reserve funds, the funds are taken out of fund balance and transferred back to the General Fund or capital projects funds for use on that specified project. The FY2021 budget requires approximately \$78,000 in appropriated fund balance.

CAPITAL RESERVE FUND – ECONOMIC DEVELOPMENT

CAPITAL RESERVE FUND - ECON DEV	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
REVENUE					
Miscellaneous/interest on investments	\$ -	\$ -	\$ -	\$ -	\$ 1,000
Transfers	60,000	100,000	100,000	60,000	60,000
Fund balance appropriated	-	-	40,000	15,000	-
Total revenues and funding sources	\$ 60,000	\$ 100,000	\$ 140,000	\$ 75,000	\$ 61,000

Miscellaneous/Interest on investments

\$1,000 or 1.6% of Capital Reserve Fund – Economic Development revenue

This includes investment income.

Transfers

\$60,000 or 98.4% of total Capital Reserve Fund – Economic Development revenue

Beginning with FY2017, the Town began transferring an annually determined amount to a capital reserve fund dedicated for economic development capital initiatives and incentives from the General Fund. As funds are needed for projects, the appropriate amounts will be transferred back into the General Fund for use.

CAPITAL RESERVE FUND – PARKS & RECREATION

CAPITAL RESERVE FUND - PARKS & REC	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
REVENUE					
Fee in lieu of	\$ 110,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ -
Miscellaneous/interest on investments	-	-	-	-	1,000
Transfers	-	-	-	-	20,000
Total revenues and funding sources	\$ 110,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 21,000

Fee in Lieu of

\$0 or 0% of total Capital Reserve Fund – Parks and Recreation revenue

In FY2015, a new Town ordinance went into effect that gives developers options when building a development – those include park/greenway space contributions or paying the Town a fee in lieu of which is based on a formula designated in the ordinance and established during the application phase of the project. The fee is only payable to the Town when certain development benchmarks are attained and those dates are not readily determinable and are subject to change. There is no anticipated revenue in FY2021 for these contributions.

Miscellaneous/Interest on investments

\$1,000 or 4.8% of total Capital Reserve Fund – Parks and Recreation revenue

This includes investment income.

Transfers

\$20,000 or 95.2% of total Capital Reserve Fund – Parks and Recreation revenue

In FY2021, The Town will begin transferring \$20,000 each year to be saved for future greenway easement purchases when those opportunities arise. \$20,000 is identified for this purpose in FY2021.

CAPITAL PROJECTS FUND - TRANSPORTATION

CAPITAL PROJECTS FUND - TRANSPORTATION	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
REVENUE					
Grant proceeds/contributions	\$ 451,000	\$ 451,000	\$ 2,163,000	\$ 2,163,000	\$ 1,645,000
Installment financing	-	-	4,000,000	4,000,000	4,000,000
Transfers	274,000	274,000	274,000	274,000	274,000
Total revenues and funding sources	\$ 725,000	\$ 725,000	\$ 6,437,000	\$ 6,437,000	\$ 5,919,000

Grant proceeds/contributions

\$1,645,000 or 27.8% of total Capital Projects Fund – Transportation revenue

The Town is anticipating contributions from external agencies and private developers along with grant funding to help pay for sidewalk expansion and intersection improvements in various sections of Town. Design is being performed on a number of projects and construction should begin in FY2021. This portion, or \$1,645,000, represents external contributions to these projects.

With the 2017 transportation bond project approval by the voters, staff is anticipating obtaining related transportation grants and contributions to add to the bond funding to accomplish the projects in this fund.

Installment financing

\$4,000,000 or 67.6% of total Capital Projects Fund – Transportation revenue

Voters approved a \$4M bond issue relating to transportation projects included in this fund. It is anticipated that \$1M will be issued for these projects in FY2021.

Transfers

\$274,000 or 4.6% of total Capital Projects Fund – Transportation revenue

\$274,000 represents the Town's contribution toward project design costs and has been transferred from the Capital Reserve Fund – General Fund.

CAPITAL PROJECTS FUND – PUBLIC SAFETY

CAPITAL PROJECTS FUND - PUBLIC SAFETY	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
REVENUE					
Miscellaneous/interest on investments	\$ 1,000	\$ 1,000	\$ -	\$ -	\$ -
Installment financing	2,600,000	2,600,000	5,500,000	6,115,000	6,115,000
Transfers	772,750	772,750	-	-	-
Total revenues and funding sources	\$ 3,373,750	\$ 3,373,750	\$ 5,500,000	\$ 6,115,000	\$ 6,115,000

Installment financing

\$6,115,000 or 100% of total Capital Projects Fund – Public Safety revenue

The Town is currently using this fund to build Fire Station #2 and a training facility on the same property and to purchase a fire engine, both of which are totally financed with installment financing dollars. The Fire Station has been completed and the training facility will be designed and built after the completion of the Elevated Water Storage Tank being constructed on the property, which should be completed in late FY2021. The Fire Engine has been in manufacturing for over 12 months and should be delivered in early FY2021.

CAPITAL PROJECTS FUND – RECREATION

CAPITAL PROJECTS FUND - RECREATION	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
REVENUE					
Grant proceeds	\$ -	\$ -	\$ -	\$ -	\$ 350,000
Installment financing	-	-	6,650,000	9,000,000	10,000,000
Transfers	-	-	875,000	525,000	300,000
Total revenues and funding sources	\$ -	\$ -	\$ 7,525,000	\$ 9,525,000	\$ 10,650,000

Grant proceeds

\$350,000 or 3.3% of total Capital Projects Fund – Recreation revenue

\$350,000 of grant funding was awarded to the Town from PARTF. The funds are being used to expand the offerings and amenities in the Harrisburg Park Redevelopment – Phase 1 project.

Installment financing

\$10,000,000 or 93.9% of total Capital Projects Fund – Recreation revenue

\$10,000,000 of installment debt financing was awarded in September 2019 to fund the design and construction of the Harrisburg Park Redevelopment – Phase 1 project.

Transfers

\$300,000 or 2.8% of total Capital Projects Fund – Recreation revenue

Transfers in from the Capital Reserve Fund – General Fund represent the Town's cash contribution toward professional services related to the Harrisburg Park Redevelopment – Phase 1 project.

CAPITAL PROJECTS FUND – ECONOMIC DEVELOPMENT

CAPITAL PROJECTS FUND - ECON DEV	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
REVENUE					
Transfers	\$ -	\$ -	\$ -	\$ -	\$ 1,750,000
Total revenues and funding sources	\$ -	\$ -	\$ -	\$ -	\$ 1,750,000

Transfers

\$1,750,000 or 100% of total Capital Projects Fund – Economic Development revenue

Transfers in from the Capital Reserve Fund – General Fund represent the Town's cash contribution toward the construction costs of a Train Station with office and multipurpose space in Harrisburg.

WATER AND SEWER FUND

WATER AND SEWER FUND	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
REVENUE					
Sales and services	\$ 7,063,000	\$ 7,822,500	\$ 7,507,500	\$ 8,245,000	\$ 8,549,250
Permits and fees	1,021,600	811,750	199,000	179,000	179,800
Miscellaneous/interest on investments	198,920	260,120	281,620	285,100	169,000
Transfers	-	610,800	2,502,000	2,192,500	1,643,500
Fund balance appropriated	23,975	1,231,600	264,705	1,615,045	-
Total revenues and funding sources	\$ 8,307,495	\$ 10,736,770	\$ 10,754,825	\$ 12,516,645	\$ 10,541,550

Sales and services

\$8,549,250 or 81.1% of total Water and Sewer Fund revenue

The Town sells water to both inside Town and outside Town customers with a blend of internally produced water and externally purchased water. Internally produced water is generated from multiple wells within the Town. Externally purchased water is provided by both the City of Concord and Charlotte Water. Expansion of the Town's water distribution system has allowed for more water to be purchased from the City of Concord.

The Town also charges for sewer to both inside Town and outside Town customers through an agreement with the Water and Sewer Authority of Cabarrus County (WSACC), which provides the actual sewer treatment.

Sales and services include water sales, sewer charges and meter sales. There is no proposed rate increase to water and sewer usage rates for FY2021 for either inside or outside customers. The Town last implemented a water and sewer rate increase of 9.5% in FY2020. The Town continues to absorb up to 5% rate increases annually from the City of Concord for water purchases and WSACC for sewer treatment.

Permits and fees

\$179,000 or 1.7% of total Water and Sewer Fund revenue

As customers come onto the system, there is routinely a cost to the customer to tap into the system. The Town charges a fee for any customer that is not currently tapped into the system and is not providing the infrastructure and related installation. Other system development charges are recorded in the Water and Sewer Capital Reserve Fund – Expansion.

Miscellaneous/Interest on investments

\$169,000 or 1.6% of total Water and Sewer Fund revenue

This category is made of three main accounts: interest on investments, cell tower lease revenue and proceeds from sale of assets. The Town currently has three companies that lease tower space for cellular equipment use. These leases generate approximately \$84,000 for the Water and Sewer Fund, annually. As aged Town equipment is replaced, the Town uses Govdeals or other auction-style companies to provide a format to sell this equipment to generate funds to help offset the cost of new purchases.

Transfers

\$1,643,500 or 15.6% of total Water and Sewer Fund revenue

Typically, when possible, all capital outlay expenditures that are not being financed, are paid for with capital reserve funds. This allows the Town to minimize the current operational impacts of capital projects with excess funds saved from prior years. Also, per State Statute, regarding water and sewer system development charges, these revenues can be transferred into the Water and Sewer Fund to pay for expansion projects and related debt service payments on such projects. In FY2021, all non-financed capital outlay items will be funded with capital reserve funds. All system development charges will fund expansion-related debt service payments and expansion-related capital outlay.

CAPITAL RESERVE FUND – WATER AND SEWER FUND

CAPITAL RESERVE FUND - WSF	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
REVENUE					
Miscellaneous/interest on investments	\$ -	\$ -	\$ -	\$ -	\$ 25,000
Appropriated fund balance	-	-	1,650,000	252,000	953,474
Transfers	-	1,500,000	880,000	2,550,000	310,526
Total revenues and funding sources	\$ -	\$ 1,500,000	\$ 2,530,000	\$ 2,802,000	\$ 1,289,000

Miscellaneous/Interest on investments

\$25,000 or 1.9% of Capital Reserve Fund – Water and Sewer revenue

This includes investment income.

Appropriated fund balance

\$953,474 or 74.0% of total Capital Reserve Fund – Water and Sewer revenue

At the end of each year, the excess of available fund balance of the Water and Sewer Fund over the 30% threshold that is set by the fund balance policy, is transferred to the capital reserve fund for future Water and Sewer Fund capital expenditures. In the year following this transfer, the funds are taken out of fund balance, as needed, and transferred back to the Water and Sewer Fund for capital funding.

Transfers

\$310,526 or 24.1% of total Capital Reserve Fund – Water and Sewer revenue

At the end of each year, the excess of available fund balance of the Water and Sewer Fund over the 30% threshold that is set by the fund balance policy, is transferred to the capital reserve fund for future Water and Sewer Fund capital expenditures.

CAPITAL RESERVE FUND – WATER AND SEWER – EXPANSION

CAPITAL RESERVE FUND - WSF - EXPANSION	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
REVENUE					
Permits and Fees	\$ -	\$ -	\$ 1,392,500	\$ 1,497,500	\$ 1,198,000
Miscellaneous/interest on investments	-	-	-	-	2,500
Total revenues and funding sources	\$ -	\$ -	\$ 1,392,500	\$ 1,497,500	\$ 1,200,500

Permits and fees

\$1,198,000 or 99.8% of total Capital Reserve Fund – Water and Sewer – Expansion revenue

Based on State Statute relating to system development charges, all such charges are required to be collected in a special revenue fund. These charges represent the developers' contribution to the expansion of the water and sewer system for their new developments. These revenues can only be used on expansion-related capital projects and debt service payments on expansion-related debt.

Miscellaneous/Interest on investments

\$2,500 or 0.2% of Capital Reserve Fund – Water and Sewer – Expansion revenue

This includes investment income.

CAPITAL PROJECTS FUND – WATER AND SEWER

CAPITAL PROJECTS FUND - WSF	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
REVENUE					
Installment financing	\$ -	\$ 5,900,000	\$ 2,575,000	\$ 8,045,000	\$ 9,061,000
Transfers	4,445,000	1,970,000	2,460,000	4,013,000	3,978,000
Total revenues and funding sources	\$ 4,445,000	\$ 7,870,000	\$ 5,035,000	\$ 12,058,000	\$ 13,039,000

Installment financing

\$9,061,000 or 69.5% of total Capital Projects Fund – Water and Sewer revenue

The Town will be using this fund to build a new elevated water storage tank, expand sewer infrastructure into the Morehead West area, decommission old pump stations and replace various waterlines throughout Town. This amount represents the portion of those projects that will be funded with financing proceeds. The fund also contains portions of these projects and additional projects that will be financed with transfers from the Capital Reserve Fund.

Transfers

\$3,978,000 or 30.5% of total Capital Projects Fund – Water and Sewer revenue

The two primary methods of funding multi-year water and sewer capital projects is typically either through installment financing or transfers from the Capital Reserve Fund - Water and Sewer Fund. During FY2018, the Town put a fund balance policy in place with the Water and Sewer Fund to put aside fund balance in excess of a 30% threshold which is aimed at funding all capital projects.

STORM WATER FUND

STORM WATER FUND	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
REVENUE					
Permits and fees	\$ 590,000	\$ 624,000	\$ 632,000	\$ 728,000	\$ 667,200
Miscellaneous/interest on investments	2,500	5,000	11,000	13,800	1,000
Appropriated fund balance	-	8,000	50,000	-	1,000,000
Total revenues and funding sources	\$ 592,500	\$ 637,000	\$ 693,000	\$ 741,800	\$ 1,668,200

Permits and fees

\$667,200 or 40.0% of total Storm Water Fund revenue

U.S. Congress established the Clean Water Act in 1972 to preserve and improve water quality. Portions of this legislation were delegated to states for implementation and enforcement. In response to the National Pollutant Discharge Elimination System (NPDES) storm water permitting program, the NC General Assembly established in 2005 certain regulations of municipal storm sewer systems that directly impact Harrisburg. Phase II of NPDES requires that Harrisburg and other NC municipalities provide services to mitigate damage from storm runoff.

To fund this directive, the Town adopted a storm water fee in FY2011 to offset the costs of storm water repairs and maintenance of its storm drainage system. Currently, the monthly charge is \$5.62 per home or Equivalent Residential Unit (ERU), which represents the impervious space that directly impacts storm water runoff. There is no proposed increase to these fees for FY2021.

Miscellaneous/Interest on investments

\$1,000 or 0.1% of total Storm Water Fund revenue

This includes investment income.

Appropriated fund balance

\$1,000,000 or 59.9% of total Storm Water Fund revenue

Appropriation of fund balance is a one-time revenue source and should not be used to balance reoccurring expenditures. A Capital Reserve Fund for the Storm Water enterprise is established with the FY2021 budget and is funded with a one-time, initial transfer of \$1M of Storm Water Fund fund balance. At the end of each year, the excess of available fund balance of the Storm Water Fund over a predetermined baseline is transferred to the capital reserve fund for future Storm Water capital expenditures.

CAPITAL RESERVE FUND – STORM WATER FUND

CAPITAL RESERVE FUND - SWF	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
REVENUE					
Miscellaneous/interest on investments	\$ -	\$ -	\$ -	\$ -	\$ 8,750
Transfers	-	-	-	-	1,157,552
Total revenues and funding sources	\$ -	\$ -	\$ -	\$ -	\$ 1,166,302

Miscellaneous/Interest on investments

\$8,750 or 0.8% of total Capital Reserve Fund – Storm Water Fund revenue

This includes investment income.

Transfers

\$1,157,552 or 99.2% of total Capital Reserve Fund – Storm Water Fund revenue

This budget includes a transfer of \$1,000,000 from the Storm Water Fund to establish the fund. At the end of each year, the excess of available fund balance of the Storm Water Fund over a predetermined baseline is transferred to the capital reserve fund for future Storm Water capital expenditures. For FY2021, this is anticipated to equate to \$157,552. In the years following this transfer, the funds are taken out of fund balance, as needed, and transferred back to the Storm Water Fund or to the Capital Projects Fund for capital funding.

CAPITAL PROJECTS FUND – STORM WATER

CAPITAL PROJECTS FUND - STORM WATER	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
REVENUE					
Installment financing	\$ 900,000	\$ 900,000	\$ -	\$ -	\$ -
Transfers	713,000	713,000	900,000	1,200,000	1,970,000
Total revenues and funding sources	\$ 1,613,000	\$ 1,613,000	\$ 900,000	\$ 1,200,000	\$ 1,970,000

Transfers

\$1,970,000 or 100% of total Capital Projects Fund – Storm Water revenue

This budget includes transfers of \$1,250,000 from the Storm Water Fund to fund the System A – Phase 2 project and the Town Center Regional Detention Pond. Although the Regional Detention Pond will be funded with transfers from the Storm Water Fund, those fees will be paid for with fees received from developers within and around Town Center.

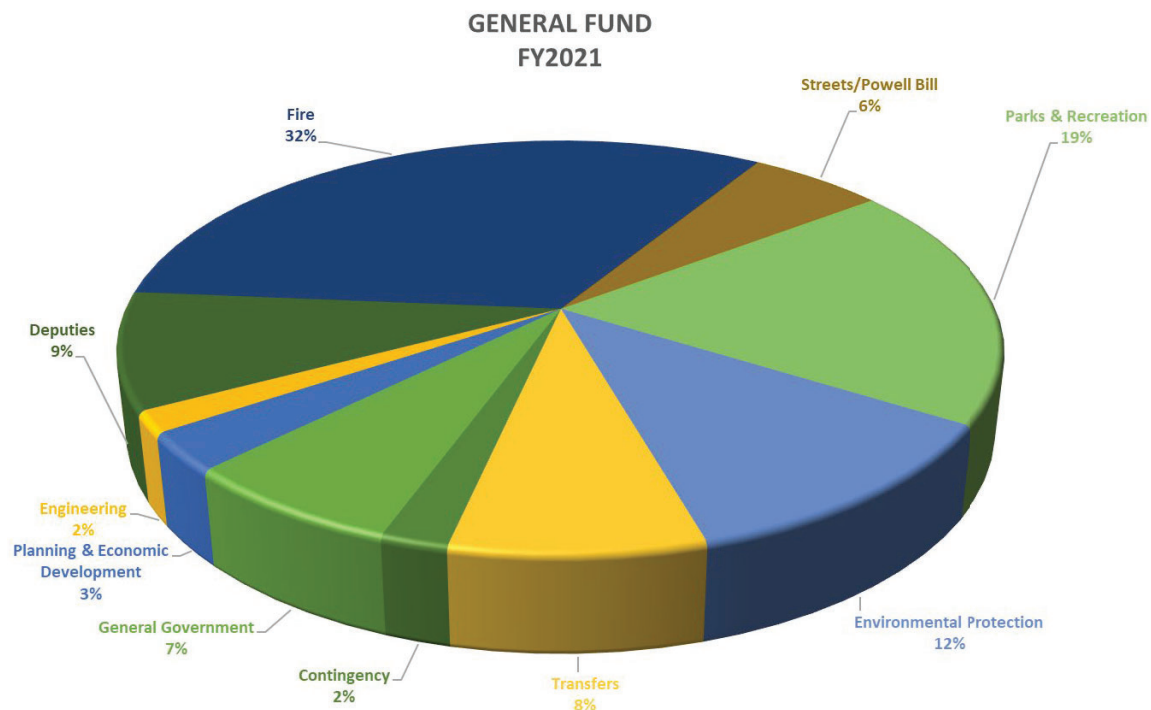
This budget also includes a transfer of \$720,000 from the Capital Reserve Fund – Storm Water Fund to fund the System A – Phase 3 project. This project will be designed in FY2021 and constructed in FY2022.



EXPENDITURE SUMMARY FISCAL YEAR 2020-2021

This section of the budget document provides the reader an explanation of how the Town intends to use resources during the coming fiscal year. The reader should refer to department summaries for a description of all funds and department expenditures.

GENERAL FUND	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
EXPENDITURES					
Governing Board	\$ 95,960	\$ 137,980	\$ 118,950	\$ 115,485	\$ 110,030
Town Clerk	-	98,110	74,355	72,470	74,030
Administration	3,217,357	795,685	768,690	408,110	416,770
Finance	-	246,715	295,530	309,480	322,374
Human Resources	-	119,980	135,250	101,495	109,805
Information Technology	-	46,170	121,950	159,690	112,950
Communications	306,739	312,240	316,506	88,610	91,015
Planning & Zoning	572,970	622,110	505,995	565,010	425,880
Economic Development	160,795	49,670	68,500	113,900	101,650
Engineering	-	213,790	275,660	323,155	294,315
Deputies	874,500	962,970	1,236,535	1,337,915	1,607,720
Fire	4,651,515	5,104,245	4,806,109	5,324,350	5,719,380
Streets	286,850	364,200	401,350	467,200	572,200
Powell Bill	400,000	460,500	499,800	466,300	461,000
Parks & Recreation	3,596,337	1,866,200	2,174,604	2,657,215	3,387,665
Environmental Protection	1,277,145	1,646,325	1,699,925	1,585,800	2,055,700
Transfers	532,750	2,440,000	1,550,000	1,310,000	1,392,711
Contingency	482,755	339,960	228,405	388,015	372,705
Total expenditures	\$ 16,455,673	\$ 15,826,850	\$ 15,278,114	\$ 15,794,200	\$ 17,627,900



General Fund Expenditures by category
Analysis of trends and changes from prior years

For the purposes of this discussion, expenditures have been grouped into the following categories:

- Personal services
- Employee relations and education
- Supplies and materials
- Current obligations and services
- Fixed charges and other services
- Indirect cost allocation
- Capital outlay
- Debt service
- Transfers
- Contingency

The composition of Town expenditures varies by year according to available revenue, Council priorities, needs and/or opportunities.

Personal services

\$6,810,960 or 43.1% of total General Fund expenditures

Personal services expenditures include all compensation and their corresponding staff benefits. Benefit costs are FICA taxes, workers compensation premiums, group health insurance premiums, local government employee retirement funding, 401(k)/457(b) retirement funding and unemployment claims.

This budget includes a recommended maximum 5.0% merit pool for implementation in FY2021. For budgeting purposes, an estimated 4.0% merit increase across the entire employee base was used, which amounts to approximately \$225,000 (total salaries and benefits).

This budget also includes a State-mandated increase in employer pension contributions from 8.95% to 10.15% of salaries. This results in an increase \$60,000. A 10% increase in health insurance premiums accounts for approximately \$72,000 in increased expense to the Town.

General Fund personnel additions included in this budget are as follows:

- Help Desk Technician – PT to FT conversion (Information Technology)
- Three (3) Fire Fighter/EMT (Fire Department)
- Seasonal Field Monitors (Parks & Recreation)

Employee relations and education expenditures

\$264,054 or 1.7% of total General Fund expenditures

Employee relations and education expenditures include costs associated with employee training and business meetings. Some examples of these include travel, training and meetings and conferences.

FY2020 employee and education expenditures for the General Fund were estimated to total \$236,706, while budgeted employee relations and education costs budgeted for FY2021 are \$264,054. These additional expenditures will allow staff to continue to stay on top of industry-specific issues and also cover the expanded training needs that will be necessary for new employees hired both in FY2020 and throughout FY2021.

Supplies and materials expenditures*\$429,716 or 2.7% of total General Fund expenditures*

Supplies and materials expenditures include commodities that are consumed in operations within a relatively short period or the use of which results in a material change in, or an appreciable impairment of, their physical condition. Some examples are department supplies, small tools and equipment, special equipment, uniforms, postage, shipping and handling, printing and special projects.

FY2020 supplies and materials expenditures for the General Fund were estimated to total \$353,146, while budgeted supplies and materials costs budgeted for FY2021 are \$429,716.

Current obligations and services expenditures*\$1,990,189 or 12.6% of total General Fund expenditures*

Current obligations and services expenditures include all payments for operation and maintenance services rendered by firms or individuals. Some examples of these are telephone, credit card fees, maintenance and repair, fuel, utilities, dues and subscriptions and advertising.

FY2020 current obligations and services expenditures for the General Fund are estimated to total \$1.81 million, while budgeted current obligations and services expenditures for FY2021 are \$1.99 million.

Fixed charges and other services expenditures*\$2,928,565 or 18.5% of total General Fund expenditures*

Fixed charges and other services expenditures include those expenditures that are under contract and typically extend over a fixed-period of time. Some examples of these are equipment leases, casualty insurance, contracted services, professional services, technology services, legal services and traffic review fees.

FY2020 fixed charges and other services expenditures for the Town are estimated to total \$2.95 million, while budgeted fixed charges and other services expenditures for FY2021 are \$2.93 million.

Indirect cost allocation*(\$308,226) or (2.0)% of total General Fund expenditures*

Indirect cost allocation is the process of identifying, aggregating, and assigning costs from departments within the Town which serve and benefit other departments or funds indirectly. Some of the expenses incurred by Council, Town Clerk, Administration, Finance, Human Resources, Communications, and Information Technology departments are partially allocated to the Water and Sewer and Storm Water Funds in an effort to best reflect the true costs required to operate these funds.

Costs that are specifically identifiable, or direct expenditures, are allocated to the beneficiary funds proportionally and are not a part of the indirect cost allocation.

For FY2020, the indirect cost allocation from the General Fund to the enterprise funds of the Town totaled \$344,815. Of this total, \$311,745 was allocated to the Water and Sewer Fund and \$33,070 is allocated to the Storm Water Fund.

For FY2021, the indirect cost allocation from the General Fund to the enterprise funds of the Town totaled \$308,226. Of this total, \$278,551 is allocated to the Water and Sewer Fund and \$29,675 is allocated to the Storm Water Fund.

Capital expenditures*\$1,631,000 or 10.3% of total General Fund expenditures*

Capital expenditures include outlays that result in the acquisition of or additions to fixed assets. The Town only includes those items of value in excess of \$5,000 to reflect in this section.

Proposed capital expenditures for FY2021 include:

- Engineering
 - \$40,000 – Replacement Ford Explorer
- Deputies
 - \$18,000 – Three (3) Pole-mounted Speed Signs
 - \$55,000 – Replacement of vehicle #4001 – H8 2013 Charger
 - \$55,000 – Replacement of vehicle #4002 – H11 2013 Charger
 - \$60,000 – New vehicle
 - \$60,000 – New vehicle
- Fire
 - \$6,000 – SCBA Masks (Year 2 of 2)
 - \$20,000 – AEDs (Year 2 of 3)
 - \$32,000 – Battery Extrication Tools – Engine #2
 - \$49,000 – Replacement of vehicle FD705
 - \$50,000 – Replacement of vehicle FD702
 - \$70,000 – Portable Radios (Year 2 of 5)
- Powell Bill
 - \$420,000 – Street resurfacing
- Streets
 - \$50,000 – Harrisburg Elementary School Rd.
- Environmental Protection (Public Works)
 - \$42,000 – Crew Truck
 - \$65,000 – Replacement of vehicle #7016 – Dump Truck with Gate
 - \$220,000 – Leaf Truck
- Parks & Recreation
 - \$11,000 – Zero Turn Mower
 - \$20,000 – Greenway Easements
 - \$20,000 – Replacement of Gator
 - \$25,000 – Holcomb Woods Facility Sign
 - \$35,000 – Replacement of vehicle #5004 – Chevy 1500
 - \$50,000 – Historic Pharr Mill Deconstruction and Storage
 - \$150,000 – Back Creek Greenway Phase 1 – Natural Surface
- Parks & Recreation – Buildings & Grounds
 - \$8,000 – Town Hall server room HVAC unit

Debt service expenditures*\$1,808,000 or 11.4% of General Fund expenditures*

Debt service expenditures include amounts paid for principal, interest and service charges on financed capital.

Debt service payments resulting from new anticipated debt issuances in FY2021 are associated with the 2017 Transportation Bonds and the new Fire Engine.

Transfers out

\$1,392,711 or 8.8% of General Fund expenditures

Beginning with FY2017, the Town began determining a certain amount of funds to be transferred each year into a capital reserve fund for future economic development initiatives and/or incentives. For FY2021, this amount is \$60,000. As needs arise for these funds, the Town will transfer the funds back into the General Fund for use, based on budget amendments approved by Council.

Beginning in FY2021, the Town will begin determining a certain amount of funds to be transferred each year into a capital reserve fund for future greenway easement acquisitions. For FY2021, this amount is \$20,000. As needs arise for these funds, the Town will transfer the funds back into the General Fund for use, based on budget amendments approved by Council.

The Town has established a fund balance policy, whereby a minimum available fund balance of 40% is required to be maintained. Any fund balance in excess of this amount is transferred to capital reserve funds for use on future capital projects. This amount is anticipated to be \$1.39M for FY2021.

Contingency

\$372,705 or 2.4% of General Fund expenditures

Contingency funding for the General Fund is budgeted in FY2021 for those currently unknown costs or opportunities that may arise during the course of the year. As exact amounts are known, funds will be transferred to the appropriate line items through budget amendments approved by Council.



DEPARTMENT SUMMARIES

Department, or cost center, summaries are ordered by functional area. The General Fund is the only fund that has multiple departments. All other funds are shown by fund and category.

General Fund

General Government

- Governing Board
- Town Clerk
- Administration
- Finance
- Human Resources
- Information Technology
- Communications

Engineering

Planning & Economic Development

- Economic Development
- Planning & Zoning

Public Safety

- Deputies
- Fire

Transportation

- Powell Bill
- Streets

Environmental Protection

- Public Works

Cultural & Recreation

- Recreation & Sports
- Buildings & Grounds

Non-departmental

- Transfers
- Contingency

Capital Reserve Funds

- Capital Reserve Fund – General Fund
- Capital Reserve Fund – Economic Development
- Capital Reserve Fund – Parks and Recreation

Capital Projects Funds

- Capital Projects Fund – Public Safety
- Capital Projects Fund – Transportation
- Capital Projects Fund – Recreation
- Capital Projects Fund – Economic Development

Enterprise Funds

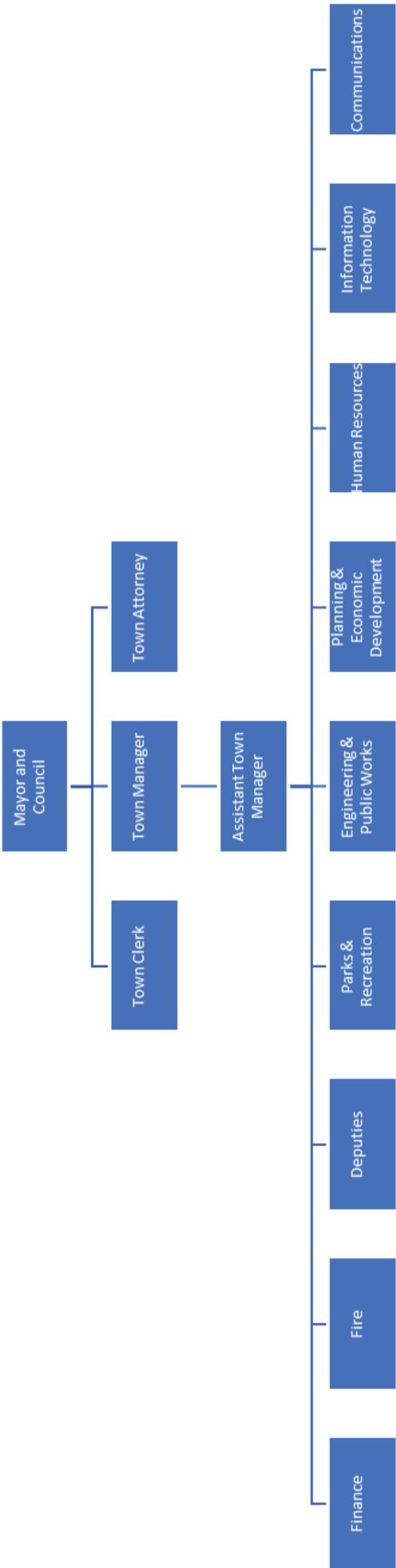
Water and Sewer Fund

- Capital Reserve Fund – Water and Sewer Fund
- Capital Reserve Fund – Water and Sewer Fund – Expansion
- Capital Projects Fund – Water and Sewer

Storm Water Fund

- Capital Reserve Fund – Storm Water Fund
- Capital Projects Fund – Storm Water

ORGANIZATION CHART



Note: Finance Director, Engineering and Public Works Director and Planning and Economic Development Director report directly to the Assistant Town Manager.

GOVERNING BOARD

Overview:

The Town's governing board is comprised of a non-voting mayor and 7 council members elected to four-year staggered terms. The Governing Board sets the goals and policies for the Town to guide its future.

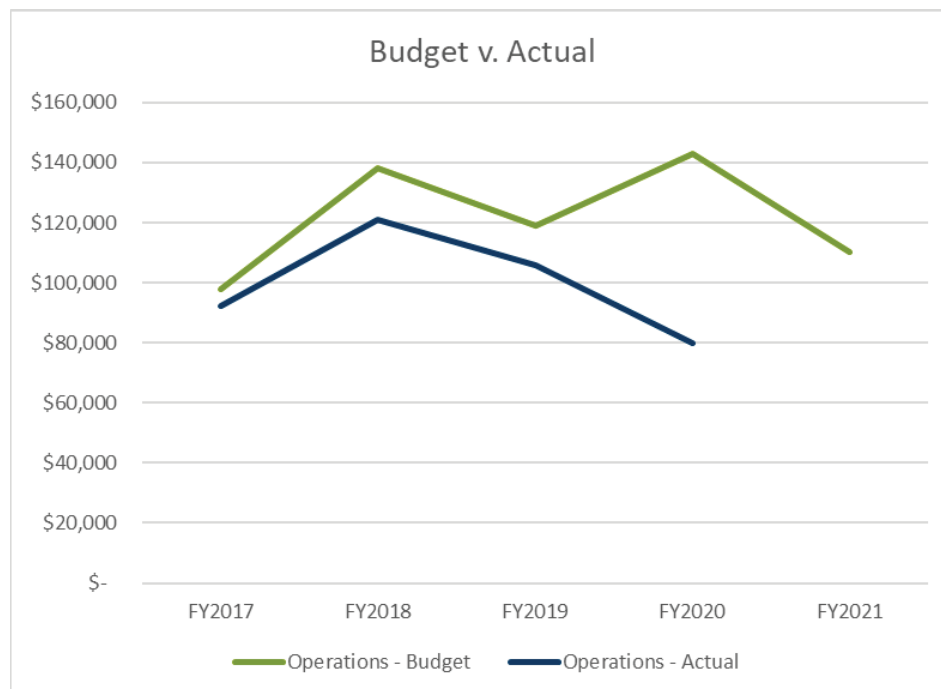
Notable changes:

- \$4,000 – addition of travel budget for each Council member
- \$4,000 – public workshops for Vision Statement update
- \$5,000 – addition of Council facilitation/training program
- (\$6,000) – removal of iPads/laptops for newly elected Council members
- (\$15,000) – removal of election fees for November 2019 elections

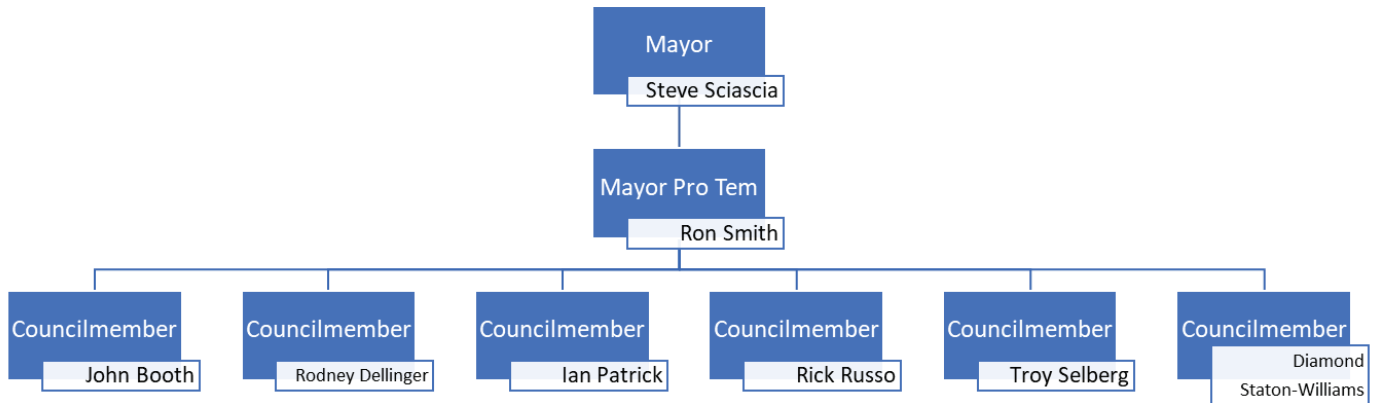
Five-year budgeted expenditures:

GOVERNING BOARD (COUNCIL)	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
EXPENDITURES					
Personal services	\$ 52,050	\$ 52,150	\$ 50,150	\$ 72,685	\$ 69,460
Employee relations and education	5,500	5,384	6,500	6,500	15,100
Supplies and materials	4,340	5,516	6,900	34,170	16,150
Current obligations and services	28,400	65,020	34,700	50,800	36,820
Fixed charges and other services	7,620	9,910	20,700	21,400	13,100
Indirect cost allocation	-	-	-	(42,800)	(40,600)
Total budgeted expenditures	\$ 97,910	\$ 137,980	\$ 118,950	\$ 142,755	\$ 110,030

	BUDGET V. ACTUAL - OPERATIONS				
	FY2017	FY2018	FY2019	FY2020	FY2021
Operations - Budget	\$ 97,910	\$ 137,980	\$ 118,950	\$ 142,755	\$ 110,030
Operations - Actual	\$ 92,178	\$ 120,827	\$ 106,007	\$ 79,908	



GOVERNING BOARD
ORGANIZATION CHART



TOWN CLERK

Overview:

The Town Clerk is responsible for maintaining and preserving the legal and permanent records of the Town, executing legal documents with the Town seal, drafting meeting agendas and taking minutes, issuing public notifications, providing information to the public and administering the Town's property and liability insurance. The Town Clerk also assists the HR Director with various HR functions, including benefits administration, safety and wellness programs, recruitment, selection and orientation of new employees and other related tasks as deemed necessary. Prior to FY2018, this Department was included in Administration.

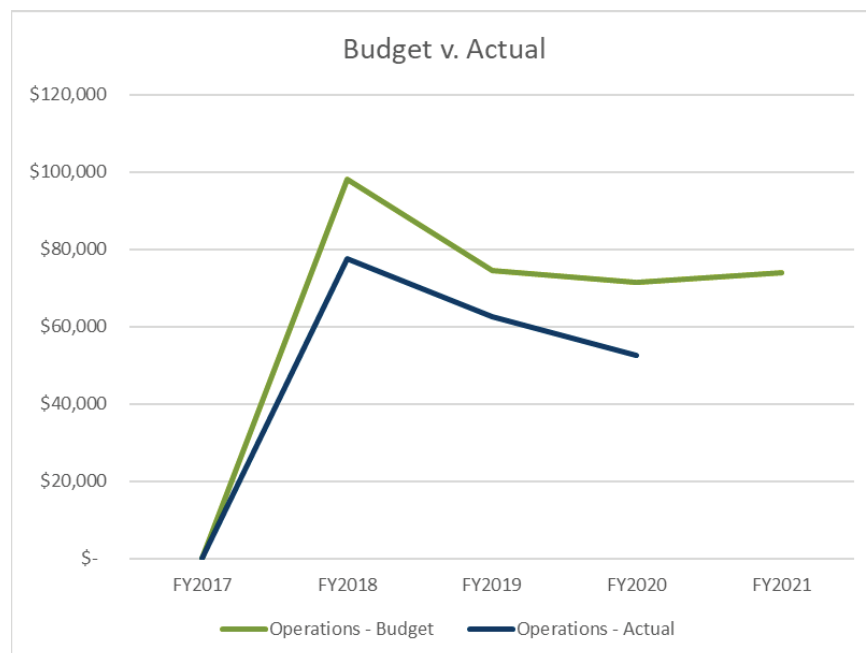
Notable changes:

- No notable changes

Five-year budgeted expenditures:

TOWN CLERK	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
EXPENDITURES					
Personal services	\$ -	\$ 74,600	\$ 60,250	\$ 63,750	\$ 66,400
Employee relations and education	-	1,625	1,625	1,625	1,625
Supplies and materials	-	9,275	4,200	4,200	4,300
Current obligations and services	-	4,200	4,570	4,570	4,585
Fixed charges and other services	-	8,410	3,710	2,205	2,200
Indirect cost allocation	-	-	-	(4,880)	(5,080)
Total budgeted expenditures	\$ -	\$ 98,110	\$ 74,355	\$ 71,470	\$ 74,030

	BUDGET V. ACTUAL - OPERATIONS				
	FY2017	FY2018	FY2019	FY2020	FY2021
Operations - Budget	\$ -	\$ 98,110	\$ 74,355	\$ 71,470	\$ 74,030
Operations - Actual	\$ -	\$ 77,395	\$ 62,510	\$ 52,624	





ADMINISTRATION

Overview:

The Town's Administration Department provides guidance to Town staff and support for the various functions of the Town. This department includes the Town Manager who serves as the Chief Administrative Officer for the Town and the Assistant Town Manager. The Administration Department directs the implementation of policy directives by the Town Council and oversees all departments and functions.

Prior to FY2018, the following departments were included in Administration and subsequently moved to their own individual departments: Town Clerk, Finance, Human Resources and Information Technology.

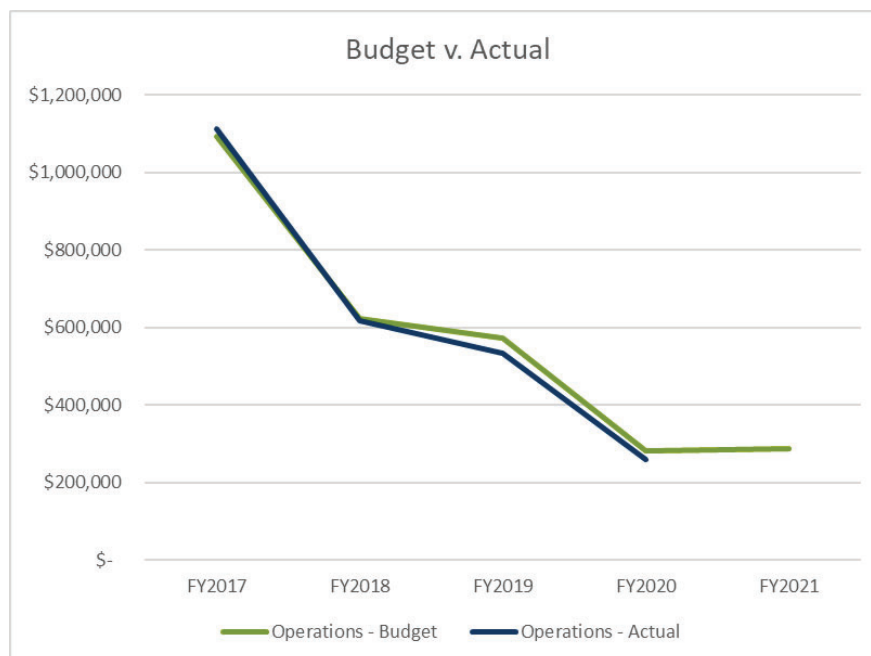
Notable changes:

- \$(30,000) – reduction in debt service for payoff of Library Loan in FY2020

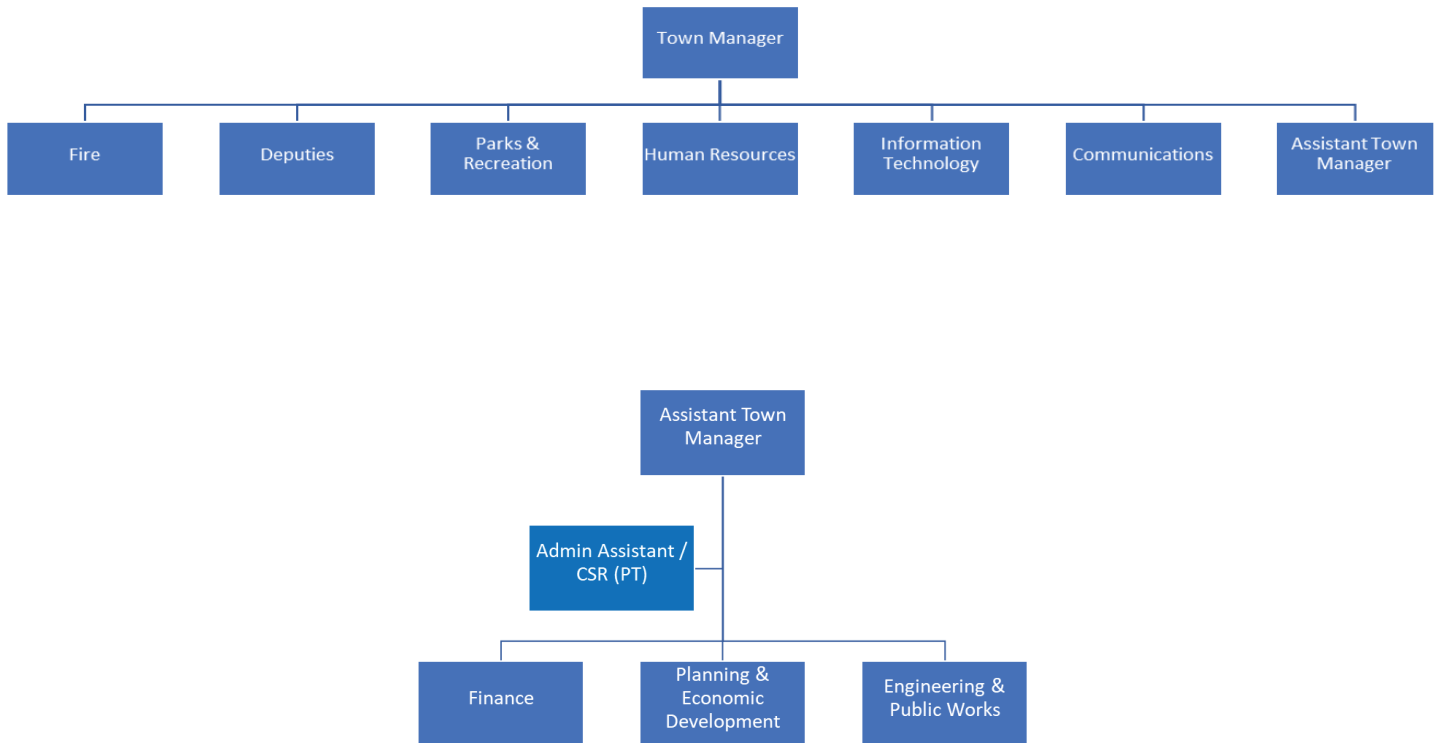
Five-year budgeted expenditures:

ADMINISTRATION	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
EXPENDITURES					
Personal services	\$ 451,500	\$ 229,950	\$ 219,875	\$ 198,500	\$ 175,250
Employee relations and education	32,505	12,000	18,750	17,950	20,150
Supplies and materials	44,470	65,950	31,700	25,350	18,790
Current obligations and services	357,140	165,895	197,050	108,090	112,300
Fixed charges and other services	206,992	149,140	107,065	91,685	92,200
Indirect cost allocation	-	-	-	(159,115)	(131,120)
Capital outlay	2,035,000	-	22,500	-	-
Debt service	125,500	172,750	171,750	160,400	129,200
Total budgeted expenditures	\$ 3,253,107	\$ 795,685	\$ 768,690	\$ 442,860	\$ 416,770

	BUDGET V. ACTUAL - OPERATIONS				
	FY2017	FY2018	FY2019	FY2020	FY2021
Operations - Budget	\$ 1,092,607	\$ 622,935	\$ 574,440	\$ 282,460	\$ 287,570
Operations - Actual	\$ 1,111,569	\$ 617,078	\$ 535,247	\$ 260,601	



ADMINISTRATION *ORGANIZATION CHART*



FINANCE

Overview:

Finance functions include budgeting and finance, tax collections, investments, installment financing, contract administration and customer service. The Town seeks to guarantee long-term financial stability while maintaining an organizational environment that fosters professionalism, efficiency and a strong commitment to customer service.

Prior to FY2018, this Department was included in Administration.

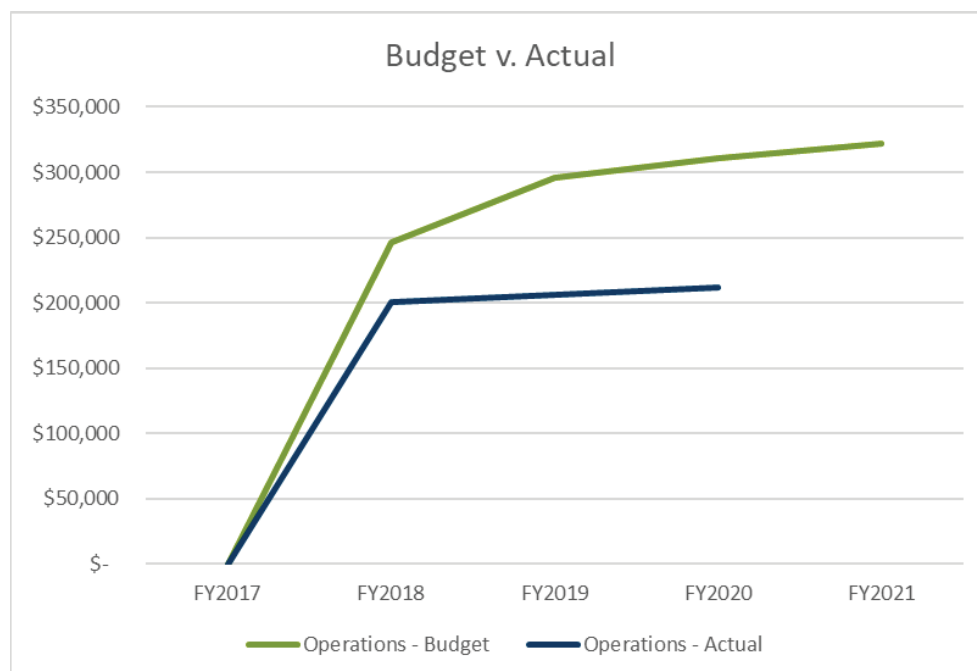
Notable changes:

- \$15,000 – increase in personnel expenses relating to increase in health insurance rates, State mandated pension contributions and merit adjustments

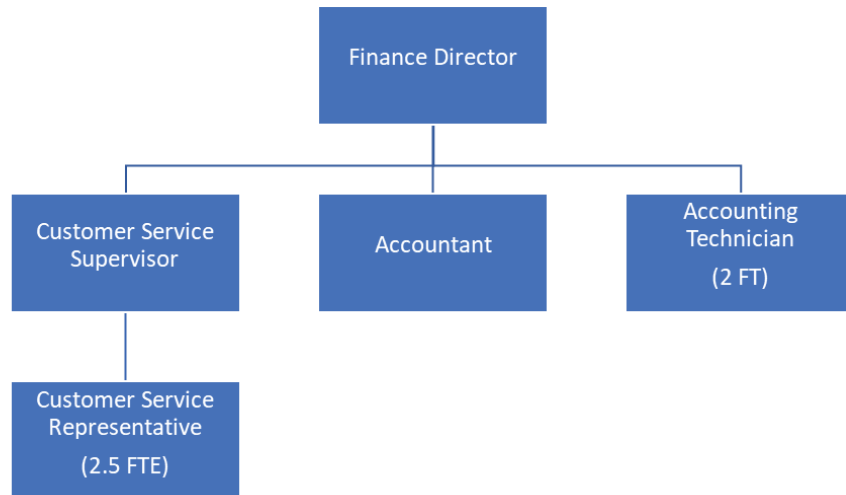
Five-year budgeted expenditures:

FINANCE	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
EXPENDITURES					
Personal services	\$ -	\$ 212,050	\$ 233,375	\$ 246,700	\$ 261,500
Employee relations and education	-	6,850	14,650	13,775	12,825
Supplies and materials	-	3,550	12,200	21,000	22,500
Current obligations and services	-	5,825	5,545	6,085	4,575
Fixed charges and other services	-	18,440	29,760	45,540	42,450
Indirect cost allocation	-	-	-	(22,620)	(21,476)
Total budgeted expenditures	\$ -	\$ 246,715	\$ 295,530	\$ 310,480	\$ 322,374

	BUDGET V. ACTUAL - OPERATIONS				
	FY2017	FY2018	FY2019	FY2020	FY2021
Operations - Budget	\$ -	\$ 246,715	\$ 295,530	\$ 310,480	\$ 322,374
Operations - Actual	\$ -	\$ 200,463	\$ 205,837	\$ 212,110	



FINANCE
ORGANIZATION CHART



HUMAN RESOURCES

Overview:

The mission of the Human Resources Department is to recruit and retain employees by partnering with management to create best practices, consistent policies and standards as well as a safe and welcoming working environment. The goal is to create programs and opportunities that will continue to develop and motivate employees, while strategically aligning their productivity with the goals and objectives of the Town. Human Resources' primary functions are: Recruiting & Retention, Employee Relations, Training & Programs, Benefits, Safety, Communication and Strategic Management.

Prior to FY2018, this Department was included in Administration.

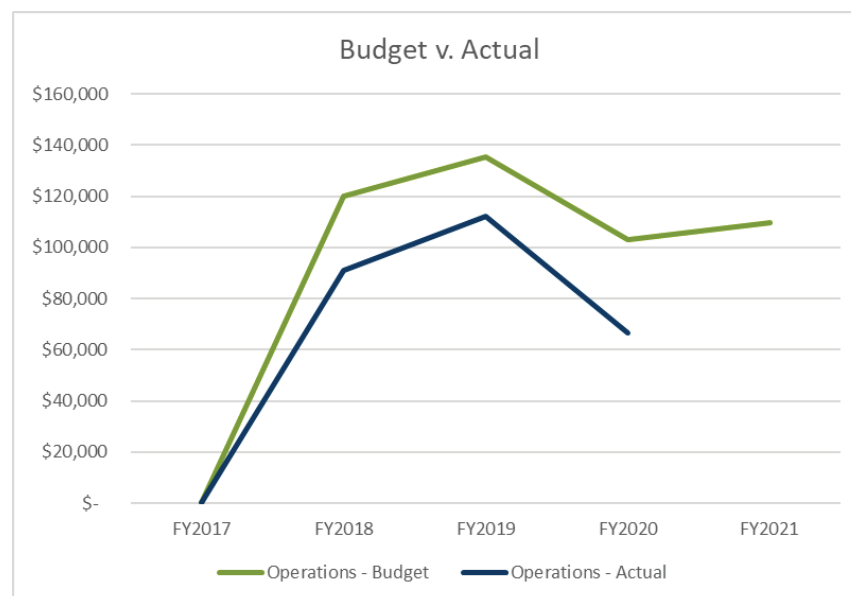
Notable changes:

- \$4,650 – addition of employee orientations and increase in employee base
- \$10,750 – addition of management training program
- \$15,000 – addition of Volunteer Day (overtime impact)
- (\$3,000) – removal of printed benefit books (electronic portal implemented)

Five-year budgeted expenditures:

HUMAN RESOURCES	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
EXPENDITURES					
Personal services	\$ -	\$ 47,350	\$ 57,750	\$ 52,750	\$ 59,200
Employee relations and education	-	56,100	60,220	79,850	87,350
Supplies and materials	-	8,700	5,630	5,100	2,450
Current obligations and services	-	3,250	2,790	2,790	2,870
Fixed charges and other services	-	4,580	8,860	6,955	8,535
Indirect cost allocation	-	-	-	(44,400)	(50,600)
Total budgeted expenditures	\$ -	\$ 119,980	\$ 135,250	\$ 103,045	\$ 109,805

	BUDGET V. ACTUAL - OPERATIONS				
	FY2017	FY2018	FY2019	FY2020	FY2021
Operations - Budget	\$ -	\$ 119,980	\$ 135,250	\$ 103,045	\$ 109,805
Operations - Actual	\$ -	\$ 90,823	\$ 112,361	\$ 66,573	





INFORMATION TECHNOLOGY

Overview:

The Town of Harrisburg's Information Technology Department provides IT services to all departments within the Town. There are two main objectives within this Department; to enhance the Town's delivery of services to the public and to support critical business operations. The Department's underlying goals are to maintain a secure, reliable network and ensure the integrity of the Town's data systems.

Prior to FY2018, this Department was included in Administration.

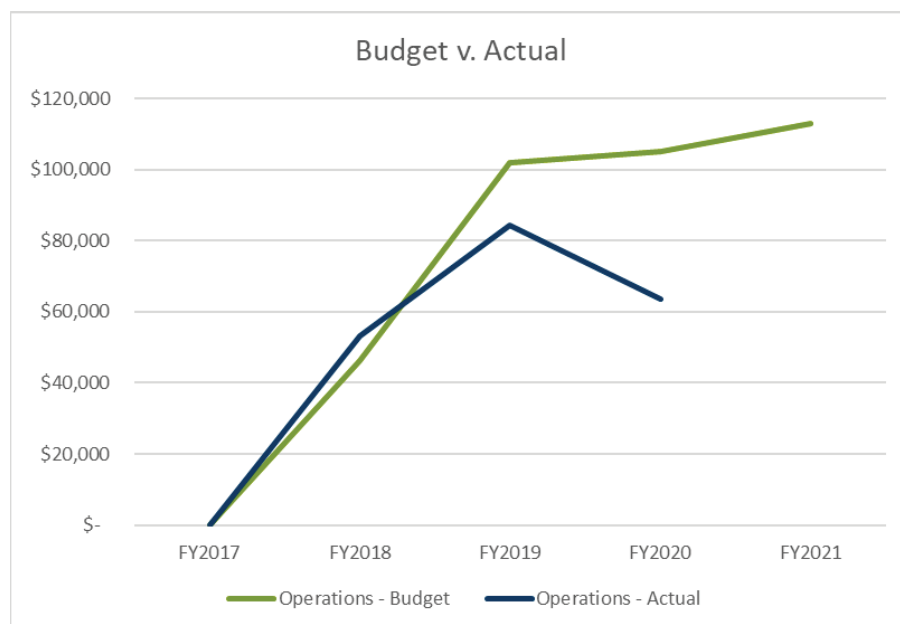
Notable changes:

- \$28,750 – expansion of PT Help Desk Technician position to FT (\$14,375 to General Fund, \$14,375 to Water and Sewer Fund)
- (\$40,000) – removal of backup and disaster recovery and exchange server capital projects

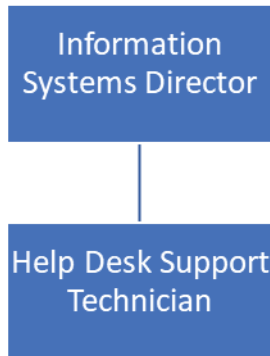
Five-year budgeted expenditures:

INFORMATION TECHNOLOGY	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
EXPENDITURES					
Personal services	\$ -	\$ 40,600	\$ 56,250	\$ 73,000	\$ 92,250
Employee relations and education	-	-	3,000	3,500	3,500
Supplies and materials	-	-	3,650	6,300	6,100
Current obligations and services	-	-	1,140	6,000	4,000
Fixed charges and other services	-	5,570	37,910	39,640	27,800
Indirect cost allocation	-	-	-	(23,250)	(20,700)
Capital outlay	-	-	27,000	61,538	-
Total expenditures	\$ -	\$ 46,170	\$ 128,950	\$ 166,728	\$ 112,950

	BUDGET V. ACTUAL - OPERATIONS				
	FY2017	FY2018	FY2019	FY2020	FY2021
Operations - Budget	\$ -	\$ 46,170	\$ 101,950	\$ 105,190	\$ 112,950
Operations - Actual	\$ -	\$ 53,335	\$ 84,278	\$ 63,621	



INFORMATION TECHNOLOGY ORGANIZATION CHART



COMMUNICATIONS

Overview:

The Communications Department is a key component of Council's goal of informing and engaging citizens and promoting Harrisburg. The Communications Department collaborates with all departments and effectively provides services in support of all Town initiatives. Key responsibilities include: all aspects of outreach to citizens, businesses, media outlets, community partnerships, and other appropriate connections, manages branding, digital communications, social media, publicity and media outreach, marketing and all other forms of communication.

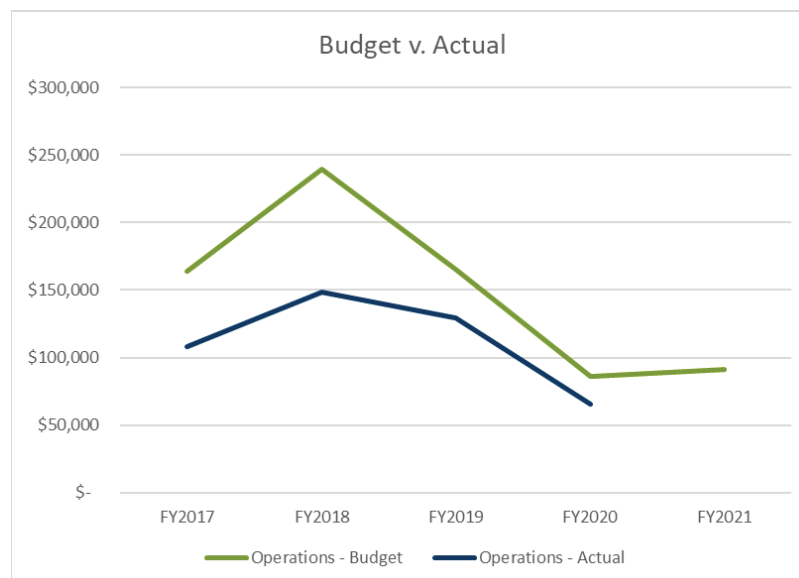
Notable changes:

- \$3,000 – addition of AlertUs notification system
- \$4,700 – increase in personal services for changes in health insurance coverage, increase in health insurance rates, State mandated pension contributions and salary rate adjustments
- \$10,000 – addition of maintenance program for wayfinding signs and banners
- (\$13,000) – reduction for Hwy 49 banner replacements completed in FY2020
- (\$80,000) – reduction for facility monument signs completed in FY2020

Five-year budgeted expenditures:

COMMUNICATIONS	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
EXPENDITURES					
Personal services	\$ 61,725	\$ 75,600	\$ 33,150	\$ 36,750	\$ 40,850
Employee relations and education	4,200	4,055	3,000	3,500	3,550
Supplies and materials	22,450	24,320	13,740	9,900	14,625
Current obligations and services	31,300	24,155	16,230	29,595	26,880
Fixed charges and other services	44,119	111,110	99,386	54,215	43,760
Indirect cost allocation	-	-	-	(47,750)	(38,650)
Capital outlay	145,270	73,000	153,000	131,498	-
Total expenditures	\$ 309,064	\$ 312,240	\$ 318,506	\$ 217,708	\$ 91,015

	BUDGET V. ACTUAL - OPERATIONS				
	FY2017	FY2018	FY2019	FY2020	FY2021
Operations - Budget	\$ 163,794	\$ 239,240	\$ 165,506	\$ 86,210	\$ 91,015
Operations - Actual	\$ 107,772	\$ 148,273	\$ 129,576	\$ 65,423	





ECONOMIC DEVELOPMENT

Overview:

The Planning and Economic Development Department contains the economic development function of the Town, which oversees commercial development, small business support and workforce development in the Town of Harrisburg. The Department also manages implementation of the Economic Development Strategic Plan through strategic development initiatives that align with Harrisburg's mission statement.

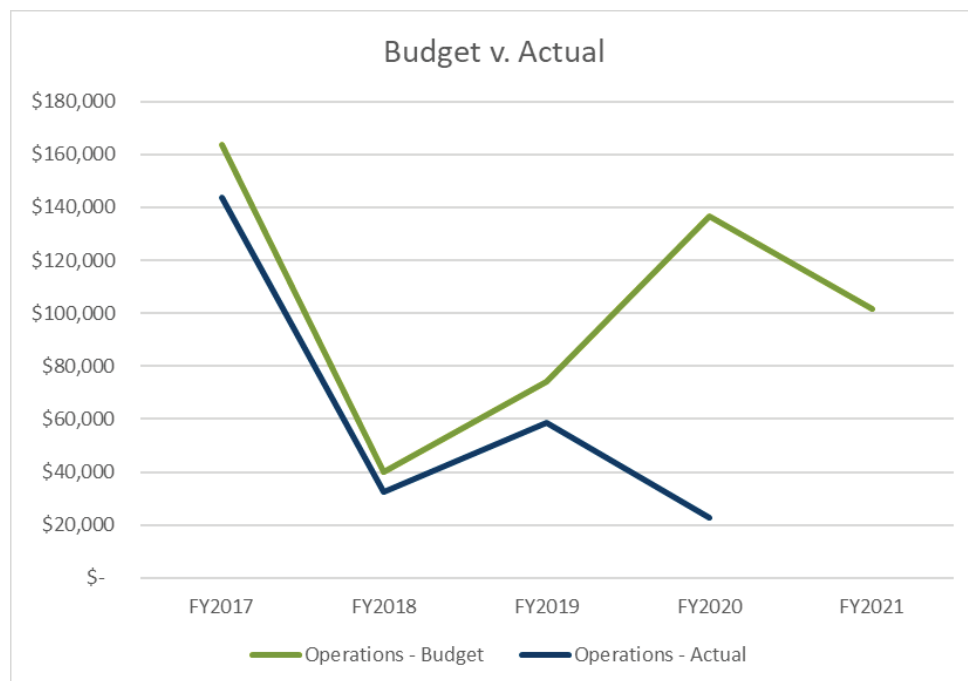
Notable changes:

- \$3,850 – addition of Encode MLS annual fee
- \$50,000 – addition of Harrisburg Retail Recruitment Study
- (\$75,000) – reduction for Hwy 49 Corridor Plan

Five-year budgeted expenditures:

ECONOMIC DEVELOPMENT	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
EXPENDITURES					
Personal services	\$ 102,825	\$ 5,270	\$ -	\$ 12,000	\$ 12,500
Employee relations and education	4,650	2,850	7,500	7,500	7,500
Supplies and materials	900	-	-	-	-
Current obligations and services	51,275	31,150	24,450	15,750	21,600
Fixed charges and other services	3,820	800	42,000	101,300	60,050
Capital outlay	10,000	9,600	-	-	-
Total expenditures	\$ 173,470	\$ 49,670	\$ 73,950	\$ 136,550	\$ 101,650

	BUDGET V. ACTUAL - OPERATIONS				
	FY2017	FY2018	FY2019	FY2020	FY2021
Operations - Budget	\$ 163,470	\$ 40,070	\$ 73,950	\$ 136,550	\$ 101,650
Operations - Actual	\$ 143,646	\$ 32,325	\$ 58,477	\$ 22,968	





PLANNING & ZONING

Overview:

The Planning and Economic Development Department contains the planning and zoning function of the Town and is responsible for regulating development within the Town of Harrisburg. Planning staff performs site plan reviews, architectural plan reviews, rezoning cases, processes subdivisions, and addresses any questions regarding the development of land in Harrisburg. Zoning staff issues zoning compliance permits, performs regular inspections to ensure compliance with the Unified Development Ordinance and investigates citizen complaints regarding possible zoning ordinance violations.

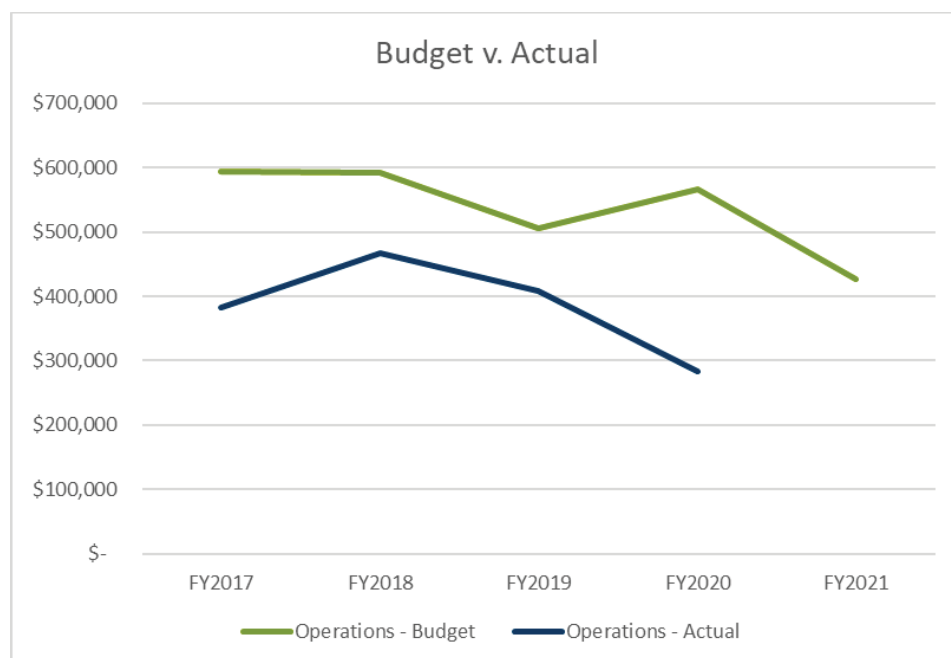
Notable changes:

- \$17,000 – addition of new software for UDO update and GIS and Land Use
- (\$150,000) – reduction for the Unified Development Ordinance (UDO) update

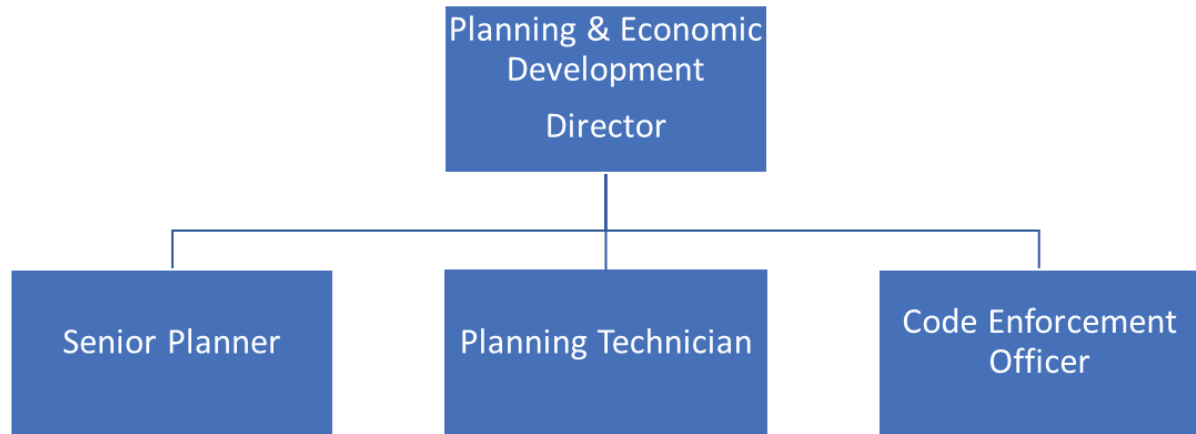
Five-year budgeted expenditures:

PLANNING	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
EXPENDITURES					
Personal services	\$ 274,150	\$ 323,950	\$ 274,250	\$ 260,500	\$ 270,800
Employee relations and education	8,400	9,350	10,500	14,850	9,750
Supplies and materials	4,550	7,300	8,500	7,325	5,600
Current obligations and services	14,950	15,500	13,100	12,240	11,280
Fixed charges and other services	291,570	236,010	199,645	271,095	128,450
Capital outlay	-	30,000	-	-	-
Total expenditures	\$ 593,620	\$ 622,110	\$ 505,995	\$ 566,010	\$ 425,880

	BUDGET V. ACTUAL - OPERATIONS				
	FY2017	FY2018	FY2019	FY2020	FY2021
Operations - Budget	\$ 593,620	\$ 592,110	\$ 505,995	\$ 566,010	\$ 425,880
Operations - Actual	\$ 382,945	\$ 467,839	\$ 408,230	\$ 282,876	



PLANNING & ECONOMIC DEVELOPMENT
ORGANIZATION CHART



ENGINEERING

Overview:

Engineering, a part of the Engineering and Public Works Department, is responsible for engineering and construction issues within the Town of Harrisburg. Engineering staff performs plan reviews, engineering design, subdivision reviews, construction and grading inspections, maintains G.I.S. systems, performs project management, is primary liaison for NCDEQ, NCDOT and engineering consultants. Engineering staff is also responsible to ensure compliance with the federal, State and local regulations, specification, laws and ordinances as well as investigating citizen complaints regarding engineering issues.

Prior to FY2018, this Department was included in Water and Sewer/Public Works.

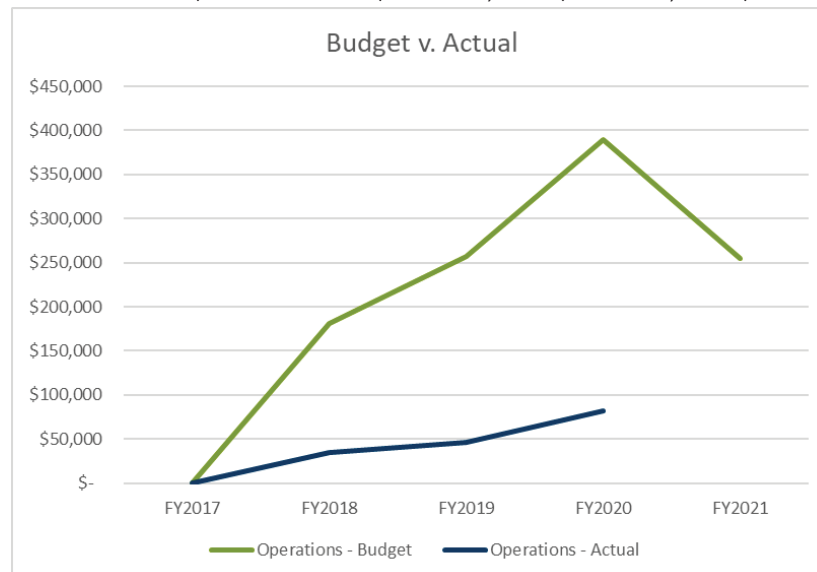
Notable changes:

- \$30,000 – addition of funds for ADA plan implementation (multi-year plan)
- \$40,000 – addition of vehicle replacement
- (\$35,000) – reduction for Grading Inspector vehicle purchased in FY2020
- (\$75,000) – reduction for Transportation Plan completed in FY2020
- (\$100,000) – reduction for ADA Plan

Five-year budgeted expenditures:

ENGINEERING	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
EXPENDITURES					
Personal services	\$ -	\$ 13,900	\$ 47,950	\$ 89,000	\$ 118,600
Employee relations and education	-	5,500	6,600	9,750	12,350
Supplies and materials	-	3,050	3,450	14,400	5,800
Current obligations and services	-	4,910	6,250	12,965	11,315
Fixed charges and other services	-	153,930	192,410	263,340	106,250
Capital outlay	-	32,500	19,000	35,000	40,000
Total expenditures	\$ -	\$ 213,790	\$ 275,660	\$ 424,455	\$ 294,315

	BUDGET V. ACTUAL - OPERATIONS				
	FY2017	FY2018	FY2019	FY2020	FY2021
Operations - Budget	\$ -	\$ 181,290	\$ 256,660	\$ 389,455	\$ 254,315
Operations - Actual	\$ -	\$ 34,439	\$ 46,499	\$ 81,700	



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graph TD
    Director[Engineering & Public Works Director] --> Support[Public Works Support Specialist]
    Director --> Purchasing[Purchasing Agent]
    Director --> Admin[Administrative Assistant (PT)]
    Director --> Superintendent[Public Works Superintendent]
    Director --> Civil[Civil Engineer]

    Superintendent --> UtilitySup[Utility System Supervisor]
    Superintendent --> PublicSup[Public Works Supervisor]
    Superintendent --> FleetMgr[Fleet Maintenance Manager]

    UtilitySup --> CrewLeader1[Utility Crew Leader]
    UtilitySup --> CrewLeader2[Utility Crew Leader]
    UtilitySup --> SeniorOps1[Senior Utility System Operator]
    UtilitySup --> SeniorOps2[Senior Utility System Operator]
    UtilitySup --> Ops1[Utility System Operator (3)]
    UtilitySup --> Ops2[Utility System Operator (4)]
    UtilitySup --> SewerORC[Sewer System ORC]
    UtilitySup --> SeniorWaterORC[Senior Water System ORC]
    UtilitySup --> WaterORC[Water System ORC]
    UtilitySup --> Ops3[Utility System Operator (2)]

    PublicSup --> Worker1[Maintenance Worker (4)]
    PublicSup --> Worker2[Maintenance Worker (PT)]
    PublicSup --> Tech1[Maintenance Technician]

    FleetMgr --> Tech2[Maintenance Technician]

    Civil --> ConstIns[Construction Inspector]
    Civil --> GradingIns[Grading Inspector]
    Civil --> EngTrain[Engineer in Training (2)]
  
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DEPUTIES

Overview:

The Town contracts its law enforcement with the Cabarrus County Sheriff's Office. The Town currently funds thirteen deputies and the County provides two additional deputies. The Town has requested to add two Town-paid positions beginning in FY2021, which would take the total number of Deputies in Harrisburg to seventeen. The Town provides vehicles and select equipment to the deputies and reimburses the Sheriff's Office for salary and benefits.

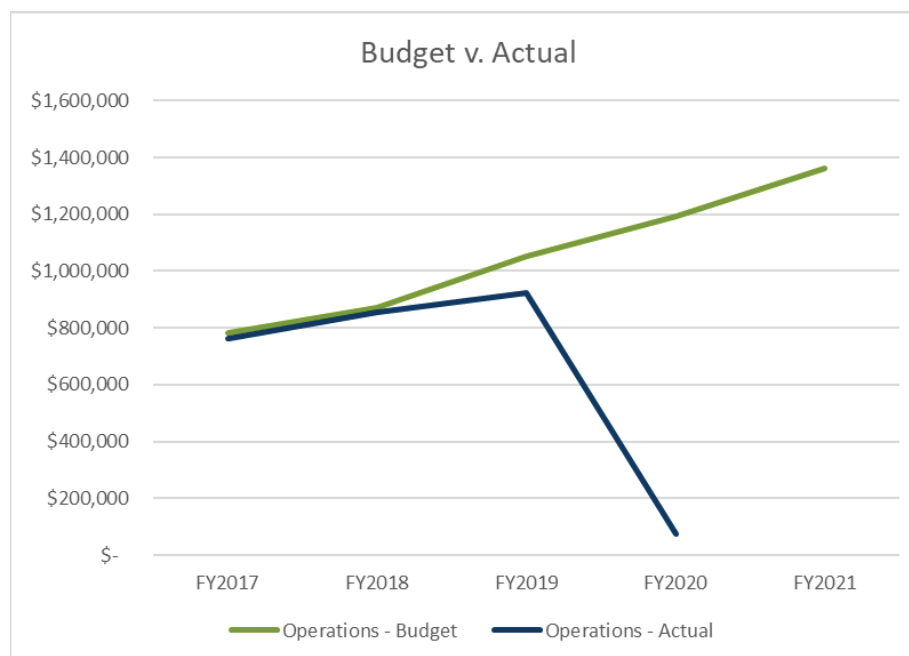
Notable changes:

- \$5,000 – increase in anticipated fuel consumption – two new positions
- \$164,000 – increase in number of Deputies – two new positions
- \$112,450 – addition of 10% administrative fee from County
- \$110,000 – replacement of two vehicles
- \$120,000 – addition of new vehicles – two new positions
- (\$90,000) – reduction in per-Deputy cost based on Department averages compared to Harrisburg specific officers

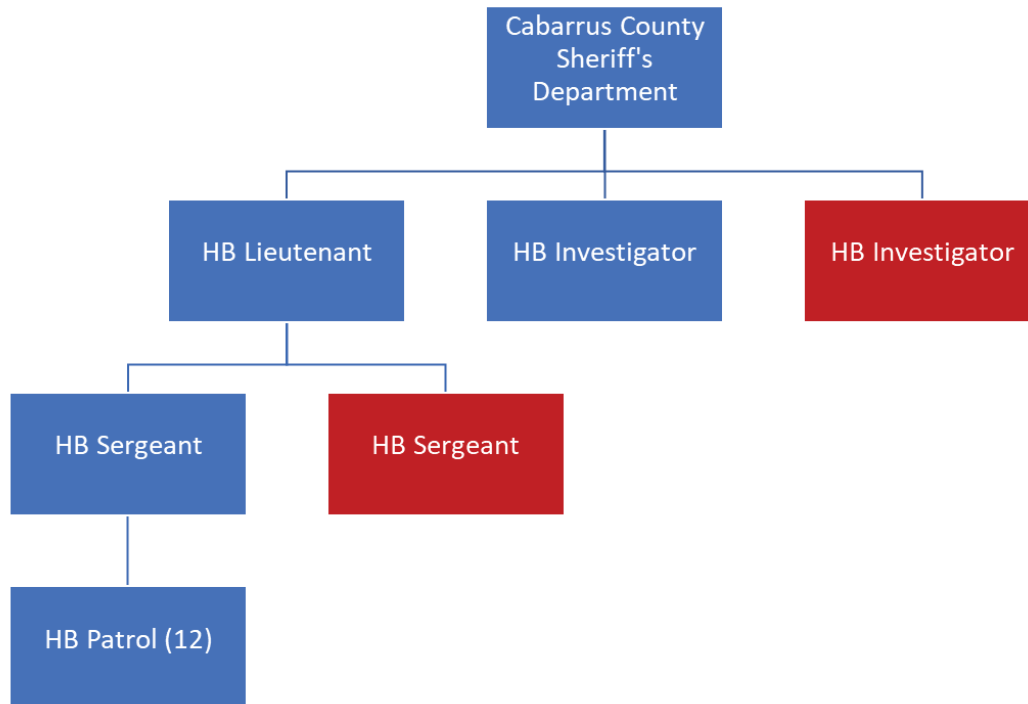
Five-year budgeted expenditures:

DEPUTIES	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
EXPENDITURES					
Employee relations and education	\$ -	\$ 1,600	\$ -	\$ 3,500	\$ 3,500
Supplies and materials	9,400	9,500	9,500	10,400	10,150
Current obligations and services	64,530	55,700	67,760	76,425	80,020
Fixed charges and other services	708,570	804,170	975,275	1,102,125	1,266,050
Capital outlay	92,000	92,000	190,400	170,000	248,000
Total budgeted expenditures	\$ 874,500	\$ 962,970	\$ 1,242,935	\$ 1,362,450	\$ 1,607,720

	BUDGET V. ACTUAL - OPERATIONS				
	FY2017	FY2018	FY2019	FY2020	FY2021
Operations - Budget	\$ 782,500	\$ 870,970	\$ 1,052,535	\$ 1,192,450	\$ 1,359,720
Operations - Actual	\$ 763,211	\$ 856,017	\$ 921,317	\$ 74,997	



DEPUTIES
ORGANIZATION CHART



FIRE

Overview:

The primary function of the Harrisburg Fire Department is to provide for the safety and well-being of the citizens of the Town and the Fire District. The Fire Department strives to provide exceptional fire protection and first responder service to the community through rapid response time and highly-trained professionals. The Fire Department also places great importance on preventative fire and life safety education programs in an effort to minimize the threat to life and property.

The Fire Department utilizes a combination of full-time and part-time employees. There are three fire stations that provide fire suppression, advanced life support emergency medical response, rescue services and public and life safety education to the residents of the Town as well as residents of Cabarrus County.

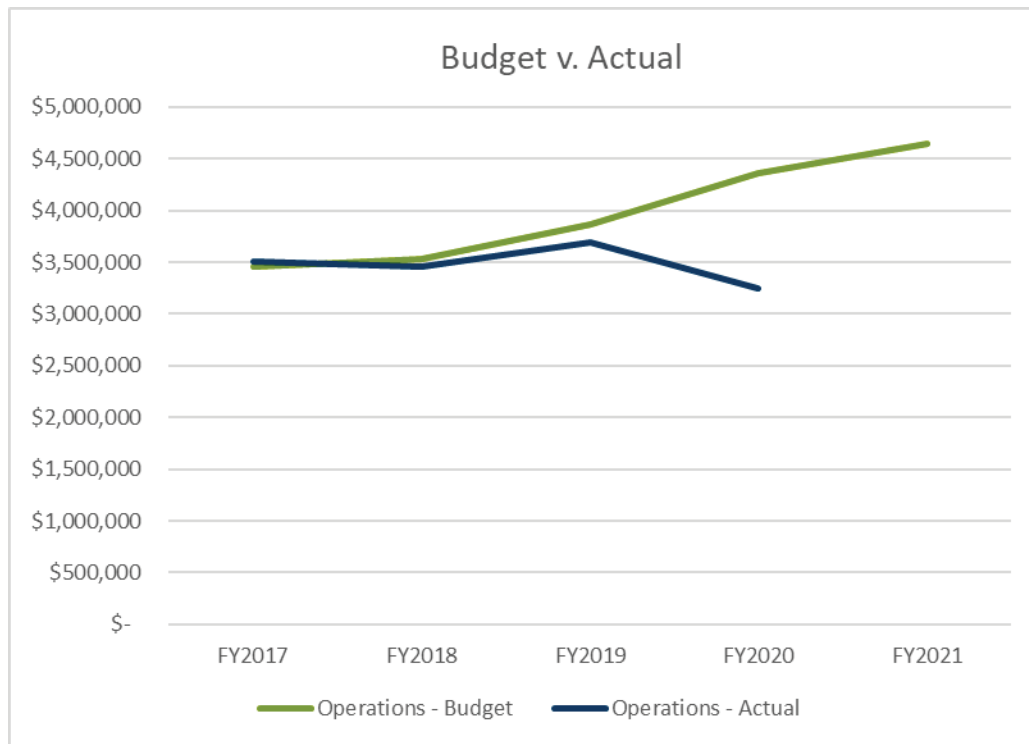
Notable changes:

- \$100,000 – increase in personal services resulting from salary increases, state mandated pension increase and health insurance increase
- \$163,000 – addition of three firefighters/EMT positions
- \$30,000 – addition of medical bags and supplies and RIT SCBA packs
- \$27,000 – addition of dispatch services for Fire Communications
- \$88,500 – addition of debt service payments on new Smeal Fire Engine
- \$89,000 – addition of two vehicles
- (\$40,500) – reduction for overtime due to recruit school scheduling changes
- (\$46,800) – reduction for debt service payments for Fire Engine #2, to be completed in early FY2021

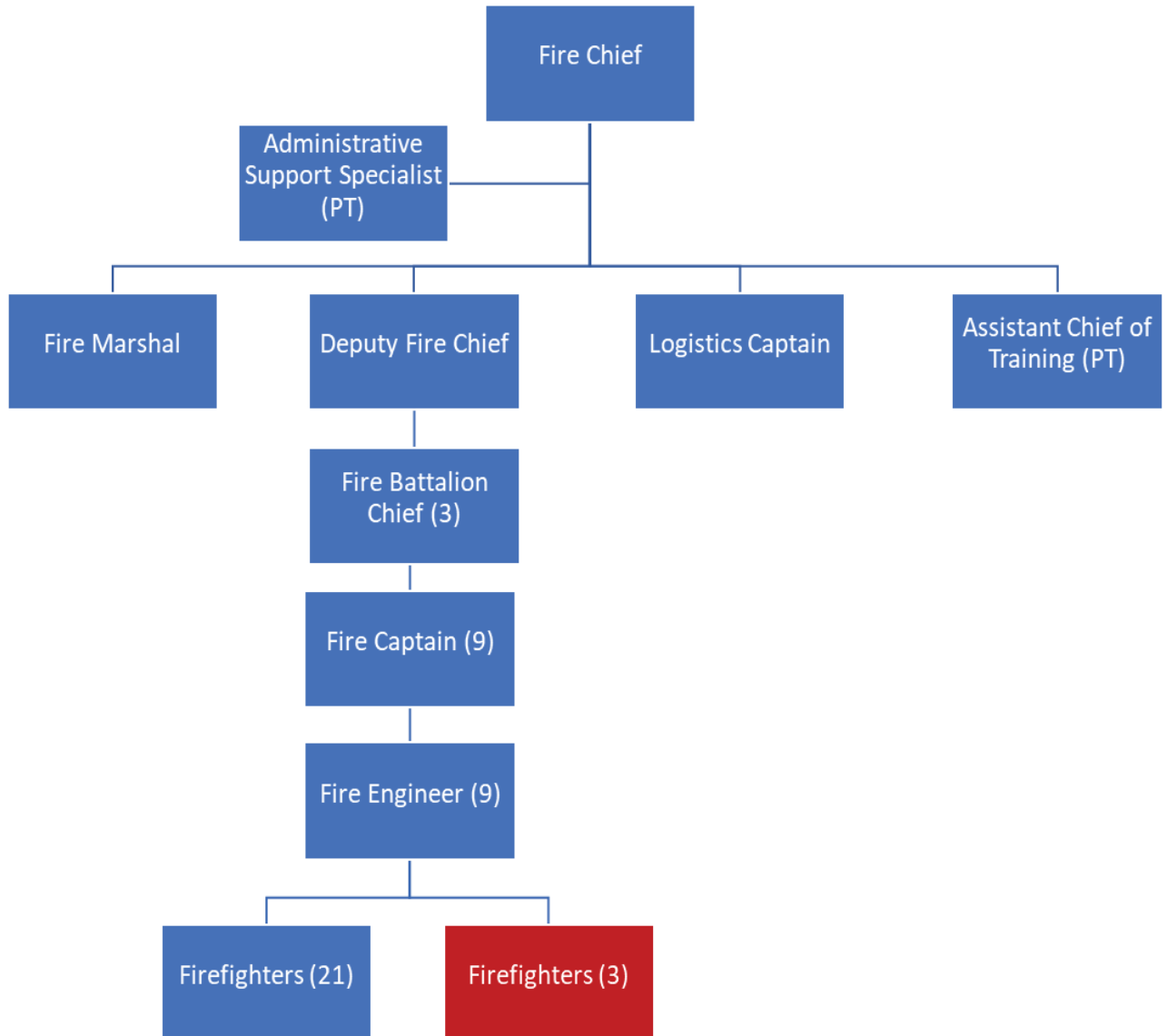
Five-year budgeted expenditures:

FIRE	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
EXPENDITURES					
Personal services	\$ 2,848,625	\$ 2,911,500	\$ 3,185,875	\$ 3,614,750	\$ 3,876,650
Employee relations and education	63,600	63,350	61,120	83,125	87,455
Supplies and materials	109,368	141,800	219,150	191,974	222,800
Current obligations and services	305,807	303,640	296,730	331,300	301,500
Fixed charges and other services	123,790	115,155	104,390	143,275	152,675
Capital outlay	793,250	663,500	126,844	194,000	227,000
Debt service	538,450	905,300	814,000	826,500	851,300
Total expenditures	\$ 4,782,890	\$ 5,104,245	\$ 4,808,109	\$ 5,384,924	\$ 5,719,380
BUDGET V. ACTUAL - OPERATIONS					
	FY2017	FY2018	FY2019	FY2020	FY2021
Operations - Budget	\$ 3,451,190	\$ 3,535,445	\$ 3,867,265	\$ 4,364,424	\$ 4,641,080
Operations - Actual	\$ 3,505,828	\$ 3,458,604	\$ 3,693,920	\$ 3,245,495	

FIRE (continued)



FIRE
ORGANIZATION CHART





POWELL BILL

Overview:

Annual Powell Bill distributions are restricted in their use. Municipalities must use funds only for the purposes of maintaining, repairing, constructing, reconstructing or widening of local streets; or for planning, construction and maintenance of bikeways and sidewalks along public streets and highways.

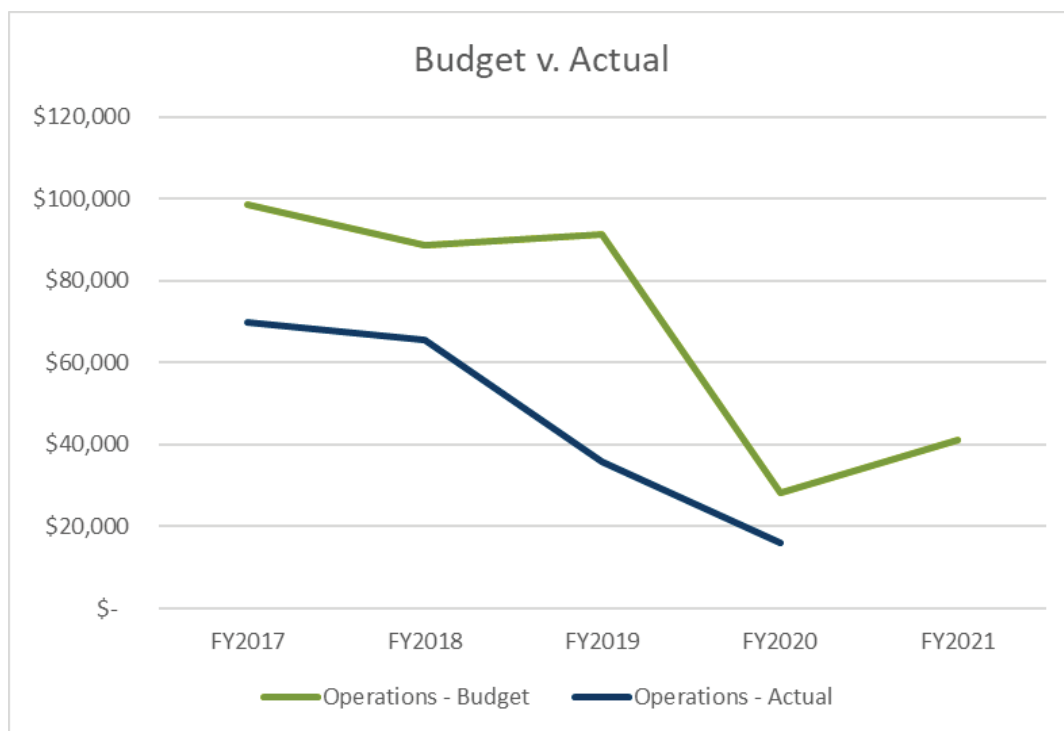
Notable changes:

- \$20,000 – increase in annual street resurfacing
- (\$135,000) – reduction for one-time street resurfacing project in FY2020

Five-year budgeted expenditures:

POWELL BILL	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
EXPENDITURES					
Supplies and materials	\$ 15,150	\$ 15,150	\$ 17,300	\$ 7,300	\$ 17,250
Current obligations and services	70,500	60,500	61,000	7,815	15,000
Fixed charges and other services	13,000	13,000	13,000	13,000	8,750
Capital outlay	301,350	371,850	408,500	535,000	420,000
Total expenditures	\$ 400,000	\$ 460,500	\$ 499,800	\$ 563,115	\$ 461,000

	BUDGET V. ACTUAL - OPERATIONS				
	FY2017	FY2018	FY2019	FY2020	FY2021
Operations - Budget	\$ 98,650	\$ 88,650	\$ 91,300	\$ 28,115	\$ 41,000
Operations - Actual	\$ 69,720	\$ 65,615	\$ 35,773	\$ 16,076	





STREETS

Overview:

Streets expenditures relate to all street-related costs that do not qualify under the Powell Bill or exceed the funding amounts of that program. These funds will often complement Powell Bill projects to expand the scope of such projects.

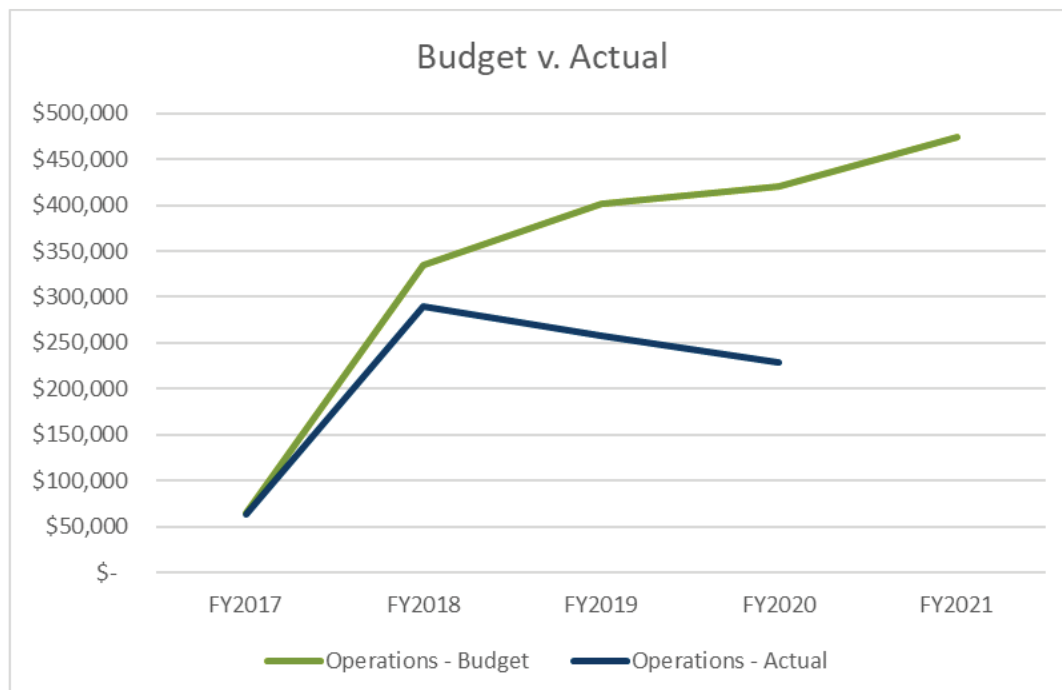
Notable changes:

- \$50,000 – addition of road improvements at Harrisburg Elementary School
- \$100,000 – addition of Council-identified paving project
- (\$4,600) – reduction for planer purchased in FY2020
- (\$45,000) – reduction for street lights for subdivisions that have not come online

Five-year budgeted expenditures:

STREETS	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
EXPENDITURES					
Supplies and materials	\$ 2,500	\$ -	\$ -	\$ 7,100	\$ 2,500
Current obligations and services	62,350	325,200	363,150	382,600	442,200
Fixed charges and other services	-	9,000	38,200	30,000	30,000
Capital outlay	222,000	30,000	-	-	50,000
Debt service	-	-	-	47,500	47,500
Total expenditures	\$ 286,850	\$ 364,200	\$ 401,350	\$ 467,200	\$ 572,200

	BUDGET V. ACTUAL - OPERATIONS				
	FY2017	FY2018	FY2019	FY2020	FY2021
Operations - Budget	\$ 64,850	\$ 334,200	\$ 401,350	\$ 419,700	\$ 474,700
Operations - Actual	\$ 62,868	\$ 290,154	\$ 257,824	\$ 229,369	





ENVIRONMENTAL PROTECTION

Overview:

The Public Works Department is responsible for maintenance and upkeep of all Town-owned property and infrastructure, oversight of Town-maintained streets and sidewalks, sanitation and related services. The Public Works Department also staffs the Water and Sewer and Storm Water Departments.

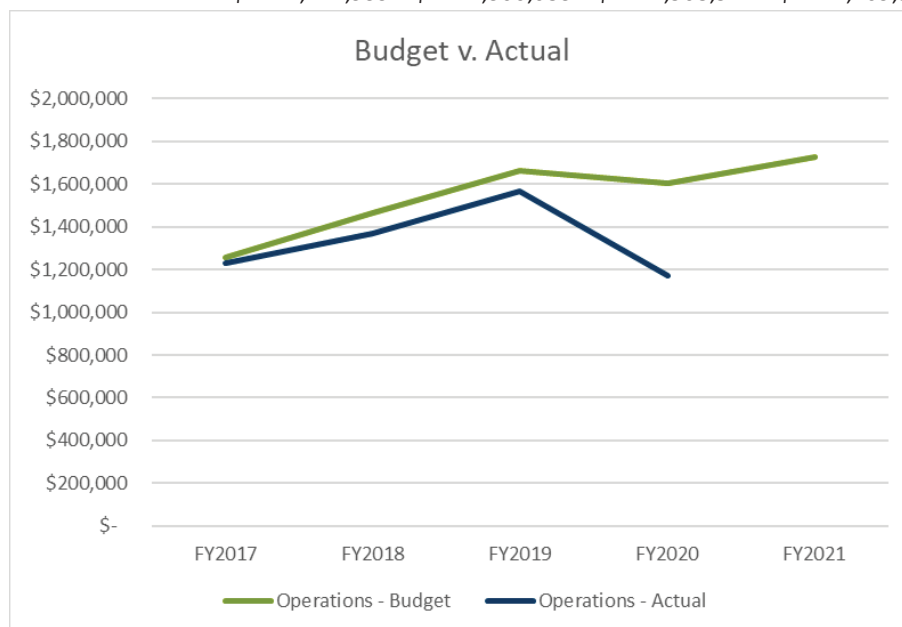
Notable changes:

- \$22,550 – addition to sanitation cost for increased contract rates and new home construction
- \$40,000 – addition of two positions within the Water and Sewer Department which have costs allocated to Environmental Protection
- \$107,000 – addition of Dump Truck and Crew truck
- \$220,000 – addition of leaf truck

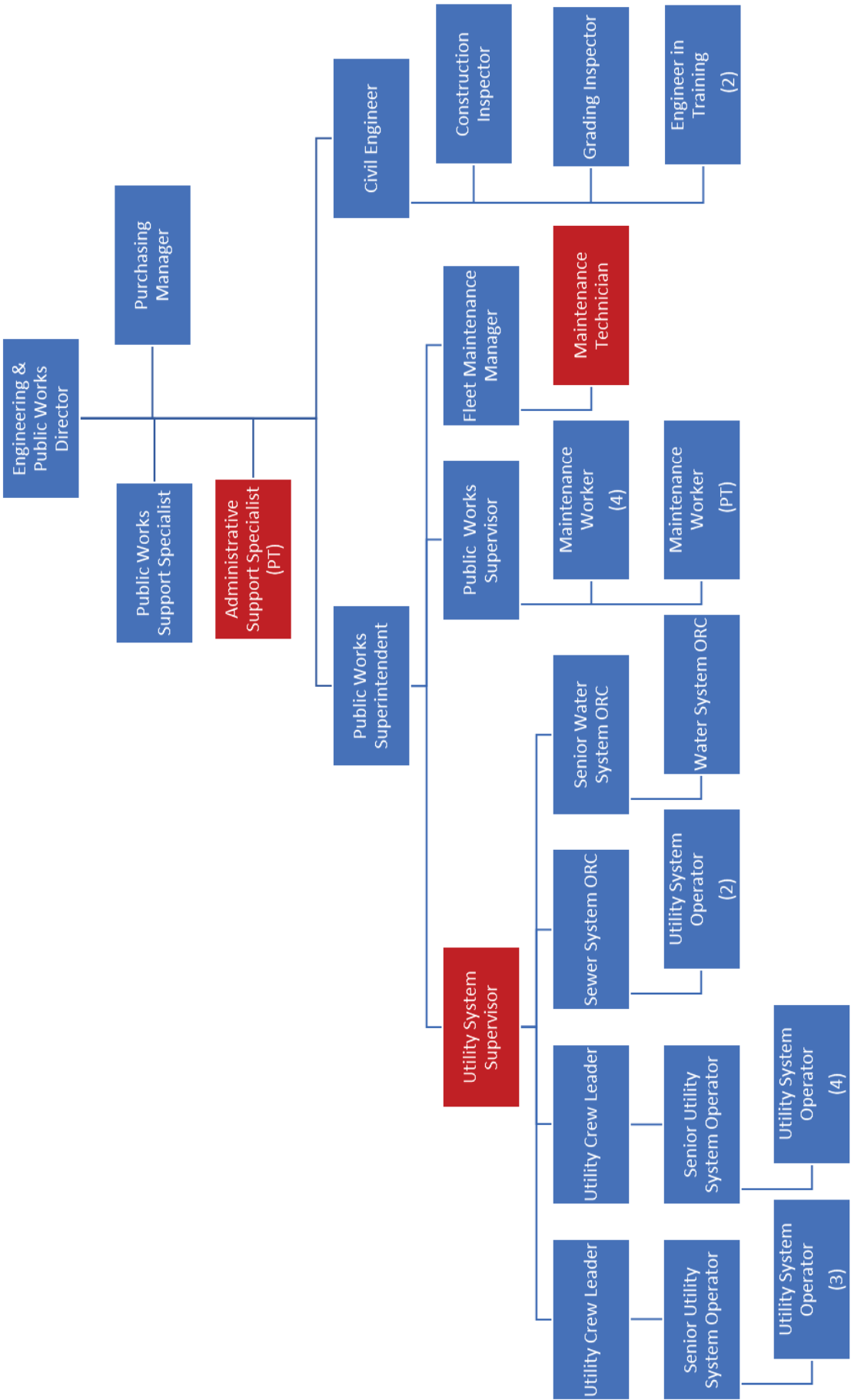
Five-year budgeted expenditures:

ENVIRONMENTAL PROTECTION	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
EXPENDITURES					
Personal services	\$ 488,500	\$ 564,000	\$ 584,500	\$ 547,000	\$ 641,700
Employee relations and education	2,100	2,600	3,100	3,650	3,650
Supplies and materials	5,250	5,225	4,825	4,950	4,850
Current obligations and services	43,670	45,000	37,700	41,500	46,250
Fixed charges and other services	714,525	849,000	1,033,300	1,007,700	1,032,250
Capital outlay	23,100	155,000	36,500	160,000	327,000
Debt service	-	25,500	-	-	-
Total expenditures	\$ 1,277,145	\$ 1,646,325	\$ 1,699,925	\$ 1,764,800	\$ 2,055,700

	BUDGET V. ACTUAL - OPERATIONS				
	FY2017	FY2018	FY2019	FY2020	FY2021
Operations - Budget	\$ 1,254,045	\$ 1,465,825	\$ 1,663,425	\$ 1,604,800	\$ 1,728,700
Operations - Actual	\$ 1,227,939	\$ 1,366,683	\$ 1,568,521	\$ 1,169,582	



**PUBLIC WORKS
ORGANIZATIONAL CHART**



PARKS & RECREATION

Overview:

It is the mission of the Harrisburg Parks and Recreation Department to provide diverse, year-round leisure opportunities for the citizens of Harrisburg through the preservation of open space, park settings, recreational facilities and programs. These leisure activities are designed to meet the physical, mental, cultural and social needs of the Town's residents and visitors while enhancing the overall quality of life in Harrisburg. The Parks and Recreation Department offers a wide range of traditional recreation programs to Harrisburg residents and the surrounding community as well as special events, such as holiday celebrations, local vendor markets and sports events designed to meet specific community needs.

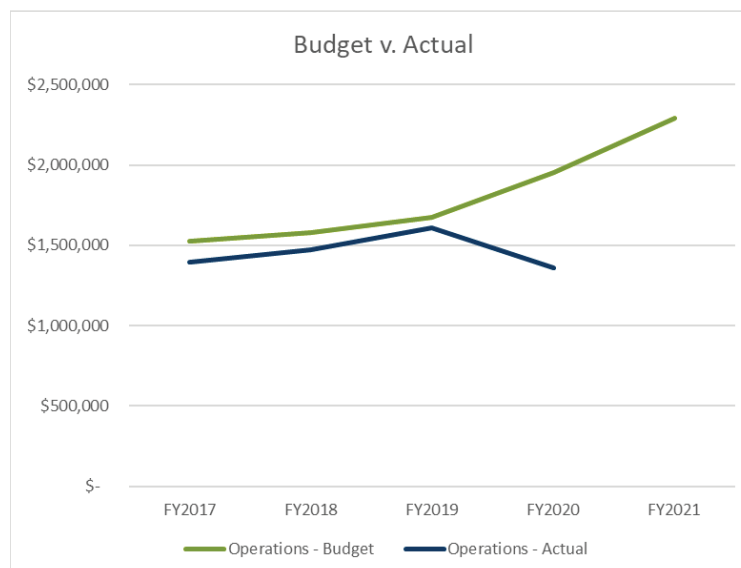
Notable changes:

- \$37,000 - increase for Splashpad chemicals and supplies and concession supplies
- \$18,750 – increase in July 4th Celebration
- \$27,000 – increase in soccer referee fees
- \$41,600 – increase in utilities at new park locations
- \$275,000 – addition for full year of debt service payments for the Harrisburg Park Renovation – Phase 1

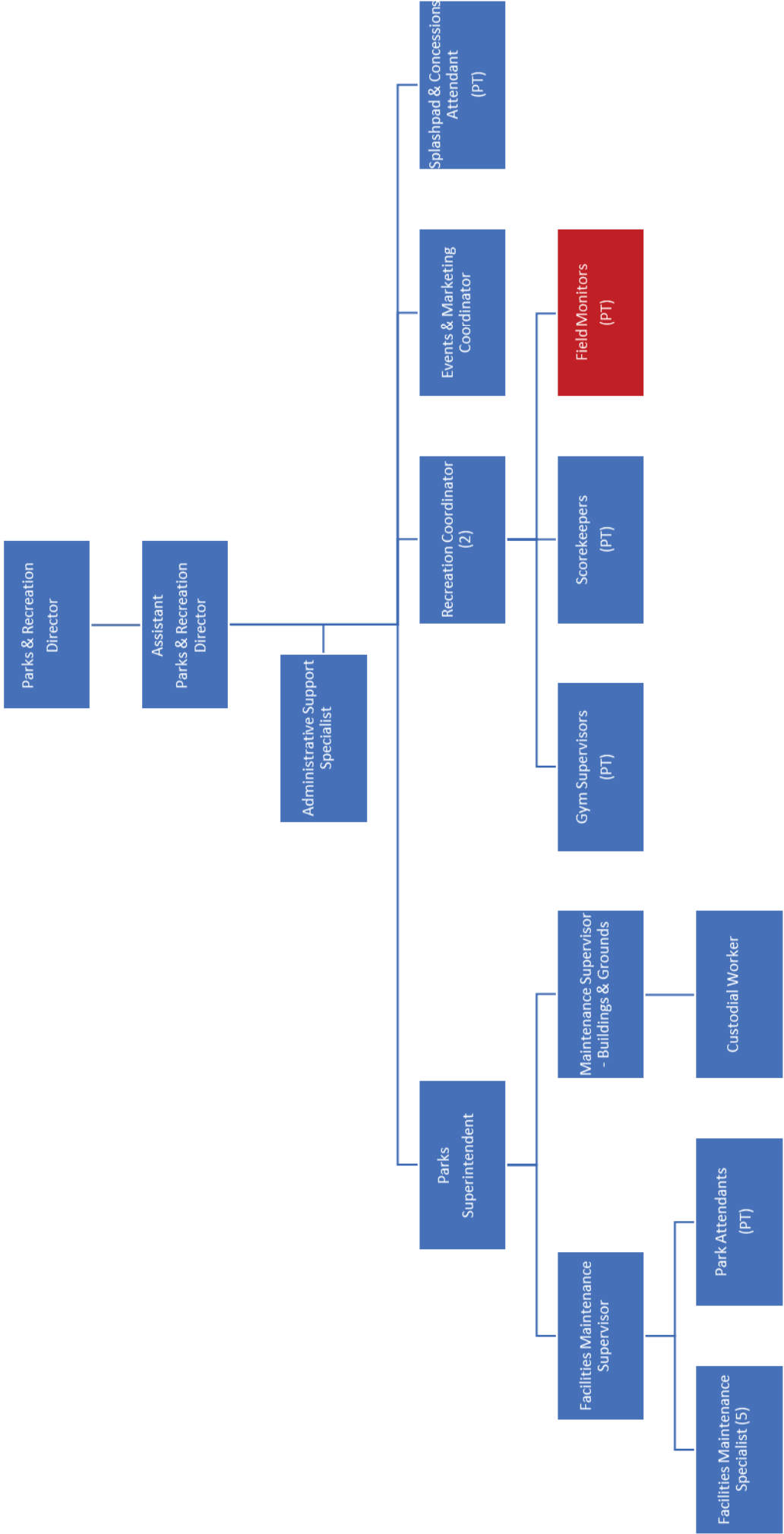
Five-year budgeted expenditures:

PARKS & RECREATION	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
EXPENDITURES					
Personal services	\$ 692,175	\$ 719,000	\$ 744,000	\$ 924,100	\$ 1,125,800
Employee relations and education	5,850	6,900	9,000	9,250	10,250
Supplies and materials	51,944	36,850	49,675	49,400	99,450
Current obligations and services	732,803	778,210	793,319	905,855	978,290
Fixed charges and other services	43,290	41,240	80,710	62,395	74,875
Capital outlay	1,961,000	334,000	503,900	411,120	319,000
Debt service	132,000	-	-	505,000	780,000
Total expenditures	\$ 3,619,062	\$ 1,916,200	\$ 2,180,604	\$ 2,867,120	\$ 3,387,665

	BUDGET V. ACTUAL - OPERATIONS				
	FY2017	FY2018	FY2019	FY2020	FY2021
Operations - Budget	\$ 1,526,062	\$ 1,582,200	\$ 1,676,704	\$ 1,951,000	\$ 2,288,665
Operations - Actual	\$ 1,397,264	\$ 1,474,340	\$ 1,608,633	\$ 1,358,370	



**PARKS & RECREATION
ORGANIZATION CHART**



NON-DEPARTMENTAL

Overview:

This section includes both transfers and contingency funds that are not listed in specific departments.

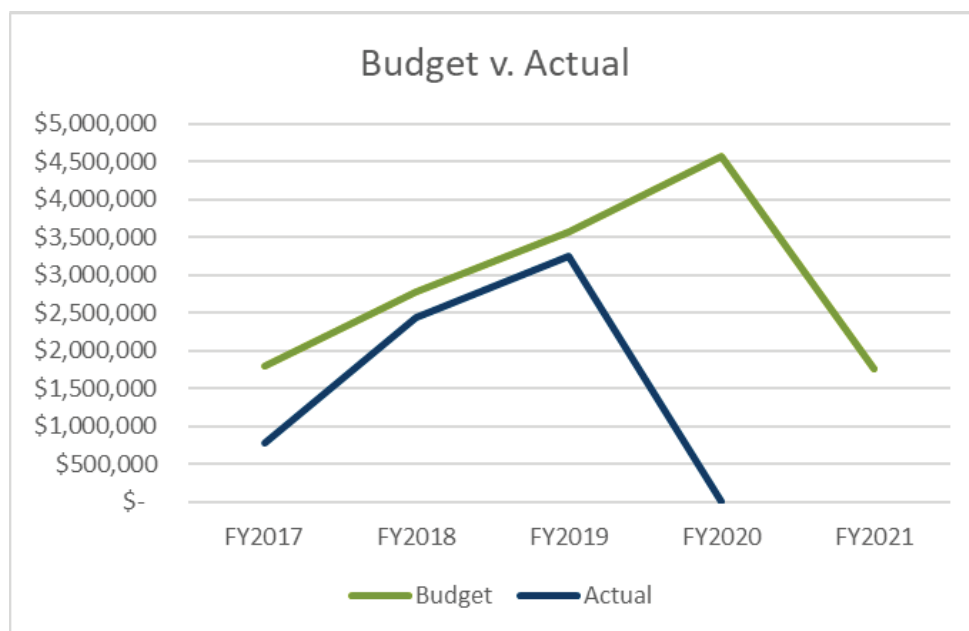
Notable changes:

- \$20,000 – transfers to CRF – Recreation
- \$1,312,711 – transfers to GF Capital Reserve Fund based on 40% fund balance policy
- \$372,705 – remaining contingency for the General Fund, currently undedicated to any particular purpose
- (\$3,000,000) – reduction in debt issued for Town Center Loan. Loan did not occur as planned in FY2020 and is no longer expected

Five-year budgeted expenditures:

NON-DEPARTMENTAL	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
EXPENDITURES					
Transfers	\$ 1,507,750	\$ 2,440,000	\$ 3,350,000	\$ 1,460,000	\$ 1,392,711
Debt Issued	-	-	-	3,000,000	-
Contingency	289,605	339,960	228,405	116,745	372,705
Total expenditures	\$ 1,797,355	\$ 2,779,960	\$ 3,578,405	\$ 4,576,745	\$ 1,765,416

	BUDGET V. ACTUAL - OPERATIONS				
	FY2017	FY2018	FY2019	FY2020	FY2021
Budget	\$ 1,797,355	\$ 2,779,960	\$ 3,578,405	\$ 4,576,745	\$ 1,765,416
Actual	\$ 785,000	\$ 2,440,000	\$ 3,242,557	\$ -	





CAPITAL RESERVE FUND – GENERAL FUND

Overview:

This Fund's only expense is to transfer funds to the General Fund to cover the costs of General Fund capital outlay.

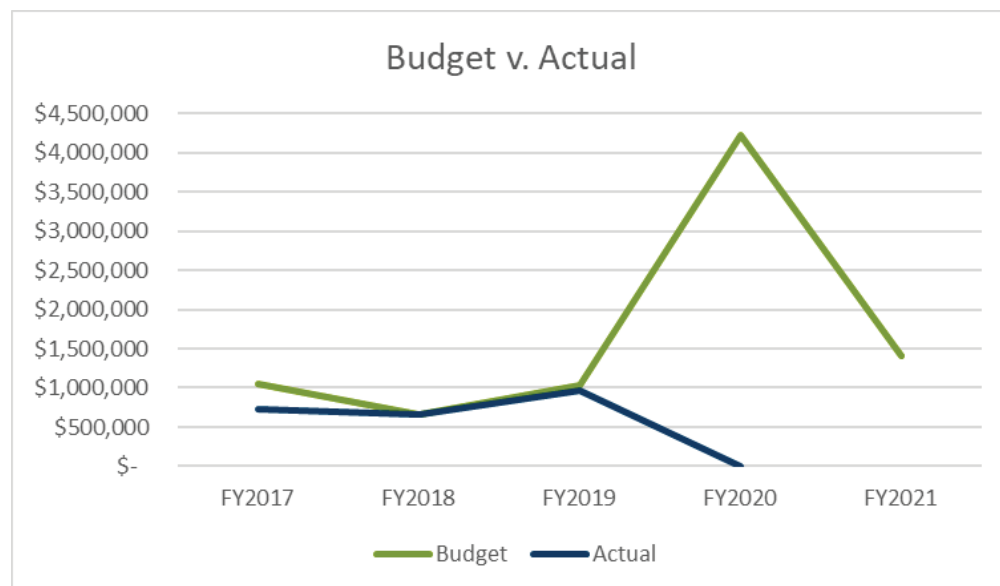
Notable changes:

- \$190,000 – transfer to Capital Projects Fund – Transportation
- \$1,211,000 – this includes a transfer to the General Fund for capital projects

Five-year budgeted expenditures:

CAPITAL RESERVE FUND - GF	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
EXPENDITURES					
Transfers	\$ 1,057,600	\$ 657,050	\$ 1,029,675	\$ 4,218,175	\$ 1,401,000
Contingency	-	-	-	825	-
Total expenditures	\$ 1,057,600	\$ 657,050	\$ 1,029,675	\$ 4,219,000	\$ 1,401,000

	BUDGET V. ACTUAL				
	FY2017	FY2018	FY2019	FY2020	FY2021
Budget	\$ 1,057,600	\$ 657,050	\$ 1,029,675	\$ 4,219,000	\$ 1,401,000
Actual	\$ 724,500	\$ 657,050	\$ 962,228	-	



CAPITAL RESERVE FUND – ECONOMIC DEVELOPMENT

Overview:

This Fund was established to provide a mechanism to house funds designated for economic development initiatives and/or incentives. As projects are identified that meet these needs, funds will be transferred to the General Fund.

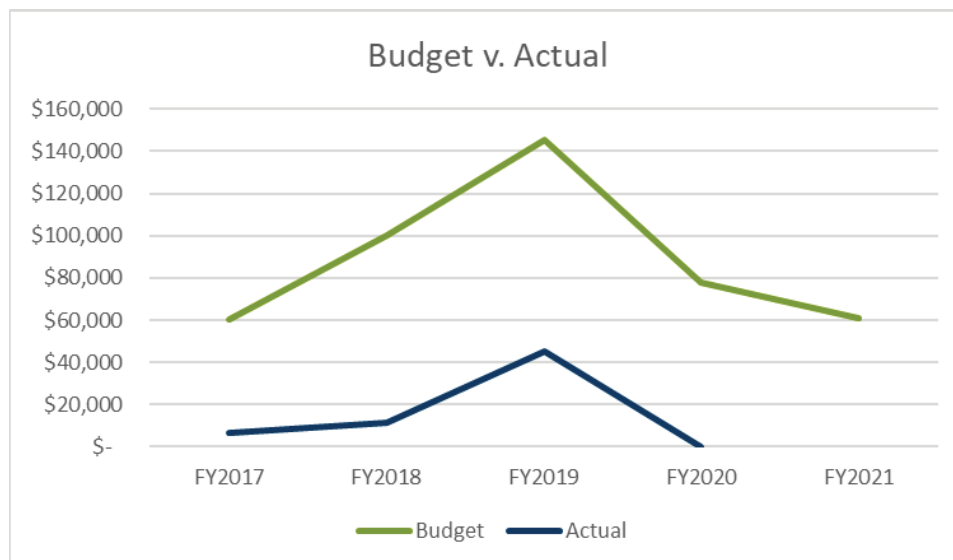
Notable changes:

- \$61,000 – accounts for the transfer of funds to the Economic Development department within the General Fund for the Harrisburg Retail Recruitment study and façade grants

Five-year budgeted expenditures:

CAPITAL RESERVE FUND - ECON DEV	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
EXPENDITURES					
Transfers	\$ 35,800	\$ 14,150	\$ 145,450	\$ 77,650	\$ 61,000
Contingency	24,200	85,850	-	-	-
Total expenditures	\$ 60,000	\$ 100,000	\$ 145,450	\$ 77,650	\$ 61,000

	BUDGET V. ACTUAL				
	FY2017	FY2018	FY2019	FY2020	FY2021
Budget	\$ 60,000	\$ 100,000	\$ 145,450	\$ 77,650	\$ 61,000
Actual	\$ 6,500	\$ 11,550	\$ 45,450	\$ -	



CAPITAL RESERVE FUND – PARKS AND RECREATION

Overview:

This Fund was established to provide for a mechanism to house funds designated for parks and recreation use only. Developers have the option, per Town ordinance, with new developments in Town, to either provide a certain amount of recreation space in the development or pay the Town a “fee in lieu of” amount that is required to go to parks and recreation and only be spent on such projects. As permitted uses of these funds are identified, these funds will be transferred to the General Fund.

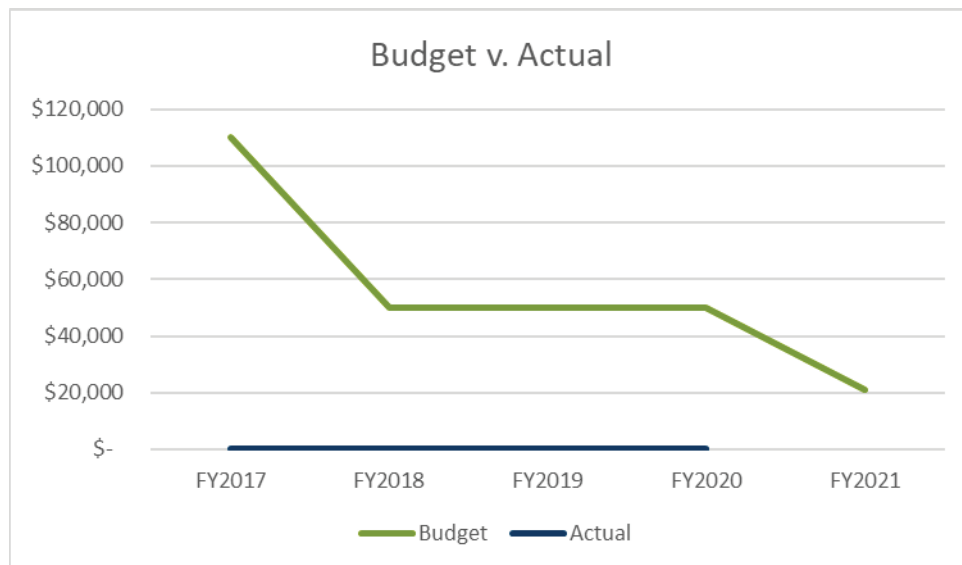
Notable changes:

- \$21,000 – this includes funds that will be transferred to the General Fund to fund a portion of land purchases for future park land or greenway easements

Five-year budgeted expenditures:

CAPITAL RESERVE FUND - RECREATION	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
EXPENDITURES					
Transfers	\$ 110,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 21,000
Total expenditures	\$ 110,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 21,000

	BUDGET V. ACTUAL				
	FY2017	FY2018	FY2019	FY2020	FY2021
Budget	\$ 110,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 21,000
Actual	\$ -	\$ -	\$ -	\$ -	\$ -



CAPITAL PROJECTS FUND – PUBLIC SAFETY

Overview:

This Fund was established to account for the costs associated with the capital projects that span multiple years. Beginning in FY2017, the design and construction of the new Fire Station #2 and training facility was included and is anticipated to be completed in FY2021. Beginning in FY2020, fire engines are shown in this fund, as they typically take between 12-18 months from order to delivery.

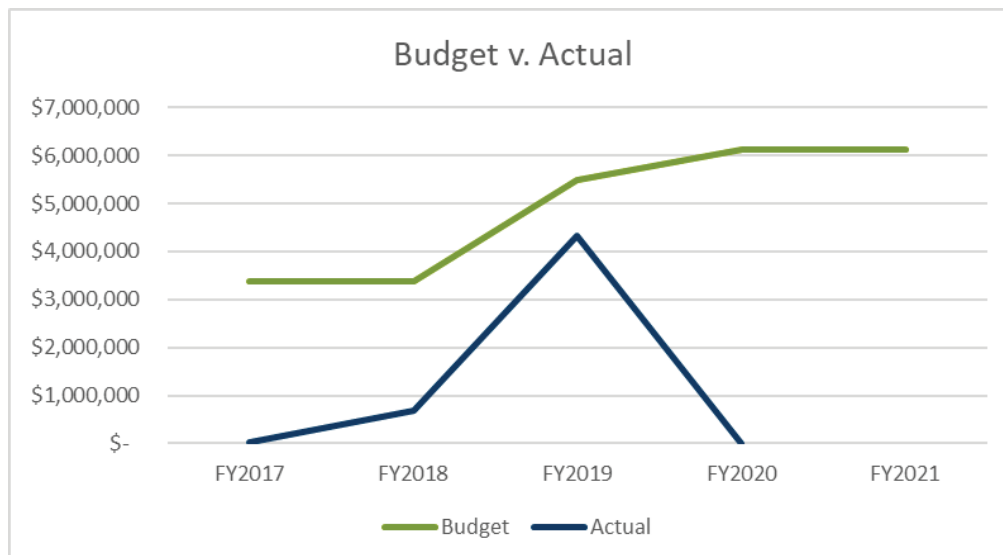
Notable changes:

- No notable changes

Five-year budgeted expenditures:

CAPITAL PROJECTS FUND - PUBLIC SAFETY	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
EXPENDITURES					
Fixed charges and other services	\$ 173,750	\$ 173,750	\$ 300,000	\$ 300,000	\$ 300,000
Capital outlay	3,200,000	3,200,000	5,200,000	5,828,103	5,815,000
Total expenditures	\$ 3,373,750	\$ 3,373,750	\$ 5,500,000	\$ 6,128,103	\$ 6,115,000

	BUDGET V. ACTUAL				
	FY2017	FY2018	FY2019	FY2020	FY2021
Budget	\$ 3,373,750	\$ 3,373,750	\$ 5,500,000	\$ 6,128,103	\$ 6,115,000
Actual	\$ 25,390	\$ 691,826	\$ 4,326,002	\$ -	



CAPITAL PROJECTS FUND – TRANSPORTATION

Overview:

This Fund was established to account for the costs associated with the capital projects that span multiple years relating to streets and sidewalks. In the fall of 2017, Harrisburg voters approved a \$4M transportation bond referendum. Projects with these bonds include sidewalks, street resurfacing and intersection/roadway improvements throughout Town. The Fund also contains additional sidewalk projects that were anticipated to be part of a CMAQ grant. It was determined that the Town could accomplish more with the money outside of a grant and is budgeted accordingly.

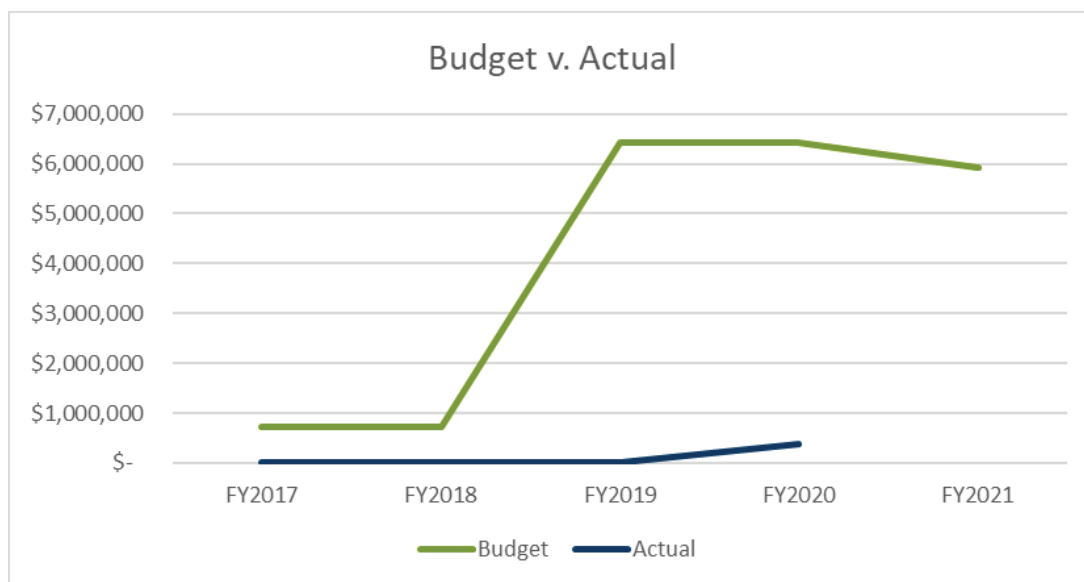
Notable changes:

- No notable changes

Five-year budgeted expenditures:

CAPITAL PROJECTS FUND - TRANSPORTATION	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
EXPENDITURES					
Fixed charges and other services	\$ 195,000	\$ 195,000	\$ 830,000	\$ 830,000	\$ 635,000
Capital outlay	530,000	530,000	5,540,000	5,540,000	5,284,000
Contingency	-	-	67,000	67,000	-
Total expenditures	\$ 725,000	\$ 725,000	\$ 6,437,000	\$ 6,437,000	\$ 5,919,000

	BUDGET V. ACTUAL				
	FY2017	FY2018	FY2019	FY2020	FY2021
Budget	\$ 725,000	\$ 725,000	\$ 6,437,000	\$ 6,437,000	\$ 5,919,000
Actual	\$ -	\$ -	\$ -	\$ 381,270	



CAPITAL PROJECTS FUND – RECREATION

Overview:

This fund was established to account for the costs associated with the renovation of Harrisburg Park. The first phase of this project will include renovated, expanded and new field space, additional parking, splashpad, amphitheater, new and expanded playgrounds and other improvements.

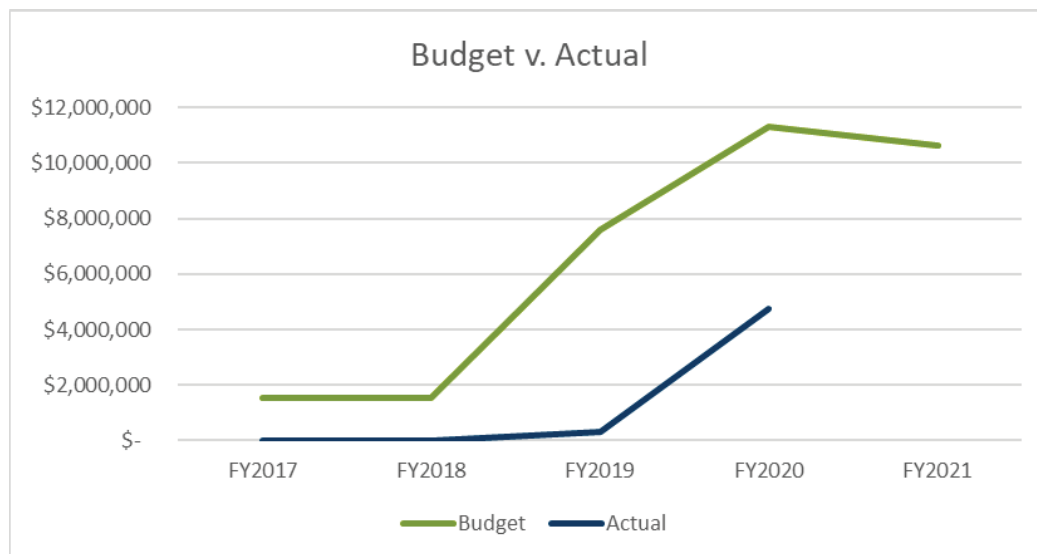
Notable changes:

- (\$650,000) – reduction for the completion of Harrisburg Veterans Park in FY2020

Five-year budgeted expenditures:

CAPITAL PROJECTS FUND - RECREATION	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
EXPENDITURES					
Fixed charges and other services	\$ 25,000	\$ 25,000	\$ 552,450	\$ 549,450	\$ 524,000
Capital outlay	1,500,000	1,500,000	7,057,550	10,754,550	10,126,000
Total expenditures	\$ 1,525,000	\$ 1,525,000	\$ 7,610,000	\$ 11,304,000	\$ 10,650,000

	BUDGET V. ACTUAL				
	FY2017	FY2018	FY2019	FY2020	FY2021
Budget	\$ 1,525,000	\$ 1,525,000	\$ 7,610,000	\$ 11,304,000	\$ 10,650,000
Actual	\$ -	\$ -	\$ 325,229	\$ 4,762,558	



CAPITAL PROJECTS FUND – ECONOMIC DEVELOPMENT

Overview:

This fund was established to account for the costs associated with the construction of the Harrisburg Train Station.

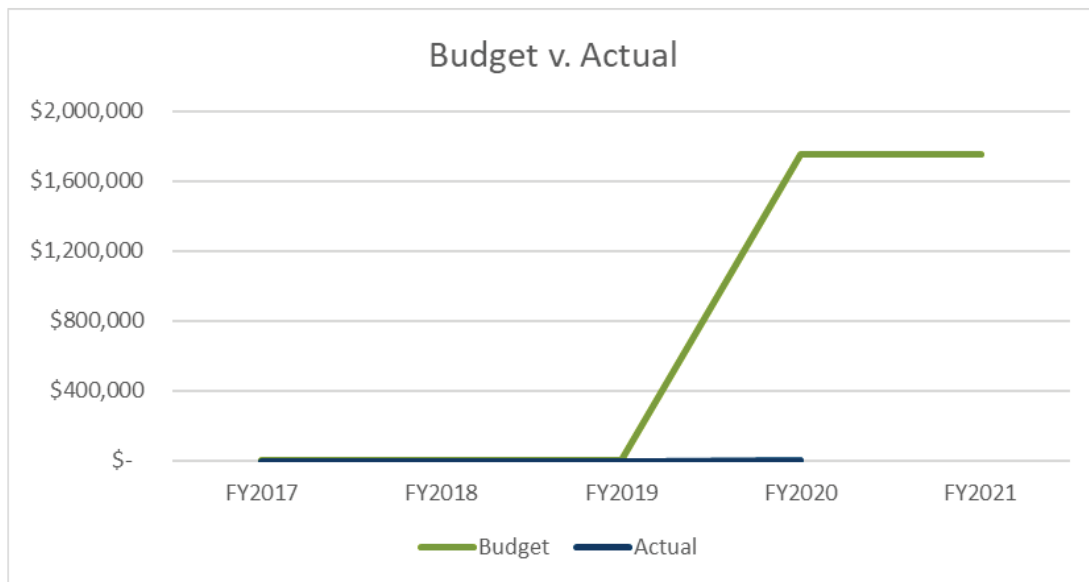
Notable changes:

- No notable changes

Five-year budgeted expenditures:

CAPITAL PROJECTS FUND - ECON DEV	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
EXPENDITURES					
Capital outlay	\$ -	\$ -	\$ -	\$ 1,750,000	\$ 1,750,000
Total expenditures	\$ -	\$ -	\$ -	\$ 1,750,000	\$ 1,750,000

	BUDGET V. ACTUAL				
	FY2017	FY2018	FY2019	FY2020	FY2021
Budget	\$ -	\$ -	\$ -	\$ 1,750,000	\$ 1,750,000
Actual	\$ -	\$ -	\$ -	\$ 50	





WATER AND SEWER FUND

Overview:

This fund was established to account for the costs associated with the operation of the Town's water and sewer system. The Water and Sewer Department's responsibility is to maintain and improve the long-term quality and reliability of water and sewer services in the Town of Harrisburg. The primary goals are cost control, efficient delivery of service and environmental protection. Accordingly, it is necessary for the Town to maintain and improve the water distribution and sewer systems, to establish and administer sound billing and collection practices that are fair and within North Carolina's General Statutes.

Notable changes:

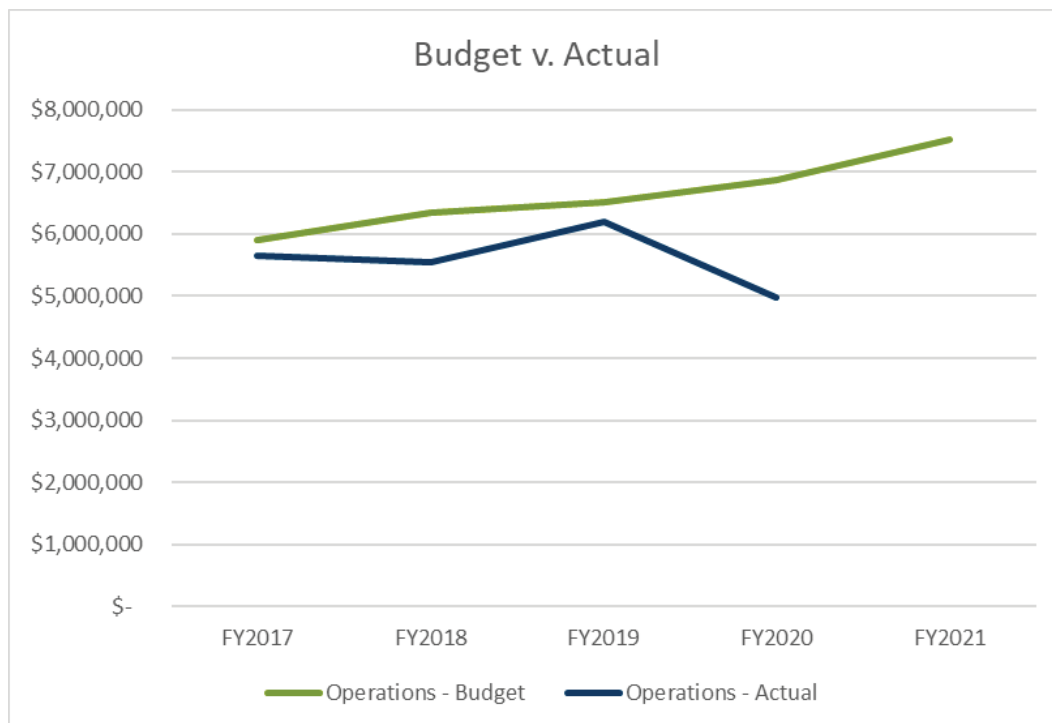
- \$155,000 - increase in personal services resulting from salary increases, state mandated pension increase and health insurance increase
- \$41,000 – addition of AMI meters for repairs and expected residential growth
- \$142,000 – addition of two full time positions and one part time position
- \$333,000 – additional water purchases and sewer treatment costs due to additional residents and rate increases
- (\$61,500) – reduction in lawsuit payouts from FY2020 for System Development Fees
- (\$31,000) – reduction in Morehead West Sewer Model completed in FY2020
- (\$33,000) – reduction in indirect cost allocation from other departments
- Capital outlay includes:
 - \$60,000 – Utility Relocation – Rail (Year 4 of 7)
 - \$20,000 – Kubota RTV
 - \$65,000 – Replacement truck – 2500 regular cab
 - \$38,000 – Replacement truck – F-150 regular cab
 - \$20,000 – Kamstrupp collector set
 - \$200,000 – Hickory Ridge Waterline Extension
 - \$40,000 – Crew Cab Truck
- \$310,526 – transfer to Capital Reserve Fund - Water and Sewer Fund for future capital projects

WATER AND SEWER FUND (continued)

Five-year budgeted expenditures:

WATER AND SEWER	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
EXPENDITURES					
Personal services	\$ 1,263,625	\$ 1,409,100	\$ 1,692,000	\$ 2,036,250	\$ 2,407,100
Employee relations and education	25,100	18,300	19,075	21,950	19,550
Supplies and materials	305,000	211,850	210,000	222,715	248,850
Current obligations and services	4,061,796	4,478,310	4,293,170	4,005,800	4,323,330
Fixed charges and other services	238,532	220,665	303,760	269,692	242,550
Indirect cost allocation	-	-	-	311,745	278,551
Capital outlay	1,120,402	1,000,550	1,527,615	841,759	443,000
Debt service	1,077,250	1,609,750	1,678,750	1,913,000	2,112,200
Transfers	1,515,000	5,000,000	2,700,000	2,550,000	310,526
Contingency	475,790	288,245	174,955	426,965	155,893
Total expenditures	\$ 10,082,495	\$ 14,236,770	\$ 12,599,325	\$ 12,599,876	\$ 10,541,550

	BUDGET V. ACTUAL - OPERATIONS				
	FY2017	FY2018	FY2019	FY2020	FY2021
Operations - Budget	\$ 5,894,053	\$ 6,338,225	\$ 6,518,005	\$ 6,868,152	\$ 7,519,931
Operations - Actual	\$ 5,648,037	\$ 5,555,173	\$ 6,203,204	\$ 4,973,745	



CAPITAL RESERVE FUND – WATER AND SEWER

Overview:

This fund's only expenses are to transfer funds to the Water and Sewer Fund and Capital Projects Fund – Water and Sewer to cover the costs of capital outlay.

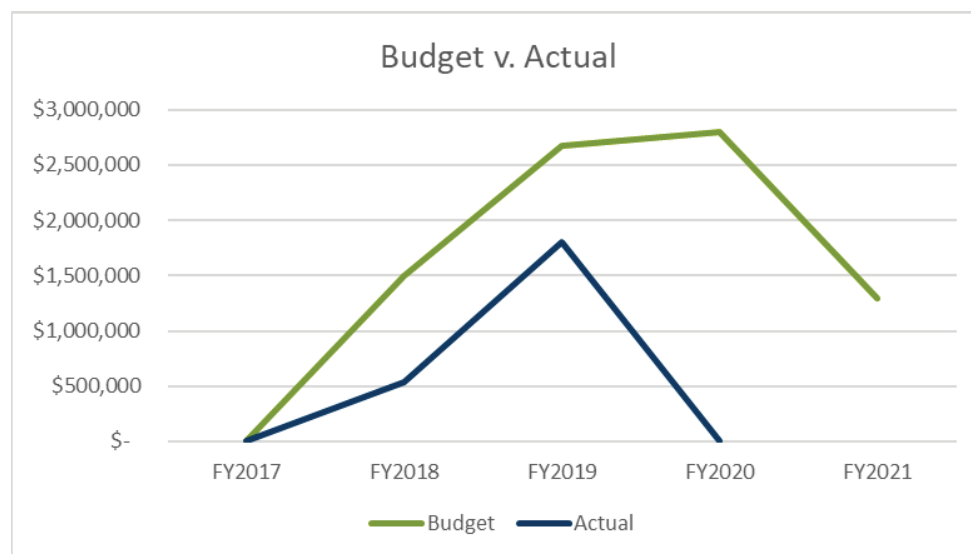
Notable changes:

- \$443,000 – this includes a transfer to Water and Sewer Fund for capital projects
- \$846,000 – this includes a transfer to Capital Projects Fund – Water and Sewer for multi-year water and sewer capital projects

Five-year budgeted expenditures:

CAPITAL RESERVE FUND - WATER & SEWER	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
EXPENDITURES					
Transfers	\$ -	\$ 1,405,800	\$ 2,680,000	\$ 2,802,000	\$ 1,289,000
Contingency	-	94,200	-	-	-
Total expenditures	\$ -	\$ 1,500,000	\$ 2,680,000	\$ 2,802,000	\$ 1,289,000

	BUDGET V. ACTUAL				
	FY2017	FY2018	FY2019	FY2020	FY2021
Budget	\$ -	\$ 1,500,000	\$ 2,680,000	\$ 2,802,000	\$ 1,289,000
Actual	\$ -	\$ 535,800	\$ 1,798,945	\$ -	



CAPITAL RESERVE FUND – WATER AND SEWER – EXPANSION

Overview:

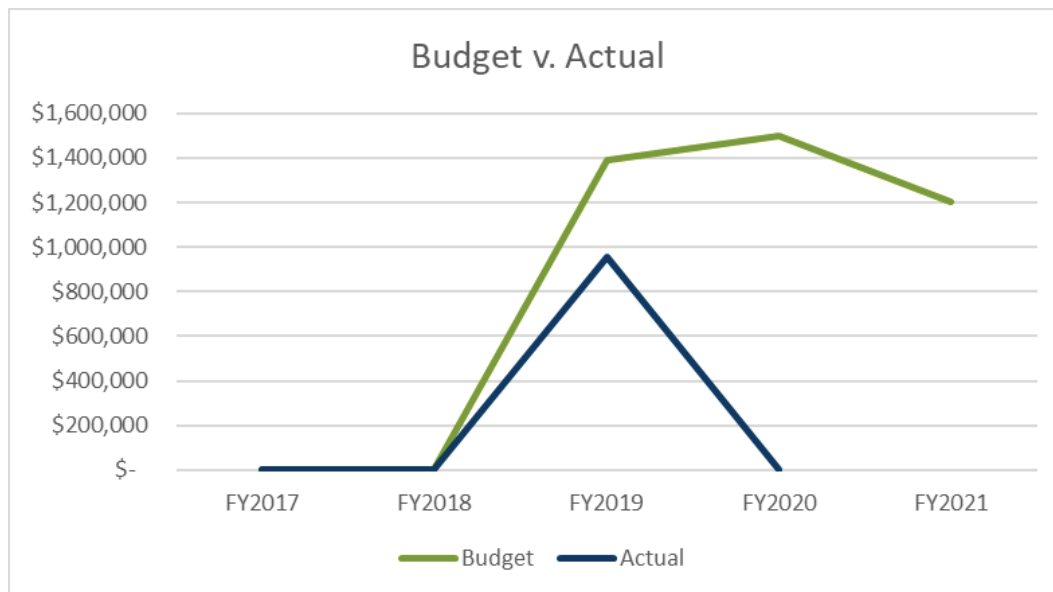
This fund's only expenses are to transfer funds to the Water and Sewer Fund and the Capital Projects Fund – Water and Sewer to cover the costs of capital outlay and debt service of expansion-related projects.

Notable changes:

- \$1,200,500 – this includes a transfer to Water and Sewer Fund for debt service payments relating to water and sewer expansion projects

Five-year budgeted expenditures:

CAPITAL RESERVE FUND - WSF - EXPANSION	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
EXPENDITURES					
Transfers	\$ -	\$ -	\$ 1,372,000	\$ 1,392,500	\$ 1,200,500
Contingency	-	-	20,500	105,000	-
Total expenditures	\$ -	\$ -	\$ 1,392,500	\$ 1,497,500	\$ 1,200,500
BUDGET V. ACTUAL					
	FY2017	FY2018	FY2019	FY2020	FY2021
Budget	\$ -	\$ -	\$ 1,392,500	\$ 1,497,500	\$ 1,200,500
Actual	\$ -	\$ -	\$ 953,585	\$ -	



CAPITAL PROJECTS FUND – WATER AND SEWER

Overview:

This fund was established to account for the costs associated with the capital projects that span multiple years relating to water and sewer.

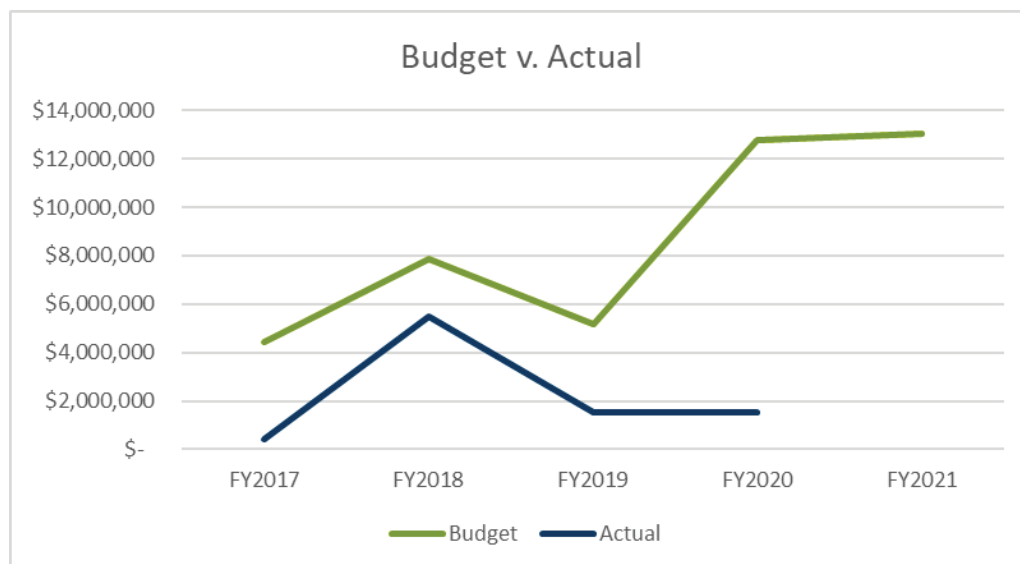
Notable changes:

- \$1,166,000 – addition of FY21/22 water line upgrades
- \$750,000 – addition of annual sanitary sewer rehabilitation

Five-year budgeted expenditures:

CAPITAL PROJECTS FUND - WATER AND SEWER	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
EXPENDITURES					
Fixed charges and other services	\$ 291,000	\$ 600,000	\$ 675,000	\$ 1,898,000	\$ 2,073,000
Capital outlay	4,154,000	7,270,000	4,485,000	10,850,000	10,966,000
Total expenditures	\$ 4,445,000	\$ 7,870,000	\$ 5,160,000	\$ 12,748,000	\$ 13,039,000

	BUDGET V. ACTUAL				
	FY2017	FY2018	FY2019	FY2020	FY2021
Budget	\$ 4,445,000	\$ 7,870,000	\$ 5,160,000	\$ 12,748,000	\$ 13,039,000
Actual	\$ 394,444	\$ 5,499,237	\$ 1,510,366	\$ 1,541,013	





STORM WATER FUND

Overview:

This fund was established to account for the costs associated with maintaining, repairing and improving the storm water system.

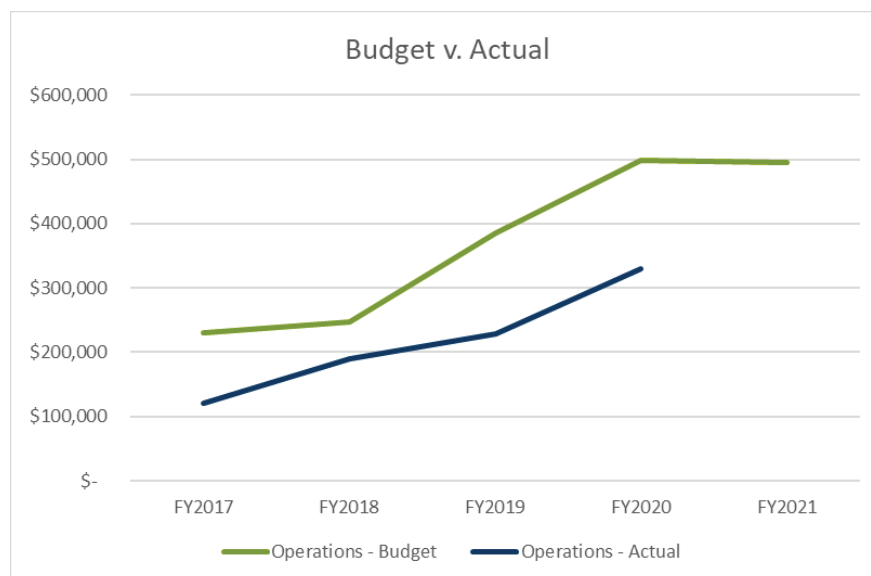
Notable changes:

- \$12,880 – addition of one position with costs allocated to this department
- \$25,000 – addition of spot repairs
- \$30,000 – addition of a tiered-rate study
- (\$20,000) – reduction in Phase II Storm Water compliance cost which began in FY2019
- (\$50,000) – reduction in GIS build and updates completed in FY2020

Five-year budgeted expenditures:

STORM WATER	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
EXPENDITURES					
Personal services	\$ 122,000	\$ 122,000	\$ 172,550	\$ 201,000	\$ 218,600
Employee relations and education	4,250	4,000	4,000	4,600	4,600
Supplies and materials	5,300	7,100	7,125	8,150	6,400
Current obligations and services	37,050	36,350	36,700	62,950	87,650
Fixed charges and other services	61,293	77,500	165,500	189,342	148,850
Indirect cost allocation	-	-	-	33,070	29,675
Capital outlay	18,000	35,500	-	-	-
Debt service	92,000	92,000	-	-	-
Transfers	228,000	200,000	280,000	270,000	1,157,552
Contingency	32,400	62,550	27,125	26,880	14,873
Total expenditures	\$ 600,293	\$ 637,000	\$ 693,000	\$ 795,992	\$ 1,668,200

	BUDGET V. ACTUAL - OPERATIONS				
	FY2017	FY2018	FY2019	FY2020	FY2021
Operations - Budget	\$ 229,893	\$ 246,950	\$ 385,875	\$ 499,112	\$ 495,775
Operations - Actual	\$ 120,377	\$ 188,920	\$ 227,899	\$ 329,194	



CAPITAL RESERVE FUND – STORM WATER FUND

Overview:

This fund's only expenses are to transfer funds to the Storm Water Fund and Capital Projects Fund – Storm Water to cover the costs of capital outlay.

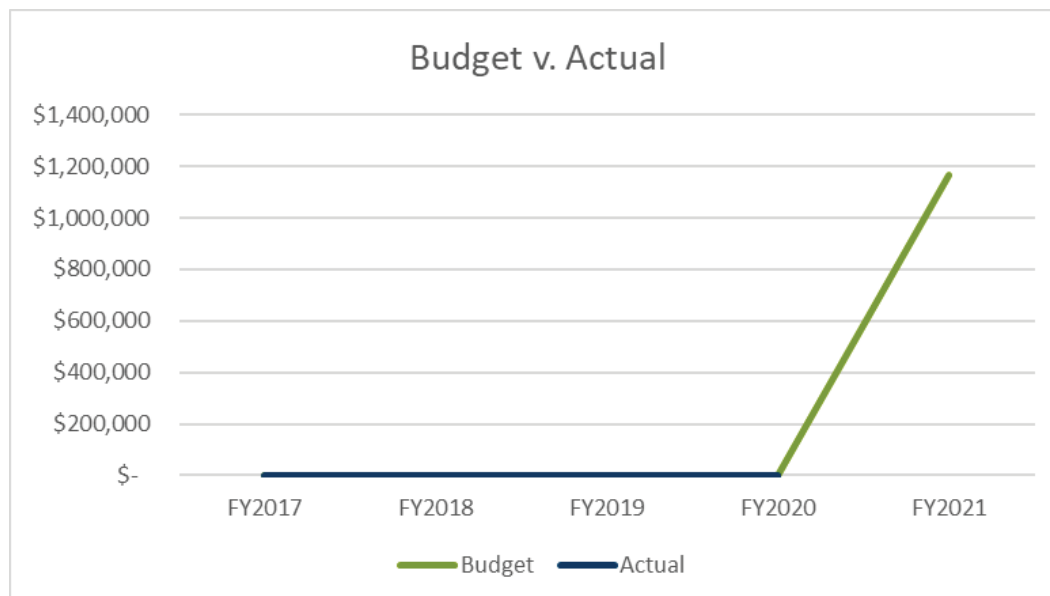
Notable changes:

- \$120,000 – this includes a transfer to the Capital Projects Fund – Storm Water for multi-year storm water capital projects
- \$1,046,302 – this represents funds that are transferred to the capital reserve fund in the current year. If those funds are not given a function by tying them directly to a capital expenditure in FY2021, they will be available for capital funding in future years through the appropriation of this fund's fund balance.

Five-year budgeted expenditures:

CAPITAL RESERVE FUND - STORM WATER	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
EXPENDITURES					
Storm Water	\$ -	\$ -	\$ -	\$ -	\$ 1,046,302
Transfers	-	-	-	-	120,000
Total expenditures	\$ -	\$ -	\$ -	\$ -	\$ 1,166,302

	BUDGET V. ACTUAL				
	FY2017	FY2018	FY2019	FY2020	FY2021
Budget	\$ -	\$ -	\$ -	\$ -	\$ 1,166,302
Actual	\$ -	\$ -	\$ -	\$ -	\$ -



CAPITAL PROJECTS FUND – STORM WATER

Overview:

This fund was established to account for the costs associated with the capital projects that span multiple years relating to storm water.

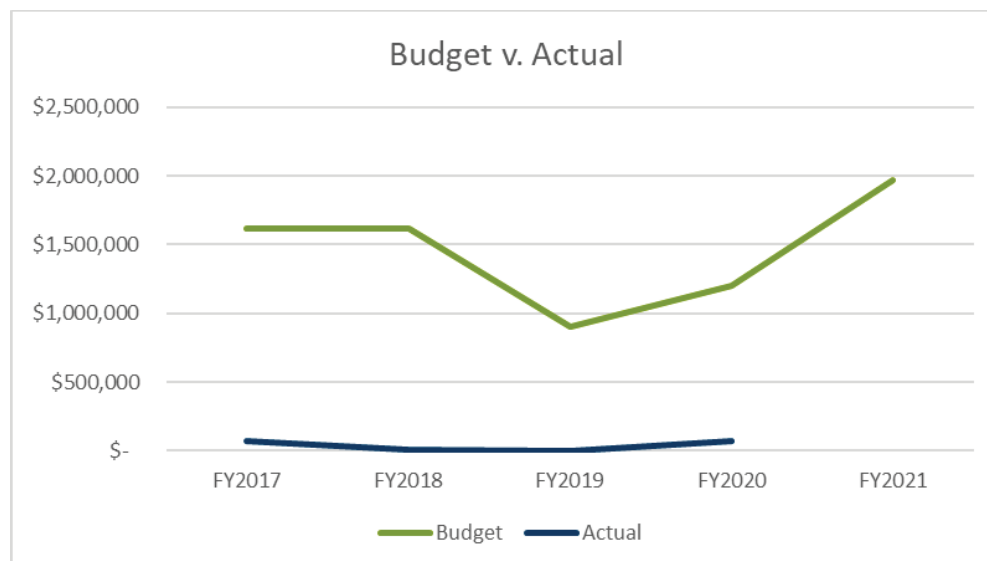
Notable changes:

- \$720,000 – addition of the System A – Phase 3 project

Five-year budgeted expenditures:

CAPITAL PROJECTS FUND - STORM WATER	BUDGET				
	FY2017	FY2018	FY2019	FY2020	FY2021
EXPENDITURES					
Fixed charges and other services	\$ 103,000	\$ 103,000	\$ 100,000	\$ 150,000	\$ 190,000
Capital outlay	1,510,000	1,510,000	800,000	1,050,000	1,780,000
Total expenditures	\$ 1,613,000	\$ 1,613,000	\$ 900,000	\$ 1,200,000	\$ 1,970,000

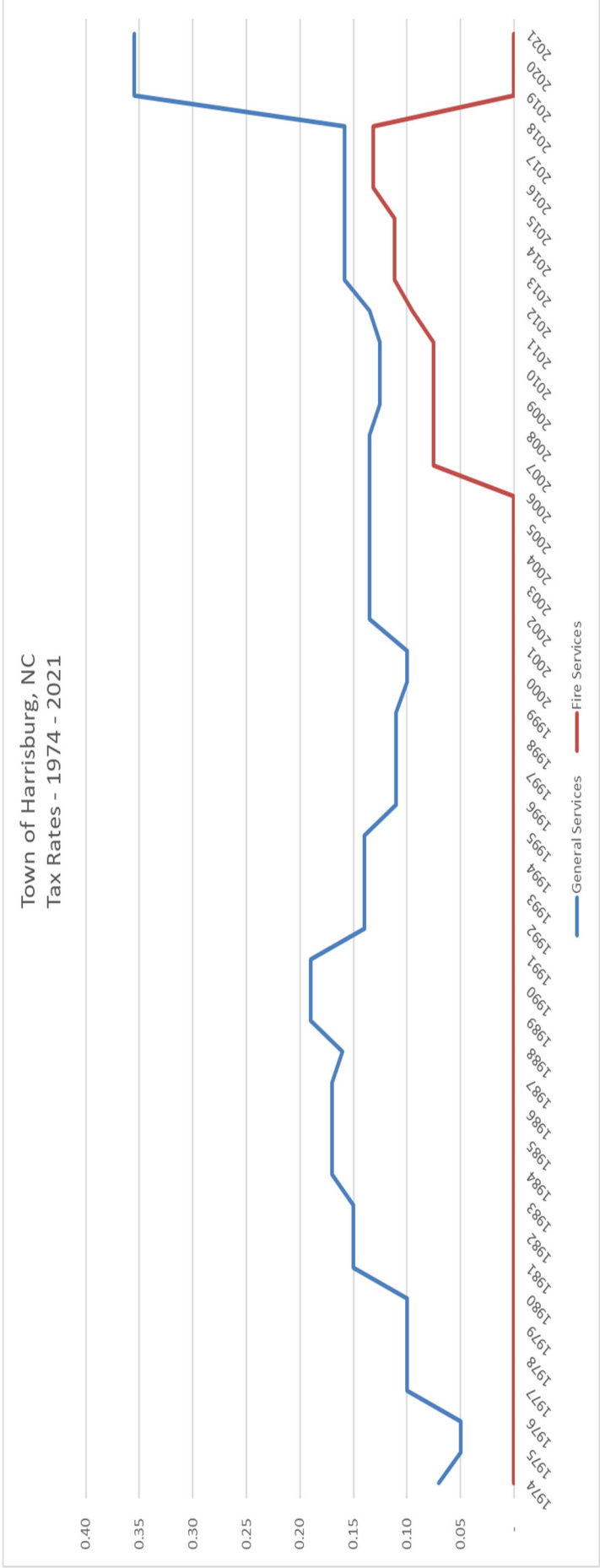
	BUDGET V. ACTUAL				
	FY2017	FY2018	FY2019	FY2020	FY2021
Budget	\$ 1,613,000	\$ 1,613,000	\$ 900,000	\$ 1,200,000	\$ 1,970,000
Actual	\$ 70,445	\$ 5,780	\$ 3,797	\$ 70,057	





Appendix 1: Tax Rates

Historical Tax Rates – FY1974 to FY2020 and Proposed FY2021



Total property valuation for the Town in FY2020 was \$2,324,367,000 and a projected value for FY2021 is \$2,728,503,000. That is approximately a 17.39% increase in valuation from the prior year. The 2020 tax levy for FY2021 is anticipated to be \$9,686,185. This is approximately \$1,435,000 more than FY2020.

The current tax rate for FY2021 is unchanged from FY2020 at \$0.3550/\$100 of property valuation.

The value of one cent on the tax rate is calculated at \$272,850.

As an example, a \$300,000 home will generate a Town of Harrisburg tax bill of \$1,065.



Appendix 2: Debt Service Payments

Below are the debt service payments currently scheduled for all current debt and those capital expenditures in FY2021 that are budgeted to be financed with debt proceeds.

	Fiscal Year											Total
	2021	2022	2023	2024	2025	2026-2030	2031-2035	2036-2040	2041-2045			
General Fund Debt												
Town Hall - FY09 (50% WSF)	\$ 39,111	\$ 37,613	\$ 35,915	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 112,639	
Town Hall - FY17 (50% WSF)	89,278	87,304	85,331	83,358	81,384	377,322	131,559	-	-	-	935,536	
Fire Engine - FY14	34,387	-	-	-	-	-	-	-	-	-	34,387	
Fire Station #3 - FY15	168,956	165,222	161,489	157,756	154,022	714,110	-	-	-	-	1,521,555	
Fire Engine #3 - FY17	89,158	89,158	89,158	51,813	-	-	-	-	-	-	319,287	
Fire Station #2 - FY18	466,320	455,556	444,792	434,028	423,264	1,951,919	1,677,223	878,102	-	-	6,731,204	
Harrisburg Park												
Redevelopment Phase 1 - FY20	777,689	764,188	749,922	735,655	721,389	3,390,112	3,033,231	2,677,116	-	-	12,849,302	
Transportation Bonds - FY21	47,500	84,000	82,200	80,500	78,700	367,000	323,000	278,900	25,500	-	1,367,300	
Fire Engine - Luverne - FY21	60,000	83,400	80,900	78,500	76,000	343,100	20,700	-	-	-	742,600	
	1,772,399	1,766,441	1,729,707	1,621,610	1,534,759	7,143,563	5,185,713	3,834,118	25,500	-	24,613,810	
Water and Sewer Fund												
CMU Project - FY12	495,444	495,444	495,444	495,457	-	-	-	-	-	-	1,981,789	
Town Hall - FY09 (50% GF)	39,111	37,613	35,915	-	-	-	-	-	-	-	112,639	
Town Hall - FY17 (50% GF)	89,278	87,304	85,331	83,358	81,384	377,322	131,559	-	-	-	935,536	
Well Project - FY12	148,488	148,488	148,488	148,488	469,254	-	-	-	-	-	1,063,206	
W&S Lines - FY13	123,615	120,411	117,208	114,004	110,801	242,785	-	-	-	-	828,824	
Rocky River Rd Water Line & Decommissions - FY14	149,376	149,376	149,376	149,376	149,376	540,758	-	-	-	-	1,287,638	
Pharr Mill Rd Water Line & Decommissions- FY16	146,686	146,668	146,649	146,611	146,611	97,732	-	-	-	-	830,957	
Public Works Facility - FY18	470,422	470,422	470,422	470,422	470,422	2,352,111	1,097,651	-	-	-	5,801,872	
Elevated Water Storage Tank - FY20	253,916	249,507	244,849	240,192	235,534	1,106,871	990,350	874,078	-	-	4,195,297	
FY2021 Water and Sewer Projects - FY21	189,000	397,000	389,000	381,000	372,000	1,737,000	1,528,000	1,320,000	121,000	-	6,434,000	
	2,105,336	2,302,233	2,282,682	2,228,908	2,035,382	6,454,579	3,747,560	2,194,078	121,000	-	23,471,758	
Total	\$ 3,877,735	\$ 4,068,674	\$ 4,012,389	\$ 3,850,518	\$ 3,570,141	\$13,598,142	\$ 8,933,273	\$ 6,028,196	\$ 146,500	-	\$48,085,568	

Note: There are two new proposed debt financings in the General Fund and one proposed new debt financing in the Water and Sewer Fund scheduled for FY2021.



Appendix 3: Staffing/FTEs

Below are all of the full-time equivalents (FTEs), per department. The FY2020 column includes all currently funded positions. The proposed positions are based on the FY2021 proposed budget.

Department	FY2015	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021 Proposed
Town Clerk	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Administration	1.0	1.0	1.5	2.5	4.0	2.0	2.0
Finance	6.5	6.5	7.0	7.0	7.5	7.5	7.5
Human Resources	-	-	1.0	1.0	1.0	1.0	1.0
① Information Technology	-	-	-	1.0	1.0	1.5	2.0
Communications	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Economic Development	1.0	1.0	1.0	-	-	-	-
Planning and Zoning	2.0	2.5	4.0	4.0	4.0	4.0	4.0
Engineering	2.0	2.0	2.0	2.0	2.5	6.0	6.0
② Fire	28.5	43.5	43.5	43.5	47.5	48.0	51.0
Parks & Recreation	10.0	11.0	11.0	11.0	11.0	15.5	15.5
③ Public Works	20.0	19.0	22.0	23.0	21.5	25.5	28.0
	<u>73.0</u>	<u>88.5</u>	<u>95.0</u>	<u>97.0</u>	<u>102.0</u>	<u>113.0</u>	<u>119.0</u>

① Reclassification of PT Help Desk Technician to FT.

② Addition of three new Firefighters

③ Addition of Utility System Supervisor, Maintenance Technician, PT Administrative Assistant



Appendix 4: Budget Ordinance & Fee Schedule



BUDGET ORDINANCE OF THE TOWN OF HARRISBURG FOR THE FISCAL YEAR BEGINNING JULY 1, 2020 AND ENDING JUNE 30, 2021

Be it ordained by the Town Council of the Town of Harrisburg, North Carolina, as follows:

SECTION 1. The following amounts are hereby appropriated in the General Fund for the operation of the Town government and its activities for the fiscal year beginning July 1, 2020, and ending June 30, 2021, in accordance with the chart of accounts heretofore established for this Town:

General government:	
Town Council	\$ 110,030
Town Clerk	74,030
Administration	287,570
Finance	322,374
Human Resources	109,805
Information Technology	112,950
Communications	91,015
Planning and Economic Development:	
Economic Development	101,650
Planning and Zoning	425,880
Engineering	294,315
Public safety:	
Deputies	1,607,720
Fire	4,868,080
Transportation:	
Powell Bill	461,000
Streets	524,700
Environmental protection:	
Public Works	2,055,700
Cultural and recreation:	
Parks and Recreation	2,607,665
Debt service	1,808,000
Transfers:	
Capital Reserve Fund - General Fund	1,312,711
Capital Reserve Fund - Economic Development	60,000
Capital Reserve Fund - Recreation	20,000
Contingency appropriation	372,705
Total appropriations	<u>\$ 17,627,900</u>

SECTION 2. It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

Taxes	\$ 9,412,000
Interest earnings	51,000
Powell Bill	460,000
Sales and franchise tax	3,390,000
Fire unincorporated taxes	1,360,000
Other revenues	1,661,900
Transfers from Capital Reserve Fund - ED	61,000
Transfers from Capital Reserve Fund - Recreation	21,000
Transfers from Capital Reserve Fund	1,211,000
Total estimated revenues	<u>\$ 17,627,900</u>

SECTION 3. The following amounts are hereby appropriated in the Capital Reserve Fund – General Fund for the fiscal year beginning July 1, 2020, and ending June 30, 2021 in accordance with the chart of accounts heretofore approved for the Town:

Transfer to General Fund	\$ 1,211,000
Transfer to Capital Projects Fund - Transportation	190,000
Total appropriations	<u>\$ 1,401,000</u>

SECTION 4. It is estimated that the following revenues will be available in the Capital Reserve Fund – General Fund for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

Appropriated fund balance	\$ 78,289
Transfers from General Fund	1,312,711
Interest earnings	10,000
Total estimated revenues	<u>\$ 1,401,000</u>

SECTION 5. The following amounts are hereby appropriated in the Capital Reserve Fund – Economic Development for the fiscal year beginning July 1, 2020, and ending June 30, 2021 in accordance with the chart of accounts heretofore approved for the Town:

Transfer to General Fund	<u>\$ 61,000</u>
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SECTION 6. It is estimated that the following revenues will be available in the Capital Reserve Fund – Economic Development for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

Transfer from General Fund	\$ 60,000
Interest earnings	1,000
Total estimated revenues	<u>\$ 61,000</u>

SECTION 7. The following amounts are hereby appropriated in the Capital Reserve Fund – Parks & Recreation for the fiscal year beginning July 1, 2020, and ending June 30, 2021 in accordance with the chart of accounts heretofore approved for the Town:

Transfer to General Fund	<u>\$ 21,000</u>
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SECTION 8. It is estimated that the following revenues will be available in the Capital Reserve Fund – Parks & Recreation for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

Transfers from General Fund	\$ 20,000
Interest earnings	1,000
Total estimated revenues	<u>\$ 21,000</u>

SECTION 9. The following amounts are hereby appropriated in the Water and Sewer Fund for the operation of the water and sewer utilities for the fiscal year beginning July 1, 2020, and ending June 30, 2021, in accordance with the chart of accounts heretofore established for this Town:

Water and sewer operations	\$ 7,962,931
Debt service	2,112,200
Transfer to Capital Reserve Fund - Water and Sewer Fund	310,526
Contingency appropriation	155,893
Total appropriations	<u>\$ 10,541,550</u>

SECTION 10. It is estimated that the following revenues will be available in the Water and Sewer Fund for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

Usage charges:	
Water	\$ 4,559,000
Sewer	3,872,000
Transfers from:	
Capital Reserve Fund - Water and Sewer Fund	443,000
Capital Reserve Fund - Water and Sewer Fund - Expansion	1,200,500
Other revenues	467,050
Total estimated revenues	<u>\$ 10,541,550</u>

SECTION 11. The following amounts are hereby appropriated in the Storm Water Fund for the operation of the storm water mitigation for the fiscal year beginning July 1, 2020, and ending June 30, 2021, in accordance with the chart of accounts heretofore established for this Town:

Storm Water operations	\$ 495,775
Transfer to Capital Reserve Fund - Storm Water Fund	1,157,552
Contingency appropriation	<u>14,873</u>
Total appropriations	<u>\$ 1,668,200</u>

SECTION 12. It is estimated that the following revenues will be available in the Storm Water Fund for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

Storm water fees	\$ 655,200
Other revenues	13,000
Appropriated Fund Balance	<u>1,000,000</u>
Total estimated revenues	<u>\$ 1,668,200</u>

SECTION 13. The following amounts are hereby appropriated in the Capital Reserve Fund – Water and Sewer Fund for the fiscal year beginning July 1, 2020, and ending June 30, 2021 in accordance with the chart of accounts heretofore approved for the Town:

Transfers to:	
Water and Sewer Fund	\$ 443,000
Capital Projects Fund - Water and Sewer	<u>846,000</u>
Total appropriations	<u>\$ 1,289,000</u>

SECTION 14. It is estimated that the following revenues will be available in the Capital Reserve Fund – Water and Sewer Fund for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

Transfer from Water and Sewer Fund	\$ 310,526
Interest earnings	25,000
Appropriated Fund Balance	<u>953,474</u>
Total estimated revenues	<u>\$ 1,289,000</u>

SECTION 15. The following amounts are hereby appropriated in the Capital Reserve Fund – Water and Sewer – Expansion for the fiscal year beginning July 1, 2020, and ending June 30, 2021 in accordance with the chart of accounts heretofore approved for the Town:

Transfer to Water and Sewer Fund	<u>\$ 1,200,500</u>
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SECTION 16. It is estimated that the following revenues will be available in the Capital Reserve Fund – Water and Sewer - Expansion for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

Permits and fees:	
Water system development charges	\$ 708,000
Sewer system development charges	490,000
Interest earnings	<u>2,500</u>
Total estimated revenues	<u>\$ 1,200,500</u>

SECTION 17. The following capital projects are authorized pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, for the Capital Projects Fund – Water and Sewer. The projects authorized are a waterline upgrade and an annual sanitary sewer rehabilitation and shall span the fiscal years beginning July 1, 2020 and ending June 30, 2022.

Project - FY21/22 Water Line Upgrades:	
Professional fees	96,000
Construction	1,070,000
Project - FY21 Annual Sanitary Sewer Rehabilitation:	
Professional fees	70,000
Construction	<u>680,000</u>
Total appropriations	<u>\$ 1,916,000</u>

SECTION 18. Revenue Estimates

The Town Council has and does estimate that the following revenues will be available during the fiscal years beginning July 1, 2020 and ending June 30, 2022 as they relate to the Capital Projects Fund – Water and Sewer:

Project - FY21/22 Water Line Upgrades:	
Proceeds from installment financing	1,070,000
Transfer from Capital Reserve Fund - Water and Sewer	96,000
Project - FY21 Annual Sanitary Sewer Rehabilitation:	
Transfer from Water and Sewer Capital Reserve Fund	<u>750,000</u>
Total estimated revenues	<u>\$ 1,916,000</u>

SECTION 19. The following amounts are hereby appropriated in the Capital Reserve Fund – Storm Water Fund for the fiscal year beginning July 1, 2020, and ending June 30, 2021 in accordance with the chart of accounts heretofore approved for the Town:

Storm Water	\$ 1,046,302
Transfer to Capital Projects Fund - Storm Water	120,000
Total appropriations	<u>\$ 1,166,302</u>

SECTION 20. It is estimated that the following revenues will be available in the Capital Reserve Fund – Storm Water Fund for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

Transfer from Storm Water Fund	\$ 1,157,552
Interest earnings	8,750
Total estimated revenues	<u>\$ 1,166,302</u>

SECTION 21. The following capital projects are authorized pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, for the Capital Projects Fund – Storm Water. The project authorized is a System A – Phase 3 which shall span the fiscal years beginning July 1, 2020 and ending June 30, 2022.

Project - System A - Phase 3:	
Professional fees	70,000
Construction	650,000
Total appropriations	<u>\$ 720,000</u>

SECTION 22. Revenue Estimates

The Town Council has and does estimate that the following revenues will be available during the fiscal years beginning July 1, 2020 and ending June 30, 2022 as they relate to the Storm Water Capital Project Fund:

Project - System A - Phase 3:	
Transfers from Capital Reserve Fund - Storm Water	<u>\$ 720,000</u>

SECTION 23. Tax Levy

There is hereby levied a tax at the following rates per one hundred dollars (\$100) valuation of property, as listed for taxes as of January 1, 2020 for the purpose of raising the revenue from current year's property tax, as set forth in the foregoing estimate of revenue.

General Fund

--\$ 0.3550

The rate is based on a total valuation of property for the purposes of taxation of \$2,728,503,000 and an estimated rate of collection of 96.855%. The estimated rate of collection is based on historical collection trends and the projected impact on collections from COVID-19.

SECTION 24. Funds appropriated in the FY2019-2020 budget and encumbered at June 30, 2020, shall be authorized as part of the FY2020-2021 budget appropriation by adoption of this budget ordinance.

SECTION 25. The Town Manager or a designee is hereby authorized to transfer appropriations as contained herein under the following conditions:

- a. Transfers between line item expenditures within a department without limitation and without a report being required. These changes must not result in increases in recurring obligations such as salaries.
- b. Interdepartmental transfers in the same fund, not to exceed 5% of the appropriated monies for the department whose allocation is reduced.
- c. Inter-fund transfers, which are already established in the budget document, may be accomplished without recourse to the Town Council.
- d. Transfers between single-year capital projects in the same fund and shall be reported at the next Town Council meeting.
- e. The Town Manager, by designation of Town Council under NC General Statute 159-13, shall be authorized to appropriate and/or transfer up to \$50,000 in contingency funds. The transfer must be recorded by budget amendment at the next regularly scheduled Town Council meeting.

SECTION 26. The Town Manager or a designee may make cash advances between funds for periods not to exceed 60 days without reporting to the Town Council. Any advances that extend beyond 60 days must be approved by the Town Council. All advances that will be outstanding at the end of the fiscal year must be approved by the Town Council.

SECTION 27. Copies of this Budget Ordinance shall be furnished to the Clerk to the Town Council and to the Budget Officer and Finance Officer, to be kept on file by them for their direction in the disbursement of funds. No purchases or budget revisions shall be made until reviewed and pre-audited by the Finance Officer.

SECTION 28. The accompanying Schedule of Fees for Fiscal Year 2021 is hereby adopted and all references to these fees in the Town Code of Ordinances are amended to reflect these schedules and fees as appropriate.

SECTION 29. The accompanying Capital Improvement Plan for Fiscal Years 2021 - 2030 is hereby adopted.

SECTION 30. That this ordinance shall be effective upon its passage. Adopted this 8th day of June 2020.

Steve Sciascia, Mayor

ATTEST:

Janet Rackley, Town Clerk





Town of Harrisburg, North Carolina

Schedule of Fees

Fiscal Year 2021

GENERAL FEES

Copy Machine Fee	\$0.25 per copy
Passport Acceptance Fee	\$35 per Application
Electric Vehicle Charging Station	\$0.50 per hour
Credit Card Fees	Convenience Fee - \$2.50 per transaction Surcharge - 2.50% of amount of charge
Copy of Town Council or Planning and Zoning Board Meeting (DVD)	\$5

Miscellaneous Zoning Fees

Copy of UDO	\$35
Map Fees	
17" x 22" Maps (ANSI C)	\$10
22" x 34" Maps (ANSI D)	\$15
34" x 44" Maps (ANSI E)	\$20

Double Fees: Where construction begins without the appropriate permits in place, costs shall be doubled.

PLANNING

Subdivision Case Fees

Annexation Fee	\$50 per application
Conveyance Plat	\$10 per new lot
Preliminary Plat Review	\$1,000 plus \$25 per lot
Preliminary Plat	Applicant Appeal to Elected Board - \$100
Preliminary Plat	Minor Revision - \$500 (no board hearing required)
Preliminary Plat	Major Revision - \$1,000 (board hearing required)
Final Plat Review (Major Subdivision)	\$200 per map sheet (If a third submittal is required an additional review fee will be collected)
Final Plat Review (Minor Subdivision)	\$50 per map sheet (If a third submittal is required an additional review fee will be collected)
Recombination Plats	\$50 per map sheet
Letter of Credit Review	\$200 + Engineer's cost (Includes partial release requests)
Time Extension for Plat Approval	\$150
Sketch Plat Review	\$100
Construction Plans	\$2,000 plus \$50 per acre

ZONING

Zoning Case Fees

Vested Rights	\$400
Vested Rights Extension	\$150
Zoning Atlas Amendment (Residential - less than 10 acres)	\$400 plus \$5 per acre
Zoning Atlas Amendment (Residential - 10 or more acres)	\$2,500 plus \$25 per acre
Combined Residential Rezoning/Preliminary Plat Expedited Request	\$4,000 plus \$25 per lot
Non-Residential/Mixed Use	\$1,000 plus \$25 per acre
Text Amendment to UDO	\$500
Applicant Appeal to Elected Board	\$300 plus advertised costs
Conditional District Rezoning	\$2,500 plus \$25 per acre*
Appeal to Elected Board by Applicant	\$300 plus advertising costs
Re-advertising Cost (due to applicant action)	\$200 or cost of advertisements (if greater)
Appeal of Planning and Zoning Board Decision Regarding Architectural Review	\$250
Architectural Review	\$150
Street Name Change Petition (privately initiated)	\$500 + cost of new street sign(s)

Double Fees: Where construction begins without the appropriate permits in place, costs shall be doubled.

**Conditional Rezoning Fees are in addition to the base fees for a zoning atlas amendment.*

ZONING

Zoning Permit Fees

Single, Two Family structures and mobile homes	\$50
Single Family attached/Multi-Family	\$50 plus \$5 per unit
Residential Addition/Accessory Structures	\$50
Commercial, Institutional and Industrial	\$100
Temporary Construction Trailers	\$75
Temporary Use Permits	\$75
Home Occupation Permits	\$75
Certificate of Occupancy - Non-Residential	\$75
Certificate of Occupancy - Residential	\$50
Zoning Verification Letter	\$50
Certificate of Non-Conformity Adjustment	\$400
Golf Cart Registration	\$20
Sign Permits	
Permanent Sign	\$100
Outdoor Advertising Sign (Billboard)	\$1,000
Zoning Site Plan Review	
Site Plan Review (If a third submittal is required, an additional fee will be collected)	\$500 plus \$5 per acre
Board of Adjustment Fees	
Conditional Use Application	\$1,000 plus \$5 per acre
Variance Application	
Residential	\$500
Non-Residential	\$600
Appeal of Administrator	
Decision/Interpretation Request	\$250

Double Fees: Where construction begins without the appropriate permits in place, costs shall be doubled.

WATER & SEWER

Water and sewer charges shall be as authorized by Code Sections 50.44, 51.30 and 51.31, of the Town Code of Ordinances.

**Water & Sewer Rates
(Inside Town Limits)**

Residential Water Rates	0-2,000 - \$11.00 (first 2,000 gallons) 2,001-6,000 - \$6.75 per additional 1,000 gallons 6,001-9,000 - \$7.83 per additional 1,000 gallons 9,001 and above - \$9.02 per additional 1,000 gallons
Residential Sewer Rates	0-2,000 - \$8.78 (first 2,000 gallons) 2,001 and above - \$7.43 per additional 1,000 gallons
Commercial Water Rates	0-2,000 - \$22.65 (first 2,000 gallons) 2,001-15,000 - \$8.01 per additional 1,000 gallons 15,001 and above - \$9.36 per additional 1,000 gallons
Commercial Sewer Rates	0-2,000 - \$15.11 (first 2,000 gallons) 2,001 and above - \$8.76 per additional 1,000 gallons

**Water & Sewer Rates
(Outside Town Limits)**

Residential Water Rates	0-2,000 - \$15.73 (first 2,000 gallons) 2,001 and above - \$10.40 per additional 1,000 gallons
Residential Sewer Rates	0-2,000 - \$12.96 (first 2,000 gallons) 2,001 and above - \$10.60 per additional 1,000 gallons
Commercial Water Rates	0-2,000 - \$32.43 (first 2,000 gallons) 2,001-15,000 - \$10.02 per additional 1,000 gallons 15,001 and above - \$10.97 per additional 1,000 gallons
Commercial Sewer Rates	0-2,000 - \$22.23 (first 2,000 gallons) 2,001 and above - \$11.85 per additional 1,000 gallons
Flat Sewer Rates	\$55.35

Storm Water Charge

Charge Per Equivalent Residential Unit (ERU)	\$5.62 / Month
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WATER & SEWER

Other Water and Sewer Charges and Fees

Reconnection Charge

Charge for reconnection of water/sewer service after disconnection due to nonpayment	\$100
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Late Fee

Late fee (will be charged on accounts with unpaid balances beyond the 15th of the month)	\$10
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NSF Fee

After customer has been charged an NSF fee three times, the Town will no longer accept checks from that customer	\$25
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Water and Sewer Deposit/Set-up Fee

W/S Deposit (refundable)	\$45
W/S Set-up fee (one-time fee, non-refundable)	\$25

Meter Test Charges

Meter Test Charge (only if meter is working properly; no charge if meter is not working properly)	\$25
Interrogate Meter - Customer Requested (First request at no cost)	\$50
Testing Meter - Customer Requested	\$100

Other Water and Sewer Charges

Non-emergency after hours water cutoffs	\$100
Meter Change Out - Customer Requested	\$275
Water use permit for tank/tankers	\$50
Move existing water service to another location on the same property	At cost (labor, equipment and materials)

Fees for Violations of Mandatory Water Restrictions

Residential	
First offense	\$100
Second and subsequent offense	\$300
Commercial/Industrial	
First offense	\$500
Second and subsequent offense	\$1,500

WATER & SEWER

Water Charges

Meter Size (in.)	Water System Development Charges	Facility Charge	Water Meter Delivery Charge	Total	Connection Charge ¹
5/8	\$3,540	\$520	\$0	\$4,060	\$1,060
1	\$8,850	\$725	\$0	\$9,575	\$1,110
1 1/2	\$17,700	\$910	\$0	\$18,610	\$1,800
2	\$28,320	\$1,345	\$0	\$29,665	\$2,040
3	\$56,640	Cost + 10%	\$100	To Be Determined	To Be Determined
4	\$88,500	Cost + 10%	\$100	To Be Determined	To Be Determined
6	\$177,000	Cost + 10%	\$100	To Be Determined	To Be Determined
8	\$283,200	Cost + 10%	\$100	To Be Determined	To Be Determined

¹ Time and Materials. Charges can be waived if connections and services installed by applicant. 3-inch and larger services will be charged on a time and materials basis.

Sewer Charges

Meter Size (in.)	Sewer Service Size (in.)	Sewer System Development Fees	Connection Charge ²
5/8	4	\$2,450	\$1,060
1	4	\$6,125	\$1,110
1 1/2	4	\$12,250	\$1,800
2	4	\$19,600	\$2,040
3	4	\$39,200	To Be Determined
4	4	\$61,250	To Be Determined
6	4	\$122,500	To Be Determined
8	4	\$196,000	To Be Determined

² Time and Materials. Charges can be waived if connections and services installed by applicant. 3-inch and larger services will be charged on a time and materials basis.

WATER & SEWER

Irrigation Service Charges

Meter Size (in.)	Water System Development Charges	Facility Charge	Water Meter Delivery Charge	Total	Connection Charge ¹
5/8" T-Splice	\$3,540	\$520	\$0	\$4,060	\$0
5/8	\$3,540	\$520	\$0	\$4,060	\$1,060
1	\$8,850	\$725	\$0	\$9,575	\$1,110
1 1/2	\$17,700	\$910	\$0	\$18,610	\$1,800
2	\$28,320	\$1,345	\$0	\$29,665	\$2,040
3	\$56,640	Cost + 10%	\$100	To Be Determined	To Be Determined
4	\$88,500	Cost + 10%	\$100	To Be Determined	To Be Determined
6	\$177,000	Cost + 10%	\$100	To Be Determined	To Be Determined
8	\$283,200	Cost + 10%	\$100	To Be Determined	To Be Determined

¹ Time and Materials. Charges can be waived if connections and services installed by applicant. 3-inch and larger services will be charged on a time and materials basis.

Temporary Hydrant Meter Charge

Construction use for 60 days or less

Temporary meter service charge	\$200
Security deposit	\$1,000

Monthly charges consist of:

- Service charge for meter size
- Usage rates based on meter reading and size

Hydraulic Fire Flow Testing (per test) \$225

Private Fire Protection Service Charges

Meter Size (in.)	Fee
<4	\$52
4	\$52
6	\$95
8	\$145
10	\$217
12	\$334

Traffic Control

Temporary traffic control for parades, block parties and special events

Barricades	\$5/day
Detour signs	\$5/day
Cones	\$0.50 each/day

ENGINEERING

Residential Construction Plans

Water and Sewer	\$2,500 plus \$100/acre of entire site
Roadway and Storm Water System	\$2,500 plus \$100/acre of entire site
Storm Water Quality and Detention	\$2,000 plus \$100/acre of entire site

Commercial Construction Plans

Water and Sewer	\$2,500 plus \$100/acre of entire site
Roadway and Storm Water System	\$2,500 plus \$100/acre of entire site
Storm Water Quality and Detention	\$2,000 plus \$100/acre of entire site

Other Engineering Review Fees

Grading Plan	\$500 plus \$100 per acre
Expedited Review Fee	\$2,150 Minor Commercial Plan \$6,500 Residential Subdivision/Major Commercial Plan
Revision to Approved Plan	20% of original review fee
Harrisburg Encroachment Application Review	\$250
NC Utility Encroachment Application Review	\$100
NCDOT Driveway Permit Review	\$50
NCDENR - Division of Water Quality Application Review/Execution	\$100
NCDENR - Division of Public Water Supply Application Review/Execution	\$100
"Letter of Intent to Serve" with Water and Sewer (If the proposed site requires a Water Model be run, the fee will be assessed)	\$500
Conditional Re-zoning Plat Review	\$200
Preliminary Plat Review	\$300

ENGINEERING

Other Engineering Review Fees

Annual Storm Water BMP Inspection/Certification Review	\$300
Infrastructure Inspections	
Roadway	\$0.50 per foot
Storm Sewer	\$0.50 per foot
Water Line	\$0.75 per foot
Sanitary Sewer	\$0.75 per foot
Final Grading	\$25 per acre
Bridge or Culvert, 42" or greater	\$10 per foot
Greenway	\$0.10 per foot
Lot Grading	
Permit	\$250
Inspection	\$150
Third Part Testing / Inspections	Actual cost incurred by Town

Review fees cover initial submittal and the second submittal addressing comments. If a third submittal is required, an additional fee will be collected. Fees are due at time of submittal for review to commence.

PARKS & RECREATION

Shelter, Field & Facility Rental

	County	
	Resident/Non-Profit	Non-Resident/For Profit
Small Shelter Rental ①		
Hourly Rate	\$20	\$30
Half Day	\$80	\$120
Full Day	\$120	\$180
Large Shelter Rental ①		
Hourly Rate	\$30	\$40
Half Day	\$100	\$140
Full Day	\$140	\$200
Field Rental		
Harrisburg Park - Field Rental Per Field Hourly Rate	\$25	\$50
Stallings Park - Field Rental Per Field Hourly Rate	\$25	\$50
Light Fee per Field	\$15	\$25
Harrisburg Park - Amphitheater	\$5,000	\$10,000

① Refunds of shelter rental fees are subject to a \$10 administrative fee.

Note: Hardship Fee may be considered (requires verification and staff approval)

PARKS & RECREATION

Facilities Rental

Municipal Complex ^①	\$25 per hour + Cleaning Deposit (non-refundable)
Meeting space - 800 square feet	Key deposit - \$25 (refundable)
Occupancy Max - 50	Set-up/Breakdown & Cleaning Fee - \$50
Audio/Visual	\$25 (laptop not included)
8 Foot Table	\$5 each
6 Foot Table	\$4 each
4 Foot Table	\$3 each
Chairs	\$1.25 each

① Refunds of facilities rental fees are subject to a \$10 administrative fee.

Athletics

	County	
	Resident ^{① ②}	Non-Resident ^①
Pewee Sports (Age 3/4)	\$50	\$80
Baseball	\$90	\$120
Basketball	\$90	\$120
Cheerleading	\$130	\$160
Flag Football (Age 5/6)	\$90	\$120
Football	\$160	\$190
Soccer	\$90	\$120
Late Registration Fee	\$25	\$25

① Refunds of registration fees are subject to a \$10 administrative fee.

② There is a \$250 per family, per season maximum for all sports registration fees. This \$250 maximum does not apply to Pop Warner registration or Out-of-County residents.

Note: Hardship Fee may be considered (requires verification and staff approval)

SplashPad

	County	
	Resident	Non-Resident
Three (3) Hour Pass	\$0.00	\$3.00

FIRE

Fire Inspection Program Fees

Periodic Inspection, State Mandated	\$0.00 1st and 2nd inspections \$25 for the 3rd inspection plus \$150 for each violation not corrected
Foster Care Safety Inspection	\$25
Group Home Safety Inspection	\$25
Daycare State License Inspection	\$50
Fire Certificate of Occupancy (Final Inspection)	\$50
ABC Permit Inspection	\$150

Commercial Building and Site Plan Review Fees

Commercial Plans or Commercial Up-fit Plan Reviews are Done by Square Footage (Sq Ft).

Less than 4,999	\$200
5,000 to 9,999	\$250
10,000 to 24,999	\$350
25,000 to 49,000	\$500
50,000 or greater	\$0.020 per Sq Ft
Fire Site Review for Rezoning Commercial/Subdivision	\$200
Fire Site Review for Commercial / Subdivisions	\$200

Note: For Multi-Tenant Buildings, Fees are per Tenant

If a third submittal is required, an additional review fee of \$150 will be collected.

Plans Review

Fixed Fire Suppression System (Hood Systems-Ansul)	\$200 - plus \$100 performance test
Fire Alarm System	\$250 - plus \$100 performance test
Sprinkler System	\$250 - plus \$100 performance test
Residential Sprinkler System (1 & 2 Family Dwellings)	\$200 - plus \$100 performance test
Stand Pipe System	\$200 - plus \$100 performance test
Fire Pump & Related Equipment	\$200 - plus \$100 performance test

Note: For Multi-Tenant Buildings, Fees are per Tenant

FIRE

Fire Prevention Education Program Fees

Public Education Events	None
Fire Prevention for Business/Industry	\$25 / hour plus Material Cost Reimbursement

Installation, Construction and Operation Permit Fees

Blasting - 90 days	\$250 (per site)
Explosive Storage	\$200
Carnivals & Fairs	\$200
Covered Mall Buildings	\$200
Exhibits & Trade Shows	\$150 (each)
Fireworks Display: Outdoor/Indoor	\$300 (per day)
Pyrotechnical Special Effects Materials	\$200
Hydrant Flow Test	\$50 (per hydrant)
Spraying & Dipping Operations	\$150
Temporary Membrane Structure, Tents/Canopies	\$50 (each)
Under/Above Ground Storage Tank Installation, Upgrade or Removal	\$200 (per tank)
Fumigation & Thermal Insecticidal Fogging	\$150
Liquid or Gas Fueled Vehicles or Equipment in Assembly Buildings	\$150 (per vehicle)

FIRE

Fines

Occupying a Structure Without a Certificate of Occupancy	\$500 (each day)
Life Safety Violations of Chapter 10 Involving Exit Obstructions as Described in the North Carolina Fire Code	\$500 (each)
All Open Burning Violations as Described in the Fire Protection Ordinance	\$100 (each)
All Other Violations of the North Carolina Fire Code	\$150 (each)
Parking in a Marked Fire Lane	\$100
Life Safety Equipment Installed without Permit or Plans	\$500

Any system installation prior to plans being reviewed or permit issued will result in fees doubled.

Appendix 5: Capital Improvement Plan

The following pages include the ten-year capital improvement plan from FY2021 – FY2030. The projects in FY2021 have been included in this budget.

Item	Fiscal Year										Totals
	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	
Project and acquisition expenditures by function:											
General Fund	1,631,000	3,006,000	6,845,000	3,743,000	7,219,000	1,687,500	1,379,500	2,404,500	18,525,000	2,353,500	48,794,000
Water and Sewer Fund	6,015,000	1,700,000	3,896,000	4,766,000	4,881,000	2,782,000	2,150,000	2,142,500	2,496,000	275,000	31,103,500
Storm Water Fund	320,000	650,000	-	290,000	-	-	-	-	1,000,000	1,300,000	3,560,000
Total project expenditures	7,966,000	5,356,000	10,741,000	8,799,000	12,100,000	4,469,500	3,529,500	4,547,000	22,021,000	3,928,500	83,457,500
Financing Sources:											
Operating revenues	-	-	-	-	-	-	-	-	-	-	-
Capital Reserve Fund - Operating Capital	1,721,500	1,281,000	1,450,000	1,891,000	1,472,000	1,638,500	1,196,500	757,000	795,000	2,463,500	14,666,000
Capital Reserve Fund - Capital Project Fund	916,000	1,080,000	1,006,000	595,000	1,108,000	430,000	250,000	840,000	1,766,000	1,000,000	8,991,000
Installment financing	4,726,000	2,570,000	7,855,000	5,878,000	7,435,000	1,956,000	1,633,000	2,495,000	19,000,000	-	53,548,000
Grants	-	-	-	-	-	-	-	-	-	-	-
Powell Bill	420,000	425,000	430,000	435,000	440,000	445,000	450,000	455,000	460,000	465,000	4,425,000
Fee in lieu of parks	-	-	-	-	-	-	-	-	-	-	-
Other sources	182,500	-	-	-	1,645,000	-	-	-	-	-	1,827,500
Total financing sources	7,966,000	5,356,000	10,741,000	8,799,000	12,100,000	4,469,500	3,529,500	4,547,000	22,021,000	3,928,500	83,457,500

Appendix 5: Capital Improvement Plan (continued)

General Fund

Item	Fiscal Year										Totals
	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	
Project and acquisition expenditures by function:											
Administration, Engineering, IT & Communications	40,000	27,500	315,000	2,095,000	165,000	22,000	80,000	67,500	45,000	62,500	2,919,500
Planning & Economic Development	-	-	25,000	35,000	-	20,000	-	-	30,000	40,000	150,000
Public Safety	475,000	1,983,500	842,000	483,000	1,020,000	567,500	377,500	1,560,000	17,720,000	300,000	25,328,500
Environmental Protection	327,000	-	245,000	50,000	-	200,000	115,000	-	80,000	230,000	1,247,000
Streets and Transportation	470,000	425,000	430,000	435,000	5,085,000	445,000	450,000	455,000	460,000	465,000	9,120,000
Parks and Recreation	319,000	570,000	4,988,000	645,000	949,000	433,000	357,000	322,000	190,000	1,256,000	10,029,000
Total project expenditures	1,631,000	3,006,000	6,845,000	3,743,000	7,219,000	1,687,500	1,379,500	2,404,500	18,525,000	2,353,500	48,794,000
Financing Sources:											
Operating revenues	-	-	-	-	-	-	-	-	-	-	-
Capital Reserve Fund	1,211,000	1,081,000	1,025,000	1,233,000	1,434,000	1,242,500	929,500	654,500	565,000	1,888,500	11,264,000
Capital Reserve Fund - Capital Project Fund	-	-	250,000	75,000	-	-	-	300,000	-	-	625,000
Installment financing	-	1,500,000	5,140,000	2,000,000	3,700,000	-	-	995,000	17,500,000	-	30,835,000
Grants	-	-	-	-	-	-	-	-	-	-	-
Powell Bill	420,000	425,000	430,000	435,000	440,000	445,000	450,000	455,000	460,000	465,000	4,425,000
Fee in lieu of parks	-	-	-	-	-	-	-	-	-	-	-
Other sources	-	-	-	-	1,645,000	-	-	-	-	-	1,645,000
Total financing sources	1,631,000	3,006,000	6,845,000	3,743,000	7,219,000	1,687,500	1,379,500	2,404,500	18,525,000	2,353,500	48,794,000

Appendix 5: Capital Improvement Plan (continued)

Administration

Item	Project Number	Fiscal Year										Totals
		2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	
Project and acquisition expenditures by function:												
Buildings & Grounds												
Upfit Town Hall, both floors (50% WSF) (CPF)		-		250,000	2,000,000	-		-		-	-	2,250,000
Vehicles												
Replacement of Vehicle 1001 (Taurus)		-		-	-	-	-	-		-	-	-
Replacement of Vehicle 1006 (Charger) (50% WSF)		-	17,500	-	-	-	-	-	20,000	-	-	37,500
Replacement of Vehicle 1004 (F-150) (50% WSF)		-	-	-	20,000	-	-	-	-	-	22,500	42,500
Total project expenditures												
		-	17,500	250,000	2,020,000	-		-	20,000	-	22,500	2,330,000
Financing Sources:												
Operating revenues		-		-	-	-	-	-	-	-	-	-
Capital Reserve Fund		-	17,500	-	20,000	-	-	-	20,000	-	22,500	80,000
Capital Reserve Fund - Capital Project Fund		-	-	250,000	-	-	-	-	-	-	-	250,000
Installment financing		-	-	-	2,000,000	-	-	-	-	-	-	2,000,000
Grants		-	-	-	-	-	-	-	-	-	-	-
Powell Bill		-	-	-	-	-	-	-	-	-	-	-
Fee in lieu of		-	-	-	-	-	-	-	-	-	-	-
Unfunded		-	-	-	-	-	-	-	-	-	-	-
Total financing sources												
		-	17,500	250,000	2,020,000	-		-	20,000	-	22,500	2,330,000

CPF - The budget and funding for these projects will be shown in the General Fund Capital Projects Fund.

Appendix 5: Capital Improvement Plan (continued)

Information Technology

Item	Project Number	Fiscal Year										
		2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Totals
Project and acquisition expenditures by function:												
Equipment												
Server Replacement												
Backup & Disaster Recovery		-	-	25,000	-	-	-	-	30,000	-	-	55,000
		-	-	-	30,000	-	-	35,000	-	-	40,000	105,000
Vehicles												
Used Ford Transit Van - Replaces #1003 (50% WSF)		-	10,000	-	-	-	-	-	17,500	-	-	27,500
Replacement of Vehicle 1003 (Charger)		-	-	-	-	-	-	-	-	-	-	-
Total project expenditures		-	10,000	25,000	30,000	-	-	35,000	47,500	-	40,000	187,500
Financing Sources:												
Operating revenues												
Capital Reserve Fund		-	10,000	25,000	30,000	-	-	35,000	47,500	-	40,000	187,500
Capital Reserve Fund - Capital Project Fund		-	-	-	-	-	-	-	-	-	-	-
Installment financing		-	-	-	-	-	-	-	-	-	-	-
Grants		-	-	-	-	-	-	-	-	-	-	-
Powell Bill		-	-	-	-	-	-	-	-	-	-	-
Fee in lieu of		-	-	-	-	-	-	-	-	-	-	-
Unfunded		-	-	-	-	-	-	-	-	-	-	-
Total financing sources		-	10,000	25,000	30,000	-	-	35,000	47,500	-	40,000	187,500

Appendix 5: Capital Improvement Plan (continued)

Communications

Item	Project Number											Totals
		2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	
Project and acquisition expenditures by function:												
Projects												
		-	-	-	45,000	-	-	-	-	-	-	45,000
		-	-	-	-	125,000	-	-	-	-	-	125,000
Total project expenditures												
		-	-	-	45,000	125,000	-	-	-	-	-	170,000
Financing Sources:												
		-	-	-	-	-	-	-	-	-	-	-
		-	-	-	45,000	125,000	-	-	-	-	-	170,000
		-	-	-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-	-	-
Total financing sources												
		-	-	-	45,000	125,000	-	-	-	-	-	170,000

Appendix 5: Capital Improvement Plan (continued)

Planning & Economic Development

Item	Project Number	Fiscal Year										Totals
		2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	
Project and acquisition expenditures by function:												
Equipment												
Plotter		-	-	-	-	-	20,000	-	-	-	-	20,000
Vehicles												
Planning Vehicle		-	-	25,000	-	-	-	-	-	30,000	-	55,000
Replacement of Vehicle #13 - P&Z Truck		-	-	-	35,000	-	-	-	-	-	40,000	75,000
Total project expenditures		-	-	25,000	35,000	-	20,000	-	-	30,000	40,000	150,000
Financing Sources:												
Operating revenues		-	-	-	-	-	-	-	-	-	-	-
Capital Reserve Fund		-	-	25,000	35,000	-	20,000	-	-	30,000	40,000	150,000
Capital Reserve Fund - Capital Project Fund		-	-	-	-	-	-	-	-	-	-	-
Installment financing		-	-	-	-	-	-	-	-	-	-	-
Grants		-	-	-	-	-	-	-	-	-	-	-
Powell Bill		-	-	-	-	-	-	-	-	-	-	-
Fee in lieu of		-	-	-	-	-	-	-	-	-	-	-
Unfunded		-	-	-	-	-	-	-	-	-	-	-
Total financing sources		-	-	25,000	35,000	-	20,000	-	-	30,000	40,000	150,000

Appendix 5: Capital Improvement Plan (continued)

Engineering

Item	Project Number	Totals									
		2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Project and acquisition expenditures by function:											
Equipment											
Plotting Printer/Scanner (50% WSF)		-		-			10,000	-		-	10,000
Survey Equipment		-	-	-		-	12,000	-		-	12,000
Vehicles											
Vehicle #7018 - 2013 Explorer	2021-1500-001	40,000						45,000			85,000
Vehicle #6000 - 2017 Chevy 1500 Ext Cab		-		40,000	-		-		45,000	-	85,000
Vehicle #1004 - 2017 Explorer		-	-	-	-	40,000	-	-	-	-	40,000
Total project expenditures		40,000	-	40,000	-	40,000	22,000	45,000	-	45,000	232,000
Financing Sources:											
Operating revenues		-									
Capital Reserve Fund		40,000		40,000	-	40,000	22,000	45,000	-	45,000	232,000
Capital Reserve Fund - Capital Project Fund		-		-	-	-	-	-	-	-	
Installment financing											
Grants											
Powell Bill		-		-	-	-	-	-	-	-	
Fee in lieu of		-		-	-	-	-	-	-	-	
Unfunded		-		-	-	-	-	-	-	-	
Total financing sources		40,000	-	40,000	-	40,000	22,000	45,000	-	45,000	232,000

Appendix 5: Capital Improvement Plan (continued)

Deputies

Item	Project Number	Fiscal Year										Totals
		2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	
Project and acquisition expenditures by function:												
Equipment												
Pole-Mounted Speed Signs (3)	2021-2000-007	18,000	18,000	-	-	-	-	-	-	-	-	36,000
Vehicles												
Replacement of H8 unit - 2014 #4001	2021-2000-001	55,000	-	-	-	-	55,000	-	-	-	-	110,000
Replacement of H11 unit - 2014 #4002	2021-2000-002	55,000	-	-	-	-	55,000	-	-	-	-	110,000
New Vehicle - FY21 New Personnel	2021-2000-003	60,000	-	-	-	-	55,000	-	-	-	-	115,000
New Vehicle - FY21 New Personnel	2021-2000-004	60,000	-	-	-	-	55,000	-	-	-	-	115,000
Replacement of H4 unit - 2015 #4013	-	-	55,000	-	-	-	-	55,000	-	-	-	110,000
Replacement of H1 unit - 2016 #4003	-	-	55,000	-	-	-	-	55,000	-	-	-	110,000
Replacement of H3 unit- 2016 #4014	-	-	-	55,000	-	-	-	55,000	-	-	-	110,000
Replacement of H2 unit- 2017 #4016	-	-	-	-	55,000	-	55,000	-	-	55,000	-	110,000
New Vehicle - FY24 New Personnel	-	-	-	-	60,000	-	60,000	-	-	55,000	-	115,000
New Vehicle - FY24 New Personnel	-	-	-	-	60,000	-	60,000	-	-	55,000	-	115,000
Replacement of H7 unit - 2012 #4004	-	-	-	-	-	55,000	-	-	-	-	55,000	110,000
Replacement of H9 unit - 2013 #4005	-	-	-	-	-	55,000	-	-	-	55,000	-	110,000
Replacement of H14 unit - 2019	-	-	-	-	-	55,000	-	-	-	-	55,000	110,000
Replacement of H15 unit - 2019	-	-	-	-	-	55,000	-	-	-	-	55,000	110,000
Replacement of H13 unit - 2013 #4006	-	-	-	-	-	-	55,000	-	-	-	-	55,000
Replacement of H6 unit - 2013 #4008	-	-	-	-	-	-	55,000	-	-	-	55,000	55,000
Replacement of H12 unit - 2013 #4007	-	-	-	-	-	-	55,000	-	-	-	-	55,000
Total project expenditures		248,000	128,000	55,000	175,000	220,000	385,000	110,000	55,000	165,000	220,000	1,761,000
Financing Sources:												
Operating revenues		-	-	-	-	-	-	-	-	-	-	-
Capital Reserve Fund		248,000	128,000	55,000	175,000	220,000	385,000	110,000	55,000	165,000	220,000	1,761,000
Capital Reserve Fund - Capital Project Fund		-	-	-	-	-	-	-	-	-	-	-
Installment financing		-	-	-	-	-	-	-	-	-	-	-
Grants		-	-	-	-	-	-	-	-	-	-	-
Powell Bill		-	-	-	-	-	-	-	-	-	-	-
Fee in lieu of		-	-	-	-	-	-	-	-	-	-	-
Unfunded		-	-	-	-	-	-	-	-	-	-	-
Total financing sources		248,000	128,000	55,000	175,000	220,000	385,000	110,000	55,000	165,000	220,000	1,761,000

Appendix 5: Capital Improvement Plan (continued)

Fire

Project and acquisition expenditures by function:		Item	Project Number	Fiscal Year										Totals	
				2021	2022	2023	2024	2025	2026	2027	2028	2029	2030		
Buildings & Grounds															
	Fire Station #3 Warning Light														
	Fire/Town Training Facility (CPF)		-	60,000	-	-	-	-	-	-	-	-	-	-	60,000
	Fire Station #1 Warning Light		-	-	-	75,000	700,000	-	-	-	-	-	-	-	775,000
	Land and Construction of Fire Station #1 (CPF)		-	-	-	-	60,000	-	-	-	-	-	-	-	60,000
			-	-	-	-	-	-	-	300,000	15,000,000	-	-	-	15,300,000
Fire Apparatus															
	FD201 2005 Smeal Ladder 105' (CPF)		-	1,500,000	-	-	-	-	-	-	-	1,700,000	-	-	3,200,000
	FD101 2005 Smeal Engine (CPF)		-	-	640,000	-	-	-	-	-	-	-	-	-	640,000
	FD307 2007 Brush Truck		-	-	-	80,000	-	-	-	-	-	-	-	-	80,000
	FD301 2008 SVI Rescue (CPF)		-	-	-	-	-	-	-	-	-	995,000	-	-	995,000
	FD102 2002 Luverne Engine (CPF)		-	-	-	-	-	-	-	-	-	800,000	-	-	800,000
Equipment															
	Replace Portable Radios	2020-2100-003	70,000	70,000	70,000	80,000	-	-	-	-	-	-	-	80,000	370,000
	Replace SCBA Masks	2020-2100-005	6,000	-	-	-	-	-	-	-	-	-	-	-	6,000
	Replace AEDs	2020-2100-006	20,000	20,000	-	-	-	-	-	-	-	-	-	-	40,000
	Battery Extrication Tools E2	2021-2100-001	32,000	-	-	-	-	-	-	-	-	-	-	-	32,000
	Advanced Training Manikin		-	10,000	-	-	-	-	-	-	-	-	-	-	10,000
	Lawn Mower Station 1		-	8,500	-	-	-	-	-	-	-	-	-	-	8,500
	Update Extrication-Rescue		-	-	12,000	-	-	-	-	-	-	-	-	-	12,000
	Auto-Pulse CPR Device		-	-	16,000	-	-	-	-	-	-	-	-	-	16,000
	Replace Air Lifting Bags		-	-	-	20,000	-	-	-	-	-	-	-	-	20,000
	Update Light Tower & Scene		-	-	-	8,000	-	-	-	-	-	-	-	-	8,000
	SCBA Cascade System - Station #1		-	-	-	45,000	-	-	-	-	-	-	-	-	45,000
	Replace Self-Contained BA		-	-	-	-	-	-	157,500	157,500	-	-	-	-	315,000
	Replace Struts Rescue		-	-	-	-	-	-	25,000	-	-	-	-	-	25,000
Vehicles															
	FD702 2013 Silverado -Logistics	2021-2100-004	50,000	-	-	-	-	-	-	55,000	-	-	-	-	105,000
	FD705 2014 Suburban-DC	2021-2100-005	49,000	-	-	-	-	-	-	55,000	-	-	-	-	104,000
	FD602 2015 Silverado-Trn Cap		-	49,000	-	-	-	-	-	-	55,000	-	-	-	104,000
	Used Swiftwater Rescue Truck		-	40,000	-	-	-	-	-	-	45,000	-	-	-	85,000
	FD601 2016 Silverado-Trn Chief		-	49,000	-	-	-	-	-	-	55,000	-	-	-	104,000
	FD706 2016 Silverado- BC		-	49,000	-	-	-	-	-	-	55,000	-	-	-	104,000
	FD707 2017 Tahoe-FM		-	-	49,000	-	-	-	-	-	-	55,000	-	-	104,000
	FD701 2013 Charger- FC		-	-	-	-	40,000	-	-	-	-	-	-	-	40,000
Total project expenditures			227,000	1,855,500	787,000	308,000	800,000	182,500	267,500	1,505,000	17,555,000	80,000		23,567,500	
Financing Sources:															
	Operating revenues		-	-	-	-	-	-	-	-	-	-	-	-	-
	Capital Reserve Fund		227,000	355,500	147,000	233,000	100,000	182,500	267,500	210,000	55,000	80,000		1,857,500	
	Capital Reserve Fund - Capital Project Fund		-	-	-	75,000	-	-	-	300,000	-	-	-	375,000	
	Installment financing		-	1,500,000	640,000	-	700,000	-	-	995,000	17,500,000	-	-	21,335,000	
	Grants/Other		-	-	-	-	-	-	-	-	-	-	-	-	-
	Powell Bill		-	-	-	-	-	-	-	-	-	-	-	-	-
	Fee in lieu of		-	-	-	-	-	-	-	-	-	-	-	-	-
	Unfunded		-	-	-	-	-	-	-	-	-	-	-	-	-
Total financing sources			227,000	1,855,500	787,000	308,000	800,000	182,500	267,500	1,505,000	17,555,000	80,000		23,567,500	

CPF - The budget and funding for these projects will be shown in the Public Safety Capital Projects Fund.

Appendix 5: Capital Improvement Plan (continued)

Environmental Protection (Public Works)

Item	Project Number	Fiscal Year										Totals
		2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	
Project and acquisition expenditures by function:												
Heavy Equipment												
Replace Dump Truck w/Tommy Gate - #7016	2021-4100-001	65,000	-	-	-	-	-	70,000	-	-	-	135,000
Replace Leaf Truck - #7026	2021-4100-003	220,000	-	-	-	-	-	-	-	230,000	-	450,000
Bucket Truck (Used) [50% WSF]		-	-	30,000	-	-	-	-	-	35,000	-	65,000
Replace Backup Brush Truck - #7002		-	-	175,000	-	-	-	-	-	-	-	175,000
Replace #74 2014 Kubota Mower (50% WSF)		-	-	-	50,000	-	-	-	-	-	-	50,000
Replace Brush Truck		-	-	-	-	-	200,000	-	-	-	-	200,000
Vehicles												
Public Works Crew Truck	2021-4100-005	42,000	-	-	-	-	-	45,000	-	-	-	87,000
Replace Chevy Silverado Crew Cab Truck - #7020		-	-	40,000	-	-	-	-	-	45,000	-	85,000
Total project expenditures		327,000	-	245,000	50,000	-	200,000	115,000	-	80,000	230,000	1,247,000
Financing Sources:												
Operating revenues		-	-	-	-	-	-	-	-	-	-	-
Capital Reserve Fund		327,000	-	245,000	50,000	-	200,000	115,000	-	80,000	230,000	1,247,000
Capital Reserve Fund - Capital Project Fund		-	-	-	-	-	-	-	-	-	-	-
Installment financing		-	-	-	-	-	-	-	-	-	-	-
Grants		-	-	-	-	-	-	-	-	-	-	-
Powell Bill		-	-	-	-	-	-	-	-	-	-	-
Fee in lieu of		-	-	-	-	-	-	-	-	-	-	-
Unfunded		-	-	-	-	-	-	-	-	-	-	-
Total financing sources		327,000	-	245,000	50,000	-	200,000	115,000	-	80,000	230,000	1,247,000

Appendix 5: Capital Improvement Plan (continued)

Streets

Item	Project Number	Fiscal Year									Totals	
		2021	2022	2023	2024	2025	2026	2027	2028	2029		2030
Project and acquisition expenditures by function:												
Sidewalks												
2017 Transportation Bonds (CPF)		-		-	-	400,000	-	-	-	-	-	400,000
Street Resurfacing												
2017 Transportation Bonds (CPF)		-		-	-	650,000	-	-	-	-	-	650,000
Roadway Improvements												
2017 Transportation Bonds (CPF)		-		-	-	3,595,000		-		-		3,595,000
Harrisburg Elementary School	2021-3001-001	50,000		-	-	-		-		-		50,000
Total project expenditures		50,000		-	-	4,645,000		-		-		4,695,000
Financing Sources:												
Operating revenues		-	-	-	-	-	-	-	-	-	-	-
Capital Reserve Fund		50,000		-	-	-	-	-	-	-	-	50,000
Capital Reserve Fund - Capital Project Fund		-		-	-	-		-		-		-
Installment financing		-		-	-	3,000,000	-	-	-	-	-	3,000,000
Grants		-		-	-	-	-	-	-	-	-	-
Powell Bill				-	-	-		-		-		-
Fee in lieu of		-		-	-	-		-		-		-
Other sources		-		-	-	1,645,000		-		-		1,645,000
Total financing sources		50,000		-	-	4,645,000		-		-		4,695,000

CPF - The budget and funding for these projects will be shown in the General Fund Capital Projects Fund.

Appendix 5: Capital Improvement Plan (continued)

Powell Bill

Item	Project Number	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Totals
Project and acquisition expenditures by function:												
Street Resurfacing												
FY2021 Resurfacing Projects	2021-3000-001	420,000	-	-	-	-	-	-	-	-	-	420,000
FY2022 Resurfacing Projects		-	425,000	-	-	-	-	-	-	-	-	425,000
FY2023 Resurfacing Projects		-	-	430,000	-	-	-	-	-	-	-	430,000
FY2024 Resurfacing Projects		-	-	-	435,000	-	-	-	-	-	-	435,000
FY2025 Resurfacing Projects		-	-	-	-	440,000	-	-	-	-	-	440,000
FY2026 Resurfacing Projects		-	-	-	-	-	445,000	-	-	-	-	445,000
FY2027 Resurfacing Projects		-	-	-	-	-	-	450,000	-	-	-	450,000
FY2028 Resurfacing Projects		-	-	-	-	-	-	-	455,000	-	-	455,000
FY2029 Resurfacing Projects		-	-	-	-	-	-	-	-	460,000	-	460,000
FY2030 Resurfacing Projects		-	-	-	-	-	-	-	-	-	465,000	465,000
Total project expenditures		420,000	425,000	430,000	435,000	440,000	445,000	450,000	455,000	460,000	465,000	4,425,000
Financing Sources:												
Operating revenues		-	-	-	-	-	-	-	-	-	-	-
Capital Reserve Fund		-	-	-	-	-	-	-	-	-	-	-
Capital Reserve Fund - Capital Project Fund		-	-	-	-	-	-	-	-	-	-	-
Instalment financing		-	-	-	-	-	-	-	-	-	-	-
Grants		-	-	-	-	-	-	-	-	-	-	-
Powell Bill		420,000	425,000	430,000	435,000	440,000	445,000	450,000	455,000	460,000	465,000	4,425,000
Fee in lieu of		-	-	-	-	-	-	-	-	-	-	-
Unfunded		-	-	-	-	-	-	-	-	-	-	-
Total financing sources		420,000	425,000	430,000	435,000	440,000	445,000	450,000	455,000	460,000	465,000	4,425,000

Appendix 5: Capital Improvement Plan (continued)

Parks & Recreation

Item	Project Number	Fiscal Year										Totals
		2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	
Project and acquisition expenditures by function:												
Park Improvements												
Greenway Easement Acquisition	2019-5000-001	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	200,000
Back Creek Greenway - Phase I - Natural Surface	2021-5000-001	150,000	-	-	-	-	-	-	-	-	-	150,000
Branded Facility Signage - Holcomb Woods Park	2021-5000-002	25,000	-	-	-	-	-	-	-	-	-	25,000
Historic Pharr Mill Demolition	2021-5000-004	50,000	-	-	-	-	-	-	-	-	-	50,000
Historic Pharr Mill Reconstruction		-	300,000	-	-	-	-	-	-	-	-	300,000
Back Creek Greenway - Phase II - Natural Surface		-	150,000	-	-	-	-	-	-	-	-	150,000
Holcomb Woods Shelter/Restroom Facility		-	-	275,000	-	-	-	-	-	-	-	275,000
Back Creek Greenway - Phase III - Natural Surface		-	-	150,000	-	-	-	-	-	-	-	150,000
Tennis Court Resurfacing (Stallings Park)		-	-	-	50,000	-	-	-	-	-	-	50,000
Back Creek Greenway - Phase IV - Natural Surface		-	-	-	150,000	100,000	-	-	-	-	-	250,000
Town Hall Civic Memorial		-	-	-	250,000	-	-	-	-	-	-	250,000
Veterans Plaza Clock Tower		-	-	-	-	25,000	-	-	-	-	-	25,000
Historic Pharr Mill Parking Lot and Restroom Facility		-	-	-	-	100,000	-	-	-	-	-	100,000
Pharr Mill Playground Replacement		-	-	-	-	175,000	-	-	-	-	-	175,000
Parking Lot Resurfacing (Stallings Park)		-	-	-	-	-	100,000	-	-	-	-	100,000
Rocky River Greenway Design/Build Documents		-	-	-	-	-	150,000	-	-	-	-	150,000
Rocky River Greenway - Phase I - Natural Surface		-	-	-	-	-	-	150,000	-	-	-	150,000
Parking Lot Resurfacing (Pharr Mill Park)		-	-	-	-	-	-	-	125,000	-	-	125,000
Rocky River Greenway - Phase II - Natural Surface		-	-	-	-	-	-	-	150,000	-	-	150,000
Rocky River Greenway - Phase III - Natural Surface		-	-	-	-	-	-	-	-	150,000	-	150,000
Rocky River Greenway - Phase IV - Natural Surface		-	-	-	-	-	-	-	-	-	150,000	150,000
Buildings/Facilities												
Town Hall Server Room HVAC System	2021-5001-001	8,000	-	-	-	-	-	-	-	-	9,000	17,000
Pharr Mill Maintenance Building		-	75,000	-	-	-	-	-	-	-	-	75,000
Harrisburg Park Development Phase I West (CPF)		-	-	4,500,000	-	-	-	-	-	-	-	4,500,000
Library HVAC replacement		-	-	-	-	40,000	-	-	-	-	-	40,000
Athletics Fields		-	-	-	-	300,000	-	-	-	-	-	300,000
Library Renovations (remodel work, roofing, windows, etc.)		-	-	-	-	-	150,000	-	-	-	-	150,000
Land Acquisition		-	-	-	-	-	-	-	-	-	1,000,000	1,000,000
Heavy Equipment												
Gator Replacement	2021-5000-006	20,000	-	-	-	-	-	-	-	-	22,000	42,000
New Zero Turn Mower	2021-5000-007	11,000	-	-	-	-	15,000	-	-	-	-	26,000
Groomer Replacement		-	25,000	-	-	-	-	-	27,000	-	-	52,000
John Deere Tractor Replacement		-	-	25,000	-	-	-	-	-	-	-	25,000
Zero Turn Mower Replacement (72")		-	-	18,000	-	-	-	-	-	20,000	-	38,000
Zero Turn Mower Replacement (60")		-	-	-	15,000	-	-	-	-	-	18,000	33,000
Backhoe Replacement		-	-	-	125,000	-	-	-	-	-	-	125,000
Kubota 4trax Replacement		-	-	-	-	30,000	-	-	-	-	-	30,000
Loader Replacement		-	-	-	-	-	75,000	-	-	-	-	75,000

Appendix 5: Capital Improvement Plan (continued)

Parks & Recreation (continued)

Item	Project Number	Fiscal Year										Totals
		2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	
Project and acquisition expenditures by function:												
Vehicles												
5004 Replace 2001 Chevy 1500	2021-5000-008	35,000										
5007 Replace 2007 Chevy quad cab (fire donor)		-	-	-	-	-	-	37,000	-	-	-	72,000
5000 Replace Dump Truck		-										
5001 Replace 2015 Chevy 2500		-				47,000						72,000
5002 Replace 2015 Chevy 2500		-				37,000						72,000
5003 Replace 2015 Ford-250		-				37,000						47,000
5005 Replace 2016 Ford Explorer.		-				38,000						37,000
5006 Replace 2016 Chevy Single Cab		-					36,000					38,000
		-						37,000				36,000
		-										37,000

CPF - The budget and funding for these projects will be shown in the Parks and Recreation Capital Projects Fund.

Appendix 5: Capital Improvement Plan (continued)

Water and Sewer

Project and acquisition expenditures by function:	Item	Project Number	Fiscal Year										Totals	
			2021	2022	2023	2024	2025	2026	2027	2028	2029	2030		
Buildings/Improvements	Utility Relocation - Rail Project	2017-6000-008	60,000	60,000	60,000	60,000	-	-	-	-	-	-	-	240,000
	Uplift Town Hall, both floors (50% GF) (CPF)		-	-	250,000	2,000,000	-	-	-	-	-	-	2,250,000	
	Water projects													
	FY 20/21 WL Upgrades (CPF)	2020-6000-004	1,150,000	-	-	-	-	-	-	-	-	-	-	1,150,000
	FY 21/22 WL Upgrades (CPF)		96,000	1,070,000	-	-	-	-	-	-	-	-	1,166,000	
	Hickory Ridge WL Extension	2021-6000-011	200,000	-	-	-	-	-	-	-	-	-	-	200,000
	FY 22/23 WL Upgrades (CPF)		-	150,000	1,100,000	-	-	-	-	-	-	-	1,250,000	
	FY 23/24 WL Upgrades (CPF)	-	-	136,000	780,000	-	-	-	-	-	-	-	916,000	
	FY 24/25 WL Upgrades (CPF)	-	-	-	145,000	835,000	-	-	-	-	-	-	980,000	
Water Treatment Plant (CPF)	-	-	-	375,000	2,900,000	-	-	-	-	-	-	3,275,000		
FY 25/26 WL Upgrades (CPF)	-	-	-	-	118,000	676,000	-	-	-	-	-	794,000		
FY 26/27 WL Upgrades (CPF)	-	-	-	-	-	-	720,000	125,000	-	-	-	845,000		
Expansion Projects														
Sequoia Hills Drive/Pharr Mill Loop (CPF)	-	-	50,000	275,000	-	-	-	-	-	-	-	-	325,000	
Hickory Ridge Road 12 inch WL Phase 2 of 3 (4,000 LF) (CPF)	-	-	-	-	-	-	-	-	540,000	-	-	-	540,000	
Hickory Ridge Road 12 inch WL Phase 3 of 3 (4,000 LF) (CPF)	-	-	-	-	-	-	-	-	-	516,000	-	-	516,000	
Sewer projects														
Morehead West Sewer Phase 1 & Leatherwood Pump Station Decommissioning (CPF)	-	2020-6000-005	2,115,000	-	-	-	-	-	-	-	-	-	2,115,000	
Britley #2 Pump Station Decommissioning (CPF)	-	2020-6000-006	861,000	-	-	-	-	-	-	-	-	-	861,000	
Francis Haven and Farmington Pump Station Decommissioning (CPF)	-	2020-6000-007	600,000	-	-	-	-	-	-	-	-	-	600,000	
Kensington pump station decommissioning (1500 LF of 8-inch gravity line) (CPF)	-	-	-	80,000	450,000	-	-	-	-	-	-	-	530,000	
Orchard Park Pump Station Decommissioning (CPF)	-	-	-	150,000	515,000	-	-	-	-	-	-	-	665,000	
Bradford Park Sewer Rehab (CPF)	-	-	-	-	375,000	-	-	-	-	-	-	-	375,000	
Millbrook Pump Station decommissioning (1,600 LF of 8-inch gravity line) (CPF)	-	-	-	-	120,000	700,000	-	-	-	-	-	-	820,000	
Abbingdon Pump Station Decommissioning (2,200 LF of 8-inch gravity line) (CPF)	-	-	-	-	-	398,000	-	-	-	-	-	-	398,000	
Flow Metering and Monitoring Throughout System	-	-	-	-	-	-	-	250,000	-	-	-	-	250,000	
Morehead West Sewer Phase 2 (CPF)	-	-	-	-	-	-	-	490,000	1,280,000	-	-	-	1,770,000	
Sequoia Hills Sewer (8,500 LF of gravity) (CPF)	-	-	-	-	-	-	-	-	913,000	-	-	-	1,218,000	
New Harrisburg Main off of Reedy Creek Interceptor (13,000 LF of 12-inch gravity main) (CPF)	-	-	-	-	-	-	-	-	1,500,000	1,500,000	-	-	3,000,000	
Annual Sanitary Sewer Rehabilitation (Collection System Improvements Projects) (CPF)	-	2021-6000-007	750,000	-	250,000	-	250,000	-	250,000	-	250,000	-	1,750,000	
Equipment														
Replace 2006 Kubota RTV-900 4x4 #250	-	2021-6000-003	20,000	-	-	-	-	-	-	-	-	-	20,000	
Kamstrup Collector Set	-	2021-6000-008	20,000	-	-	-	-	-	-	-	-	-	20,000	
305 CAT Excavator #105	-	-	85,000	-	-	-	-	-	-	-	-	-	85,000	
308 CAT Excavator #106	-	-	-	130,000	-	-	-	-	-	-	-	-	130,000	
Bucket Truck (Used) (50% GF)	-	-	-	30,000	-	-	-	-	35,000	-	-	-	65,000	
Replace #74 2014 Kubota Mower (50% GF)	-	-	-	-	50,000	-	-	-	-	-	-	-	50,000	

Appendix 5: Capital Improvement Plan (continued)

Water and Sewer (continued)

Project and acquisition expenditures by function:	Item	Project Number	Fiscal Year										Totals	
			2021	2022	2023	2024	2025	2026	2027	2028	2029	2030		
Vehicles														
	#7011/16 Chevrolet 2500 Reg Cab	2021-6000-005	65,000	-	-	-	-	-	70,000	-	-	-	-	135,000
	#7014/32 2012 Ford F-150 Reg Cab	2021-6000-006	38,000	-	-	-	-	-	40,000	-	-	-	-	78,000
	Chevrolet 2500 Crew Cab	2021-6000-013	40,000	-	-	-	-	-	42,000	-	-	-	-	82,000
	Used Ford Transit Van - Replaces Charger 1003 (50% GF)		-	10,000	-	-	-	-	-	17,500	-	-	-	27,500
	#7024/56 2015 Chevrolet Silverado 2500 HD		-	45,000	-	-	-	-	-	50,000	-	-	-	95,000
	Replace Ford Explorer		-	-	45,000	-	-	-	-	-	50,000	-	-	95,000
	#7019/28 2014 Ford F-550 Super Duty Reg Cab Dump Truck		-	-	55,000	-	-	-	-	-	60,000	-	-	115,000
	#7021/58 2015 Freightliner Dump Truck #58 - #7021		-	-	105,000	-	-	-	-	-	120,000	-	-	225,000
	#7034 2018 Chevrolet Colorado		-	-	-	38,000	-	-	-	-	-	40,000	78,000	
	#7029/816 2016 Ford F-350 Reg Cab		-	-	-	45,000	-	-	-	-	-	50,000	95,000	
	#7027/817 2016 Ford F-450 Diesel Crew Cab		-	-	-	65,000	-	-	-	-	-	70,000	135,000	
	#7025/825 2016 Freightliner M2106 Dump Truck #825 - #7025		-	-	-	110,000	-	-	-	-	-	115,000	225,000	
	#7028 2016 Chevrolet 2500 Reg Cab 4x4		-	-	-	-	38,000	-	-	-	-	-	38,000	
	#7030 2017 Chevrolet 1500 Reg Cab Short Bed		-	-	-	-	-	30,000	-	-	-	-	30,000	
	#7013/24 2011 Chevrolet Silverado 2500 Reg Cab		-	-	-	-	-	42,000	-	-	-	-	42,000	
	#7031 2017 Chevrolet 2500 Reg Cab Service Bed		-	-	-	-	-	42,000	-	-	-	-	42,000	
	#7036 2019 F450 Crew Truck		-	-	-	-	-	70,000	-	-	-	-	70,000	
	Replace Pump Station Maintenance Vehicle #15/7009		-	-	-	-	-	-	77,000	-	-	-	77,000	
	Freightliner Dump Truck w/ Spreader and Plow		-	-	-	-	-	135,000	-	-	-	-	135,000	
	#7032 2018 Freightliner M2106 Diesel Dump Truck		-	-	-	-	-	-	115,000	-	-	-	115,000	
	Total project expenditures		6,015,000	1,700,000	3,896,000	4,766,000	4,881,000	2,782,000	2,150,000	2,142,500	2,496,000	275,000	31,103,500	
Financing Sources:														
	Operating revenues		-	-	-	-	-	-	-	-	-	-	-	
	Capital Reserve Fund - Operating Capital		443,000	200,000	425,000	368,000	38,000	396,000	267,000	102,500	230,000	275,000	2,744,500	
	Capital Reserve Fund - Capital Project Fund		846,000	430,000	756,000	520,000	1,108,000	430,000	250,000	540,000	766,000	-	5,646,000	
	Fund balance		-	-	-	-	-	-	-	-	-	-	-	
	Installment financing		4,726,000	1,070,000	2,715,000	3,878,000	3,735,000	1,956,000	1,633,000	1,500,000	1,500,000	-	22,713,000	
	Grants		-	-	-	-	-	-	-	-	-	-	-	
	Powell Bill		-	-	-	-	-	-	-	-	-	-	-	
	Fee in lieu of parks		-	-	-	-	-	-	-	-	-	-	-	
	Other sources		-	-	-	-	-	-	-	-	-	-	-	
	Total financing sources		6,015,000	1,700,000	3,896,000	4,766,000	4,881,000	2,782,000	2,150,000	2,142,500	2,496,000	275,000	31,103,500	

CPF - The budget and funding for these projects will be shown in the Water and Sewer Capital Projects Fund.

Appendix 5: Capital Improvement Plan (continued)

Storm Water

Project and acquisition expenditures by function:	Item	Project Number	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Totals
Storm water projects													
Regional Detention Pond (CPF)													
		2020-7000-001	250,000	-	-	-	-	-	-	-	-	-	250,000
Storm Water Improvements - System A - Phase 3 (CPF)		2021-7000-001	70,000	650,000	-	-	-	-	-	-	-	-	720,000
Storm Water Improvements - System B - Phase 1 (CPF)			-	-	-	-	-	-	-	-	1,000,000	1,000,000	2,000,000
Vehicles													
#8002 - Ford Explorer			-	-	-	40,000	-	-	-	-	-	45,000	85,000
#53 - Freightliner Street Sweeper			-	-	-	250,000	-	-	-	-	-	255,000	505,000
Total project expenditures			320,000	650,000	-	290,000	-	-	-	-	1,000,000	1,300,000	3,560,000
Financing Sources:													
Operating revenues			-	-	-	-	-	-	-	-	-	-	-
Capital Reserve Fund			67,500	-	-	290,000	-	-	-	-	-	300,000	657,500
Capital Reserve Fund - Capital Project Fund			70,000	650,000	-	-	-	-	-	-	1,000,000	1,000,000	2,720,000
Installment financing			-	-	-	-	-	-	-	-	-	-	-
Grants			-	-	-	-	-	-	-	-	-	-	-
Powell Bill			-	-	-	-	-	-	-	-	-	-	-
Fee in lieu of parks			-	-	-	-	-	-	-	-	-	-	-
Other sources			182,500	-	-	-	-	-	-	-	-	-	182,500
Total financing sources			320,000	650,000	-	290,000	-	-	-	-	1,000,000	1,300,000	3,560,000

CPF - The budget and funding for these projects will be shown in the Storm Water Capital Projects Fund.



Appendix 6: Revenue Neutral Budget Ordinance and Fee Schedule

REVENUE NEUTRAL BUDGET

North Carolina requires that its counties assess the real property values contained within their boundaries at least once every eight years and adjust the taxable values used in property tax levies accordingly. This assessment of current value, or revaluation, is a process in which the County tax office adjusts real property values for the changes in market conditions. Although required to be performed every eight years, Cabarrus County performs a revaluation every four years.

Property values are established on January 1st of a given tax year and are subsequently budgeted by the Town as revenues in the following fiscal year beginning on July 1st of that same tax year. Taxes are due by January of the following year, leading to the majority of collections occurring in November and December each year. The Town is required to establish a tax rate each fiscal year based on the valuation as of the preceding January 1st.

The valuation of real properties in Harrisburg as a whole on January 1, 2020 reflected an increase in value of 19.61%, with 5.05% attributed to natural growth in the tax base and 14.56% in valuation growth on existing property. General Statute 159-11 requires the Budget Officer to present the Town Council with a revenue neutral budget in years containing a property revaluation. A revenue neutral budget is one in which the government adjusts its tax rate to compensate for an increase or decrease in real property values so that it receives the same revenues as the year prior to the property revaluation in addition to normal tax base growth. It is important to note that "revenue neutral tax rate" is considered from the perspective of the government and not from any individual property owner. Given varying changes in property values for different properties, the revenue neutral rate refers to the total revenue received by the Town when the new rate is applied uniformly. The revenue neutral tax rate for FY2021 is \$0.312/\$100 valuation, which would generate a \$8,245,000 gross levy.

A home valued at \$300,000 as of January 1, 2020 would generate a Town of Harrisburg tax bill of \$936. Changes in individual property owner's tax bills from 2019 to 2020 are based on the change in value of that particular property. Changes in individual tax bills will vary, but the cumulative effect across the Town produces neutral revenue from year to year to the Town, with the addition for growth.

The Town provides fire protection services to specifically identified unincorporated portions of the County and receives a \$0.150/\$100 valuation tax levy on those properties. This tax rate is established by the Cabarrus County Commissioners and is already set at the maximum amount allowable by State Statutes. These properties are also subject to the revaluation process but are not impacted by the Town's property tax rate and thus, are not impacted by a revenue neutral tax rate.

A change in property tax rate for the Town of Harrisburg has an amplified effect once the impact to sales tax distributions is considered. The State collects sales taxes from businesses in the State and remits those to counties and municipalities on a monthly basis. Counties can elect to have their allocation of sales taxes distributed amongst the county and municipalities within that county based on population or real property tax levy. Cabarrus County uses the real property tax levy method, meaning changes to the Town's tax rate and subsequent tax levy carry a sales tax allocation implication within the County. This can be both a positive and a negative for the Town depending on the direction of the change and with what relationship the Town's change has with others in the County. It is also possible that in a year in which Harrisburg has no rate or substantial tax base change, sales taxes are affected due to the County or another municipality's change to its tax rate that year.

For FY2021, property values across Cabarrus County are expected to increase at varied levels, with all communities seeing growth of some kind. Although speculative and the conservative option, until budget ordinances are officially approved, it is expected that other municipalities within the County and the County itself all intend on leaving their property tax rates stable from the previous year, effectively increasing their sales tax distribution allocation against any municipality which elects to reduce its tax rate from the prior year.

The differences between the Manager's Recommended Budget with a tax rate of \$0.355 and budget prepared with a revenue neutral tax rate for FY2021 are as follows:

Revenues:

- (\$1,135,000) – Decrease in property tax revenue for difference in \$0.355 and \$0.312 tax rate
- (\$300,000) – Decrease in sales tax distribution based on reduced allocation with County
- (\$489,000) – Decrease in Transfers In from Capital Reserve Fund due to reduction in capital outlay required to balance budget

Expenditures:

- (\$418,000) – Removal of positions proposed to Council
 - IT Help Desk Technician PT to FT conversion
 - Two Deputy positions
 - Sergeant
 - Deputy
 - Three Firefighter/EMTs
 - Maintenance Technician
 - PW Administrative Support Specialist
 - Seasonal Field Monitors
- (\$3,000) – Removal of employee notification system
- (\$50,000) – Removal of Retail Recruitment Study
- (\$100,000) – Removal of Council-identified paving project
- (\$489,000) – Removal of Capital Outlay
 - Two deputy vehicles associated with Sergeant and Investigator positions
 - Two Fire Department passenger vehicles
 - Leaf truck
 - Pharr Mill Deconstruction and storage
- (\$175,000) – Reduction in available contingency funds for the fiscal year
- (\$689,000) – Reduction in anticipated transfer out from the General Fund to the Capital Reserve Fund – General Fund to fund capital purchases and projects in future years

The changes noted above are required to accomplish a working, balanced budget using the revenue neutral tax rate, but the 10-year financial model for the General Fund is not capable of sustaining itself at the current service levels being provided even under the assumption that none of the above items would ever be approved and return in the next 10 years. Growth in the costs of the existing services provided by the Town as well as existing commitments such as debt service would require further modification to the expense base and/or the tax rate in order to return to financial feasibility.

A revenue neutral tax rate of \$0.312 has been used in the preparation of the following FY2021 Budget Ordinance.



BUDGET ORDINANCE OF THE TOWN OF HARRISBURG FOR THE FISCAL YEAR BEGINNING JULY 1, 2020 AND ENDING JUNE 30, 2021

Be it ordained by the Town Council of the Town of Harrisburg, North Carolina, as follows:

SECTION 1. The following amounts are hereby appropriated in the General Fund for the operation of the Town government and its activities for the fiscal year beginning July 1, 2020, and ending June 30, 2021, in accordance with the chart of accounts heretofore established for this Town:

General government:	
Town Council	\$ 110,030
Town Clerk	74,030
Administration	287,570
Finance	322,374
Human Resources	109,805
Information Technology	98,400
Communications	88,015
Planning and Economic Development:	
Economic Development	51,650
Planning and Zoning	425,880
Engineering	294,315
Public safety:	
Deputies	1,298,780
Fire	4,605,055
Transportation:	
Powell Bill	461,000
Streets	424,700
Environmental protection:	
Public Works	1,796,500
Cultural and recreation:	
Parks and Recreation	2,546,665
Debt service	1,808,000
Transfers:	
Capital Reserve Fund - General Fund	623,690
Capital Reserve Fund - Economic Development	60,000
Capital Reserve Fund - Recreation	20,000
Contingency appropriation	197,441
Total appropriations	<u>\$ 15,703,900</u>

SECTION 2. It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

Taxes	\$ 8,277,000
Interest earnings	51,000
Powell Bill	460,000
Sales and franchise tax	3,120,000
Fire unincorporated taxes	1,330,000
Other revenues	1,661,900
Transfers from Capital Reserve Fund - ED	61,000
Transfers from Capital Reserve Fund - Recreation	21,000
Transfers from Capital Reserve Fund	722,000
Total estimated revenues	<u>\$ 15,703,900</u>

SECTION 3. The following amounts are hereby appropriated in the Capital Reserve Fund – General Fund for the fiscal year beginning July 1, 2020, and ending June 30, 2021 in accordance with the chart of accounts heretofore approved for the Town:

Transfer to General Fund	\$ 722,000
Transfer to Capital Projects Fund - Transportation	190,000
	<u>\$ 912,000</u>

SECTION 4. It is estimated that the following revenues will be available in the Capital Reserve Fund – General Fund for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

Appropriated fund balance	\$ 278,310
Transfers from General Fund	623,690
Interest earnings	10,000
Total estimated revenues	<u>\$ 912,000</u>

SECTION 5. The following amounts are hereby appropriated in the Capital Reserve Fund – Economic Development for the fiscal year beginning July 1, 2020, and ending June 30, 2021 in accordance with the chart of accounts heretofore approved for the Town:

Transfer to General Fund	<u>\$ 61,000</u>
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SECTION 6. It is estimated that the following revenues will be available in the Capital Reserve Fund – Economic Development for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

Transfer from General Fund	\$ 60,000
Interest earnings	1,000
Total estimated revenues	<u>\$ 61,000</u>

SECTION 7. The following amounts are hereby appropriated in the Capital Reserve Fund – Parks & Recreation for the fiscal year beginning July 1, 2020, and ending June 30, 2021 in accordance with the chart of accounts heretofore approved for the Town:

Transfer to General Fund	<u>\$ 21,000</u>
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SECTION 8. It is estimated that the following revenues will be available in the Capital Reserve Fund – Parks & Recreation for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

Transfers from General Fund	\$ 20,000
Interest earnings	1,000
Total estimated revenues	<u>\$ 21,000</u>

SECTION 9. The following amounts are hereby appropriated in the Water and Sewer Fund for the operation of the water and sewer utilities for the fiscal year beginning July 1, 2020, and ending June 30, 2021, in accordance with the chart of accounts heretofore established for this Town:

Water and sewer operations	\$ 7,829,401
Debt service	2,112,200
Transfer to Capital Reserve Fund - Water and Sewer Fund	378,357
Contingency appropriation	221,592
Total appropriations	<u>\$ 10,541,550</u>

SECTION 10. It is estimated that the following revenues will be available in the Water and Sewer Fund for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

Usage charges:	
Water	\$ 4,559,000
Sewer	3,872,000
Transfers from:	
Capital Reserve Fund - Water and Sewer Fund	443,000
Capital Reserve Fund - Water and Sewer Fund - Expansion	1,200,500
Other revenues	467,050
Total estimated revenues	<u>\$ 10,541,550</u>

SECTION 11. The following amounts are hereby appropriated in the Storm Water Fund for the operation of the storm water mitigation for the fiscal year beginning July 1, 2020, and ending June 30, 2021, in accordance with the chart of accounts heretofore established for this Town:

Storm Water operations	\$ 486,175
Transfer to Capital Reserve Fund - Storm Water Fund	1,167,440
Contingency appropriation	<u>14,585</u>
Total appropriations	<u>\$ 1,668,200</u>

SECTION 12. It is estimated that the following revenues will be available in the Storm Water Fund for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

Storm water fees	\$ 655,200
Other revenues	13,000
Appropriated Fund Balance	<u>1,000,000</u>
Total estimated revenues	<u>\$ 1,668,200</u>

SECTION 13. The following amounts are hereby appropriated in the Capital Reserve Fund – Water and Sewer Fund for the fiscal year beginning July 1, 2020, and ending June 30, 2021 in accordance with the chart of accounts heretofore approved for the Town:

Transfers to:	
Water and Sewer Fund	\$ 443,000
Capital Projects Fund - Water and Sewer	<u>846,000</u>
	<u>\$ 1,289,000</u>

SECTION 14. It is estimated that the following revenues will be available in the Capital Reserve Fund – Water and Sewer Fund for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

Transfer from Water and Sewer Fund	\$ 378,357
Interest earnings	25,000
Appropriated Fund Balance	<u>885,643</u>
	<u>\$ 1,289,000</u>

SECTION 15. The following amounts are hereby appropriated in the Capital Reserve Fund – Water and Sewer – Expansion for the fiscal year beginning July 1, 2020, and ending June 30, 2021 in accordance with the chart of accounts heretofore approved for the Town:

Transfer to Water and Sewer Fund	<u>\$ 1,200,500</u>
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SECTION 16. It is estimated that the following revenues will be available in the Capital Reserve Fund – Water and Sewer - Expansion for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

Permits and fees:	
Water system development charges	\$ 708,000
Sewer system development charges	490,000
Interest earnings	2,500
Total estimated revenues	<u>\$ 1,200,500</u>

SECTION 17. The following capital projects are authorized pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, for the Capital Projects Fund – Water and Sewer. The projects authorized are a waterline upgrade and an annual sanitary sewer rehabilitation and shall span the fiscal years beginning July 1, 2020 and ending June 30, 2022.

Project - FY21/22 Water Line Upgrades:	
Professional fees	96,000
Construction	1,070,000
Project - FY21 Annual Sanitary Sewer Rehabilitation:	
Professional fees	70,000
Construction	680,000
Total appropriations	<u>\$ 1,916,000</u>

SECTION 18. Revenue Estimates

The Town Council has and does estimate that the following revenues will be available during the fiscal years beginning July 1, 2020 and ending June 30, 2022 as they relate to the Capital Projects Fund – Water and Sewer:

Project - FY21/22 Water Line Upgrades:	
Proceeds from installment financing	1,070,000
Transfer from Capital Reserve Fund - Water and Sewer	96,000
Project - FY21 Annual Sanitary Sewer Rehabilitation:	
Transfer from Water and Sewer Capital Reserve Fund	750,000
Total estimated revenues	<u>\$ 1,916,000</u>

SECTION 19. The following amounts are hereby appropriated in the Capital Reserve Fund – Storm Water Fund for the fiscal year beginning July 1, 2020, and ending June 30, 2021 in accordance with the chart of accounts heretofore approved for the Town:

Storm Water	\$ 1,056,190
Transfer to Capital Projects Fund - Storm Water	120,000
Total appropriations	<u>\$ 1,176,190</u>

SECTION 20. It is estimated that the following revenues will be available in the Capital Reserve Fund – Storm Water Fund for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

Transfer from Storm Water Fund	\$ 1,167,440
Interest earnings	8,750
Total estimated revenues	<u>\$ 1,176,190</u>

SECTION 21. The following capital projects are authorized pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, for the Capital Projects Fund – Storm Water. The project authorized is a System A – Phase 3 which shall span the fiscal years beginning July 1, 2020 and ending June 30, 2022.

Project - System A - Phase 3:	
Professional fees	70,000
Construction	650,000
Total appropriations	<u>\$ 720,000</u>

SECTION 22. Revenue Estimates

The Town Council has and does estimate that the following revenues will be available during the fiscal years beginning July 1, 2020 and ending June 30, 2022 as they relate to the Storm Water Capital Project Fund:

Project - System A - Phase 3:	
Transfers from Capital Reserve Fund - Storm Water	<u>\$ 720,000</u>

SECTION 23. Tax Levy

There is hereby levied a tax at the following rates per one hundred dollars (\$100) valuation of property, as listed for taxes as of January 1, 2020 for the purpose of raising the revenue from current year's property tax, as set forth in the foregoing estimate of revenue.

General Fund

--\$ 0.3120

The rate is based on a total valuation of property for the purposes of taxation of \$2,728,503,000 and an estimated rate of collection of 96.855%. The estimated rate of collection is based on historical collection trends and the projected impact on collections from COVID-19.

SECTION 24. Funds appropriated in the FY2019-2020 budget and encumbered at June 30, 2020, shall be authorized as part of the FY2020-2021 budget appropriation by adoption of this budget ordinance.

SECTION 25. The Town Manager or a designee is hereby authorized to transfer appropriations as contained herein under the following conditions:

- a. Transfers between line item expenditures within a department without limitation and without a report being required. These changes must not result in increases in recurring obligations such as salaries.
- b. Interdepartmental transfers in the same fund, not to exceed 5% of the appropriated monies for the department whose allocation is reduced.
- c. Inter-fund transfers, which are already established in the budget document, may be accomplished without recourse to the Town Council.
- d. Transfers between single-year capital projects in the same fund and shall be reported at the next Town Council meeting.
- e. The Town Manager, by designation of Town Council under NC General Statute 159-13, shall be authorized to appropriate and/or transfer up to \$50,000 in contingency funds. The transfer must be recorded by budget amendment at the next regularly scheduled Town Council meeting.

SECTION 26. The Town Manager or a designee may make cash advances between funds for periods not to exceed 60 days without reporting to the Town Council. Any advances that extend beyond 60 days must be approved by the Town Council. All advances that will be outstanding at the end of the fiscal year must be approved by the Town Council.

SECTION 27. Copies of this Budget Ordinance shall be furnished to the Clerk to the Town Council and to the Budget Officer and Finance Officer, to be kept on file by them for their direction in the disbursement of funds. No purchases or budget revisions shall be made until reviewed and pre-audited by the Finance Officer.

SECTION 28. The accompanying Schedule of Fees for Fiscal Year 2021 is hereby adopted and all references to these fees in the Town Code of Ordinances are amended to reflect these schedules and fees as appropriate.

SECTION 29. The accompanying Capital Improvement Plan for Fiscal Years 2021 - 2030 is hereby adopted.

SECTION 30. That this ordinance shall be effective upon its passage. Adopted this 8th day of June 2020.

Steve Sciascia, Mayor

ATTEST:

Janet Rackley, Town Clerk





Town of Harrisburg, North Carolina

Schedule of Fees

Fiscal Year 2021

GENERAL FEES	
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Copy Machine Fee	\$0.25 per copy
Passport Acceptance Fee	\$35 per Application
Electric Vehicle Charging Station	\$0.50 per hour
Credit Card Fees	Convenience Fee - \$2.50 per transaction Surcharge - 2.50% of amount of charge
Copy of Town Council or Planning and Zoning Board Meeting (DVD)	\$5

Miscellaneous Zoning Fees	
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Copy of UDO	\$35
Map Fees	
17" x 22" Maps (ANSI C)	\$10
22" x 34" Maps (ANSI D)	\$15
34" x 44" Maps (ANSI E)	\$20

Double Fees: Where construction begins without the appropriate permits in place, costs shall be doubled.

PLANNING

Subdivision Case Fees

Annexation Fee	\$50 per application
Conveyance Plat	\$10 per new lot
Preliminary Plat Review	\$1,000 plus \$25 per lot
Preliminary Plat	Applicant Appeal to Elected Board - \$100
Preliminary Plat	Minor Revision - \$500 (no board hearing required)
Preliminary Plat	Major Revision - \$1,000 (board hearing required)
Final Plat Review (Major Subdivision)	\$200 per map sheet (If a third submittal is required an additional review fee will be collected)
Final Plat Review (Minor Subdivision)	\$50 per map sheet (If a third submittal is required an additional review fee will be collected)
Recombination Plats	\$50 per map sheet
Letter of Credit Review	\$200 + Engineer's cost (Includes partial release requests)
Time Extension for Plat Approval	\$150
Sketch Plat Review	\$100
Construction Plans	\$2,000 plus \$50 per acre

ZONING

Zoning Case Fees

Vested Rights	\$400
Vested Rights Extension	\$150
Zoning Atlas Amendment (Residential - less than 10 acres)	\$400 plus \$5 per acre
Zoning Atlas Amendment (Residential - 10 or more acres)	\$2,500 plus \$25 per acre
Combined Residential Rezoning/Preliminary Plat Expedited Request	\$4,000 plus \$25 per lot
Non-Residential/Mixed Use	\$1,000 plus \$25 per acre
Text Amendment to UDO	\$500
Applicant Appeal to Elected Board	\$300 plus advertised costs
Conditional District Rezoning	\$2,500 plus \$25 per acre*
Appeal to Elected Board by Applicant	\$300 plus advertising costs
Re-advertising Cost (due to applicant action)	\$200 or cost of advertisements (if greater)
Appeal of Planning and Zoning Board Decision Regarding Architectural Review	\$250
Architectural Review	\$150
Street Name Change Petition (privately initiated)	\$500 + cost of new street sign(s)

Double Fees: Where construction begins without the appropriate permits in place, costs shall be doubled.

**Conditional Rezoning Fees are in addition to the base fees for a zoning atlas amendment.*

ZONING

Zoning Permit Fees

Single, Two Family structures and mobile homes	\$50
Single Family attached/Multi-Family	\$50 plus \$5 per unit
Residential Addition/Accessory Structures	\$50
Commercial, Institutional and Industrial	\$100
Temporary Construction Trailers	\$75
Temporary Use Permits	\$75
Home Occupation Permits	\$75
Certificate of Occupancy - Non-Residential	\$75
Certificate of Occupancy - Residential	\$50
Zoning Verification Letter	\$50
Certificate of Non-Conformity Adjustment	\$400
Golf Cart Registration	\$20
Sign Permits	
Permanent Sign	\$100
Outdoor Advertising Sign (Billboard)	\$1,000
Zoning Site Plan Review	
Site Plan Review (If a third submittal is required, an additional fee will be collected)	\$500 plus \$5 per acre
Board of Adjustment Fees	
Conditional Use Application	\$1,000 plus \$5 per acre
Variance Application	
Residential	\$500
Non-Residential	\$600
Appeal of Administrator	
Decision/Interpretation Request	\$250

Double Fees: Where construction begins without the appropriate permits in place, costs shall be doubled.

WATER & SEWER

Water and sewer charges shall be as authorized by Code Sections 50.44, 51.30 and 51.31, of the Town Code of Ordinances.

**Water & Sewer Rates
(Inside Town Limits)**

Residential Water Rates	0-2,000 - \$11.00 (first 2,000 gallons) 2,001-6,000 - \$6.75 per additional 1,000 gallons 6,001-9,000 - \$7.83 per additional 1,000 gallons 9,001 and above - \$9.02 per additional 1,000 gallons
Residential Sewer Rates	0-2,000 - \$8.78 (first 2,000 gallons) 2,001 and above - \$7.43 per additional 1,000 gallons
Commercial Water Rates	0-2,000 - \$22.65 (first 2,000 gallons) 2,001-15,000 - \$8.01 per additional 1,000 gallons 15,001 and above - \$9.36 per additional 1,000 gallons
Commercial Sewer Rates	0-2,000 - \$15.11 (first 2,000 gallons) 2,001 and above - \$8.76 per additional 1,000 gallons

**Water & Sewer Rates
(Outside Town Limits)**

Residential Water Rates	0-2,000 - \$15.73 (first 2,000 gallons) 2,001 and above - \$10.40 per additional 1,000 gallons
Residential Sewer Rates	0-2,000 - \$12.96 (first 2,000 gallons) 2,001 and above - \$10.60 per additional 1,000 gallons
Commercial Water Rates	0-2,000 - \$32.43 (first 2,000 gallons) 2,001-15,000 - \$10.02 per additional 1,000 gallons 15,001 and above - \$10.97 per additional 1,000 gallons
Commercial Sewer Rates	0-2,000 - \$22.23 (first 2,000 gallons) 2,001 and above - \$11.85 per additional 1,000 gallons
Flat Sewer Rates	\$55.35

Storm Water Charge

Charge Per Equivalent Residential Unit (ERU)	\$5.62 / Month
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WATER & SEWER

Other Water and Sewer Charges and Fees

Reconnection Charge

Charge for reconnection of water/sewer service after disconnection due to nonpayment	\$100
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Late Fee

Late fee (will be charged on accounts with unpaid balances beyond the 15th of the month)	\$10
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NSF Fee

After customer has been charged an NSF fee three times, the Town will no longer accept checks from that customer	\$25
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Water and Sewer Deposit/Set-up Fee

W/S Deposit (refundable)	\$45
W/S Set-up fee (one-time fee, non-refundable)	\$25

Meter Test Charges

Meter Test Charge (only if meter is working properly; no charge if meter is not working properly)	\$25
Interrogate Meter - Customer Requested (First request at no cost)	\$50
Testing Meter - Customer Requested	\$100

Other Water and Sewer Charges

Non-emergency after hours water cutoffs	\$100
Meter Change Out - Customer Requested	\$275
Water use permit for tank/tankers	\$50
Move existing water service to another location on the same property	At cost (labor, equipment and materials)

Fees for Violations of Mandatory Water Restrictions

Residential	
First offense	\$100
Second and subsequent offense	\$300
Commercial/Industrial	
First offense	\$500
Second and subsequent offense	\$1,500

WATER & SEWER

Water Charges

Meter Size (in.)	Water System Development Charges	Facility Charge	Water Meter Delivery Charge	Total	Connection Charge ¹
5/8	\$3,540	\$520	\$0	\$4,060	\$1,060
1	\$8,850	\$725	\$0	\$9,575	\$1,110
1 1/2	\$17,700	\$910	\$0	\$18,610	\$1,800
2	\$28,320	\$1,345	\$0	\$29,665	\$2,040
3	\$56,640	Cost + 10%	\$100	To Be Determined	To Be Determined
4	\$88,500	Cost + 10%	\$100	To Be Determined	To Be Determined
6	\$177,000	Cost + 10%	\$100	To Be Determined	To Be Determined
8	\$283,200	Cost + 10%	\$100	To Be Determined	To Be Determined

¹ Time and Materials. Charges can be waived if connections and services installed by applicant. 3-inch and larger services will be charged on a time and materials basis.

Sewer Charges

Meter Size (in.)	Sewer Service Size (in.)	Sewer System Development Fees	Connection Charge ²
5/8	4	\$2,450	\$1,060
1	4	\$6,125	\$1,110
1 1/2	4	\$12,250	\$1,800
2	4	\$19,600	\$2,040
3	4	\$39,200	To Be Determined
4	4	\$61,250	To Be Determined
6	4	\$122,500	To Be Determined
8	4	\$196,000	To Be Determined

² Time and Materials. Charges can be waived if connections and services installed by applicant. 3-inch and larger services will be charged on a time and materials basis.

WATER & SEWER

Irrigation Service Charges

Meter Size (in.)	Water System Development Charges	Facility Charge	Water Meter Delivery Charge	Total	Connection Charge ¹
5/8" T-Splice	\$3,540	\$520	\$0	\$4,060	\$0
5/8	\$3,540	\$520	\$0	\$4,060	\$1,060
1	\$8,850	\$725	\$0	\$9,575	\$1,110
1 1/2	\$17,700	\$910	\$0	\$18,610	\$1,800
2	\$28,320	\$1,345	\$0	\$29,665	\$2,040
3	\$56,640	Cost + 10%	\$100	To Be Determined	To Be Determined
4	\$88,500	Cost + 10%	\$100	To Be Determined	To Be Determined
6	\$177,000	Cost + 10%	\$100	To Be Determined	To Be Determined
8	\$283,200	Cost + 10%	\$100	To Be Determined	To Be Determined

¹ Time and Materials. Charges can be waived if connections and services installed by applicant. 3-inch and larger services will be charged on a time and materials basis.

Temporary Hydrant Meter Charge

Construction use for 60 days or less

Temporary meter service charge	\$200
Security deposit	\$1,000

Monthly charges consist of:

- Service charge for meter size
- Usage rates based on meter reading and size

Hydraulic Fire Flow Testing (per test)	\$225
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Private Fire Protection Service Charges

Meter Size (in.)	Fee
<4	\$52
4	\$52
6	\$95
8	\$145
10	\$217
12	\$334

Traffic Control

Temporary traffic control for parades, block parties and special events

Barricades	\$5/day
Detour signs	\$5/day
Cones	\$0.50 each/day

ENGINEERING

Residential Construction Plans

Water and Sewer	\$2,500 plus \$100/acre of entire site
Roadway and Storm Water System	\$2,500 plus \$100/acre of entire site
Storm Water Quality and Detention	\$2,000 plus \$100/acre of entire site

Commercial Construction Plans

Water and Sewer	\$2,500 plus \$100/acre of entire site
Roadway and Storm Water System	\$2,500 plus \$100/acre of entire site
Storm Water Quality and Detention	\$2,000 plus \$100/acre of entire site

Other Engineering Review Fees

Grading Plan	\$500 plus \$100 per acre
Expedited Review Fee	\$2,150 Minor Commercial Plan \$6,500 Residential Subdivision/Major Commercial Plan
Revision to Approved Plan	20% of original review fee
Harrisburg Encroachment Application Review	\$250
NC Utility Encroachment Application Review	\$100
NCDOT Driveway Permit Review	\$50
NCDENR - Division of Water Quality Application Review/Execution	\$100
NCDENR - Division of Public Water Supply Application Review/Execution	\$100
"Letter of Intent to Serve" with Water and Sewer (If the proposed site requires a Water Model be run, the fee will be assessed)	\$500
Conditional Re-zoning Plat Review	\$200
Preliminary Plat Review	\$300

ENGINEERING

Other Engineering Review Fees

Annual Storm Water BMP Inspection/Certification Review	\$300
Infrastructure Inspections	
Roadway	\$0.50 per foot
Storm Sewer	\$0.50 per foot
Water Line	\$0.75 per foot
Sanitary Sewer	\$0.75 per foot
Final Grading	\$25 per acre
Bridge or Culvert, 42" or greater	\$10 per foot
Greenway	\$0.10 per foot
Lot Grading	
Permit	\$250
Inspection	\$150
Third Part Testing / Inspections	Actual cost incurred by Town

Review fees cover initial submittal and the second submittal addressing comments. If a third submittal is required, an additional fee will be collected. Fees are due at time of submittal for review to commence.

PARKS & RECREATION

Shelter, Field & Facility Rental

	County	
	Resident/Non-Profit	Non-Resident/For Profit
Small Shelter Rental ①		
Hourly Rate	\$20	\$30
Half Day	\$80	\$120
Full Day	\$120	\$180
Large Shelter Rental ①		
Hourly Rate	\$30	\$40
Half Day	\$100	\$140
Full Day	\$140	\$200
Field Rental		
Harrisburg Park - Field Rental Per Field Hourly Rate	\$25	\$50
Stallings Park - Field Rental Per Field Hourly Rate	\$25	\$50
Light Fee per Field	\$15	\$25
Harrisburg Park - Amphitheater	\$5,000	\$10,000

① Refunds of shelter rental fees are subject to a \$10 administrative fee.

Note: Hardship Fee may be considered (requires verification and staff approval)

PARKS & RECREATION

Facilities Rental

Municipal Complex ^①	\$25 per hour + Cleaning Deposit (non-refundable)
Meeting space - 800 square feet	Key deposit - \$25 (refundable)
Occupancy Max - 50	Set-up/Breakdown & Cleaning Fee - \$50
Audio/Visual	\$25 (laptop not included)
8 Foot Table	\$5 each
6 Foot Table	\$4 each
4 Foot Table	\$3 each
Chairs	\$1.25 each

① Refunds of facilities rental fees are subject to a \$10 administrative fee.

Athletics

	County	
	Resident ^{① ②}	Non-Resident ^①
Pewee Sports (Age 3/4)	\$50	\$80
Baseball	\$90	\$120
Basketball	\$90	\$120
Cheerleading	\$130	\$160
Flag Football (Age 5/6)	\$90	\$120
Football	\$160	\$190
Soccer	\$90	\$120
Late Registration Fee	\$25	\$25

① Refunds of registration fees are subject to a \$10 administrative fee.

② There is a \$250 per family, per season maximum for all sports registration fees. This \$250 maximum does not apply to Pop Warner registration or Out-of-County residents.

Note: Hardship Fee may be considered (requires verification and staff approval)

SplashPad

	County	
	Resident	Non-Resident
Three (3) Hour Pass	\$0.00	\$3.00

FIRE

Fire Inspection Program Fees

Periodic Inspection, State Mandated	\$0.00 1st and 2nd inspections \$25 for the 3rd inspection plus \$150 for each violation not corrected
Foster Care Safety Inspection	\$25
Group Home Safety Inspection	\$25
Daycare State License Inspection	\$50
Fire Certificate of Occupancy (Final Inspection)	\$50
ABC Permit Inspection	\$150

Commercial Building and Site Plan Review Fees

Commercial Plans or Commercial Up-fit Plan Reviews are Done by Square Footage (Sq Ft).

Less than 4,999	\$200
5,000 to 9,999	\$250
10,000 to 24,999	\$350
25,000 to 49,000	\$500
50,000 or greater	\$0.020 per Sq Ft
Fire Site Review for Rezoning Commercial/Subdivision	\$200
Fire Site Review for Commercial / Subdivisions	\$200

Note: For Multi-Tenant Buildings, Fees are per Tenant

If a third submittal is required, an additional review fee of \$150 will be collected.

Plans Review

Fixed Fire Suppression System (Hood Systems-Ansul)	\$200 - plus \$100 performance test
Fire Alarm System	\$250 - plus \$100 performance test
Sprinkler System	\$250 - plus \$100 performance test
Residential Sprinkler System (1 & 2 Family Dwellings)	\$200 - plus \$100 performance test
Stand Pipe System	\$200 - plus \$100 performance test
Fire Pump & Related Equipment	\$200 - plus \$100 performance test

Note: For Multi-Tenant Buildings, Fees are per Tenant

FIRE

Fire Prevention Education Program Fees

Public Education Events	None
Fire Prevention for Business/Industry	\$25 / hour plus Material Cost Reimbursement

Installation, Construction and Operation Permit Fees

Blasting - 90 days	\$250 (per site)
Explosive Storage	\$200
Carnivals & Fairs	\$200
Covered Mall Buildings	\$200
Exhibits & Trade Shows	\$150 (each)
Fireworks Display: Outdoor/Indoor	\$300 (per day)
Pyrotechnical Special Effects Materials	\$200
Hydrant Flow Test	\$50 (per hydrant)
Spraying & Dipping Operations	\$150
Temporary Membrane Structure, Tents/Canopies	\$50 (each)
Under/Above Ground Storage Tank Installation, Upgrade or Removal	\$200 (per tank)
Fumigation & Thermal Insecticidal Fogging	\$150
Liquid or Gas Fueled Vehicles or Equipment in Assembly Buildings	\$150 (per vehicle)

FIRE

Fines

Occupying a Structure Without a Certificate of Occupancy	\$500 (each day)
Life Safety Violations of Chapter 10 Involving Exit Obstructions as Described in the North Carolina Fire Code	\$500 (each)
All Open Burning Violations as Described in the Fire Protection Ordinance	\$100 (each)
All Other Violations of the North Carolina Fire Code	\$150 (each)
Parking in a Marked Fire Lane	\$100
Life Safety Equipment Installed without Permit or Plans	\$500

Any system installation prior to plans being reviewed or permit issued will result in fees doubled.





BUDGET ORDINANCE OF THE TOWN OF HARRISBURG FOR THE FISCAL YEAR BEGINNING JULY 1, 2020 AND ENDING JUNE 30, 2021

Be it ordained by the Town Council of the Town of Harrisburg, North Carolina, as follows:

SECTION 1. The following amounts are hereby appropriated in the General Fund for the operation of the Town government and its activities for the fiscal year beginning July 1, 2020, and ending June 30, 2021, in accordance with the chart of accounts heretofore established for this Town:

General government:	
Town Council	\$ 110,030
Town Clerk	74,030
Administration	287,570
Finance	322,374
Human Resources	109,805
Information Technology	112,950
Communications	91,015
Planning and Economic Development:	
Economic Development	101,650
Planning and Zoning	425,880
Engineering	294,315
Public safety:	
Deputies	1,607,720
Fire	4,868,080
Transportation:	
Powell Bill	461,000
Streets	524,700
Environmental protection:	
Public Works	2,055,700
Cultural and recreation:	
Parks and Recreation	2,607,665
Debt service	1,808,000
Transfers:	
Capital Reserve Fund - General Fund	1,312,711
Capital Reserve Fund - Economic Development	60,000
Capital Reserve Fund - Recreation	20,000
Contingency appropriation	372,705
Total appropriations	<u>\$ 17,627,900</u>

SECTION 2. It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

Taxes	\$ 9,412,000
Interest earnings	51,000
Powell Bill	460,000
Sales and franchise tax	3,390,000
Fire unincorporated taxes	1,360,000
Other revenues	1,661,900
Transfers from Capital Reserve Fund - ED	61,000
Transfers from Capital Reserve Fund - Recreation	21,000
Transfers from Capital Reserve Fund	<u>1,211,000</u>
Total estimated revenues	<u>\$ 17,627,900</u>

SECTION 3. The following amounts are hereby appropriated in the Capital Reserve Fund – General Fund for the fiscal year beginning July 1, 2020, and ending June 30, 2021 in accordance with the chart of accounts heretofore approved for the Town:

Transfer to General Fund	\$ 1,211,000
Transfer to Capital Projects Fund - Transportation	<u>190,000</u>
Total appropriations	<u>\$ 1,401,000</u>

SECTION 4. It is estimated that the following revenues will be available in the Capital Reserve Fund – General Fund for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

Appropriated fund balance	\$ 78,289
Transfers from General Fund	1,312,711
Interest earnings	<u>10,000</u>
Total estimated revenues	<u>\$ 1,401,000</u>

SECTION 5. The following amounts are hereby appropriated in the Capital Reserve Fund – Economic Development for the fiscal year beginning July 1, 2020, and ending June 30, 2021 in accordance with the chart of accounts heretofore approved for the Town:

Transfer to General Fund	<u>\$ 61,000</u>
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SECTION 6. It is estimated that the following revenues will be available in the Capital Reserve Fund – Economic Development for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

Transfer from General Fund	\$ 60,000
Interest earnings	<u>1,000</u>
Total estimated revenues	<u>\$ 61,000</u>

SECTION 7. The following amounts are hereby appropriated in the Capital Reserve Fund – Parks & Recreation for the fiscal year beginning July 1, 2020, and ending June 30, 2021 in accordance with the chart of accounts heretofore approved for the Town:

Transfer to General Fund	<u>\$ 21,000</u>
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SECTION 8. It is estimated that the following revenues will be available in the Capital Reserve Fund – Parks & Recreation for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

Transfers from General Fund	\$ 20,000
Interest earnings	<u>1,000</u>
Total estimated revenues	<u>\$ 21,000</u>

SECTION 9. The following amounts are hereby appropriated in the Water and Sewer Fund for the operation of the water and sewer utilities for the fiscal year beginning July 1, 2020, and ending June 30, 2021, in accordance with the chart of accounts heretofore established for this Town:

Water and sewer operations	\$ 7,962,931
Debt service	2,112,200
Transfer to Capital Reserve Fund - Water and Sewer Fund	310,526
Contingency appropriation	<u>155,893</u>
Total appropriations	<u>\$ 10,541,550</u>

SECTION 10. It is estimated that the following revenues will be available in the Water and Sewer Fund for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

Usage charges:	
Water	\$ 4,559,000
Sewer	3,872,000
Transfers from:	
Capital Reserve Fund - Water and Sewer Fund	443,000
Capital Reserve Fund - Water and Sewer Fund - Expansion	1,200,500
Other revenues	<u>467,050</u>
Total estimated revenues	<u>\$ 10,541,550</u>

SECTION 11. The following amounts are hereby appropriated in the Storm Water Fund for the operation of the storm water mitigation for the fiscal year beginning July 1, 2020, and ending June 30, 2021, in accordance with the chart of accounts heretofore established for this Town:

Storm Water operations	\$ 495,775
Transfer to Capital Reserve Fund - Storm Water Fund	1,157,552
Contingency appropriation	<u>14,873</u>
Total appropriations	<u>\$ 1,668,200</u>

SECTION 12. It is estimated that the following revenues will be available in the Storm Water Fund for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

Storm water fees	\$ 655,200
Other revenues	13,000
Appropriated Fund Balance	<u>1,000,000</u>
Total estimated revenues	<u>\$ 1,668,200</u>

SECTION 13. The following amounts are hereby appropriated in the Capital Reserve Fund – Water and Sewer Fund for the fiscal year beginning July 1, 2020, and ending June 30, 2021 in accordance with the chart of accounts heretofore approved for the Town:

Transfers to:	
Water and Sewer Fund	\$ 443,000
Capital Projects Fund - Water and Sewer	<u>846,000</u>
Total appropriations	<u>\$ 1,289,000</u>

SECTION 14. It is estimated that the following revenues will be available in the Capital Reserve Fund – Water and Sewer Fund for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

Transfer from Water and Sewer Fund	\$ 310,526
Interest earnings	25,000
Appropriated Fund Balance	<u>953,474</u>
Total estimated revenues	<u>\$ 1,289,000</u>

SECTION 15. The following amounts are hereby appropriated in the Capital Reserve Fund – Water and Sewer – Expansion for the fiscal year beginning July 1, 2020, and ending June 30, 2021 in accordance with the chart of accounts heretofore approved for the Town:

Transfer to Water and Sewer Fund	<u>\$ 1,200,500</u>
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SECTION 16. It is estimated that the following revenues will be available in the Capital Reserve Fund – Water and Sewer - Expansion for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

Permits and fees:	
Water system development charges	\$ 708,000
Sewer system development charges	490,000
Interest earnings	<u>2,500</u>
Total estimated revenues	<u>\$ 1,200,500</u>

SECTION 17. The following capital projects are authorized pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, for the Capital Projects Fund – Water and Sewer. The projects authorized are a waterline upgrade and an annual sanitary sewer rehabilitation and shall span the fiscal years beginning July 1, 2020 and ending June 30, 2022.

Project - FY21/22 Water Line Upgrades:	
Professional fees	96,000
Construction	1,070,000
Project - FY21 Annual Sanitary Sewer Rehabilitation:	
Professional fees	70,000
Construction	<u>680,000</u>
Total appropriations	<u>\$ 1,916,000</u>

SECTION 18. Revenue Estimates

The Town Council has and does estimate that the following revenues will be available during the fiscal years beginning July 1, 2020 and ending June 30, 2022 as they relate to the Capital Projects Fund – Water and Sewer:

Project - FY21/22 Water Line Upgrades:	
Proceeds from installment financing	1,070,000
Transfer from Capital Reserve Fund - Water and Sewer	96,000
Project - FY21 Annual Sanitary Sewer Rehabilitation:	
Transfer from Water and Sewer Capital Reserve Fund	<u>750,000</u>
Total estimated revenues	<u>\$ 1,916,000</u>

SECTION 19. The following amounts are hereby appropriated in the Capital Reserve Fund – Storm Water Fund for the fiscal year beginning July 1, 2020, and ending June 30, 2021 in accordance with the chart of accounts heretofore approved for the Town:

Storm Water	\$ 1,046,302
Transfer to Capital Projects Fund - Storm Water	120,000
Total appropriations	<u>\$ 1,166,302</u>

SECTION 20. It is estimated that the following revenues will be available in the Capital Reserve Fund – Storm Water Fund for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

Transfer from Storm Water Fund	\$ 1,157,552
Interest earnings	8,750
Total estimated revenues	<u>\$ 1,166,302</u>

SECTION 21. The following capital projects are authorized pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, for the Capital Projects Fund – Storm Water. The project authorized is a System A – Phase 3 which shall span the fiscal years beginning July 1, 2020 and ending June 30, 2022.

Project - System A - Phase 3:	
Professional fees	70,000
Construction	650,000
Total appropriations	<u>\$ 720,000</u>

SECTION 22. Revenue Estimates

The Town Council has and does estimate that the following revenues will be available during the fiscal years beginning July 1, 2020 and ending June 30, 2022 as they relate to the Storm Water Capital Project Fund:

Project - System A - Phase 3:	
Transfers from Capital Reserve Fund - Storm Water	<u>\$ 720,000</u>

SECTION 23. Tax Levy

There is hereby levied a tax at the following rates per one hundred dollars (\$100) valuation of property, as listed for taxes as of January 1, 2020 for the purpose of raising the revenue from current year's property tax, as set forth in the foregoing estimate of revenue.

General Fund

--\$ 0.3550

The rate is based on a total valuation of property for the purposes of taxation of \$2,728,503,000 and an estimated rate of collection of 96.855%. The estimated rate of collection is based on historical collection trends and the projected impact on collections from COVID-19.

SECTION 24. Funds appropriated in the FY2019-2020 budget and encumbered at June 30, 2020, shall be authorized as part of the FY2020-2021 budget appropriation by adoption of this budget ordinance.

SECTION 25. The Town Manager or a designee is hereby authorized to transfer appropriations as contained herein under the following conditions:

- a. Transfers between line item expenditures within a department without limitation and without a report being required. These changes must not result in increases in recurring obligations such as salaries.
- b. Interdepartmental transfers in the same fund, not to exceed 5% of the appropriated monies for the department whose allocation is reduced.
- c. Inter-fund transfers, which are already established in the budget document, may be accomplished without recourse to the Town Council.
- d. Transfers between single-year capital projects in the same fund and shall be reported at the next Town Council meeting.
- e. The Town Manager, by designation of Town Council under NC General Statute 159-13, shall be authorized to appropriate and/or transfer up to \$50,000 in contingency funds. The transfer must be recorded by budget amendment at the next regularly scheduled Town Council meeting.

SECTION 26. The Town Manager or a designee may make cash advances between funds for periods not to exceed 60 days without reporting to the Town Council. Any advances that extend beyond 60 days must be approved by the Town Council. All advances that will be outstanding at the end of the fiscal year must be approved by the Town Council.

SECTION 27. Copies of this Budget Ordinance shall be furnished to the Clerk to the Town Council and to the Budget Officer and Finance Officer, to be kept on file by them for their direction in the disbursement of funds. No purchases or budget revisions shall be made until reviewed and pre-audited by the Finance Officer.

SECTION 28. The accompanying Schedule of Fees for Fiscal Year 2021 is hereby adopted and all references to these fees in the Town Code of Ordinances are amended to reflect these schedules and fees as appropriate.

SECTION 29. The accompanying Capital Improvement Plan for Fiscal Years 2021 - 2030 is hereby adopted.

SECTION 30. That this ordinance shall be effective upon its passage. Adopted this 8th day of June 2020.

Steve Sciascia, Mayor

ATTEST:

Janet Rackley, Town Clerk



Town of Harrisburg, North Carolina

Schedule of Fees

Fiscal Year 2021

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Town of Harrisburg, North Carolina
Schedule of Fees
Fiscal Year 2021

GENERAL FEES

Copy Machine Fee	\$0.25 per copy
Passport Acceptance Fee	\$35 per Application
Electric Vehicle Charging Station	\$0.50 per hour
Solicitation Permit Application Fee	\$25 per Application
Credit Card Fees	Convenience Fee - \$2.50 per transaction Surcharge - 2.50% of amount of charge
Copy of Town Council or Planning and Zoning Board Meeting (DVD)	\$5

Miscellaneous Zoning Fees

Copy of UDO	\$35
Map Fees	
17" x 22" Maps (ANSI C)	\$10
22" x 34" Maps (ANSI D)	\$15
34" x 44" Maps (ANSI E)	\$20

Double Fees: Where construction begins without the appropriate permits in place, costs shall be doubled.

Town of Harrisburg, North Carolina
Schedule of Fees
Fiscal Year 2021

PLANNING

Subdivision Case Fees

Annexation Fee	\$50 per application
Conveyance Plat	\$10 per new lot
Preliminary Plat Review	\$1,000 plus \$25 per lot
Preliminary Plat	Applicant Appeal to Elected Board - \$100
Preliminary Plat	Minor Revision - \$500 (no board hearing required)
Preliminary Plat	Major Revision - \$1,000 (board hearing required)
Final Plat Review (Major Subdivision)	\$200 per map sheet (If a third submittal is required an additional review fee will be collected)
Final Plat Review (Minor Subdivision)	\$50 per map sheet (If a third submittal is required an additional review fee will be collected)
Recombination Plats	\$50 per map sheet
Letter of Credit Review	\$200 + Engineer's cost (Includes partial release requests)
Time Extension for Plat Approval	\$150
Sketch Plat Review	\$100
Construction Plans	\$2,000 plus \$50 per acre

Town of Harrisburg, North Carolina
Schedule of Fees
Fiscal Year 2021

ZONING

Zoning Case Fees	
Vested Rights	\$400
Vested Rights Extension	\$150
Zoning Atlas Amendment (Residential - less than 10 acres)	\$400 plus \$5 per acre
Zoning Atlas Amendment (Residential - 10 or more acres)	\$2,500 plus \$25 per acre
Combined Residential Rezoning/Preliminary Plat Expedited Request	\$4,000 plus \$25 per lot
Non-Residential/Mixed Use	\$1,000 plus \$25 per acre
Text Amendment to UDO	\$500
Applicant Appeal to Elected Board	\$300 plus advertised costs
Conditional District Rezoning	\$2,500 plus \$25 per acre*
Appeal to Elected Board by Applicant	\$300 plus advertising costs
Re-advertising Cost (due to applicant action)	\$200 or cost of advertisements (if greater)
Appeal of Planning and Zoning Board Decision Regarding Architectural Review	\$250
Architectural Review	\$150
Street Name Change Petition (privately initiated)	\$500 + cost of new street sign(s)

Double Fees: Where construction begins without the appropriate permits in place, costs shall be doubled.

**Conditional Rezoning Fees are in addition to the base fees for a zoning atlas amendment.*

Town of Harrisburg, North Carolina
Schedule of Fees
Fiscal Year 2021

ZONING

Zoning Permit Fees

Single, Two Family structures and mobile homes	\$50
Single Family attached/Multi-Family	\$50 plus \$5 per unit
Residential Addition/Accessory Structures	\$50
Commercial, Institutional and Industrial	\$100
Temporary Construction Trailers	\$75
Temporary Use Permits	\$75
Home Occupation Permits	\$75
Certificate of Occupancy - Non-Residential	\$75
Certificate of Occupancy - Residential	\$50
Zoning Verification Letter	\$50
Certificate of Non-Conformity Adjustment	\$400
Golf Cart Registration	\$20
Sign Permits	
Permanent Sign	\$100
Outdoor Advertising Sign (Billboard)	\$1,000
Zoning Site Plan Review	
Site Plan Review (If a third submittal is required, an additional fee will be collected)	\$500 plus \$5 per acre
Board of Adjustment Fees	
Conditional Use Application	\$1,000 plus \$5 per acre
Variance Application	
Residential	\$500
Non-Residential	\$600
Appeal of Administrator Decision/Interpretation Request	\$250

Double Fees: Where construction begins without the appropriate permits in place, costs shall be doubled.

Town of Harrisburg, North Carolina
Schedule of Fees
Fiscal Year 2021

WATER & SEWER

Water and sewer charges shall be as authorized by Code Sections 50.44, 51.30 and 51.31, of the Town Code of Ordinances.

Water & Sewer Rates
(Inside Town Limits)

Residential Water Rates	0-2,000 - \$11.37 (first 2,000 gallons) 2,001-6,000 - \$6.98 per additional 1,000 gallons 6,001-9,000 - \$8.09 per additional 1,000 gallons 9,001 and above - \$9.32 per additional 1,000 gallons
Residential Sewer Rates	0-2,000 - \$9.07 (first 2,000 gallons) 2,001 and above - \$7.68 per additional 1,000 gallons
Commercial Water Rates	0-2,000 - \$23.40 (first 2,000 gallons) 2,001-15,000 - \$8.28 per additional 1,000 gallons 15,001 and above - \$9.67 per additional 1,000 gallons
Commercial Sewer Rates	0-2,000 - \$15.60 (first 2,000 gallons) 2,001 and above - \$9.04 per additional 1,000 gallons

Water & Sewer Rates
(Outside Town Limits)

Residential Water Rates	0-2,000 - \$16.25 (first 2,000 gallons) 2,001 and above - \$10.74 per additional 1,000 gallons
Residential Sewer Rates	0-2,000 - \$13.39 (first 2,000 gallons) 2,001 and above - \$10.95 per additional 1,000 gallons
Commercial Water Rates	0-2,000 - \$33.50 (first 2,000 gallons) 2,001-15,000 - \$10.35 per additional 1,000 gallons 15,001 and above - \$11.33 per additional 1,000 gallons
Commercial Sewer Rates	0-2,000 - \$22.96 (first 2,000 gallons) 2,001 and above - \$12.24 per additional 1,000 gallons
Flat Sewer Rates	\$57.18

Storm Water Charge

Charge Per Equivalent Residential Unit (ERU)	\$5.62 / Month
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Town of Harrisburg, North Carolina
Schedule of Fees
Fiscal Year 2021

WATER & SEWER

Other Water and Sewer Charges and Fees

Reconnection Charge

Charge for reconnection of water/sewer service after disconnection due to nonpayment	\$100
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Late Fee

Late fee (will be charged on accounts with unpaid balances beyond the 15th of the month)	\$10
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NSF Fee

After customer has been charged an NSF fee three times, the Town will no longer accept checks from that customer	\$25
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Water and Sewer Deposit/Set-up Fee

W/S Deposit (refundable)	\$45
W/S Set-up fee (one-time fee, non-refundable)	\$25

Meter Test Charges

Meter Test Charge (only if meter is working properly; no charge if meter is not working properly)	\$25
Interrogate Meter - Customer Requested (First request at no cost)	\$50
Testing Meter - Customer Requested	\$100

Other Water and Sewer Charges

Non-emergency after hours water cutoffs	\$100
Meter Change Out - Customer Requested	\$275
Water use permit for tank/tankers	\$50
Move existing water service to another location on the same property	At cost (labor, equipment and materials)

Fees for Violations of Mandatory Water Restrictions

Residential	
First offense	\$100
Second and subsequent offense	\$300
Commercial/Industrial	
First offense	\$500
Second and subsequent offense	\$1,500

Town of Harrisburg, North Carolina
Schedule of Fees
Fiscal Year 2021

WATER & SEWER

Water Charges

Meter Size (in.)	Water System Development Charges	Facility Charge	Water Meter Delivery Charge	Total	Connection Charge¹
5/8	\$3,540	\$520	\$0	\$4,060	\$1,060
1	\$8,850	\$725	\$0	\$9,575	\$1,110
1 1/2	\$17,700	\$910	\$0	\$18,610	\$1,800
2	\$28,320	\$1,345	\$0	\$29,665	\$2,040
3	\$56,640	Cost + 10%	\$100	To Be Determined	To Be Determined
4	\$88,500	Cost + 10%	\$100	To Be Determined	To Be Determined
6	\$177,000	Cost + 10%	\$100	To Be Determined	To Be Determined
8	\$283,200	Cost + 10%	\$100	To Be Determined	To Be Determined

¹ Time and Materials. Charges can be waived if connections and services installed by applicant. 3-inch and larger services will be charged on a time and materials basis.

Sewer Charges

Meter Size (in.)	Sewer Service Size (in.)	Sewer System Development Fees	Connection Charge²
5/8	4	\$2,450	\$1,060
1	4	\$6,125	\$1,110
1 1/2	4	\$12,250	\$1,800
2	4	\$19,600	\$2,040
3	4	\$39,200	To Be Determined
4	4	\$61,250	To Be Determined
6	4	\$122,500	To Be Determined
8	4	\$196,000	To Be Determined

² Time and Materials. Charges can be waived if connections and services installed by applicant. 3-inch and larger services will be charged on a time and materials basis.

Town of Harrisburg, North Carolina
Schedule of Fees
Fiscal Year 2021

WATER & SEWER

Irrigation Service Charges

Meter Size (in.)	Water System Development Charges	Facility Charge	Water Meter Delivery Charge	Total	Connection Charge¹
5/8" T-Splice	\$3,540	\$520	\$0	\$4,060	\$0
5'8	\$3,540	\$520	\$0	\$4,060	\$1,060
1	\$8,850	\$725	\$0	\$9,575	\$1,110
1 1/2	\$17,700	\$910	\$0	\$18,610	\$1,800
2	\$28,320	\$1,345	\$0	\$29,665	\$2,040
3	\$56,640	Cost + 10%	\$100	To Be Determined	To Be Determined
4	\$88,500	Cost + 10%	\$100	To Be Determined	To Be Determined
6	\$177,000	Cost + 10%	\$100	To Be Determined	To Be Determined
8	\$283,200	Cost + 10%	\$100	To Be Determined	To Be Determined

¹ Time and Materials. Charges can be waived if connections and services installed by applicant. 3-inch and larger services will be charged on a time and materials basis.

Temporary Hydrant Meter Charge

Construction use for 60 days or less	
Temporary meter service charge	\$200
Security deposit	\$1,000

Monthly charges consist of:

- Service charge for meter size
- Usage rates based on meter reading and size

Hydraulic Fire Flow Testing (per test)	\$225
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Private Fire Protection Service Charges

Meter Size (in.)	Fee
<4	\$52
4	\$52
6	\$95
8	\$145
10	\$217
12	\$334

Traffic Control

Temporary traffic control for parades, block parties and special events	
Barricades	\$5/day
Detour signs	\$5/day
Cones	\$0.50 each/day

Town of Harrisburg, North Carolina
Schedule of Fees
Fiscal Year 2021

ENGINEERING

Residential Construction Plans

Water and Sewer	\$2,500 plus \$100/acre of entire site
Roadway and Storm Water System	\$2,500 plus \$100/acre of entire site
Storm Water Quality and Detention	\$2,000 plus \$100/acre of entire site

Commercial Construction Plans

Water and Sewer	\$2,500 plus \$100/acre of entire site
Roadway and Storm Water System	\$2,500 plus \$100/acre of entire site
Storm Water Quality and Detention	\$2,000 plus \$100/acre of entire site

Other Engineering Review Fees

Grading Plan	\$500 plus \$100 per acre
Expedited Review Fee	\$2,150 Minor Commercial Plan \$6,500 Residential Subdivision/Major Commercial Plan
Revision to Approved Plan	20% of original review fee
Harrisburg Encroachment Application Review	\$250
NC Utility Encroachment Application Review	\$100
NCDOT Driveway Permit Review	\$50
NCDENR - Division of Water Quality Application Review/Execution	\$100
NCDENR - Division of Public Water Supply Application Review/Execution	\$100
"Letter of Intent to Serve" with Water and Sewer (If the proposed site requires a Water Model be run, the fee will be assessed)	\$500
Conditional Re-zoning Plat Review	\$200
Preliminary Plat Review	\$300

Town of Harrisburg, North Carolina
Schedule of Fees
Fiscal Year 2021

ENGINEERING

Other Engineering Review Fees

Annual Storm Water BMP Inspection/Certification Review	\$300
Infrastructure Inspections	
Roadway	\$0.50 per foot
Storm Sewer	\$0.50 per foot
Water Line	\$0.75 per foot
Sanitary Sewer	\$0.75 per foot
Final Grading	\$25 per acre
Bridge or Culvert, 42" or greater	\$10 per foot
Greenway	\$0.10 per foot
Lot Grading	
Permit	\$250
Inspection	\$150
Third Part Testing / Inspections	Actual cost incurred by Town

Review fees cover initial submittal and the second submittal addressing comments. If a third submittal is required, an additional fee will be collected. Fees are due at time of submittal for review to commence.

PARKS & RECREATION

Shelter, Field & Facility Rental

	County	
	Resident/Non-Profit	Non-Resident/For Profit
Small Shelter Rental^①		
Hourly Rate	\$20	\$30
Half Day	\$80	\$120
Full Day	\$120	\$180
Large Shelter Rental^①		
Hourly Rate	\$30	\$40
Half Day	\$100	\$140
Full Day	\$140	\$200
Field Rental		
Harrisburg Park - Field Rental Per Field Hourly Rate	\$25	\$50
Stallings Park - Field Rental Per Field Hourly Rate	\$25	\$50
Light Fee per Field	\$15	\$25
Harrisburg Park - Amphitheater	\$5,000	\$10,000

j Refunds of shelter rental fees are subject to a \$10 administrative fee.

Note: Hardship Fee may be considered (requires verification and staff approval)

Town of Harrisburg, North Carolina**Schedule of Fees****Fiscal Year 2021****PARKS & RECREATION****Facilities Rental**

Municipal Complex ^j	\$25 per hour + Cleaning Deposit (non-refundable)
Meeting space - 800 square feet	Key deposit - \$25 (refundable)
Occupancy Max - 50	Set-up/Breakdown & Cleaning Fee - \$50
Audio/Visual	\$25 (laptop not included)
8 Foot Table	\$5 each
6 Foot Table	\$4 each
4 Foot Table	\$3 each
Chairs	\$1.25 each

^j Refunds of facilities rental fees are subject to a \$10 administrative fee.

Athletics

	County	
	Resident ^{j k}	Non-Resident ^j
Pewee Sports (Age 3/4)	\$50	\$80
Baseball	\$90	\$120
Basketball	\$90	\$120
Cheerleading	\$130	\$160
Flag Football (Age 5/6)	\$90	\$120
Football	\$160	\$190
Soccer	\$90	\$120
Late Registration Fee	\$25	\$25

^j Refunds of registration fees are subject to a \$10 administrative fee.

^k There is a \$250 per family, per season maximum for all sports registration fees. This \$250 maximum does not apply to Pop Warner registration or Out-of-County residents.

Note: Hardship Fee may be considered (requires verification and staff approval)

SplashPad

	County	
	Resident	Non-Resident
Three (3) Hour Pass	\$0.00	\$3.00

Town of Harrisburg, North Carolina
Schedule of Fees
Fiscal Year 2021

FIRE

Fire Inspection Program Fees

Periodic Inspection, State Mandated	\$0.00 1st and 2nd inspections \$25 for the 3rd inspection plus \$150 for each violation not corrected
Foster Care Safety Inspection	\$25
Group Home Safety Inspection	\$25
Daycare State License Inspection	\$50
Fire Certificate of Occupancy (Final Inspection)	\$50
ABC Permit Inspection	\$150

Commercial Building and Site Plan Review Fees

Commercial Plans or Commercial Up-fit Plan Reviews are Done by Square Footage (Sq Ft).

Less than 4,999	\$200
5,000 to 9,999	\$250
10,000 to 24,999	\$350
25,000 to 49,000	\$500
50,000 or greater	\$0.020 per Sq Ft
Fire Site Review for Rezoning Commercial/Subdivisions	\$200
Fire Site Review for Commercial / Subdivisions	\$200

Note: For Multi-Tenant Buildings, Fees are per Tenant

If a third submittal is required, an additional review fee of \$150 will be collected.

Plans Review

Fixed Fire Suppression System (Hood Systems- Ansul)	\$200 - plus \$100 performance test
Fire Alarm System	\$250 - plus \$100 performance test
Sprinkler System	\$250 - plus \$100 performance test
Residential Sprinkler System (1 & 2 Family Dwellings)	\$200 - plus \$100 performance test
Stand Pipe System	\$200 - plus \$100 performance test
Fire Pump & Related Equipment	\$200 - plus \$100 performance test

Note: For Multi-Tenant Buildings, Fees are per Tenant

Town of Harrisburg, North Carolina
Schedule of Fees
Fiscal Year 2021

FIRE

Fire Prevention Education Program Fees

Public Education Events	None
Fire Prevention for Business/Industry	\$25 / hour plus Material Cost Reimbursement

Installation, Construction and Operation Permit Fees

Blasting - 90 days	\$250 (per site)
Explosive Storage	\$200
Carnivals & Fairs	\$200
Covered Mall Buildings	\$200
Exhibits & Trade Shows	\$150 (each)
Fireworks Display: Outdoor/Indoor	\$300 (per day)
Pyrotechnical Special Effects Materials	\$200
Hydrant Flow Test	\$50 (per hydrant)
Spraying & Dipping Operations	\$150
Temporary Membrane Structure, Tents/Canopies	\$50 (each)
Under/Above Ground Storage Tank Installation, Upgrade or Removal	\$200 (per tank)
Fumigation & Thermal Insecticidal Fogging	\$150
Liquid or Gas Fueled Vehicles or Equipment in Assembly Buildings	\$150 (per vehicle)

Town of Harrisburg, North Carolina
Schedule of Fees
Fiscal Year 2021

FIRE

Fines	
Occupying a Structure Without a Certificate of Occupancy	\$500 (each day)
Life Safety Violations of Chapter 10 Involving Exit Obstructions as Described in the North Carolina Fire Code	\$500 (each)
All Open Burning Violations as Described in the Fire Protection Ordinance	\$100 (each)
All Other Violations of the North Carolina Fire Code	\$150 (each)
Parking in a Marked Fire Lane	\$100
Life Safety Equipment Installed without Permit or Plans	\$500

Any system installation prior to plans being reviewed or permit issued will result in fees doubled.



Capital Improvement Plan - FY 2021 - 2030

DEFINITION: The Capital Improvements Plan (CIP) is a ten-year plan identifying the Town's capital outlay and improvement needs. As a long-range plan, the CIP reflects the Town's policy regarding long range public acquisitions or projects in which the cost exceeds \$5,000 and the estimated useful life is greater than one year. Capital outlay is defined as any expenditure for vehicles, equipment, buildings, infrastructure, land and land improvements. The CIP outlines present and future public needs and priorities. By providing a planned schedule of more than one year, the CIP is a planning tool designed to aid our policy makers in the acquisition and orderly replacement of capital assets.

CAPITAL IMPROVEMENT PLAN PROCESS: Capital project planning is an ongoing process. The CIP document is updated each year. The need or idea for capital improvements can originate from the Mayor, Council, Citizens or Town staff. These items are compiled into this document and presented to the Town Council each year. Through both the annual planning retreat and the Capital Committee, the Council focuses on prioritizing the first year's expenditures. Adoption of the CIP by the Town Council does not constitute a commitment to fund any particular item, but rather signifies an intention to fund capital outlay at the indicated level during the subsequent years.

FUNCTIONS OF THE CIP: A CIP must be updated each year. Adopting a CIP does not end in the first year. Changing needs and priorities, emergencies, cost changes, mandates and changes in technology all require the CIP to be updated annually. The Town's public facilities, streets, infrastructure, parks, equipment, etc., are constantly in need of repair, replacement or expansion.



HarrisburgNC

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Capital Improvement Plan - FY 2021 - 2030 Town-wide Summary

Item	Fiscal Year										Totals
	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	
Project and acquisition expenditures by function:											
General Fund	1,631,000	3,006,000	6,845,000	3,743,000	7,219,000	1,687,500	1,379,500	2,404,500	18,525,000	2,353,500	48,794,000
Water and Sewer Fund	6,015,000	1,700,000	3,896,000	4,766,000	4,881,000	2,782,000	2,150,000	2,142,500	2,496,000	275,000	31,103,500
Storm Water Fund	320,000	650,000	-	290,000	-	-	-	-	1,000,000	1,300,000	3,560,000
Total project expenditures	7,966,000	5,356,000	10,741,000	8,799,000	12,100,000	4,469,500	3,529,500	4,547,000	22,021,000	3,928,500	83,457,500
Financing Sources:											
Operating revenues	-	-	-	-	-	-	-	-	-	-	-
Capital Reserve Fund - Operating Capital	1,721,500	1,281,000	1,450,000	1,891,000	1,472,000	1,638,500	1,196,500	757,000	795,000	2,463,500	14,666,000
Capital Reserve Fund - Capital Project Fund	916,000	1,080,000	1,006,000	595,000	1,108,000	430,000	250,000	840,000	1,766,000	1,000,000	8,991,000
Installment financing	4,726,000	2,570,000	7,855,000	5,878,000	7,435,000	1,956,000	1,633,000	2,495,000	19,000,000	-	53,548,000
Grants	-	-	-	-	-	-	-	-	-	-	-
Powell Bill	420,000	425,000	430,000	435,000	440,000	445,000	450,000	455,000	460,000	465,000	4,425,000
Fee in lieu of parks	-	-	-	-	-	-	-	-	-	-	-
Other sources	182,500	-	-	-	1,645,000	-	-	-	-	-	1,827,500
Total financing sources	7,966,000	5,356,000	10,741,000	8,799,000	12,100,000	4,469,500	3,529,500	4,547,000	22,021,000	3,928,500	83,457,500



Capital Improvement Plan - FY 2021 - 2030
General Fund Summary

Item	Fiscal Year										Totals
	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	
Project and acquisition expenditures by function:											
Administration, Engineering, IT & Communications	40,000	27,500	315,000	2,095,000	165,000	22,000	80,000	67,500	45,000	62,500	2,919,500
Planning & Economic Development	-	-	25,000	35,000	-	20,000	-	-	30,000	40,000	150,000
Public Safety	475,000	1,983,500	842,000	483,000	1,020,000	567,500	377,500	1,560,000	17,720,000	300,000	25,328,500
Environmental Protection	327,000	-	245,000	50,000	-	200,000	115,000	-	80,000	230,000	1,247,000
Streets and Transportation	470,000	425,000	430,000	435,000	5,085,000	445,000	450,000	455,000	460,000	465,000	9,120,000
Parks and Recreation	319,000	570,000	4,988,000	645,000	949,000	433,000	357,000	322,000	190,000	1,256,000	10,029,000
Total project expenditures	1,631,000	3,006,000	6,845,000	3,743,000	7,219,000	1,687,500	1,379,500	2,404,500	18,525,000	2,353,500	48,794,000
Financing Sources:											
Operating revenues	-	-	-	-	-	-	-	-	-	-	-
Capital Reserve Fund	1,211,000	1,081,000	1,025,000	1,233,000	1,434,000	1,242,500	929,500	654,500	565,000	1,888,500	11,264,000
Capital Reserve Fund - Capital Project Fund	-	-	250,000	75,000	-	-	-	300,000	-	-	625,000
Installment financing	-	1,500,000	5,140,000	2,000,000	3,700,000	-	-	995,000	17,500,000	-	30,835,000
Grants	-	-	-	-	-	-	-	-	-	-	-
Powell Bill	420,000	425,000	430,000	435,000	440,000	445,000	450,000	455,000	460,000	465,000	4,425,000
Fee in lieu of parks	-	-	-	-	-	-	-	-	-	-	-
Other sources	-	-	-	-	1,645,000	-	-	-	-	-	1,645,000
Total financing sources	1,631,000	3,006,000	6,845,000	3,743,000	7,219,000	1,687,500	1,379,500	2,404,500	18,525,000	2,353,500	48,794,000



HarrisburgNC
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Capital Improvement Plan - FY 2021 - 2030
General Fund - Administration

Item	Project Number	Fiscal Year										Totals
		2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	
Project and acquisition expenditures by function:												
Buildings & Grounds												
Upfit Town Hall, both floors (50% WSF) (CPF)		-	-	250,000	2,000,000	-	-	-	-	-	-	2,250,000
Vehicles												
Replacement of Vehicle 1001 (Taurus)		-	-	-	-	-	-	-	-	-	-	-
Replacement of Vehicle 1006 (Charger) (50% WSF)		-	17,500	-	-	-	-	-	20,000	-	-	37,500
Replacement of Vehicle 1004 (F-150) (50% WSF)		-	-	-	20,000	-	-	-	-	-	22,500	42,500
Total project expenditures		-	17,500	250,000	2,020,000	-	-	-	20,000	-	22,500	2,330,000
Financing Sources:												
Operating revenues		-	-	-	-	-	-	-	-	-	-	-
Capital Reserve Fund		-	17,500	-	20,000	-	-	-	20,000	-	22,500	80,000
Capital Reserve Fund - Capital Project Fund		-	-	250,000	-	-	-	-	-	-	-	250,000
Installment financing		-	-	-	2,000,000	-	-	-	-	-	-	2,000,000
Grants		-	-	-	-	-	-	-	-	-	-	-
Powell Bill		-	-	-	-	-	-	-	-	-	-	-
Fee in lieu of		-	-	-	-	-	-	-	-	-	-	-
Unfunded		-	-	-	-	-	-	-	-	-	-	-
Total financing sources		-	17,500	250,000	2,020,000	-	-	-	20,000	-	22,500	2,330,000

CPF - The budget and funding for these projects will be shown in the General Fund Capital Projects Fund.



Capital Improvement Plan - FY 2021 - 2030
General Fund - Information Technology

Item	Project Number	Fiscal Year										Totals
		2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	
Project and acquisition expenditures by function:												
Equipment												
Server Replacement		-	-	25,000	-	-	-	-	30,000	-	-	55,000
Backup & Disaster Recovery		-	-	-	30,000	-	-	35,000	-	-	40,000	105,000
Vehicles												
Used Ford Transit Van - Replaces #1003 (50% WSF)		-	10,000	-	-	-	-	-	17,500	-	-	27,500
Replacement of Vehicle 1003 (Charger)		-	-	-	-	-	-	-	-	-	-	-
Total project expenditures		-	10,000	25,000	30,000	-	-	35,000	47,500	-	40,000	187,500
Financing Sources:												
Operating revenues		-	-	-	-	-	-	-	-	-	-	-
Capital Reserve Fund		-	10,000	25,000	30,000	-	-	35,000	47,500	-	40,000	187,500
Capital Reserve Fund - Capital Project Fund		-	-	-	-	-	-	-	-	-	-	-
Installment financing		-	-	-	-	-	-	-	-	-	-	-
Grants		-	-	-	-	-	-	-	-	-	-	-
Powell Bill		-	-	-	-	-	-	-	-	-	-	-
Fee in lieu of		-	-	-	-	-	-	-	-	-	-	-
Unfunded		-	-	-	-	-	-	-	-	-	-	-
Total financing sources		-	10,000	25,000	30,000	-	-	35,000	47,500	-	40,000	187,500



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Capital Improvement Plan - FY 2021 - 2030
General Fund - Communications

Item	Project Number	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Totals
Project and acquisition expenditures by function:												
Projects												
Wayfinding Signs Update		-	-	-	45,000	-	-	-	-	-	-	45,000
Branded Gateway Sign - Rocky River Road		-	-	-	-	125,000	-	-	-	-	-	125,000
Total project expenditures		-	-	-	45,000	125,000	-	-	-	-	-	170,000
Financing Sources:												
Operating revenues		-	-	-	-	-	-	-	-	-	-	-
Capital Reserve Fund		-	-	-	45,000	125,000	-	-	-	-	-	170,000
Capital Reserve Fund - Capital Project Fund		-	-	-	-	-	-	-	-	-	-	-
Installment financing		-	-	-	-	-	-	-	-	-	-	-
Grants		-	-	-	-	-	-	-	-	-	-	-
Powell Bill		-	-	-	-	-	-	-	-	-	-	-
Fee in lieu of		-	-	-	-	-	-	-	-	-	-	-
Unfunded		-	-	-	-	-	-	-	-	-	-	-
Total financing sources		-	-	-	45,000	125,000	-	-	-	-	-	170,000



Capital Improvement Plan - FY 2021 - 2030
General Fund - Planning & Economic Development

Item	Project Number	Fiscal Year										Totals
		2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	
Project and acquisition expenditures by function:												
Equipment												
Plotter		-	-	-	-	-	20,000	-	-	-	-	20,000
Vehicles												
Planning Vehicle		-	-	25,000	-	-	-	-	-	30,000	-	55,000
Replacement of Vehicle #13 - P&Z Truck		-	-	-	35,000	-	-	-	-	-	40,000	75,000
Total project expenditures		-	-	25,000	35,000	-	20,000	-	-	30,000	40,000	150,000
Financing Sources:												
Operating revenues		-	-	-	-	-	-	-	-	-	-	-
Capital Reserve Fund		-	-	25,000	35,000	-	20,000	-	-	30,000	40,000	150,000
Capital Reserve Fund - Capital Project Fund		-	-	-	-	-	-	-	-	-	-	-
Installment financing		-	-	-	-	-	-	-	-	-	-	-
Grants		-	-	-	-	-	-	-	-	-	-	-
Powell Bill		-	-	-	-	-	-	-	-	-	-	-
Fee in lieu of		-	-	-	-	-	-	-	-	-	-	-
Unfunded		-	-	-	-	-	-	-	-	-	-	-
Total financing sources		-	-	25,000	35,000	-	20,000	-	-	30,000	40,000	150,000



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Capital Improvement Plan - FY 2021 - 2030
General Fund - Engineering

Item	Project Number	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Totals
Project and acquisition expenditures by function:												
Equipment												
Plotting Printer/Scanner (50% WSF)		-	-	-	-	-	10,000	-	-	-	-	10,000
Survey Equipment		-	-	-	-	-	12,000	-	-	-	-	12,000
Vehicles												
Vehicle #7018 - 2013 Explorer	2021-1500-001	40,000	-	-	-	-	-	45,000	-	-	-	85,000
Vehicle #6000 - 2017 Chevy 1500 Ext Cab		-	-	40,000	-	-	-	-	-	45,000	-	85,000
Vehicle #1004 - 2017 Explorer		-	-	-	-	40,000	-	-	-	-	-	40,000
Total project expenditures		40,000	-	40,000	-	40,000	22,000	45,000	-	45,000	-	232,000
Financing Sources:												
Operating revenues		-	-	-	-	-	-	-	-	-	-	-
Capital Reserve Fund		40,000	-	40,000	-	40,000	22,000	45,000	-	45,000	-	232,000
Capital Reserve Fund - Capital Project Fund		-	-	-	-	-	-	-	-	-	-	-
Installment financing		-	-	-	-	-	-	-	-	-	-	-
Grants		-	-	-	-	-	-	-	-	-	-	-
Powell Bill		-	-	-	-	-	-	-	-	-	-	-
Fee in lieu of		-	-	-	-	-	-	-	-	-	-	-
Unfunded		-	-	-	-	-	-	-	-	-	-	-
Total financing sources		40,000	-	40,000	-	40,000	22,000	45,000	-	45,000	-	232,000



Capital Improvement Plan - FY 2021 - 2030
General Fund - Deputies

Item	Project Number	Fiscal Year										Totals
		2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	
Project and acquisition expenditures by function:												
Equipment												
Pole-Mounted Speed Signs (3)	2021-2000-007	18,000	18,000	-	-	-	-	-	-	-	-	36,000
Vehicles												
Replacement of H8 unit - 2014 #4001	2021-2000-001	55,000	-	-	-	-	55,000	-	-	-	-	110,000
Replacement of H11 unit - 2014 #4002	2021-2000-002	55,000	-	-	-	-	55,000	-	-	-	-	110,000
New Vehicle - FY21 New Personnel	2021-2000-003	60,000	-	-	-	-	55,000	-	-	-	-	115,000
New Vehicle - FY21 New Personnel	2021-2000-004	60,000	-	-	-	-	55,000	-	-	-	-	115,000
Replacement of H4 unit - 2015 #4013		-	55,000	-	-	-	-	55,000	-	-	-	110,000
Replacement of H1 unit - 2016 #4003		-	55,000	-	-	-	-	55,000	-	-	-	110,000
Replacement of H3 unit - 2016 #4014		-	-	55,000	-	-	-	-	55,000	-	-	110,000
Replacement of H2 unit - 2017 #4016		-	-	-	55,000	-	-	-	-	55,000	-	110,000
New Vehicle - FY24 New Personnel		-	-	-	60,000	-	-	-	-	55,000	-	115,000
New Vehicle - FY24 New Personnel		-	-	-	60,000	-	-	-	-	55,000	-	115,000
Replacement of H7 unit - 2012 #4004		-	-	-	-	55,000	-	-	-	-	55,000	110,000
Replacement of H9 unit - 2013 #4005		-	-	-	-	55,000	-	-	-	-	55,000	110,000
Replacement of H14 unit - 2019		-	-	-	-	55,000	-	-	-	-	55,000	110,000
Replacement of H15 unit - 2019		-	-	-	-	55,000	-	-	-	-	55,000	110,000
Replacement of H13 unit - 2013 #4006		-	-	-	-	-	55,000	-	-	-	-	55,000
Replacement of H6 unit - 2013 #4008		-	-	-	-	-	55,000	-	-	-	-	55,000
Replacement of H12 unit - 2013 #4007		-	-	-	-	-	55,000	-	-	-	-	55,000
Total project expenditures		248,000	128,000	55,000	175,000	220,000	385,000	110,000	55,000	165,000	220,000	1,761,000
Financing Sources:												
Operating revenues		-	-	-	-	-	-	-	-	-	-	-
Capital Reserve Fund		248,000	128,000	55,000	175,000	220,000	385,000	110,000	55,000	165,000	220,000	1,761,000
Capital Reserve Fund - Capital Project Fund		-	-	-	-	-	-	-	-	-	-	-
Installment financing		-	-	-	-	-	-	-	-	-	-	-
Grants		-	-	-	-	-	-	-	-	-	-	-
Powell Bill		-	-	-	-	-	-	-	-	-	-	-
Fee in lieu of		-	-	-	-	-	-	-	-	-	-	-
Unfunded		-	-	-	-	-	-	-	-	-	-	-
Total financing sources		248,000	128,000	55,000	175,000	220,000	385,000	110,000	55,000	165,000	220,000	1,761,000



Capital Improvement Plan - FY 2021 - 2030
General Fund - Fire Services

Item	Project Number	Fiscal Year										Totals
		2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	
Project and acquisition expenditures by function:												
Buildings & Grounds												
Fire Station #3 Warning Light		-	60,000	-	-	-	-	-	-	-	-	60,000
Fire/Town Training Facility (CPF)		-	-	-	75,000	700,000	-	-	-	-	-	775,000
Fire Station #1 Warning Light		-	-	-	-	60,000	-	-	-	-	-	60,000
Land and Construction of Fire Station #1 (CPF)		-	-	-	-	-	-	-	300,000	15,000,000	-	15,300,000
Fire Apparatus												
FD201 2005 Smeal Ladder 105' (CPF)		-	1,500,000	-	-	-	-	-	-	1,700,000	-	3,200,000
FD101 2005 Smeal Engine (CPF)		-	-	640,000	-	-	-	-	-	-	-	640,000
FD307 2007 Brush Truck		-	-	-	80,000	-	-	-	-	-	-	80,000
FD301 2008 SVI Rescue (CPF)		-	-	-	-	-	-	-	995,000	-	-	995,000
FD102 2002 Luverne Engine (CPF)		-	-	-	-	-	-	-	-	800,000	-	800,000
Equipment												
Replace Portable Radios	2020-2100-003	70,000	70,000	70,000	80,000	-	-	-	-	-	80,000	370,000
Replace SCBA Masks	2020-2100-005	6,000	-	-	-	-	-	-	-	-	-	6,000
Replace AEDs	2020-2100-006	20,000	20,000	-	-	-	-	-	-	-	-	40,000
Battery Extrication Tools E2	2021-2100-001	32,000	-	-	-	-	-	-	-	-	-	32,000
Advanced Training Manikin		-	10,000	-	-	-	-	-	-	-	-	10,000
Lawn Mower Station 1		-	8,500	-	-	-	-	-	-	-	-	8,500
Update Extrication-Rescue		-	-	12,000	-	-	-	-	-	-	-	12,000
Auto-Pulse CPR Device		-	-	16,000	-	-	-	-	-	-	-	16,000
Replace Air Lifting Bags		-	-	-	20,000	-	-	-	-	-	-	20,000
Update Light Tower & Scene		-	-	-	8,000	-	-	-	-	-	-	8,000
SCBA Cascade System - Station #1		-	-	-	45,000	-	-	-	-	-	-	45,000
Replace Self-Contained BA		-	-	-	-	-	157,500	157,500	-	-	-	315,000
Replace Struts Rescue		-	-	-	-	-	25,000	-	-	-	-	25,000
Vehicles												
FD702 2013 Silverado -Logistics	2021-2100-004	50,000	-	-	-	-	-	55,000	-	-	-	105,000
FD705 2014 Suburban-DC	2021-2100-005	49,000	-	-	-	-	-	55,000	-	-	-	104,000
FD602 2015 Silverado-Trn Cap		-	49,000	-	-	-	-	-	55,000	-	-	104,000
Used Swiftwater Rescue Truck		-	40,000	-	-	-	-	-	45,000	-	-	85,000
FD601 2016 Silverado-Trn Chief		-	49,000	-	-	-	-	-	55,000	-	-	104,000
FD706 2016 Silverado- BC		-	49,000	-	-	-	-	-	55,000	-	-	104,000
FD707 2017 Tahoe -FM		-	-	49,000	-	-	-	-	-	55,000	-	104,000
FD701 2013 Charger- FC		-	-	-	-	40,000	-	-	-	-	-	40,000
Total project expenditures		227,000	1,855,500	787,000	308,000	800,000	182,500	267,500	1,505,000	17,555,000	80,000	23,567,500
Financing Sources:												
Operating revenues		-	-	-	-	-	-	-	-	-	-	-
Capital Reserve Fund		227,000	355,500	147,000	233,000	100,000	182,500	267,500	210,000	55,000	80,000	1,857,500
Capital Reserve Fund - Capital Project Fund		-	-	-	75,000	-	-	-	300,000	-	-	375,000
Installment financing		-	1,500,000	640,000	-	700,000	-	-	995,000	17,500,000	-	21,335,000
Grants/Other		-	-	-	-	-	-	-	-	-	-	-
Powell Bill		-	-	-	-	-	-	-	-	-	-	-
Fee in lieu of		-	-	-	-	-	-	-	-	-	-	-
Unfunded		-	-	-	-	-	-	-	-	-	-	-
Total financing sources		227,000	1,855,500	787,000	308,000	800,000	182,500	267,500	1,505,000	17,555,000	80,000	23,567,500

CPF - The budget and funding for these projects will be shown in the Public Safety Capital Projects Fund.



Capital Improvement Plan - FY 2021 - 2030
General Fund - Transportation (Public Works)

Item	Project Number	Fiscal Year										Totals
		2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	
Project and acquisition expenditures by function:												
Sidewalks												
2017 Transportation Bonds (CPF)		-	-	-	-	400,000	-	-	-	-	-	400,000
Street Resurfacing												
2017 Transportation Bonds (CPF)		-	-	-	-	650,000	-	-	-	-	-	650,000
Roadway Improvements												
2017 Transportation Bonds (CPF)		-	-	-	-	3,595,000	-	-	-	-	-	3,595,000
Harrisburg Elementary School	2021-3001-001	50,000	-	-	-	-	-	-	-	-	-	50,000
Total project expenditures		50,000	-	-	-	4,645,000	-	-	-	-	-	4,695,000
Financing Sources:												
Operating revenues		-	-	-	-	-	-	-	-	-	-	-
Capital Reserve Fund		50,000	-	-	-	-	-	-	-	-	-	50,000
Capital Reserve Fund - Capital Project Fund		-	-	-	-	-	-	-	-	-	-	-
Installment financing		-	-	-	-	3,000,000	-	-	-	-	-	3,000,000
Grants		-	-	-	-	-	-	-	-	-	-	-
Powell Bill		-	-	-	-	-	-	-	-	-	-	-
Fee in lieu of		-	-	-	-	-	-	-	-	-	-	-
Other sources		-	-	-	-	1,645,000	-	-	-	-	-	1,645,000
Total financing sources		50,000	-	-	-	4,645,000	-	-	-	-	-	4,695,000

CPF - The budget and funding for these projects will be shown in the General Fund Capital Projects Fund.



Capital Improvement Plan - FY 2021 - 2030
General Fund - Transportation (Powell Bill)

Item	Project Number	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Totals
Project and acquisition expenditures by function:												
Street Resurfacing												
FY2021 Resurfacing Projects	2021-3000-001	420,000	-	-	-	-	-	-	-	-	-	420,000
FY2022 Resurfacing Projects		-	425,000	-	-	-	-	-	-	-	-	425,000
FY2023 Resurfacing Projects		-	-	430,000	-	-	-	-	-	-	-	430,000
FY2024 Resurfacing Projects		-	-	-	435,000	-	-	-	-	-	-	435,000
FY2025 Resurfacing Projects		-	-	-	-	440,000	-	-	-	-	-	440,000
FY2026 Resurfacing Projects		-	-	-	-	-	445,000	-	-	-	-	445,000
FY2027 Resurfacing Projects		-	-	-	-	-	-	450,000	-	-	-	450,000
FY2028 Resurfacing Projects		-	-	-	-	-	-	-	455,000	-	-	455,000
FY2029 Resurfacing Projects		-	-	-	-	-	-	-	-	460,000	-	460,000
FY2030 Resurfacing Projects		-	-	-	-	-	-	-	-	-	465,000	465,000
Total project expenditures		420,000	425,000	430,000	435,000	440,000	445,000	450,000	455,000	460,000	465,000	4,425,000
Financing Sources:												
Operating revenues		-	-	-	-	-	-	-	-	-	-	-
Capital Reserve Fund		-	-	-	-	-	-	-	-	-	-	-
Capital Reserve Fund - Capital Project Fund		-	-	-	-	-	-	-	-	-	-	-
Installment financing		-	-	-	-	-	-	-	-	-	-	-
Grants		-	-	-	-	-	-	-	-	-	-	-
Powell Bill		420,000	425,000	430,000	435,000	440,000	445,000	450,000	455,000	460,000	465,000	4,425,000
Fee in lieu of		-	-	-	-	-	-	-	-	-	-	-
Unfunded		-	-	-	-	-	-	-	-	-	-	-
Total financing sources		420,000	425,000	430,000	435,000	440,000	445,000	450,000	455,000	460,000	465,000	4,425,000



HarrisburgNC

The right side of opportunity

Capital Improvement Plan - FY 2021 - 2030

General Fund - Environmental Protection

Item	Project Number	Fiscal Year										Totals
		2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	
Project and acquisition expenditures by function:												
Heavy Equipment												
Replace Dump Truck w/Tommy Gate - #7016	2021-4100-001	65,000	-	-	-	-	-	70,000	-	-	-	135,000
Replace Leaf Truck - #7026	2021-4100-003	220,000	-	-	-	-	-	-	-	-	230,000	450,000
Bucket Truck (Used) (50% WSF)		-	-	30,000	-	-	-	-	-	35,000	-	65,000
Replace Backup Brush Truck - #7002		-	-	175,000	-	-	-	-	-	-	-	175,000
Replace #74 2014 Kubota Mower (50% WSF)		-	-	-	50,000	-	-	-	-	-	-	50,000
Replace Brush Truck		-	-	-	-	-	200,000	-	-	-	-	200,000
Vehicles												
Public Works Crew Truck	2021-4100-005	42,000	-	-	-	-	-	45,000	-	-	-	87,000
Replace Chevy Silverado Crew Cab Truck - #7020		-	-	40,000	-	-	-	-	-	45,000	-	85,000
Total project expenditures		327,000	-	245,000	50,000	-	200,000	115,000	-	80,000	230,000	1,247,000
Financing Sources:												
Operating revenues		-	-	-	-	-	-	-	-	-	-	-
Capital Reserve Fund		327,000	-	245,000	50,000	-	200,000	115,000	-	80,000	230,000	1,247,000
Capital Reserve Fund - Capital Project Fund		-	-	-	-	-	-	-	-	-	-	-
Installment financing		-	-	-	-	-	-	-	-	-	-	-
Grants		-	-	-	-	-	-	-	-	-	-	-
Powell Bill		-	-	-	-	-	-	-	-	-	-	-
Fee in lieu of		-	-	-	-	-	-	-	-	-	-	-
Unfunded		-	-	-	-	-	-	-	-	-	-	-
Total financing sources		327,000	-	245,000	50,000	-	200,000	115,000	-	80,000	230,000	1,247,000



HarrisburgNC
The right side of opportunity

Capital Improvement Plan - FY 2021 - 2030
General Fund - Parks & Recreation

Item	Project Number	Fiscal Year										Totals
		2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	
Project and acquisition expenditures by function:												
Park Improvements												
Greenway Easement Acquisition	2019-5000-001	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	200,000
Back Creek Greenway - Phase I - Natural Surface	2021-5000-001	150,000	-	-	-	-	-	-	-	-	-	150,000
Branded Facility Signage - Holcomb Woods Park	2021-5000-002	25,000	-	-	-	-	-	-	-	-	-	25,000
Historic Pharr Mill Demolition	2021-5000-004	50,000	-	-	-	-	-	-	-	-	-	50,000
Historic Pharr Mill Reconstruction		-	300,000	-	-	-	-	-	-	-	-	300,000
Back Creek Greenway - Phase II - Natural Surface		-	150,000	-	-	-	-	-	-	-	-	150,000
Holcomb Woods Shelter/Restroom Facility		-	-	275,000	-	-	-	-	-	-	-	275,000
Back Creek Greenway - Phase III - Natural Surface		-	-	150,000	-	-	-	-	-	-	-	150,000
Tennis Court Resurfacing (Stallings Park)		-	-	-	50,000	-	-	-	-	-	-	50,000
Back Creek Greenway - Phase IV - Natural Surface		-	-	-	150,000	100,000	-	-	-	-	-	250,000
Town Hall Civic Memorial		-	-	-	250,000	-	-	-	-	-	-	250,000
Veterans Plaza Clock Tower		-	-	-	-	25,000	-	-	-	-	-	25,000
Historic Pharr Mill Parking Lot and Restroom Facility		-	-	-	-	100,000	-	-	-	-	-	100,000
Pharr Mill Playground Replacement		-	-	-	-	175,000	-	-	-	-	-	175,000
Parking Lot Resurfacing (Stallings Park)		-	-	-	-	-	100,000	-	-	-	-	100,000
Rocky River Greenway Design/Build Documents		-	-	-	-	-	150,000	-	-	-	-	150,000
Rocky River Greenway - Phase I - Natural Surface		-	-	-	-	-	-	150,000	-	-	-	150,000
Parking Lot Resurfacing (Pharr Mill Park)		-	-	-	-	-	-	-	125,000	-	-	125,000
Rocky River Greenway - Phase II - Natural Surface		-	-	-	-	-	-	-	150,000	-	-	150,000
Rocky River Greenway - Phase III - Natural Surface		-	-	-	-	-	-	-	-	150,000	-	150,000
Rocky River Greenway - Phase IV - Natural Surface		-	-	-	-	-	-	-	-	-	150,000	150,000
Buildings/Facilities												
Town Hall Server Room HVAC System	2021-5001-001	8,000	-	-	-	-	-	-	-	-	9,000	17,000
Pharr Mill Maintenance Building		-	75,000	-	-	-	-	-	-	-	-	75,000
Harrisburg Park Development Phase I West (CPF)		-	-	4,500,000	-	-	-	-	-	-	-	4,500,000
Library HVAC replacement		-	-	-	-	40,000	-	-	-	-	-	40,000
Athletics Fields		-	-	-	-	300,000	-	-	-	-	-	300,000
Library Renovations (remodel work, roofing, windows, etc.)		-	-	-	-	-	-	150,000	-	-	-	150,000
Land Acquisition		-	-	-	-	-	-	-	-	-	1,000,000	1,000,000
Heavy Equipment												
Gator Replacement	2021-5000-006	20,000	-	-	-	-	-	-	-	-	22,000	42,000
New Zero Turn Mower	2021-5000-007	11,000	-	-	-	-	15,000	-	-	-	-	26,000
Groomer Replacement		-	25,000	-	-	-	-	-	27,000	-	-	52,000
John Deere Tractor Replacement		-	-	25,000	-	-	-	-	-	-	-	25,000
Zero Turn Mower Replacement (72")		-	-	18,000	-	-	-	-	-	20,000	-	38,000
Zero Turn Mower Replacement (60")		-	-	-	15,000	-	-	-	-	-	18,000	33,000
Backhoe Replacement		-	-	-	125,000	-	-	-	-	-	-	125,000
Kubota 4trax Replacement		-	-	-	-	30,000	-	-	-	-	-	30,000
Loader Replacement		-	-	-	-	-	75,000	-	-	-	-	75,000
Vehicles												
5004 Replace 2001 Chevy 1500	2021-5000-008	35,000	-	-	-	-	-	37,000	-	-	-	72,000
5007 Replace 2007 Chevy quad cab (fire donor)		-	-	-	35,000	-	-	-	-	-	37,000	72,000
5000 Replace Dump Truck		-	-	-	-	47,000	-	-	-	-	-	47,000
5001 Replace 2015 Chevy 2500		-	-	-	-	37,000	-	-	-	-	-	37,000
5002 Replace 2015 Chevy 2500		-	-	-	-	37,000	-	-	-	-	-	37,000
5003 Replace 2015 Ford-250		-	-	-	-	38,000	-	-	-	-	-	38,000
5005 Replace 2016 Ford Explorer.		-	-	-	-	-	36,000	-	-	-	-	36,000
5006 Replace 2016 Chevy Single Cab		-	-	-	-	-	37,000	-	-	-	-	37,000
Total project expenditures		319,000	570,000	4,988,000	645,000	949,000	433,000	357,000	322,000	190,000	1,256,000	10,029,000



HarrisburgNC
The right side of opportunity

Capital Improvement Plan - FY 2021 - 2030
General Fund - Parks & Recreation

Item	Project Number	Fiscal Year										Totals
		2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	
Financing Sources:												
Operating revenues		-	-	-	-	-	-	-	-	-	-	-
Capital Reserve Fund		319,000	570,000	488,000	645,000	949,000	433,000	357,000	322,000	190,000	1,256,000	5,529,000
Capital Reserve Fund - Capital Project Fund		-	-	-	-	-	-	-	-	-	-	-
Installment financing		-	-	4,500,000	-	-	-	-	-	-	-	4,500,000
Grants		-	-	-	-	-	-	-	-	-	-	-
Powell Bill		-	-	-	-	-	-	-	-	-	-	-
Fee in Lieu of		-	-	-	-	-	-	-	-	-	-	-
Unfunded		-	-	-	-	-	-	-	-	-	-	-
Total financing sources		319,000	570,000	4,988,000	645,000	949,000	433,000	357,000	322,000	190,000	1,256,000	10,029,000

CPF - The budget and funding for these projects will be shown in the Parks and Recreation Capital Projects Fund.



Capital Improvement Plan - FY 2021 - 2030
Water and Sewer Fund

Item	Project Number	Fiscal Year										Totals
		2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	
Project and acquisition expenditures by function:												
Buildings/Improvements												
Utility Relocation - Rail Project	2017-6000-008	60,000	60,000	60,000	60,000	-	-	-	-	-	-	240,000
Upfit Town Hall, both floors (50% GF) (CPF)		-	-	250,000	2,000,000			-	-	-	-	2,250,000
Water projects												
FY 20/21 WL Upgrades (CPF)	2020-6000-004	1,150,000	-	-	-	-	-	-	-	-	-	1,150,000
FY 21/22 WL Upgrades (CPF)	2021-6000-001	96,000	1,070,000	-	-	-	-	-	-	-	-	1,166,000
Hickory Ridge WL Extension	2021-6000-011	200,000	-	-	-	-	-	-	-	-	-	200,000
FY 22/23 WL Upgrades (CPF)		-	150,000	1,100,000	-	-	-	-	-	-	-	1,250,000
FY 23/24 WL Upgrades (CPF)		-	-	136,000	780,000	-	-	-	-	-	-	916,000
FY 24/25 WL Upgrades (CPF)		-	-	-	145,000	835,000	-	-	-	-	-	980,000
Water Treatment Plant (CPF)		-	-	-	375,000	2,900,000	-	-	-	-	-	3,275,000
FY 25/26 WL Upgrades (CPF)		-	-	-	-	118,000	676,000	-	-	-	-	794,000
FY 26/27 WL Upgrades (CPF)		-	-	-	-	-	125,000	720,000	-	-	-	845,000
Expansion Projects												
Sequoia Hills Drive/Pharr Mill Loop (CPF)		-	50,000	275,000	-	-	-	-	-	-	-	325,000
Hickory Ridge Road 12 inch WL Phase 2 of 3 (4,000 LF) (CPF)		-	-	-	-	-	-	-	540,000	-	-	540,000
Hickory Ridge Road 12 inch WL Phase 3 of 3 (4,000 LF) (CPF)		-	-	-	-	-	-	-	-	516,000	-	516,000
Sewer projects												
Morehead West Sewer Phase 1 & Leatherwood Pump Station Decomissioning (CPF)	2020-6000-005	2,115,000	-	-	-	-	-	-	-	-	-	2,115,000
Britley #2 Pump Station Decomissioning (CPF)	2020-6000-006	861,000	-	-	-	-	-	-	-	-	-	861,000
Francis Haven and Farmington Pump Station Decommissioning (CPF)	2020-6000-007	600,000	-	-	-	-	-	-	-	-	-	600,000
Kensington pump station decommissioning (1500 LF of 8-inch gravity line) (CPF)		-	80,000	450,000	-	-	-	-	-	-	-	530,000
Orchard Park Pump Station Decommissioning (CPF)		-	150,000	515,000	-	-	-	-	-	-	-	665,000
Bradford Park Sewer Rehab (CPF)		-	-	375,000	-	-	-	-	-	-	-	375,000
Millbrook Pump Station decommissioning (1,600 LF of 8-inch gravity line) (CPF)		-	-	120,000	700,000	-	-	-	-	-	-	820,000
Abbingtion Pump Station Decommissioning (2,200 LF of 8-inch gravity line) (CPF)		-	-	-	398,000	-	-	-	-	-	-	398,000
Flow Metering and Monitoring Throughout System		-	-	-	-	250,000	-	-	-	-	-	250,000
Morehead West Sewer Phase 2 (CPF)		-	-	-	-	490,000	1,280,000	-	-	-	-	1,770,000
Sequoia Hills Sewer (8,500 LF of gravity) (CPF)		-	-	-	-	-	305,000	913,000	-	-	-	1,218,000
New Harrisburg Main off of Reedy Creek Interceptor (13,000 LF of 12-inch gravity main) (CPF)		-	-	-	-	-	-	-	1,500,000	1,500,000	-	3,000,000
Annual Sanitary Sewer Rehabilitation (Collection System Improvements Projects) (CPF)	2021-6000-007	750,000	-	250,000	-	250,000	-	250,000	-	250,000	-	1,750,000



Capital Improvement Plan - FY 2021 - 2030
Water and Sewer Fund

Item	Project Number	Fiscal Year										Totals
		2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	
Equipment												
Replace 2006 Kubota RTV-900 4x4 #250	2021-6000-003	20,000	-	-	-	-	-	-	-	-	-	20,000
Kamstrup Collector Set	2021-6000-008	20,000	-	-	-	-	-	-	-	-	-	20,000
305 CAT Excavator #105		-	85,000	-	-	-	-	-	-	-	-	85,000
308 CAT Excavator #106		-	-	130,000	-	-	-	-	-	-	-	130,000
Bucket Truck (Used) (50% GF)		-	-	30,000	-	-	-	-	35,000	-	-	65,000
Replace #74 2014 Kubota Mower (50% GF)		-	-	-	50,000	-	-	-	-	-	-	50,000
Vehicles												
#7011/16 Chevrolet 2500 Reg Cab	2021-6000-005	65,000	-	-	-	-	-	70,000	-	-	-	135,000
#7014/32 2012 Ford F-150 Reg Cab	2021-6000-006	38,000	-	-	-	-	-	40,000	-	-	-	78,000
Chevrolet 2500 Crew Cab	2021-6000-013	40,000	-	-	-	-	-	42,000	-	-	-	82,000
Used Ford Transit Van - Replaces Charger 1003 (50% GF)		-	10,000	-	-	-	-	-	17,500	-	-	27,500
#7024/56 2015 Chevrolet Silverado 2500 HD		-	45,000	-	-	-	-	-	50,000	-	-	95,000
Replace Ford Explorer		-	-	45,000	-	-	-	-	-	50,000	-	95,000
#7019/28 2014 Ford F-550 Super Duty Reg Cab Dump Truck		-	-	55,000	-	-	-	-	-	60,000	-	115,000
#7021/58 2015 Freightliner Dump Truck #58 - #7021		-	-	105,000	-	-	-	-	-	120,000	-	225,000
#7034 2018 Chevrolet Colorado		-	-	-	38,000	-	-	-	-	-	40,000	78,000
#7029/816 2016 Ford F-350 Reg Cab		-	-	-	45,000	-	-	-	-	-	50,000	95,000
#7027/817 2016 Ford F-450 Diesel Crew Cab		-	-	-	65,000	-	-	-	-	-	70,000	135,000
#7025/825 2016 Freightliner M2106 Dump Truck #825 - #7025		-	-	-	110,000	-	-	-	-	-	115,000	225,000
#7028 2016 Chevrolet 2500 Reg Cab 4x4		-	-	-	-	38,000	-	-	-	-	-	38,000
#7030 2017 Chevrolet 1500 Reg Cab Short Bed		-	-	-	-	-	30,000	-	-	-	-	30,000
#7013/24 2011 Chevrolet Silverado 2500 Reg Cab		-	-	-	-	-	42,000	-	-	-	-	42,000
#7031 2017 Chevrolet 2500 Reg Cab Service Bed		-	-	-	-	-	42,000	-	-	-	-	42,000
#7036 2019 F450 Crew Truck		-	-	-	-	-	70,000	-	-	-	-	70,000
Replace Pump Station Maintenance Vehicle #15/7009		-	-	-	-	-	77,000	-	-	-	-	77,000
Freightliner Dump Truck w/ Spreader and Plow		-	-	-	-	-	135,000	-	-	-	-	135,000
#7032 2018 Freightliner M2106 Diesel Dump Truck		-	-	-	-	-	-	115,000	-	-	-	115,000
Total project expenditures		6,015,000	1,700,000	3,896,000	4,766,000	4,881,000	2,782,000	2,150,000	2,142,500	2,496,000	275,000	31,103,500
Financing Sources:												
Operating revenues		-	-	-	-	-	-	-	-	-	-	-
Capital Reserve Fund - Operating Capital		443,000	200,000	425,000	368,000	38,000	396,000	267,000	102,500	230,000	275,000	2,744,500
Capital Reserve Fund - Capital Project Fund		846,000	430,000	756,000	520,000	1,108,000	430,000	250,000	540,000	766,000	-	5,646,000
Fund balance		-	-	-	-	-	-	-	-	-	-	-
Installment financing		4,726,000	1,070,000	2,715,000	3,878,000	3,735,000	1,956,000	1,633,000	1,500,000	1,500,000	-	22,713,000
Grants		-	-	-	-	-	-	-	-	-	-	-
Powell Bill		-	-	-	-	-	-	-	-	-	-	-
Fee in lieu of parks		-	-	-	-	-	-	-	-	-	-	-
Other sources		-	-	-	-	-	-	-	-	-	-	-
Total financing sources		6,015,000	1,700,000	3,896,000	4,766,000	4,881,000	2,782,000	2,150,000	2,142,500	2,496,000	275,000	31,103,500

CPF - The budget and funding for these projects will be shown in the Water and Sewer Capital Projects Fund.



HarrisburgNC

The right side of opportunity

Capital Improvement Plan - FY 2021 - 2030

Storm Water Fund

Item	Project Number											Totals
		2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	
Project and acquisition expenditures by function:												
Storm water projects												
Regional Detention Pond (CPF)	2020-7000-001	250,000	-	-	-	-	-	-	-	-	-	250,000
Storm Water Improvements - System A - Phase 3 (CPF)	2021-7000-001	70,000	650,000	-	-	-	-	-	-	-	-	720,000
Storm Water Improvements - System B - Phase 1 (CPF)		-	-	-	-	-	-	-	-	1,000,000	1,000,000	2,000,000
Vehicles												
#8002 - Ford Explorer		-	-	-	40,000	-	-	-	-	-	45,000	85,000
#53 - Freightliner Street Sweeper		-	-	-	250,000	-	-	-	-	-	255,000	505,000
Total project expenditures		320,000	650,000	-	290,000	-	-	-	-	1,000,000	1,300,000	3,560,000
Financing Sources:												
Operating revenues		-	-	-	-	-	-	-	-	-	-	-
Capital Reserve Fund		67,500	-	-	290,000	-	-	-	-	-	300,000	657,500
Capital Reserve Fund - Capital Project Fund		70,000	650,000	-	-	-	-	-	-	1,000,000	1,000,000	2,720,000
Installment financing		-	-	-	-	-	-	-	-	-	-	-
Grants		-	-	-	-	-	-	-	-	-	-	-
Powell Bill		-	-	-	-	-	-	-	-	-	-	-
Fee in lieu of parks		-	-	-	-	-	-	-	-	-	-	-
Other sources		182,500	-	-	-	-	-	-	-	-	-	182,500
Total financing sources		320,000	650,000	-	290,000	-	-	-	-	1,000,000	1,300,000	3,560,000

CPF - The budget and funding for these projects will be shown in the Storm Water Capital Projects Fund.



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Manager's Recommended Budget

May 11, 2020

Manager's Recommended Budget Overview

- Began the budget process with Town Council in January
 - Seven (7) Budget Workshops to gather input and direction
- Worked with Department Managers to determine their operational and capital needs
- Projected revenues and expenditures for all Funds of the Town
- The Manager's Recommended Budget is intended to reflect the direction and input from Town Council and staff to meet the needs of the community for the upcoming year
- Budget is presented to the Council and public in advance of the Public Hearing for adoption

Budget Requirements

- N.C.G.S. Chapter 159 – requires municipalities to prepare annual budgets proposing a plan for raising and spending money for specified programs, functions, activities, and objectives during a fiscal year
- Budgets must be balanced, where revenues equal expenses
- Fiscal Year runs from July 1, 2020 to June 30, 2021
- The Budget Officer (Town Manager) is responsible for preparation, presentation, and oversight of the budget to ensure the intent of the Town Council is met

Fund Accounting

- **General Fund:** Accounts for most property and sales tax revenues, and includes expenses for public safety, streets, environmental services, parks and recreation, planning and zoning, engineering and general administration
- **Enterprise Fund:** Accounts for public enterprises operated by the Town. These funds are financed through charges to customers, and do not use tax revenues for operations
 - Water and Sewer Fund, Storm Water Fund
- **Restricted Funds:** Accounts for monies collected or distributed that can only be spent on certain projects or programs
 - Powell Bill Fund, Capital Reserve Fund – W&S Expansion, Capital Reserve Fund – Storm Water

Core Budget Priorities and Objectives

- Establish a budget that meets the current and future needs of the Town
- Continued utilization of our adopted 10-year Capital Improvement Plan and financial models
- Maintain healthy reserve funds (savings account) for both General, Water and Sewer, and Storm Water Funds
- Find the most efficient methods for operating our departments and delivering high-quality services
- Search for cost-savings and methods of revenue generation that secure the financial future of the Town

Capital Expenses

- All purchases of a long-term asset, such as equipment or buildings, over \$5,000 are considered 'capital' purchases
- Tracking large expenses helps the Town to plan, prioritize, and prepare for larger future expenses that are not part of the normal day to day operations
- In FY2019, the Town implemented a 10-year Capital Improvement Plan (CIP) in conjunction with a financial model that projected future revenues and expenses
 - This tool allows the Town to understand long-term outcomes for budget expenditures
 - This was a progressive change adopted by the Town Council that transformed our budget creation process
 - Continues to be a guide for current and future financial decisions

Variables for FY2021 Budget

- Cabarrus County Tax Revaluation Impact
 - Every four (4) years Cabarrus County reassess the value of real property throughout the County
 - A property revaluation is conducted to ensure the tax values of those properties closely reflects market values
 - These notifications were made to all property owners earlier in the year, and those changes can be appealed with the County if a property owner objects to the newly assigned value
 - The tax value assigned to real property affects the revenues generated by a municipalities tax rate
 - In a healthy financial market, these new revenues are important for municipalities to help offset the incremental increases seen due to market and inflation increases related to contracted services
- State law requires municipalities to present what is referred to as a Revenue Neutral Budget to account for any changes in revenues due to a County Tax Revaluation

Variables to FY2021 Budget (cont.)

- Cabarrus County Tax Revaluation Results
 - The Total Tax Base Increase for FY2021, compared to FY2020, is 19.61%
 - Of the 19.61% Tax Base increase, 5.05% of that growth is 'new' development growth, leaving a total impact of the County Tax Revaluation equaling 14.56%
 - The 5.05% in actual growth will generate new revenues of \$350,000
 - The 14.56% in tax base growth will generate new revenues of \$1,009,000 in FY2021
- COVID-19 Impacts
 - The impacts of the COVID-19 pandemic will be felt as we complete our FY2020 budget, and will certainly impact us well into our FY2021 budget
 - These impacts are expected to be seen in a reduction or deferral of revenue for Ad Valorem Tax Collection, Sales Tax Collection, Interest Income, and slowed or reduced tax base growth
 - Sales Tax Reduction - \$85,000 (not including reduced revenue in FY20)
 - Reduced Tax Collection Rate – \$300,000 in FY21, reflecting a 3% reduction
 - Interest Income Reduction - \$252,000 (additional long-term impacts)

Variables to FY2021 Budget (cont.)

- Further Sales Tax Collection Impacts
 - Cabarrus County Sales Tax distributions are made using a methodology that distributes revenues based on the Ad Valorem Tax Rate of the County and its municipalities
 - In general terms, if a municipality raises its Tax Rate, it will see an increase in the amount of Sales Tax revenue it collects. Conversely, if a municipality decreases its Tax Rate, it will see a decrease in the amount of Sales Tax revenue it collects
 - In general terms, if the County and municipalities maintain their respective Tax Rates, the distribution of Sales Tax will remain consistent with previous years
 - If the Town chose to lower its Tax Rate, while all others kept their Tax Rate the same, the Town could lose over \$300,000 in Sales Tax annually
 - This will be a recurring annual loss until the Town raises its Tax Rate to the proportionate equivalent that it is today

Revenue Neutral Budget

- A Revenue Neutral Budget would be prepared under the following conditions:
 - Real property revenues would be equal to revenues in FY2020, with the addition of new growth of 5.05%, or \$350,000
 - The Tax Rate for a Revenue Neutral Budget would be established at \$0.3120 per \$100 valuation (compared to the current Tax Rate of \$0.355 per \$100 valuation)
- Impacts of a Revenue Neutral Tax Rate
 - Due to the revenue impacts of COVID-19, along with the long-term impacts of reduced revenue due to Sales Tax collection distribution, a Revenue Neutral Tax Rate has dire consequences for the Town, especially in the long-term
 - Any new budget items considered in FY21 could not be funded in FY21, or in any future budget year
 - There would not be enough funding to make the necessary revenue transfers from operation to capital to fund our planned capital projects and commitments throughout our 10-year plan
 - An additional \$250,000-\$300,000 would need to be cut from existing Town operations to ensure long-term financial stability, and to cover approved capital items

Revenue Impacts to FY2021

- Known Revenue Impacts:
 - Tax Base Increase Due to Growth (5.05%) \$350,000
 - Tax Base Increase Due to Tax Revaluation (14.56%) \$1,009,000
 - Total COVID-19 Impacts
 - Sales Tax Reduction (\$85,000)
 - Reduced Tax Collection (\$300,000)
 - Interest Income Loss (\$252,000)
- Unknown Revenue Impacts:
 - Estimated Sales Tax Distribution if Tax Rate is lowered (\$300,000)
- **Est. Net Revenue Impacts of Revenue Neutral Tax Rate: (\$587,000)**
- **Est. Net Revenue Impacts if Tax Rate is Maintained: \$848,000**

Town of Harrisburg, NC
General Fund Financial Model - Draft 2 - \$0.312 Tax Rate
Fiscal Years 2021 - 2030

		Projected									
	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Revenues											
Ad Valorem Taxes											
Existing	8,256,000	8,240,664	8,848,579	9,202,522	9,570,623	9,953,448	10,351,586	10,765,649	11,196,275	11,644,126	12,109,891
Proposed Tax Increase	-	36,336	260,000	-	-	-	-	-	-	-	-
Intergovernmental	5,205,086	5,004,300	5,254,429	5,409,062	5,568,334	5,732,384	5,901,355	6,075,396	6,254,658	6,439,298	6,629,476
Permits and Fees	474,000	602,500	620,575	639,192	658,368	678,119	698,463	719,417	740,999	763,229	786,126
Sales and Services	346,717	762,100	778,483	687,357	596,738	614,640	633,080	652,072	671,634	691,783	712,537
Investment Earnings	102,000	51,000	55,107	76,415	79,472	103,313	107,446	134,092	139,456	169,206	175,975
Proceeds from Installment Financing	-	-	-	-	-	-	-	-	-	-	-
Other General Revenues	454,462	203,000	509,090	215,363	221,824	228,478	235,333	242,393	249,664	257,154	264,869
Transfers In	818,402	804,000	1,054,000	1,077,000	1,145,000	1,516,000	1,324,500	1,011,500	706,500	537,000	1,970,500
Total Revenues	15,656,667	15,703,900	17,380,263	17,306,911	17,840,358	18,826,382	19,251,761	19,600,518	19,959,186	20,501,796	22,649,374
Expenses											
Operations	11,325,490	11,852,769	12,105,352	12,442,763	12,841,796	13,201,299	13,623,088	14,006,031	14,451,962	14,859,771	15,331,314
Capital Outlay - Operations	1,436,042	1,142,000	1,397,000	1,425,000	1,498,000	1,874,000	1,687,500	1,379,500	1,079,500	915,000	2,353,500
Debt Service											
Existing	1,087,900	1,808,000	1,690,479	1,655,060	1,548,926	1,464,545	1,431,825	1,398,105	1,365,384	1,331,663	1,298,000
Proposed	-	-	-	582,000	844,700	1,164,700	1,317,300	1,293,500	1,269,500	2,033,800	2,950,800
Contingency	-	197,441	363,161	373,283	385,254	396,039	408,693	420,181	433,559	445,793	459,939
Total Expenses	13,849,432	15,000,210	15,555,992	16,478,106	17,118,675	18,100,583	18,468,406	18,497,317	18,599,905	19,586,027	22,393,553
Net Income	1,807,235	703,690	1,824,271	828,806	721,683	725,799	783,355	1,103,202	1,359,281	915,769	255,820
Transfers Out	1,338,814	80,000	1,756,739	386,810	443,883	428,237	512,521	940,490	1,164,676	346,575	(421,619)
Total Revenues over/under Expenses	468,421	623,690	67,532	441,996	277,800	297,562	270,834	162,712	194,605	569,194	677,439
Available Fund Balance, Before RSS & MFB	6,206,694	6,830,384	6,897,916	7,339,911	7,617,711	7,915,273	8,186,106	8,348,818	8,543,423	9,112,617	9,790,057
Non-spendable & Reserved State Statute	1,241,339	1,366,077	1,379,583	1,467,982	1,523,542	1,583,055	1,637,221	1,669,764	1,708,685	1,822,523	1,958,011
40% Minimum Fund Balance	4,965,356	5,464,308	5,518,332	5,871,929	6,094,169	6,332,218	6,548,885	6,679,054	6,834,738	7,290,094	7,832,046
Capital Reserve Fund											
Total available, beginning of year	4,085,839	2,039,117	1,327,118	2,038,493	1,115,592	363,883	348,237	432,521	860,490	1,084,676	912,521
CRF - Investment Earnings	35,000	10,000	6,636	15,289	8,367	3,639	4,353	6,488	12,907	16,270	13,688
Transfer out to CPF	2,519,782	-	-	250,000	75,000	55,000	-	-	300,000	-	-
Capital need (less debt proceeds)	690,752	722,000	972,000	995,000	1,063,000	1,434,000	1,242,500	929,500	624,500	455,000	1,888,500
Surplus (deficit)	910,305	1,327,117	361,754	808,782	(14,041)	(1,121,478)	(889,910)	(490,491)	(51,103)	645,946	(962,291)
GF Transfer to CRF	1,128,812	0	1,676,739	306,810	363,883	348,237	432,521	860,490	1,084,676	266,575	(501,619)
Total available, end of year	2,039,117	1,327,118	2,038,493	1,115,592	349,842	(773,241)	(457,388)	370,000	1,033,573	912,521	(1,463,910)
Combined Fund Balance and Cap Reserve	8,245,812	8,157,502	8,936,409	8,455,504	7,967,553	7,142,032	7,728,718	8,718,818	9,576,996	10,025,139	8,326,147

Manager's Recommended Budget – General Fund

- Had it not been for the short and long-term revenue impacts of COVID-19, and potential lost Sales Tax revenues, the FY2021 budget could have been considered using a lower Tax Rate
- The FY2021 Budget has been prepared with a tax rate of \$0.355 per \$100 valuation, maintaining the current Tax Rate
- Due to the lost revenue related to COVID-19, the potential for loss of additional Sales Tax revenue, and the long-term impacts those losses have on the financial position of the Town, it is necessary to maintain the current tax rate
- This was a difficult decision to make, understanding the financial impacts COVID-19 has on our families and businesses, but the decision was necessitated by wanting to ensure our service delivery remained at a high-level, and that the long-term financial security of the Town was maintained

General Fund Overview

- Service levels are expected to remain consistent with current year delivery, with the exception of a few increases in a couple of departments where new personnel will be hired
- New Budget Requests:
 - Significant new requests from Department Managers were received in order to better achieve the goals and service delivery for their departments
 - A significant number of these new requests were not funded in the proposed budget due to limited funding and/or out of concern over the COVID-19 impacts
- Proposed Spending Plan for FY2021
 - Due to the unknown impacts of COVID-19, any new or non-essential expenditure for departments will be on held off until later in the budget year
 - Council and staff will evaluate revenue collection data to determine when/if we return to a more normal budget operation
- Changes were also necessary to the timing of future capital expenses to ensure financial stability

Town of Harrisburg, NC
General Fund Financial Model - Draft 2 - \$0.355 Tax Rate
Fiscal Years 2021 - 2030

		Projected									
	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Revenues											
Ad Valorem Taxes											
Existing	8,256,000	9,376,397	10,068,094	10,470,818	10,889,651	11,325,237	11,778,246	12,249,376	12,739,351	13,248,925	13,778,882
Proposed Tax Increase	-	35,603	269,612	-	-	-	-	-	-	-	-
Intergovernmental	5,205,086	5,304,300	5,563,429	5,727,332	5,896,152	6,070,036	6,249,137	6,433,612	6,623,620	6,819,329	7,020,908
Permits and Fees	474,000	602,500	620,575	639,192	658,368	678,119	698,463	719,417	740,999	763,229	786,126
Sales and Services	346,717	762,100	778,483	687,357	596,738	614,640	633,080	652,072	671,634	691,783	712,537
Investment Earnings	102,000	51,000	55,107	76,415	79,472	103,313	107,446	134,092	139,456	169,206	175,975
Proceeds from Installment Financing	-	-	-	-	-	-	-	-	-	-	-
Other General Revenues	454,462	203,000	509,090	215,363	221,824	228,478	235,333	242,393	249,664	257,154	264,869
Transfers In	818,402	1,293,000	1,163,000	1,107,000	1,315,000	1,516,000	1,324,500	1,011,500	736,500	647,000	1,970,500
Total Revenues	15,656,667	17,627,900	19,027,390	18,923,477	19,657,204	20,535,824	21,026,204	21,442,461	21,901,225	22,596,627	24,709,797
Expenses											
Operations	11,325,490	12,423,484	12,842,333	13,129,649	13,982,816	14,406,008	14,863,939	15,284,107	15,768,380	16,215,681	16,727,902
Capital Outlay - Operations	1,436,042	1,631,000	1,506,000	1,455,000	1,668,000	1,874,000	1,687,500	1,379,500	1,109,500	1,025,000	2,353,500
Debt Service											
Existing	1,087,900	1,808,000	1,690,479	1,655,060	1,548,926	1,464,545	1,431,825	1,398,105	1,365,384	1,331,663	1,298,000
Proposed	-	-	-	582,000	844,700	1,164,700	1,317,300	1,293,500	1,269,500	2,033,800	2,950,800
Contingency	-	372,705	359,585	367,630	391,519	403,368	416,190	427,955	441,515	454,039	468,381
Total Expenses	13,849,432	16,235,189	16,398,397	17,189,340	18,435,961	19,312,622	19,716,754	19,783,166	19,954,279	21,060,184	23,798,583
Net Income	1,807,235	1,392,711	2,628,994	1,734,138	1,221,243	1,223,202	1,309,450	1,659,295	1,946,946	1,536,443	911,214
Transfers Out	1,338,814	483,663	2,478,331	1,317,189	716,377	893,796	1,020,545	1,477,971	1,733,170	947,504	213,434
Total Revenues over/under Expenses	468,421	909,048	150,663	416,949	504,866	329,406	288,905	181,324	213,776	588,939	697,780
Available Fund Balance, Before RSS & MFB	6,206,694	7,115,742	7,266,405	7,683,354	8,188,221	8,517,627	8,806,532	8,987,856	9,201,632	9,790,572	10,488,351
Non-spendable & Reserved State Statute	1,241,339	1,423,148	1,453,281	1,536,671	1,637,644	1,703,525	1,761,306	1,797,571	1,840,326	1,958,114	2,097,670
40% Minimum Fund Balance	4,965,356	5,692,594	5,813,125	6,146,684	6,550,577	6,814,101	7,045,225	7,190,285	7,361,306	7,832,458	8,390,681
Capital Reserve Fund											
Total available, beginning of year	4,085,839	2,039,117	1,241,781	2,565,321	2,546,749	1,894,227	1,237,965	951,485	1,434,228	2,154,411	2,489,231
CRF - Investment Earnings	35,000	10,000	6,209	19,240	19,101	18,942	15,475	14,272	21,513	32,316	37,338
Transfer out to CPF	2,519,782	-	-	250,000	75,000	55,000	-	-	300,000	-	-
Capital need (less debt proceeds)	690,752	1,211,000	1,081,000	1,025,000	1,233,000	1,434,000	1,242,500	929,500	654,500	565,000	1,888,500
Surplus (deficit)	910,305	838,117	166,990	1,309,561	1,257,850	424,169	10,940	36,257	501,241	1,621,727	638,069
GF Transfer to CRF	1,128,812	403,663	2,398,331	1,237,189	636,377	813,796	940,545	1,397,971	1,653,170	867,504	133,434
Total available, end of year	2,039,117	1,241,781	2,565,321	2,546,749	1,894,227	1,237,965	951,485	1,434,228	2,154,411	2,489,231	771,503
Combined Fund Balance and Cap Reserve	8,245,812	8,357,523	9,831,726	10,230,104	10,082,448	9,755,592	9,758,018	10,422,084	11,356,043	12,279,802	11,259,854

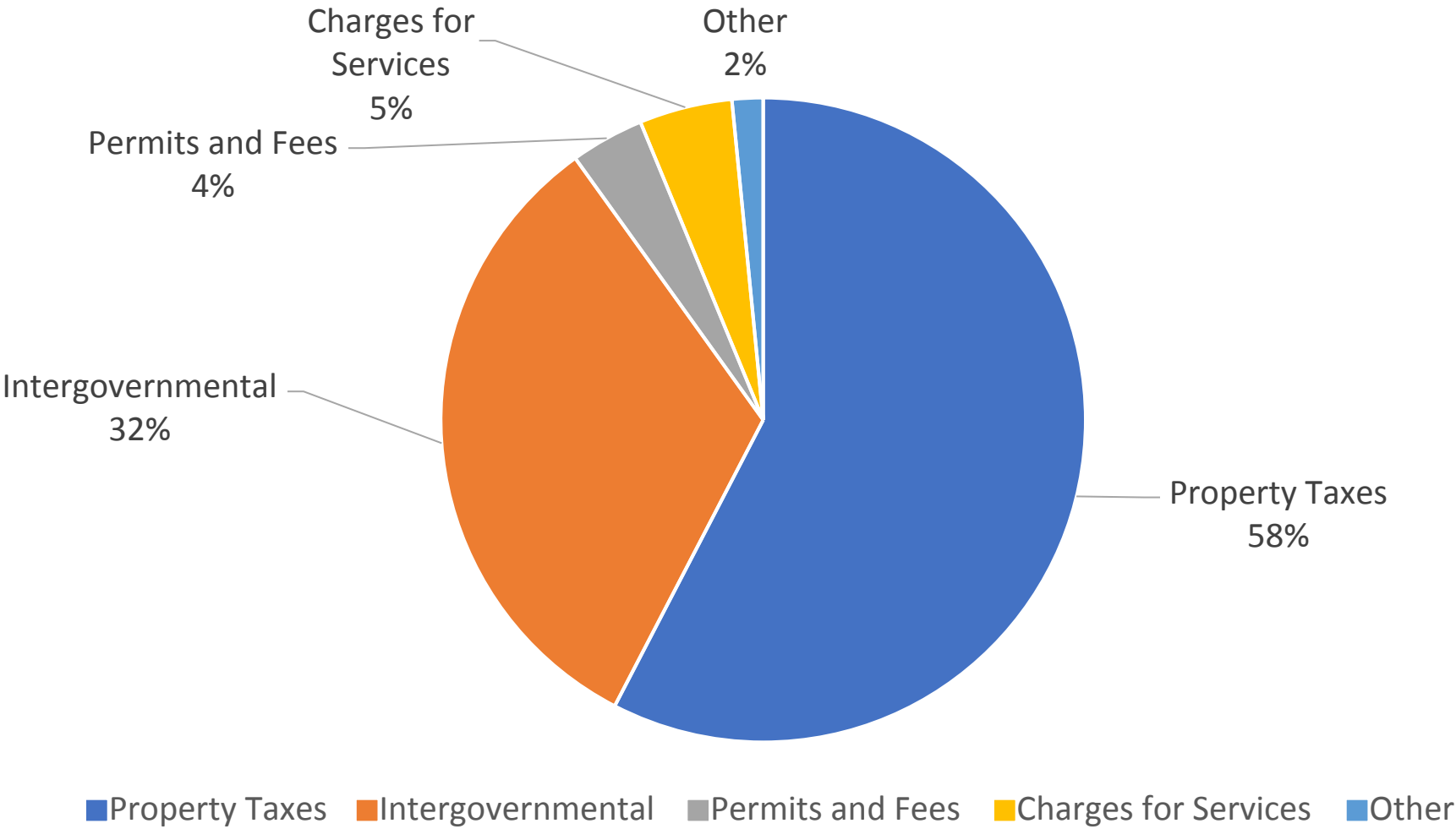
General Fund Overview

- New Personnel Requests:
 - Nineteen (19) new or reclassified positions were requested from Staff
 - FY2021 will fund nine (9) new or reclassified positions:
 - Three (3) Firefighter positions
 - Two (2) Deputies (as part of our contract with Cabarrus County Sheriff's Dept.)
 - Public Works - Mechanic Technician (cost-allocated)
 - Public Works - Utility System Supervisor (cost-allocated)
 - Public Works – PT Administrative Assistant (cost-allocated)
 - Reclassification of IT Help Desk Technician from PT to FT (cost-allocated)
 - Pool of Funds for Parks & Recreation Field Monitors

General Fund Overview

- Capital Projects/Expenses:
 - Parks & Recreation Projects: \$253,000
 - Public Safety Equipment: \$146,000
 - Leaf Truck Replacement: \$220,000
 - Road and Resurfacing Projects: \$470,000
 - Small Dump Truck Replacement: \$65,000
 - Miscellaneous Vehicles: \$446,000
 - **Total Capital Budget: \$1,631,000**

General Fund Revenue Sources



Property Tax Bill Overview

- Based on a \$0.355 Tax Rate, estimated bills are shown below:

	Taxable Assets				
Tax Rate	\$150,000	\$250,000	\$350,000	\$450,000	\$550,000
\$0.355	\$533	\$888	\$1,243	\$1,598	\$1,953

- Average Property Value increase related to Cabarrus County Tax Revaluation:

	Tax Revaluation Increase*				
Value Increase	5%	10%	14%	18%	20%
Bill Increase	\$44	\$88	\$ 124	\$159	\$177

* Based on average property value in Harrisburg of \$250,000

Cabarrus County Tax/Fee Comparison

	Harrisburg	Midland	Concord	Mt. Pleasant	Locust	Kannapolis
Ad Valorem Tax Rate	\$0.355	\$0.20	\$0.48	\$0.505	\$0.463	\$0.63
Motor Vehicle Fee	\$0	\$0	\$30	\$0	\$10	\$30
Solid Waste Fee	\$0	\$0	\$26	\$0	\$120	\$142
Total Tax/Fees Paid:	\$888	\$500	\$1,256	\$1,263	\$1,288	\$1,747

** Based on the average property value in Harrisburg of \$250,000*

Water and Sewer Fund Overview

- Service level delivery is expected to remain consistent in FY2021
- In 2019, the Town Council adopted a Water and Sewer Rate Resolution that identified a rate increase every two years to support the long-term needs of the Water and Sewer utility
 - This Rate Resolution is necessary to ensure revenues are generated to cover the annual contract increases for water purchase and wastewater treatment from third-party providers
- A Water and Sewer rate increase was implemented in FY2020, and despite the negative revenue impacts related to COVID-19, the proposed budget is prepared with no rate or fee changes related to the Water and Sewer Fund
 - System Development Charges (paid by new customers and developers) will not be changed

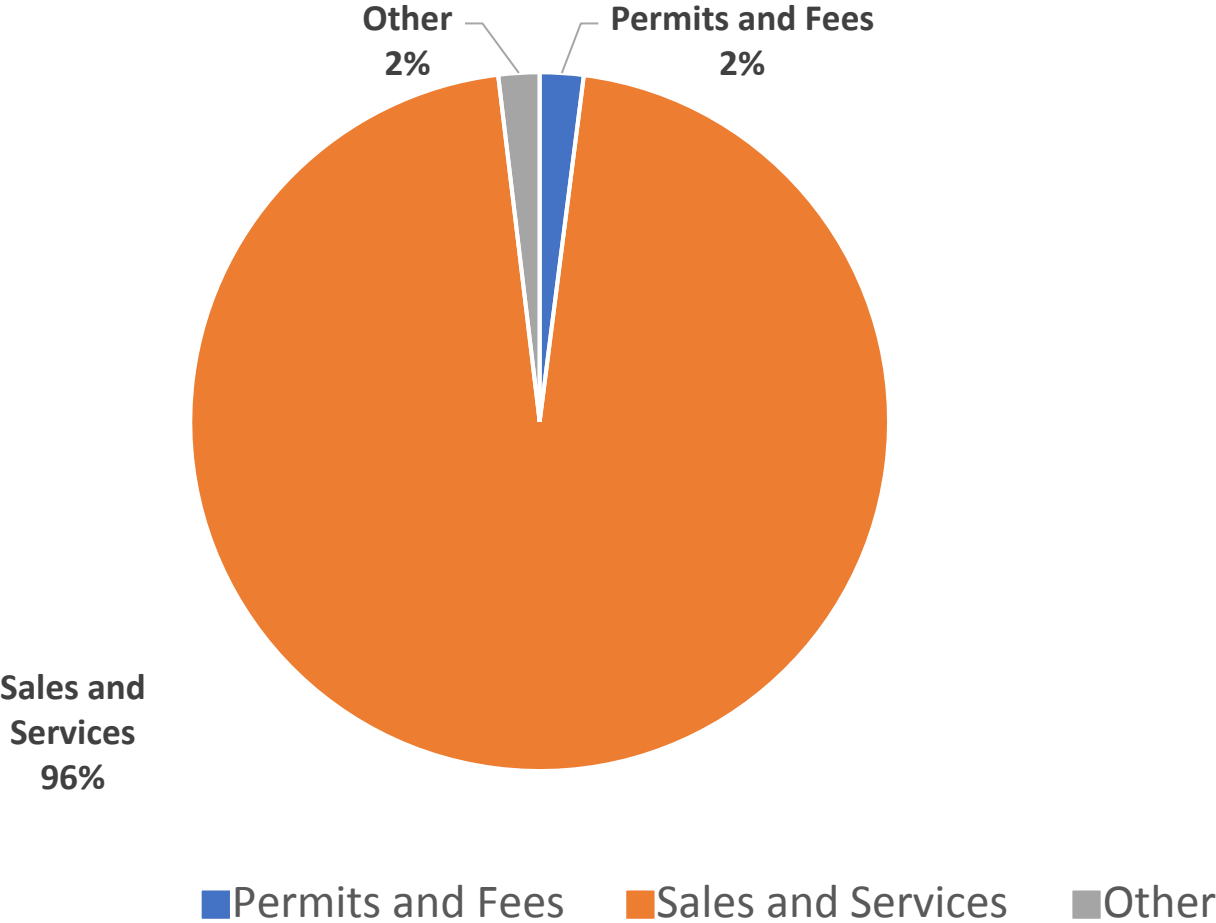
Water and Sewer Fund Overview

- Water and Sewer Fund Major Impacts:
 - Continued increases from service contract costs:
 - City of Concord Water Purchase and WSACC wastewater treatment costs
 - COVID-19 related loss in revenues
 - Unpaid/deferred utility bills, lost interest income, and slower than anticipated new system growth
 - Slower than anticipated residential growth
 - Lower than estimated Sewer Revenues
 - Changes were made to the 10-year Capital Improvement Plan to ensure long-term financial stability
 - Some projects were postponed and/or investment in infrastructure upgrades were reduced
- New Positions Filled:
 - Public Works - Utility System Supervisor (cost-allocated)
 - Public Works – Mechanic Technician (cost-allocated)
 - Public Works – PT Administrative Assistant (cost-allocated)

Water and Sewer Fund Capital Projects

- Infrastructure Improvement Projects
 - Hickory Ridge Elementary School Water Line \$200,000
 - Morehead West & Leatherwood SP Decom. \$2,115,000
 - Britley SP Decommissioning \$861,000
 - Design Costs for future Water Line Improv. \$96,000
 - Water Line upgrades \$1,150,000
 - Francis Haven/Farmington SP Decom. \$600,000
 - Sanitary Sewer upgrades \$750,000
 - Utility Relocation Expense \$60,000
- Vehicles and Equipment: \$163,000
- **Total Capital Budget: \$6,015,000**

Water and Sewer Revenue Sources



Town of Harrisburg, NC
Water and Sewer Fund Financial Model - Draft 2
Fiscal Years 2021 - 2030

		Projected									
	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Revenues											
Operating Revenue	8,368,412	8,868,050	9,644,322	10,025,273	10,893,898	11,313,313	12,283,394	12,744,021	13,825,299	14,329,923	14,852,965
Non-Operating Revenue	27,596	30,000	33,800	43,259	44,978	55,535	57,733	69,502	72,244	85,352	88,719
Transfers In	1,721,540	1,643,500	1,430,513	1,655,513	1,629,275	1,299,275	1,688,807	1,559,807	1,427,627	1,555,127	1,633,256
Total Revenues	10,117,548	10,541,550	11,108,635	11,724,044	12,568,151	12,668,123	14,029,933	14,373,330	15,325,170	15,970,402	16,574,940
Expenses											
Operations	6,884,044	7,519,931	8,026,719	8,087,270	8,670,407	9,138,167	9,566,812	9,853,816	10,149,431	10,453,914	10,767,531
Capital Outlay - Operations	742,590	443,000	200,000	425,000	368,000	38,000	396,000	267,000	102,500	230,000	275,000
Debt Service											
Existing	1,713,000	1,923,200	1,905,742	1,894,193	1,848,441	1,343,133	1,284,416	1,175,847	1,095,627	875,394	870,747
Proposed	-	189,000	446,000	608,000	878,000	1,213,000	1,435,000	1,565,000	1,669,000	1,765,000	1,794,000
Contingency	-	155,893	240,802	242,618	260,112	274,145	287,004	295,614	304,483	313,617	323,026
Total Expenses	9,339,634	10,231,024	10,819,263	11,257,081	12,024,960	12,006,445	12,969,232	13,157,277	13,321,041	13,637,925	14,030,304
Net Income	777,914	310,526	289,372	466,963	543,192	661,678	1,060,702	1,216,052	2,004,130	2,332,478	2,544,636
Transfers Out	569,646	(0)	65,473	403,662	300,976	572,443	883,123	1,123,522	1,908,311	2,278,404	2,443,244
Total Revenues over/under Expenses	208,268	310,526	223,898	63,301	242,216	89,235	177,579	92,530	95,819	54,074	101,391
Total Fund Balance	2,579,113	2,889,640	3,113,538	3,176,839	3,419,054	3,508,290	3,685,868	3,778,398	3,874,218	3,928,292	4,029,683
30% Minimum Fund Balance*	2,579,113	2,889,639	3,113,538	3,176,839	3,419,054	3,508,290	3,685,868	3,778,399	3,874,217	3,928,292	4,029,683
Capital Reserve Fund											
Total available, beginning of year	6,628,318	4,390,693	3,126,692	2,577,799	1,819,793	1,246,417	685,324	883,123	1,502,892	2,791,246	4,115,518
CRF - Investment Earnings	90,000	25,000	15,633	19,333	13,648	12,464	8,567	13,247	22,543	41,869	61,733
Capital need (less debt proceeds)	2,897,271	1,289,000	630,000	1,181,000	888,000	1,146,000	826,000	517,000	642,500	996,000	275,000
Surplus (deficit)	3,821,047	3,126,693	2,512,325	1,416,132	945,441	112,881	(132,109)	379,370	882,935	1,837,115	3,902,251
WSF Transfer to CRF	569,646	(0)	65,473	403,662	300,976	572,443	883,123	1,123,522	1,908,311	2,278,404	2,443,244
Total available, end of year	4,390,693	3,126,692	2,577,799	1,819,793	1,246,417	685,324	751,014	1,502,892	2,791,246	4,115,518	6,345,496
Combined Fund Balance and Cap Reserve	6,969,806	6,016,332	5,691,337	4,996,632	4,665,472	4,193,614	4,436,882	5,281,291	6,665,464	8,043,810	10,375,179

Storm Water Fund

- No rate increase proposed for the Storm Water Fee
- Funds will continue to be used to address problematic areas throughout Town
 - The project referred to as System A, will continue through completion in FY2022
 - A Regional Detention Pond originally planned for FY2020 is also included in the budget, but will be dependent upon new development in the Town Center
- Funds will be allocated to hire a consultant to create a Storm Water Rate Model that will help us understand our opportunities to increase revenue for Storm Water projects
 - Potential considerations would include adopting a tiered rate structure that had a higher rate for properties with more impervious surface area
 - Any consideration of a tiered rate system would need to be adopted by the Town Council before those fee changes go in place

Town of Harrisburg, NC
Storm Water Fund Financial Model - Draft 2
Fiscal Years 2021 - 2030

		Projected									
	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Revenues											
Operating Revenue	650,000	666,600	689,931	713,734	738,001	762,724	787,893	813,500	839,532	865,977	893,256
Non-Operating Revenue	13,800	1,000	780	1,082	1,125	1,462	1,521	1,898	1,974	2,395	2,491
Transfers In	-	-	-	-	290,000	-	-	-	-	-	300,000
Total Revenues	663,800	667,600	690,711	714,815	1,029,125	764,186	789,414	815,398	841,506	868,372	1,195,746
Expenses											
Operations	409,500	495,775	479,748	494,141	539,453	558,624	575,382	592,644	610,423	628,736	647,598
Capital Outlay - Operations	-	-	-	-	290,000	-	-	-	-	-	300,000
Contingency	-	14,873	14,392	14,824	16,184	16,759	17,261	17,779	18,313	18,862	19,428
Total Expenses	409,500	510,648	494,140	508,965	845,637	575,383	592,643	610,423	628,736	647,598	967,026
Net Income	254,300	156,952	196,571	205,851	183,489	188,803	196,771	204,975	212,770	220,775	228,721
Transfers Out	-	136,551	201,379	201,532	169,895	183,053	191,743	199,796	207,436	215,281	223,062
Total Revenues over/under Expenses	254,300	20,401	(4,808)	4,318	13,594	5,751	5,028	5,179	5,334	5,493	5,658
Total Fund Balance	128,332	148,733	143,924	148,242	161,836	167,587	172,615	177,794	183,127	188,621	194,279
30% Minimum Fund Balance*	122,850	148,733	143,924	148,242	161,836	167,587	172,615	177,793	183,127	188,621	194,279
Capital Reserve Fund											
Total available, beginning of year	-	1,275,000	1,350,476	908,607	1,116,955	1,005,227	1,198,331	1,405,054	1,625,926	1,857,751	1,100,898
CRF - Investment Earnings	-	8,925	6,752	6,815	8,377	10,052	14,979	21,076	24,389	27,866	16,513
Capital need (less debt proceeds)	-	70,000	650,000	-	290,000	-	-	-	-	1,000,000	1,300,000
Surplus (deficit)	-	1,213,925	707,228	915,422	835,332	1,015,279	1,213,310	1,426,130	1,650,315	885,617	(182,589)
SWF Transfer to CRF	-	136,551	201,379	201,532	169,895	183,053	191,743	199,796	207,436	215,281	223,062
Total available, end of year	1,275,000	1,350,476	908,607	1,116,955	1,005,227	1,198,331	1,405,054	1,625,926	1,857,751	1,100,898	40,473
Combined Fund Balance and Cap Reserve	1,403,332	1,499,209	1,052,532	1,265,197	1,167,063	1,365,918	1,577,668	1,803,720	2,040,878	1,289,519	234,753

Comparison of Operating Funds

	Operations				Total			
	FY2021	FY2020	\$ DIFF	% DIFF	FY2021	FY2020	\$ DIFF	% DIFF
General Fund								
General Government								
Council	110,030	142,755	(32,725)	-23%	110,030	142,755	(32,725)	-23%
Town Clerk	74,030	71,470	2,560	4%	74,030	71,470	2,560	4%
Administration	287,570	282,460	5,110	2%	416,770	442,860	(26,090)	-6%
Finance	322,374	310,480	11,894	4%	322,374	310,480	11,894	4%
Human Resources	109,805	103,045	6,760	7%	109,805	103,045	6,760	7%
Communications	91,015	94,710	(3,695)	-4%	91,015	217,707	(126,692)	-58%
Information Technology	112,950	105,190	7,760	7%	112,950	166,728	(53,778)	-32%
	1,107,774	1,110,110	(2,336)	0%	1,236,974	1,455,045	(218,071)	-15%
Planning	425,880	566,010	(140,130)	-25%	425,880	566,010	(140,130)	-25%
Economic Development	101,650	136,550	(34,900)	-26%	101,650	136,550	(34,900)	-26%
Engineering	254,315	389,455	(135,140)	-35%	294,315	424,455	(130,140)	-31%
Deputies	1,359,720	1,192,450	167,270	14%	1,607,720	1,362,450	245,270	18%
Fire	4,641,080	4,364,424	276,656	6%	5,719,380	5,384,924	334,456	6%
Environmental Protection	1,728,700	1,604,800	123,900	8%	2,055,700	1,764,800	290,900	16%
Streets	474,700	419,700	55,000	13%	572,200	467,200	105,000	22%
Powell Bill	41,000	28,115	12,885	46%	461,000	563,115	(102,115)	-18%
Parks and Recreation	2,288,665	1,951,000	337,665	17%	3,387,665	2,863,120	524,545	18%
Total	12,423,484	11,762,614	660,870	5.62%	15,862,484	14,987,669	874,815	5.84%
Water and Sewer Fund	7,519,931	6,868,152	651,779	9.49%	10,075,131	9,622,911	452,220	4.70%
Storm Water Fund	495,775	499,112	(3,337)	-0.67%	495,775	499,112	(3,337)	-0.67%
Contingency and Transfers								
General Fund					1,765,416	1,576,745	188,671	12%
Water and Sewer Fund					466,419	2,976,965	(2,510,546)	-84%
Storm Water Fund					1,172,425	296,880	875,545	295%
Total					3,404,260	4,850,590	(1,446,330)	-30%
Total	20,439,190	19,129,878	1,309,312	6.84%	29,837,650	29,960,282	(122,632)	-0.41%

Budget of All Funds

	<u>FY2021</u>	<u>FY2020</u>	<u>Difference</u>
Governmental Funds			
General Fund	17,627,900	19,568,414	(1,940,514)
Capital Reserve Fund - General	1,401,000	4,219,000	(2,818,000)
Capital Reserve Fund - Parks & Recreation	21,000	50,000	(29,000)
Capital Reserve Fund - Economic Development	61,000	77,650	(16,650)
Capital Projects Fund - Public Safety	6,115,000	6,128,103	(13,103)
Capital Projects Fund - Transportation	5,919,000	6,437,000	(518,000)
Capital Projects Fund - Parks & Recreation	10,650,000	11,034,000	(384,000)
Capital Projects Fund - Economic Development	1,750,000	1,750,000	-
Total Governmental Funds	<u>43,544,900</u>	<u>49,264,167</u>	<u>(5,719,267)</u>
Enterprise Funds			
Water & Sewer Funds			
Water & Sewer Fund	10,541,550	12,599,875	(2,058,325)
Capital Reserve Fund - Water & Sewer	1,289,000	2,802,000	(1,513,000)
Capital Reserve Fund - Water & Sewer Expansion	1,200,500	1,497,000	(296,500)
Capital Projects Fund - Water & Sewer Fund	13,039,000	12,748,000	291,000
Total Water and Sewer Funds	<u>26,070,050</u>	<u>29,646,875</u>	<u>(3,576,825)</u>
Storm Water Funds			
Storm Water Fund	1,668,200	795,991	872,209
Capital Reserve Fund - Storm Water	1,166,302	-	1,166,302
Capital Projects Fund - Storm Water	1,970,000	1,200,000	770,000
Total Storm Water Funds	<u>4,804,502</u>	<u>1,995,991</u>	<u>2,808,511</u>
Total	<u>74,419,452</u>	<u>80,907,033</u>	<u>(6,487,581)</u>

Fee Schedule

- The Fee Schedule for the Town will remain consistent with FY2020, with the exception of the following:
 - Addition of an Annexation Fee of \$50 per application
 - Parks & Recreation Fee Adjustments:
 - Addition of a Large Shelter Rental Fee to accommodate the new amenities at Harrisburg Park
 - Addition of an Amphitheater Rental Fee to accommodate the new amenity at Harrisburg Park
 - Addition of Splash Pad fees for Non-residents to accommodate the new amenity at Harrisburg Park

Next Steps

- Now that the Manager's Recommended Budget has been presented, it will be made available to the public on the Town's website
 - If a member of the public wishes to have a copy of the budget, please contact Town Clerk, Janet Rackley at jrackley@harrisburgnc.org or 704-455-0705
- A Public Hearing will be held during the June 8th Town Council Meeting
 - The budget will be presented again during the June meeting, with comment and question opportunity for the public
 - Following the direction of the School of Government, the Town will recess the Public Hearing and re-open the Hearing at a future date (to be decided by Town Council), at which time the public will have an additional opportunity to speak or ask questions
 - The Town Council will not vote on the budget until the completion of the second opportunity for public input

Questions?

Special thanks to the Town Council, Department Managers, and Finance Department for the hard work in preparation of the proposed budget!



TOWN OF HARRISBURG

Agenda Item Details

Title:

Consideration of Approval of a Contract with Timmons Group to prepare Highway 49 Corridor Plan

Presenting Personnel:

Sushil Nepal, Planning & Economic Development Director

Suggested Motion or Action:

If approved:

Motion to approve a contract with Timmons Group to prepare Highway 49 Corridor Plan in the total not-to-exceed amount of \$74,000 and authorize the Town Manager and Town Attorney to finalize the details of the contract.

Description/Background:

In 2018, the Harrisburg Town Council adopted the Harrisburg Area Land Use Plan (HALUP), developed in partnership with Cabarrus County. This plan provides the vision and framework for future development of the Town through 2040 and creates a "Strategic Transportation Plan" with one of the top priorities being the improvement to the appearance of the NC49 Corridor.

The Town is currently in the process of completing the Harrisburg Comprehensive Transportation Plan (CTP) that will provide multi-modal recommendations for the transportation system throughout Town. The goal of the Highway 49 Corridor Plan is to provide solutions and prioritized recommendations for improvements to address access management, safety, streetscape improvements, land use and local policy recommendations to enhance future development and assist the Town in creating a sense of place for the corridor that is unique to the Town. The Town prepared a Request for Qualifications (RFQ) and solicited Statement of Qualifications from firms to assist with the Highway 49 Corridor Plan. Eleven firms submitted their qualifications and submittals were reviewed based on the criteria established in the RFQ, which were as follows:

- Demonstrated experience in creating similar work product, working with a diverse groups of stakeholders and ability to prepare user-friendly documents.
- Qualifications of the firm and personnel (including any subcontractors) to be assigned to this project demonstrating the Consultant's capacity to complete requested services, their experience completing similar projects, including experience with research and analysis related to the scope of work elements.
- Demonstration of overall project understanding and clarity of the proposal and creativity/thoroughness in addressing the project objectives and deliverables outlined in the RFQ.
- Completeness of submitted Proposal and separate Cost Estimate documents along with all elements required by the RFQ and Demonstrated effort to solicit/include Disadvantaged Business Enterprise (DBEs) and Minority Business.
- References to previous similar work, including work performed by all subconsultants.

Based on the qualification statements received, staff is recommending Timmons Group to assist the Town with the preparation of the Highway 49 Corridor Plan with a total cost not-to-exceed \$74,000.

A draft Contract and Scope of Work is included in your packet for your consideration. Staff is requesting Town Council's authorization to finalize the contract and scope of work with Timmons Group, Inc.

Recommendation:

Staff recommends approval of the attached contract with Timmons Group to prepare the Highway 49 Corridor Plan with a total cost not-to-exceed \$74,000.

Fiscal Impact:

The fiscal impact of this project is a one-time expense of \$74,000 funded by a transfer from the Capital Reserve Fund - Economic Development. The FY2020 budget provides \$75,000 for this plan, so this item is coming in \$1,000 under budget.

Attachments:

1. Town of Harrisburg Contract_Hwy49 Corridor Plan
2. Highway 49 Corridor Plan Scope Fee (Attachment A)

AGREEMENT FOR PROFESSIONAL SERVICES

This Agreement for Professional Services ('Agreement'), is entered into by and between the Town of Harrisburg (hereafter, "Town") whose address is 4100 Main Street, Suite 101, Harrisburg NC 28075 and Timmons Group, a Virginia corporation authorized to conduct business in North Carolina whose principal mailing address is 1001 Boulders Parkway, Suite 300, Richmond, VA 23225 (hereafter, "Professional").

RECITALS

WHEREAS, the Town desires to have professional engineering and landscape architecture services to develop a corridor plan for NC Highway 49; and

WHEREAS, Town chose Professional to provide consulting services for Town and Professional desires to provide such services.

NOW THEREFORE, in consideration of the premises and for other good and valuable consideration, the receipt of which is acknowledged, the parties agree as follows:

ARTICLE 1 EFFECTIVE DATE AND SCOPE OF SERVICES

1.1 The Recitals are incorporated into Agreement. This Agreement shall be effective upon execution by both parties ('Effective Date'). The Term of this Agreement shall terminate June 7, 2021 unless extended by mutual agreement of both parties.

1.2 This Agreement is for engineering, landscape architecture and related services to be provided by Professional with respect to the Project known as the **Highway 49 Corridor Study, located in the Town of Harrisburg, North Carolina**. Professional shall provide all services including reports and other deliverables as described herein and in Attachment A, attached hereto and incorporated herein by reference ('Basic Services'). Professional shall also provide Additional Services as may from time-to-time be agreed upon by written amendment to this Agreement ('Written Amendment'). Basic Services and Additional Services are collectively referred to as 'Professional Services' or 'Services.'

1.3 Basic Services shall commence after Effective Date and shall be performed in accordance with any schedule contained in Agreement (sometimes 'Milestone Dates').

1.4 Professional represents and agrees that now and continuing for the term of Agreement, Professional:

- a. is experienced, qualified, skilled and fully capable of performing Services in a competent and professional manner;
- b. shall exercise reasonable care and diligence, and shall act in the best interest of Town;
- c. shall act in accordance with generally accepted standards of Professional's practice applicable to the locality; and shall comply with all applicable federal, state and local laws, ordinances, codes, rules and regulations (collectively 'Laws and Regulations');

- d. is qualified to do business in North Carolina and will make all necessary filings and perform other actions required to remain in good standing with the North Carolina Secretary of State, and possesses all necessary qualifications, licenses and certifications;
- e. shall perform in a timely manner and in accordance with all schedules required under this Agreement, time being of the essence, and
- f. the individual(s) signing Agreement have the right and power to do so and bind Professional to the obligations set forth herein and such individuals do so personally warrant that they have such authority.

ARTICLE 2 RESPONSIBILITIES OF PROFESSIONAL

2.1 Standard of Care

2.1.1 Professional shall assure that all drawings, specifications, plans, surveys, reports, technical memoranda, testing protocol, designs, electronic databases and other documents and all deliverables ('Documents and Deliverables') prepared by Professional are in accordance with all Laws and Regulations.

2.1.2 Professional shall be responsible for all errors or omissions in Documents and Deliverables and shall correct at no additional cost to Town any and all errors, omissions, discrepancies, ambiguities, mistakes or conflicts in the Documents and Deliverables. Professional shall reimburse Town for the aggregate cost to Town for all errors and omissions of Professional.

2.1.3 In addition to any other damages that might be due to Town hereunder in connection with the breach of this Agreement by Professional, Professional shall reimburse Town for costs, damages and expenses that are the result of errors, omissions or delays of Professional, including those of Professional's subcontractors.

2.1.4 Professional shall expedite and accelerate its efforts as necessary to perform in accordance with this Agreement at no additional cost to Town, if Town reasonably determines that Professional is behind schedule.

2.2 Key Personnel and Subcontractors. No changes in Professional's personnel or subcontractors shall be permitted except with the prior written consent of Town, which consent shall not be unreasonably withheld. Such replacement personnel and subcontractors shall have the same or higher qualifications and experience as those being substituted. If Professional provides any Services through the use of subcontractors, Professional shall be solely responsible for all aspects of subcontractor(s) conduct and performance. Additionally, Professional's contracts with subcontractor(s) shall include a provision that, in the event this Agreement is terminated for cause by Town, Town may take assignment of such contract of Professional with their subcontractor.

2.3 Taxes, Permits and Licenses. Unless otherwise provided, Professional is responsible for all applicable taxes and license fees and shall acquire all licenses and permits required by Laws and Regulations.

ARTICLE 3 COMPENSATION FOR SERVICES

3.1 Compensation for Basic Services.

The Total Fixed Fee for Basic Services, which is a 'total' fee that includes all costs and expenses, is **seventy-four thousand dollars, \$74,000.00** unless changed by a duly authorized amendment. As set forth in Attachment A, Basic Services have been divided into 'phases' or 'tasks.' The Total Fixed Fee for each phase or task is as set forth in Attachment A.

Professional shall submit monthly to Town an Invoice for Services performed the previous month. The Invoice shall be in a form acceptable to Town and shall show all Services performed the previous month and the payment requested for those Services. The requested payment shall not exceed the ratio to the Total Fee for that phase or task that the completed Services bear to all the Basic Services required for that specific phase or task.

Payments will be made by Town within thirty (30) calendar days of receipt of an acceptable invoice. In the event Town finds any part of an invoice not to be acceptable, it shall identify to the Professional the part or parts which are not acceptable and shall pay the part or parts of the invoice which are acceptable, if any. The Town shall have the right to deduct from payments to the Professional any costs or damages incurred, or which may be incurred, by Town as a result of the Professional's failure to perform on any phase or task, following reasonable notice and opportunity to cure such nonperformance by Professional.

3.2 Compensation for Additional Services. Additional Services shall be as set forth in Written Amendment. Payments for Additional Services that have been properly approved and satisfactorily completed will be made by Town within thirty (30) calendar days of receipt of an invoice that is in form and substance acceptable to Town. In the event the Town finds any part of an invoice not to be acceptable, it shall identify to the Professional the part or parts which are not acceptable and shall pay the part or parts of the invoice which are acceptable, if any. Town shall have the right to deduct from payments to Professional any costs or damages incurred, or which may be incurred, by Town as a result of Professional's failure to perform any Service, following reasonable notice and opportunity to cure such nonperformance by Professional.

3.3 Reimbursable Expenses. There are no reimbursable expenses (beyond those already included in the Total Fixed Fee) authorized under this Agreement.

3.4 Accounting Records and Other Records. Accounting records of Professional's compensation for Services and Additional Services shall be maintained by Professional in accordance with generally accepted accounting practices and shall be available for inspection and copying by Town at mutually convenient times for a period of three (3) years after termination of this Agreement.

ARTICLE 4 RESPONSIBILITIES OF TOWN

4.1 Cooperation and Coordination. The Town shall designate, in writing, a person to act as Project Manager who shall coordinate the project work and who shall be available during working hours as often as may be reasonably required to render decisions and to furnish information necessary for completion of the Project. Furthermore, Town shall examine documents submitted by Professional

and shall make reasonable efforts to render timely decisions pertaining thereto so as not to unduly delay the orderly progress of Professional's Services.

ARTICLE 5 INSURANCE

5.1 Insurance. Professional shall purchase and maintain on a primary basis and at its sole expense during the term and for three years after the termination of this Contract insurance for the following: protection from claims under Worker's or Workmen's Compensation Acts covering claims arising out of or related to bodily injury, including bodily injury, sickness, disease or death of any of Professional's employees or subcontractors; Commercial General Liability Insurance, including contractual liability and covering bodily injury, property damage, products and completed operations and personal injury; Commercial Automobile Liability Insurance, including owned, hired and non-owned vehicles, if any, covering bodily injury and property damage; and Professional Liability/Errors & Omissions Insurance (if applicable) covering claims arising out of or related to Professional's performance under this Contract.

Unless otherwise specified on Attachment 1, minimum limits of insurance coverage are:

General Liability	\$1,000,000 per occurrence/\$2,000,000 aggregate
Commercial Automobile Liability	\$1,000,000 CSL
Commercial Umbrella/Excess Liability	\$1,000,000 per occurrence
Workers Compensation	Statutory Limits
Employer's Liability	\$500,000 each accident
Professional Liability	\$1,000,000 per claim

The Professional may satisfy the insurance limits above with a combination of primary and umbrella/excess liability insurance policies. Umbrella/Excess liability shall follow form as to each of the underlying policies. Any available insurance proceeds in excess of or broader than the specified minimum limits of insurance and coverage shall be available to the Town.

The insurance policies are to contain, or be endorsed to contain, the following provisions:

Insurers

The minimum insurance ratings for any company insuring the Professional shall be Best's A-. Should the ratings of any insurance carrier fall below the minimum rating, the Town may, at its option, require the Professional to purchase insurance from a company whose rating meets the minimum standard. Professional's insurance carrier(s) shall be authorized to do business in the state of North Carolina. If Professional is unable to find an authorized carrier for any line of insurance coverage, Professional shall notify Town in writing.

Additional Insured Status

All insurance policies (except Workers Compensation and Professional Liability) shall name the Town, its elected officials, officers, employees and volunteers as an additional insured.

Notice of Cancellation

Each policy shall provide that the Town shall receive not less than thirty (30) days prior written notice, when available, of any cancellation or non-renewal of coverage of any of the policies. Upon

notice of such cancellation, non-renewal or if a policy's limits are exhausted, Professional shall procure substitute insurance so as to assure Town that the minimum limits of coverage are maintained continuously throughout the periods specified herein.

Primary

Professional's insurance coverage shall be primary for any claims related to this agreement.

Waiver of Subrogation

The insurer shall have no right of recovery or subrogation against Town, its agents or agencies, it being the intention of the parties that the insurance policies shall protect Town and be primary coverage for any and all losses covered by the policies.

Verification of Coverage

A certificate of insurance and all endorsements required shall be provided at, or prior to, execution of this Contract. The Town's review or acceptance of certificates of insurance shall neither relieve Professional of any requirement to provide the specific insurance coverage set forth herein nor shall it constitute a waiver or acknowledgement of satisfaction of the specific insurance requirements set forth in this Contract.

Certificate Holder address should read: Town of Harrisburg
 PO Box 100
 4100 Main St, Suite 101
 Harrisburg, NC 28075

Special Risks or Circumstances

The Town reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

ARTICLE 6 DAMAGES AND REMEDIES

6.1 Services, Reimbursement and Deductions.

6.1.1 Professional shall reimburse Town for costs, damages and expenses, including reasonable attorney's fees and expert's fees incurred by Town if such costs, damages and expenses are the result of any error, omission or delay of, or failure by Professional to perform as required by Agreement.

6.1.2 In addition to any other remedies available to Town, Town shall have the right to deduct from payments to the Professional any costs, damages and expenses, including reasonable attorney's fees, that have been or may be incurred by Town as a result of Professional's failure to perform as required by Agreement.

6.2 Indemnities.

6.2.1 General Indemnity. To the fullest extent permitted by Laws and Regulations, Professional shall indemnify and hold Town, its officers and employees, harmless from and against all claims,

costs, charges, civil penalties, fines, losses, liabilities and damages (including but not limited to reasonable professionals' fees and charges and all court or other dispute resolution costs), by whomsoever brought or alleged, arising out of, resulting from, or in connection with (a) any breach by Professional of any term or condition of this Agreement or Written Amendment, (b) any breach or violation by Professional of any applicable Law or Regulation, or (c) any other cause resulting from any act or failure to act by Professional under this Agreement or Written Amendment, but only to the extent caused by any negligence or omission of Professional. This indemnification shall survive the termination of this Agreement.

6.2.2 Intellectual Property Indemnity. To the fullest extent permitted by Laws and Regulations, Professional shall indemnify and hold Town, its officers and employees harmless from and against all claims, costs, charges, civil penalties, fines, losses, liabilities and damages (including but not limited to all professionals' fees and charges and all court or arbitration or other dispute resolution costs), by whomsoever brought or alleged, arising out of or related to infringement of patent rights, copyrights, or other intellectual property rights, except with respect to designs, processes or products of a particular manufacturer expressly required by the Town in writing. If Professional has reason to believe the use of a required design, process or product is an infringement of a patent, copyright or other intellectual property, the Professional shall be responsible for such loss unless such information is promptly given to the Town.

6.3 Non-Exclusivity of Remedies/No Waiver of Remedies. A party's selection of one or more remedies for breach of this Agreement shall not limit that party's right to invoke any other remedy available under this Agreement or by law. No delay, omission or forbearance to exercise any right, power or remedy accruing to a party shall impair any such right, power or remedy or shall be construed to be a waiver of any breach hereof or default hereunder. Every such right, power or remedy may be exercised from time-to-time and as often as deemed expedient.

6.4 Waiver of Damages. Professional shall not be entitled to, and hereby waives any monetary claims for, or damages arising from or related to, lost profits, lost business opportunities, unabsorbed overhead or any consequential damages.

ARTICLE 7 AMENDMENTS TO AGREEMENT

7.1 Changes in the Basic Services. Changes in the Basic Services and entitlement to additional compensation or a change in duration or any other term of this Agreement shall be made only by a Written Amendment executed by both parties. Town may, without invalidating Agreement, make written changes in Services by preparing and executing a Written Amendment for review and execution by Professional. Within three (3) days of receipt of such Written Amendment, Professional shall notify Town in writing of any change contained therein that Professional believes significantly increases or decreases Services and request an adjustment in compensation with respect thereto. If Written Amendment significantly increases or decreases Services, the compensation may be equitably adjusted.

ARTICLE 8 TERMINATION AND SUSPENSION

8.1 Termination for Convenience of Town. This Agreement may be terminated without cause by Town and for its convenience upon ten (10) days written notice to Professional.

8.2 Other Termination. After ten (10) days written notice to the other party of its material breach of the Agreement, this Agreement may be terminated by the noticing party, provided that the other party has not taken all reasonable actions to remedy the breach.

8.3 Compensation After Termination.

8.3.1 In the event of termination for the convenience of Town, Professional shall be paid that portion of its fees and expenses that it has earned to the date of termination, plus five percent (5%) of its Compensation for Basic Services earned to date or of its unearned Compensation for Basic Services, whichever is less, less any costs or expenses incurred or anticipated to be incurred by Town due to errors or omissions of Professional. Upon receiving notice of termination, Professional shall immediately terminate any ongoing Services it is to provide hereunder.

8.3.2 In the event of termination by reason of a material breach of the Agreement by Town, Professional shall be entitled to the same compensation as it would have received had Town terminated the Agreement for convenience, and Professional expressly agrees that said compensation is fair and appropriate as liquidated damages for any and all costs and damages it might incur as a result of such termination.

8.3.3 In the event of termination by reason of a material breach of the Agreement by Professional, Professional shall be paid that portion of its fees and expenses that it has earned to the date of termination, less any costs or expenses incurred or anticipated to be incurred by Town due to errors or omissions of Professional or by reason of Professional's breach of this Agreement.

8.3.4 Should this Agreement be terminated for any reason, Town shall nevertheless have the right to require Professional to (a) turn over to Town all finished or unfinished Documents and Deliverables and (b) expend such additional effort as may be necessary to provide to the Town professionally certified and sealed reports and such other information and materials as may have been accumulated by Professional in the performance of this Agreement, whether completed or in process. If Professional provides such certified and sealed information as outlined above, Professional shall be compensated in accordance with this Agreement.

8.4 Survival. Termination of this Agreement, for whatever reason, shall not terminate a party's representations and warranties nor nullify any indemnity hereunder.

8.5 Suspension

8.5.1 Town may order Professional in writing to suspend, delay or interrupt all or any part of the Services for the convenience of Town.

8.5.2 In the event Professional believes that any suspension, delay or interruption of the Services

ordered by Town may require an extension of the duration of Basic Services or an increase in the level of staffing by Professional, it shall so notify Town and propose an amendment to Agreement, which shall be effective only upon the written approval of Town. In the event the duration of Basic Services is extended or shortened or the level of staffing by Professional is increased or decreased, the Compensation for Basic Services may be equitably adjusted by Written Amendment.

8.53 A suspension, delay or interruption of the Services shall not terminate this Agreement; provided, however, that if such suspension, delay or interruption causes a suspension of Services for a period exceeding ninety (90) days, the Compensation for Basic Services may be equitably adjusted by Written Amendment.

ARTICLE 9 OWNERSHIP OF DOCUMENTS AND DELIVERABLES

9.1 Ownership of Documents and Deliverables. Town shall be granted, at no additional cost, ownership of all drawings, specifications, plans, surveys, reports, technical memoranda, testing protocol, designs, electronic databases and other documents or instruments identified as ‘deliverables’ herein or which, by their nature, are designed to be delivered to Town under this Agreement. Professional shall turn over to Town in good unaltered condition, reproduces as described in Section 10.8 of all Deliverables prior to final payment, if not delivered earlier hereunder, or within seven (7) days after termination if this Agreement is terminated for any reason. Professional may retain one set of Deliverables for its records.

9.2 Termination. In the event of termination, for whatever reason, should Town use drawings or other Documents or Deliverables for completion of the Project, Town shall, to the extent allowed by law and covered by insurance, indemnify and hold Professional harmless from and against any cost, expense, damage or claim arising out of the loss of life, personal injury or damage to tangible property occasioned wholly or in part by any act or omission by Town or a Professional in connection with Town’s improper use (or misuse) of Documents and Deliverables.

9.3 Other Projects. Documents and Deliverables may be used by Town for any reason not related to this Project without additional compensation to the Professional. Such use of Documents and Deliverables by Town for other projects shall be at the full risk of Town and Town shall indemnify and hold Professional harmless, to the extent allowed by law and covered by insurance, from and against any costs, expense, damage or claim arising out of the loss of life, personal injury or damage to tangible property occasioned wholly or in part by any act or omission by Town, its agents or employees, in connection with Town’s improper use (or misuse) of Documents and Deliverables.

ARTICLE 10 ADDITIONAL PROVISIONS

10.1 Dissemination of Information. Town takes efforts to assure that accurate information about the Town is disseminated such that neither the public trust nor the public’s perception of Town impartiality is compromised. Professional, mindful of those efforts, agrees that it shall not publicly disseminate any information concerning Services without prior approval of Town. Any approval by Town may be given with certain stipulations, such as Town’s participation in the creation of the

public product or Town's review and the option to refuse ultimate release of the final product should it fail to meet the Town's standards and goals. Publicly disseminate means but is not limited to electronic, video, audio, photographic or hard copy materials serving as, in whole or part, advertising, sales promotion, professional papers or presentations, news releases, articles, or other media products, and/or Professional's business collateral pieces. Notwithstanding the foregoing, the parties agree that Professional may list Town as a reference in response to requests for proposal and may identify the Town as a customer in presentations to potential customers.

102 Limited Assignment/Delegation. This Agreement shall bind Professional and its successors and permitted assigns. Professional shall not assign or transfer its rights or interest in Agreement (including the right to payment), nor shall Professional delegate its duties under Agreement, without the Town's written consent, which the Town may grant or withhold in its sole discretion. The Town's consent shall not release Professional of any obligation under Agreement and Professional and permitted assigns shall be subject to all of Town's defenses. Any attempt to assign Agreement without the prior written approval of Town shall be void. If Professional utilizes approved subcontractors, Professional shall be responsible for the scheduling, completeness, quality, accuracy and timeliness of all their work. Town has the right to request that any subcontractor be replaced due to unsatisfactory performance.

103 Governing Law. The parties acknowledge Agreement is a "business contract" subject to the provisions of N.C.G.S. Chapter 1G and agree that Agreement and the rights and duties of the Parties shall be governed by the laws of the State of North Carolina, without regards to conflict of laws provisions. The Parties further agree that any dispute arising from Agreement shall be litigated in the courts of the State of North Carolina and any and all suits or actions related to Agreement shall be brought exclusively in Wake County, North Carolina. Service of process may be effected by delivery by any method permitted under the N.C. Rules of Civil Procedure on the office or individual specified in Paragraph 10.9 'Notice' or on any officer of the Contractor.

104 Dispute Resolution. No services shall be delayed or postponed pending the resolution of any dispute unless Town otherwise agrees in writing. Any and all suits or actions to enforce, interpret or seek damages with respect to any provision of, or the performance or non-performance of, this Agreement shall be brought exclusively in the General Court of Justice of North Carolina sitting in Wake County, North Carolina and it is agreed by the parties that no other court shall have jurisdiction or venue with respect to such suits or actions. If and to the extent the project is subject to the dispute resolution requirement of N.C.G.S. 143-128(f1), then Professional shall participate in the Town's dispute resolution process which shall be considered part of Basic Services unless specifically agreed otherwise herein.

105 Entire Agreement; Amendments to Agreement. This Agreement represents the entire and integrated agreement between the Parties and supersedes all prior negotiations, representations, or agreements, either written or oral, including clickthrough agreements, clickwrap agreements, clickwrap licenses, or similar non-reciprocal agreements (collectively, "clickthrough agreement"). Agreement may be amended only by written amendment signed by both parties. Neither party may amend, or seek to amend, this Agreement by clickthrough agreement.

106 Severability. If any provision of this Agreement is held as a matter of law to be

107 Protocol for Documents and Deliverables. Professional shall provide all Documents and Deliverables in electronic form to the Town in read-only MS-Windows compatible format (including either screen readable .pdf or HTML formats). All drawings shall be CAD generated and shall be provided on electronic media downloadable onto an AutoCAD based system. In order to meet US Justice Department standards for Internet accessibility, all Deliverables (draft and final) intended for presentation on the Town of Harrisburg's Web site must be provided in a manner and format compatible, consistent, and in compliance with all Town technology standards. Such material must be provided in screen readable PDF or HTML versions, be screen-reader friendly and contain alternate text tags of no more than 34 characters. In the event that Professional notices any errors in electronic data provided to the Town under this Agreement, Professional shall immediately notify Town, and if Professional provided such electronic data, Professional shall immediately replace same with correct versions thereof.

The notice address for the Town shall be:

Town of Harrisburg
PO Box 100
4100 Main St, Suite 101
Harrisburg, NC 28075

109 Gifts and Favors. Professional shall become aware of and comply with laws related to gifts
and favors, conflicts of interest and the like, including G.S. §14-234, G.S. §133-1, and G.S. §133-
32.

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of Town. No extension to any “Milestone Date” or completion date will be granted for replacement of such personnel or subcontractors.

10.11 Public Records. Professional acknowledges that records made or received in connection with the transaction of public business are public records and subject to public records requests. Town may provide copies of such records, including copyrighted records, in response to public record requests, except that, upon request of and indemnification by Professional, the Town will not disclose records that meet all of the requirements of a trade secret as set forth in N.C.G.S. 66-152, that are specifically designated as a “trade secret” or “confidential” at the time of initial disclosure by contractor, and that are otherwise entitled to protection under N.C.G.S. 132-1.2(1). Professional shall make Town aware of any public records requests made in regard to Services or this Agreement.

10.12 Resolving Discrepancies. Except as otherwise stated in Agreement, the provisions of Agreement take precedence in resolving any conflict, error, ambiguity or discrepancy between the provisions of the Agreement and the Attachments and the provisions of any standard, specification, manual, code or instruction of any technical society, organization or association (collectively ‘Other Standards’), provided that if any of the Other Standards impose a more stringent standard or obligation upon Professional than in the Agreement, the Other Standard shall take precedence in resolving any conflict, error, ambiguity or discrepancy between the provisions of this Agreement and the Other Standard.

10.13 Electronic Version of Agreement. Town may convert a signed original of this Agreement to an electronic record pursuant to an approved North Carolina procedure and process for converting paper records to electronic records for record retention purposes. Such electronic record of this Agreement shall be deemed for all purposes to be an original signed Agreement.

10.14 Verification of Work Authorization. Professional, and all subcontractors, shall comply with Article 2, Chapter 64, of the North Carolina General Statutes.

10.15 No Third-Party Beneficiaries. There are no third-party beneficiaries to Agreement.

10.16 Nondiscrimination. Neither party shall discriminate on any prohibited basis. Professional shall comply with the Americans with Disabilities Act of 1990 (“ADA”).

10.17 Pre-Audit Requirement. This Agreement has not been fully executed and is not effective until the Preaudit Certificate (if required by NCGS 159-28) has been affixed and signed by the Town of Harrisburg finance officer or deputy finance officer.

10.18 Performance of Government Functions. Nothing contained in this Agreement shall be deemed or construed so as to restrict or inhibit the Town’s police powers or regulatory authority.

10.19 Principles of Interpretation and Definitions. In this Agreement, unless the context requires otherwise: (1) The singular includes the plural and the plural the singular. The pronouns “it” and “its” include the masculine and feminine. (2) References to statutes or regulations include all statutory or regulatory provisions consolidating, amending, or replacing the statute or regulation.

References to contracts and agreements shall be deemed to include all amendments to them. The words “include,” “including,” etc. mean include, including, etc. without limitation. (3) References to a “Section” or “section” or “paragraph” shall mean a section or paragraph of this Agreement. (4) “Contract” and “Agreement,” whether or not capitalized, refer to this instrument. (5) Titles of sections, paragraphs, and articles are for convenience only, and shall not be construed to affect the meaning of this Agreement. (6) “Duties” includes obligations. (7) The word “person” includes natural persons, firms, companies, associations, partnerships, trusts, corporations, governmental agencies and units, and other legal entities. (8) The word “shall” is mandatory. (9) The word “day” means calendar day. (10) Normal business hours means Monday through Friday from 8:00a.m. until 5:00p.m. Eastern Standard Time.

1020 Further Assurances. Professional agrees that it will cooperate with Town and will execute and deliver, or cause to be delivered, all such other instruments, and will take all such other actions, as Town may reasonably request from time to time in order to effectuate the provisions and purposes of Agreement.

1021 No Waiver of Sovereign or Qualified Immunity. Nothing in this Agreement shall be construed to mandate purchase of insurance by Town pursuant to N.C.G.S. 160A-485 or to in any way waive Town's defense of sovereign or governmental immunity from any cause of action alleged or brought against any Party for any reason if otherwise available as a matter of law. No officer, agent or employee of Town shall be subject to any personal liability by reason of the execution of this Agreement or any other documents related to the transactions contemplated hereby. Such officers, agents, or employees shall be deemed to execute this Agreement in their official capacities only, and not in their individual capacities. This section shall not relieve any such officer, agent or employee from the performance of any official duty provided by law.

IN WITNESS WHEREOF, Professional and Town, being duly authorized, have caused these presents to be signed in their names as of the day and year written below.

TIMMONS GROUP, INC.

TOWN OF HARRISBURG

Paul R. Trapp, Jr.
Principal – Director of Infrastructure Services

Haynes M. Brigman
Town Manager

Date: _____

Date: _____

**Attachment A – Fee Proposal/Scope of Services
(Separate Document)**



610 East Morehead Street
Suite 250
Charlotte, NC 28292

P 704.602.8600
F 704.376.1076
www.timmons.com

Attachment A
Fee Proposal and Scope of Services
Highway 49 Corridor Plan
Town of Harrisburg, NC

As described in the Town's Request for Qualifications dated April 17, 2020 the project involves developing a Corridor Plan for North Carolina Highway 49 along the existing 4.6-mile north-south route within the Town. This Corridor Plan will serve as a guide for Town officials, residents, property owners and developers in making sound land use, infrastructure, design and development decisions along the corridor. Timmons Group's services shall include:

Scope of Work

1. Data collection and analyses
 - a. Coordinate with Town's Project Manager and conduct site visit
 - b. Meet with members of Town staff to discuss project development and communication channels
 - c. Review and analysis of existing data, including the Comprehensive Transportation Plan (CTP) developed by others (adoption anticipated in July 2020)
 - d. Review the Town's utility ordinance and prepare an inventory of known overhead and underground utilities within the corridor
 - e. Develop base mapping for the corridor plan, assumed to be GIS/aerial photography supplemented by field annotations

Task 1 Fee **\$12,000**

2. Development of project alternatives
 - a. Interview stakeholders to gain insight on what is important to them
 - b. Review other infrastructure elements within the corridor (including utilities)
 - c. Develop up to three (3) alternatives of various cross-sectional treatments for the corridor
 - d. Prepare conceptual corridor visualization (showing before and after scenarios)
 - e. Develop planning level cost estimates of up to three (3) project alternatives, including order-of-magnitude costs for undergrounding of various utilities
 - f. Develop a comparison matrix of specific components of each alternative
 - g. Coordinate with NCDOT District office staff
 - h. Conduct first public input meeting (to share ideas and concepts) in conjunction with a joint Planning Board/Town Council workshop
 - i. Discuss the results of the public input meeting with Town Project Manager and agree upon which one (1) alternative moves forward to conceptual/functional design

Task 2 Fee **\$30,000**

3. Development of feasibility analysis
 - a. Develop typical sections (before/after renderings) for specific areas of the corridor
 - b. Develop functional plan(s) for the corridor
 - c. Research and provide recommendations on potential funding sources/strategies
 - d. Work with Town Project Manager to develop implementation plan
 - e. Prepare recommendations for short-term, mid-term, and long-term implementation options
 - f. Conduct second public input meeting/workshop

Task 3 Fee **\$10,000**



610 East Morehead Street
Suite 250
Charlotte, NC 28292

P 704.602.8600
F 704.376.1076
www.timmons.com

4. Development of supportive land use and policy recommendations
 - a. Review current land use plan
 - b. Interview Town staff on trends in land use
 - c. Make recommendations to Town

Task 4 Fee **\$12,000**

5. Meetings and Final Report
 - a. Prepare for and present at two public involvement meetings
 - b. Prepare aerial plan board and two street view visualization boards for each meeting
 - c. Attend and present at one joint Planning Board/Town Council workshop
 - d. Attend and present at one Town Council meeting (for plan adoption)
 - e. The Timmons Group team will work with the Town to produce a draft and final Corridor Plan including all the items described above. The draft and final documents will be concise and graphics-intensive and will clearly communicate the vision for the Highway 49 Corridor in a user-friendly manner, understandable to a range of audiences. The draft report will be circulated for review by the Town Project Manager and Timmons Group will incorporate all reasonable revisions into the final document (to be provided in PDF format).

Task 5 Fee **\$10,000**

Total "Not-To-Exceed" Fee **\$74,000**

Exclusions/Optional Items

The total fee described above does not include:

- Surveying and Mapping
- Environmental Due Diligence or Permitting
- Geotechnical Investigations
- Traffic Studies or Traffic Data Collection
- Traffic Signal Design
- Detailed Roadway or Drainage Design
- Detailed Utility Locating or Design
- Lighting or Irrigation Design
- Right of Way or Easement Appraisals
- Construction Plans or Bid Documents
- Construction Phase Services

Timmons Group would be pleased to provide these additional services to the Town if required.

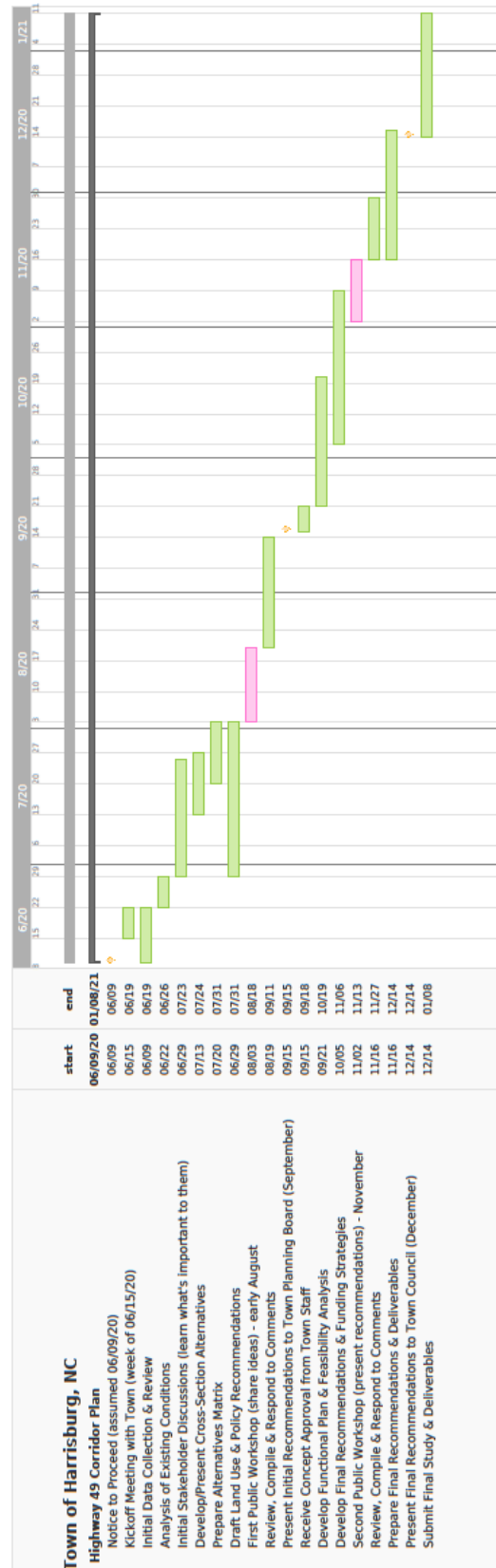
Schedule

Based on a Notice to Proceed on or before June 9, 2020, Timmons Group will complete the services described above not later than January 8, 2021. Please see the schedule on the following page for further details.



610 East Morehead Street
Suite 250
Charlotte, NC 28292

P 704.602.8600
F 704.376.1076
www.timmons.com





TOWN OF HARRISBURG

Agenda Item Details

Title:

Consideration of Appointment of Harrisburg Resident to the Unified Development Ordinance (UDO) Steering Committee

Presenting Personnel:

Sushil Nepal, Planning & Economic Development Director

Suggested Motion or Action:

To appoint a Harrisburg resident representative and alternate to the UDO Steering Committee.

Description/Background:

Harrisburg Town Council will review and appoint a resident and an alternate (when that person is unavailable) to the Unified Development Ordinance (UDO) Steering Committee. Members of the Committee will help guide the process of the upcoming update to Harrisburg's UDO to align with the Harrisburg Area Land Use Plan (HALUP), and also to modernize the language and make other revisions required by North Carolina State Statute(s).

The goal is to have diverse group of representation on the Committee to provide feedback during the process, below is the makeup of the UDO Steering Committee:

Harrisburg Town Council Representative

Harrisburg Resident Representative (To be appointed by Council at June 8th meeting)

Harrisburg Planning Board Representative

Harrisburg Park and Rec Board Representative

Cabarrus County Planning Staff Representative

Cabarrus County Planning and Zoning Board Representative

Harrisburg Business Alliance Representative

Cabarrus County School Representative

Real Estate and Building Coalition (REBIC) Representative

Land Use Attorney Representative

Harrisburg Planning Staff

A call for resident representative applications was posted on the Town's website and social media accounts on May 21, 2020. Applications from interested individuals are to be accepted until June 4, 2020. As of the agenda deadline, three applications have been submitted. Once all applications have been received by the deadline, staff will make them all available to Council for their consideration.

Recommendation:

Staff recommends Town Council review the applications and make a primary and an alternate appointment to the UDO Steering Committee.

Fiscal Impact:

None

Attachments:

1. UDO Steering Committee Applications (7)



4100 Main Street, Suite 101, PO Box 100, Harrisburg, NC 28075
t 704-455-5614 f 704-455-1206
harrisburgnc.org facebook.com/harrisburgnc

RESIDENT APPLICATION FOR THE UNIFIED DEVELOPMENT ORDINANCE STEERING COMMITTEE

Overview: Harrisburg Town Council will review and appoint a resident and an alternate (when that person is unavailable) to the Unified Development Ordinance (UDO) Steering Committee. Members of the Committee will help guide the process of the upcoming update to Harrisburg's UDO to align with the Harrisburg Area Land Use Plan (HALUP), and also to modernize the language and make other revisions required by North Carolina State Statute(s).

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snepal@harrisburgnc.org

ATTN: Sushil Nepal
Harrisburg Town Hall
4100 Main Street, Suite 101
Harrisburg, NC 28075

Name Jay Rhodes

Home Address 5233 Rocky River Crossing Rd.

Phone Number 704-641-4547

Email Address jay.rhodesaia1993@gmail.com

Occupation Architect

Employer Mecklenburg County Government

I attest that the information I have submitted is true and accurate.

Signature Jay Rhodes
Digitally signed by Jay Rhodes
Date: 2020.05.27 08:15:17
+04'00'

Date _____

1. Why do you want to serve on the UDO Steering Committee? *(use additional pages if necessary)*

1.To ensure future development is balanced with Harrisburg's small town character.
2. To ensure future development is aligned and consistent with Cabarrus County's vision.
3. To simplify the development process while maintaining appropriate regulations.
4. To make a meaningful contribution and meet new people in my community.

2. Do you have any experience with the development, implementation, or use of local zoning and development ordinances? Yes ☒ No ☐
(if so, please elaborate)

As an architect, I am familiar with zoning codes, building codes, and the development process. This includes submitting and presenting designs to local zoning authorities. In addition, I had the opportunity to work with Concord's UDO while designing several buildings in the area.

3. Do you own a business in Harrisburg? Yes ☒ No ☐

4. How long have you lived in Harrisburg? 1.5 yrs.

5. Are you willing to attend meetings after 6:00pm serving the Town of Harrisburg?

Yes ☒ No ☐

6. If you were selecting persons to serve on the Committee, what would be the three most important criteria for a candidate? *(use additional pages if necessary)*

a. Must have a working knowledge of zoning regulations and/or the development process.

b. Willingness to collaborate and hear other points of view.

c. Committed to Harrisburg and the UDO process.



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snepal@harrisburgnc.org

ATTN: Sushil Nepal
Harrisburg Town Hall
4100 Main Street, Suite 101
Harrisburg, NC 28075

Wendell Fant

4343 Oldstone Dr. Harrisburg, NC. 28075

Name _____
704-575-3812

Home Address _____
wendellfant@hotmail.com

Phone Number _____
High School Teacher

Email Address _____
Cabarrus County Schools - Central Cabarrus High

Occupation _____

Employer _____

I attest that the information I have submitted is true and accurate.

Signature Wendell Fant

6/2/2020
Date _____

1. Why do you want to serve on the UDO Steering Committee? *(use additional pages if necessary)*

I am looking to serve my community. I want to be apart of the growth and development of the Town of Harrisburg. Working towards the vision while keeping the needs of the community in mind means serving my neighbors. I believe its important to provide open and honest feedback and direction from those that live in the community.

2. Do you have any experience with the development, implementation, or use of local zoning and development ordinances? Yes ☐ No ☒
(if so, please elaborate)

3. Do you own a business in Harrisburg? Yes ☐ No ☒

4. How long have you lived in Harrisburg? 1 year 9 months

5. Are you willing to attend meetings after 6:00pm serving the Town of Harrisburg?

Yes ☒ No ☐

6. If you were selecting persons to serve on the Committee, what would be the three most important criteria for a candidate? *(use additional pages if necessary)*

a. Honesty

b. Vision

c. Community Minded

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snepal@harrisburgnc.org

ATTN: Sushil Nepal
Harrisburg Town Hall
4100 Main Street, Suite 101
Harrisburg, NC 28075

Name Melanie Freeman Home Address 8776 Lower Rocky Rv. Rd.
Phone Number 704-455-9545 Email Address mhf Freeman@live.com
Occupation musician/teacher Employer self employed

I attest that the information I have submitted is true and accurate.

Signature Melanie Freeman

Date June 1, 2020

1. Why do you want to serve on the UDO Steering Committee? *(use additional pages if necessary)*

I am a 40 year resident of Cabarrus County in the Harrisburg area. I grew up in Charlotte, NC and am a product of the public school system. I have BA in Music with minors in History and English. I have worked professionally in Charlotte and surrounding counties for all of my professional life. Being part of the business as well as education community for all these years, I am well able to address the needs of both. In addition to that, I have raised 5 children, participated in the County sports programs, 4-H, and the arts while living here. We have also farmed in the community which gives me a very broad sense of the populace in this county. My greatest asset to serving is I care deeply for the community and am substantially invested in it. I intend to live here permanently.

2. Do you have any experience with the development, implementation, or use of local zoning and development ordinances? Yes ☐ No ☒
(if so, please elaborate)

This question is worded such that I need to clarify my answer. I have been attending Council meetings, neighborhood meetings, and keeping abreast of the issues. I have researched and will continue to educate myself on anything I'm unfamiliar with. I am more than capable of understanding what's needed for this committee.

3. Do you own a business in Harrisburg? Yes ☐ No ☒

4. How long have you lived in Harrisburg? I am in the ETJ, 40 YEARS

5. Are you willing to attend meetings after 6:00pm serving the Town of Harrisburg?

Yes ☒ No ☐

6. If you were selecting persons to serve on the Committee, what would be the three most important criteria for a candidate? *(use additional pages if necessary)*

a.

b.

c.

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RESIDENT APPLICATION FOR THE UNIFIED DEVELOPMENT ORDINANCE STEERING COMMITTEE

Overview: Harrisburg Town Council will review and appoint a resident and an alternate (when that person is unavailable) to the Unified Development Ordinance (UDO) Steering Committee. Members of the Committee will help guide the process of the upcoming update to Harrisburg's UDO to align with the Harrisburg Area Land Use Plan (HALUP), and also to modernize the language and make other revisions required by North Carolina State Statute(s).

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ATTN: Sushil Nepal
Harrisburg Town Hall
4100 Main Street, Suite 101
Harrisburg, NC 28075

Name Jason Gaddis

Home Address 8619 Wellington In Harrisburg

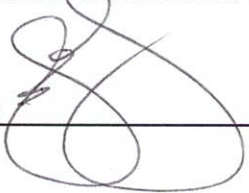
Phone Number 704-438-7090

Email Address jason@gaddisbros.com

Occupation General Contractor

Employer Gaddis Bros. Inc.

I attest that the information I have submitted is true and accurate.

Signature 

Date 06/02/2020

1. Why do you want to serve on the UDO Steering Committee? *(use additional pages if necessary)*

I believe I bring a unique perspective that very few other individuals can bring. I am of the millennial generation with a hardwork mindset, a business owner and employer in the community that employs 20 people, a homeowner in the community, and resident of the community with children who heavily participate in the community. I want to use my unique perspective to assist in the development of our community for the betterment of not only the citizens of now and future but also my family.

I want to assist with creating the best possible enviroment that families, businesses, and individuals can enjoy and thrive on for years to come.

2. Do you have any experience with the development, implementation, or use of local zoning and development ordinances? Yes ☒ No ☐
(if so, please elaborate)

Being a North Carolina Licensed General Contractor, I work on several projects for homeowners in the community. This work almost always requires a grading, zoning, and construction permit. I have had the opportunity to come to know most of the zoning code and have had the opportunity to work with the zoning department. I have built homes in Harrisburg, doing this has required me to know the local regulations.

3. Do you own a business in Harrisburg? Yes ☒ No ☐

4. How long have you lived in Harrisburg? 6 years

5. Are you willing to attend meetings after 6:00pm serving the Town of Harrisburg?
Yes ☒ No ☐

6. If you were selecting persons to serve on the Committee, what would be the three most important criteria for a candidate? *(use additional pages if necessary)*

a. Vison for the future. Understand that Harrisburg is not always going to be a small town. Don't fight it but embrace it and make the future succesful.

b. Open minded- We need to create an atmosphere residents and business owners can thrive in.

c. Love for the Community- Know the community, love the place and the people, only do what is best for Harrisburg, NC.



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snepal@harrisburgnc.org

ATTN: Sushil Nepal
Harrisburg Town Hall
4100 Main Street, Suite 101
Harrisburg, NC 28075

Jessica Fava
Name _____
315-415-4454
Phone Number _____
Realtor
Occupation _____

4455 Mill Landing Dr
Home Address _____
jdaloia920@yahoo.com
Email Address _____
Keller Williams
Employer _____

I attest that the information I have submitted is true and accurate.

DocuSigned by:
Signature Jessica Fava
F3F115660F75488...

6/4/2020 | 1:45 PM MDT
Date _____

1. Why do you want to serve on the UDO Steering Committee? *(use additional pages if necessary)*

I'd like to be a part of this change in Harrisburg and be a voice of the people. I have been an active citizen of Harrisburg and I'd like to make sure that the UDO meets the vision of the Town of Harrisburg.

2. Do you have any experience with the development, implementation, or use of local zoning and development ordinances? Yes ☐ No ☒
(if so, please elaborate)

3. Do you own a business in Harrisburg? Yes ☐ No ☒

4. How long have you lived in Harrisburg? 5 years

5. Are you willing to attend meetings after 6:00pm serving the Town of Harrisburg?
Yes ☒ No ☐

6. If you were selecting persons to serve on the Committee, what would be the three most important criteria for a candidate? *(use additional pages if necessary)*

a. To know the current market and where it is heading and be familiar with the HALUP.

b. Have an understanding of what the citizens of Harrisburg see/want Harrisburg to be.

c. To have an open mind in all things and be able to hear and understand all perspectives.

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snepal@harrisburgnc.org

ATTN: Sushil Nepal
Harrisburg Town Hall
4100 Main Street, Suite 101
Harrisburg, NC 28075

Name Michael Painter

Home Address 3630 Charolais Lane

Phone Number 980-721-9818

Email Address painter0121@hotmail.com

Occupation Project Manager

Employer Hospital

I attest that the information I have submitted is true and accurate.

Signature _____

Date 6/4/2020

1. Why do you want to serve on the UDO Steering Committee? *(use additional pages if necessary)*

I would like to be apart of the UDO team so that I can have a part of the future of Harrisburg. This document will shape how the area will look in the future. After sitting in a few of the zoning meetings this UDO is often referred to when new developments want to come to our area. I understand the important of this document.

2. Do you have any experience with the development, implementation, or use of local zoning and development ordinances? Yes ☐ No ☒
(if so, please elaborate)

3. Do you own a business in Harrisburg? Yes ☐ No ☒

4. How long have you lived in Harrisburg? Home Owner since 2013

5. Are you willing to attend meetings after 6:00pm serving the Town of Harrisburg?

Yes ☒ No ☐

6. If you were selecting persons to serve on the Committee, what would be the three most important criteria for a candidate? *(use additional pages if necessary)*

a.

b.

c.

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snepal@harrisburgnc.org

ATTN: Sushil Nepal
Harrisburg Town Hall
4100 Main Street, Suite 101
Harrisburg, NC 28075

Name Laura Carriker
Phone Number 980-521-8600
Occupation retired

Home Address 9058 Hickory Ridge Rd
Email Address laura.carriker@windstream.net
Employer N/A

I attest that the information I have submitted is true and accurate.

Signature Laura Carriker

Date 6/4/20

1. Why do you want to serve on the UDO Steering Committee? *(use additional pages if necessary)*

An effective & comprehensive UDO is an integral part of maintaining the quality of an area. It protects the investments of property owners, builds a good tax base, considers infrastructure & future needs, provides stewardship of natural resources & the environment, & serves as a guideline to development & rezoning changes. I have familiarity with the current UDO having read it front to back a few times, attended numerous rezoning hearings, been affected by zoning decisions, & maintain an open dialogue with various members of planning & zoning, town management, & town council, as well as other area residents. A friend living outside town limits participated in the last rewriting. I would like to have a similar opportunity. I think it is important to have input from several perspectives. I realize Harrisburg is changing & would like to have input in the guidelines for future development that is beneficial to all Stakeholders

2. Do you have any experience with the development, implementation, or use of local zoning and development ordinances? Yes ☒ No ☐
(if so, please elaborate)

My experience with zoning & development ordinances has been as an active resident participant in discussion & public comment in rezoning requests & hearings. I participated in both the original drafting of & updated HALUP.

3. Do you own a business in Harrisburg? Yes ☐ No ☒

4. How long have you lived in Harrisburg? since 1972

5. Are you willing to attend meetings after 6:00pm serving the Town of Harrisburg?

Yes ☒ No ☐

6. If you were selecting persons to serve on the Committee, what would be the three most important criteria for a candidate? *(use additional pages if necessary)*

a. Someone with knowledge of zoning & planning, the rezoning process, and able to work compatibly with others.

b. Someone vested in the community

c. Someone who can consider the needs & wants of several parties & not necessarily someone simply profiting from zoning decisions.

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TOWN OF HARRISBURG

Agenda Item Details

Title:

Consideration of the Intersection Improvements at Caldwell Road and Tom Query Road

Presenting Personnel:

Robert Donham, Town Engineer

Suggested Motion or Action:

If maintaining the 4-way stop:

Motion to continue with the 4-way stop at Caldwell and Tom Query, as is currently operating.

If moving forward with installation of signalized intersection:

Motion to install a signalized intersection at Caldwell and Tom Query, thereby replacing the existing 4-way stop, and direct staff to provide a contract for design services for such project at the July 9, 2020 Town Council meeting.

Description/Background:

This project, a signalized intersection, was part of the initial plans with the 2017 Transportation Bonds. Knowing that this project was at least a 2-year project from start to finish, the Town decided to upgrade this intersection to a 4-way stop control which was installed on December 6, 2019 and is performing effectively.

The next step in this process is to design the improvements at Caldwell Road and Tom Query Road, both of which are NCDOT owned and maintained thoroughfares. Staff has obtained a proposal for the design which will consist of a new signalized intersection with additional east-bound and west-bound lanes, sidewalk, permitting, signal timing, all required intersection improvements, right-of-way plans, and preparation of bid documents. Survey and easement acquisition are not included.

Prior to moving forward with the signalized intersection project, staff has been monitoring the temporary enhancement of the 4-way stop at this intersection and it appears to be operating effectively to a point where it is questionable that the signalized intersection will have any significant improvements beyond how it is currently performing.

Staff therefore determined to bring this before Council for consideration and direction on whether to continue permanently with the 4-way stop or move forward with the signalized intersection.

Please note that in the event Council may decide to keep the 4-way stop as is, more permanent improvements will be made to the intersection to further improve the 4-way stop function. The Town can also decide in the future to make the signalized intersection improvement if we desire, but the decision to maintain the 4-way stop will release the Transportation Bond funding associated with the project to be used for other transportation improvements. A future funding source would be necessary to make the improvement.

Recommendation:

Staff recommends maintaining the intersection of Caldwell and Tom Query as a 4-way stop. The intersection is performing well with the stop signs. Staff recommends utilizing project dollars to other Transportation Bonds projects where they can be more effective. Those other projects have yet to be determined, but could consist of Hwy 49 beautification improvements, other intersection improvements, road paving, and sidewalk construction.

If Council approves moving forward with the signalized intersection, staff will bring the design contract for consideration in the July 2020 Council meeting.

Fiscal Impact:

Total project budget was \$580,000, which consists of \$80,000 for design and \$500,000 for construction. This was planned to be 100% financed by the Town.

The design contract proposal is \$108,728.72. This would require shifting \$29,000 from construction to professional services, which would reduce the amount available for construction to \$471,000.

If Council decides to keep the intersection as a 4-way stop, this \$580,000 can be moved to other Transportation Bond projects, either existing or new projects. If Council further determines at some future date to pick this signalized intersection project back up and move forward, it may require alternate funding if this money has already been designated to other Transportation Bond projects.

Attachments:

1. 190635_Caldwell at Tom Query Scope_Fee_2020-05-08
2. Project Amendment -CPF - Transportation - Caldwell Tom Query Bonds Project 06082020



ATTACHMENT 1

May 8, 2020

Mallory Hodgson, PE
Project Manager
Town of Harrisburg
1400 Main Street, Suite 101
Harrisburg, NC 28075
Office: 704-206-8779
E-mail: mhodgson@harrisburgnc.org

RE: Caldwell Road at Tom Query Road Intersection Transportation Design Services
(DAVENPORT Project Number 190635)

Dear Mrs. Hodgson:

We are pleased to submit this proposal for transportation design services for the Caldwell Road at Tom Query Road Intersection project. The improvements will include the following:

- Westbound left turn lane on Tom Query Road with 200 feet of storage
- Eastbound right turn lane on Tom Query Road with 100 feet of storage
- Signalization of intersection

Thank you for choosing DAVENPORT. We are certain our Team can provide effective design solutions for this important project.

DAVENPORT will lead the Design Team, which includes ESP Associates, Inc. (ESP) and Telecommunication & Industrial Consulting Services Corporation (TELICS). DAVENPORT's services will include project management, roadway design, pavement marking and signing, transportation management plans, traffic signal designs, and bid services. ESP Associates will provide surveying services and TELICS will provide utility coordination.

Our project understanding, scope of services and fee are below.

SCOPE OF SERVICES

Task 1 – Conceptual Design (15% Design) and Opinion of Probable Construction Cost

Using the survey completed in Task 1, DAVENPORT will provide one conceptual design and opinion of probable construction cost (OPCC) for the proposed design of the intersection of Caldwell Road at Tom Query Road.

Designs will be prepared in accordance with the NCDOT *Roadway Design Manual* and *A Policy on Geometric Design of Streets and Highways*, AASHTO 2018 (Green Book). Bentley's MicroStation V8i, and Geopak design software will be used. Design elements include:

- Design assumptions

Home Office:
119 Brookstown Ave. Suite PH1
Winston-Salem, NC 27101
Main: 336.744.1636; Fax: 336.458.9377

Charlotte Regional Office:
5200 77 Center Drive, Suite 325
Charlotte, NC 28217
Main: 704.208.4923

Serving the Southeast since 2002

- Typical Sections
- Plan Sheets with Horizontal alignments -L- and -Y-
- Profile Sheets with Vertical alignments -L- and -Y-
- Turning movements

The conceptual design will include the horizontal layout of the proposed geometry and pavement markings. The conceptual design will be used to assist the Town and DAVENPORT in setting the course of the design for the project including alignment, methodology for roadway improvements, and drainage impacts. A limited drainage analysis will be completed as part of this task for the immediate intersection area only. DAVENPORT will submit one hard copy and PDF of the conceptual design plan and OPCC. The OPCC cost data will be based on the latest information available from NCDOT.

Upon review and approval by the Town of the conceptual design, DAVENPORT will proceed forward with the Final Roadway Design Plans.

Deliverables: Design assumptions, 15% design plans (PDF copies)

Task 2 – 25% Roadway Design Plans

DAVENPORT will develop 25% plans based on the 15% plan comments received from the Town. Design elements include:

- Design criteria
- Title Sheet
- Typical sections
- Plan Sheets with Horizontal alignments -L- and -Y-, driveways, preliminary ROW and easements, preliminary slope stakes, superelevation, as applicable
- Profile Sheets with Vertical alignments -L- and -Y-
- Cross sections
- Preliminary earthwork summary
- Sight distance calculations
- Turning movements
- OPCC

Deliverables: Design criteria, design exception checklist, 25% design plans (1"=50' plans and PDF copies), Quantities and OPCC

Task 3 – 75% Right-of-Way Plans

DAVENPORT will update the 25% plans to include:

- All previous items.
- Incorporate final pavement design from NCDOT.
- Proposed ROW and easements on plans with markers.
- Hydraulic design elements including the following:
 - o Location and size of all drainage structures and systems (existing and proposed) at the intersection
 - o Details for drainage ditches at the intersection

- o Storm drainage computation sheets
 - o Ditch computations
 - o Outlet (pre/post) analysis summary
- Location of slope stake limits and construction limits
- Erosion control design elements including the following:
 - o Complete Clearing and Grubbing (C&G) and Intermediate/Final Grade (FG) plans for submittal of plan sets for reviews and final production.
 - o Complete title sheet, detail sheets, and notes in accordance with the guidance on the NCDOT REU Soil and Water Section website.
- Existing property lines and ROW lines
- Traffic management plan including the following:
 - o General notes
 - o Phasing notes referencing NCDOT Roadway Standard Drawings
- Pavement marking and signing plan including the following:
 - o Title sheet with summary of quantities
 - o General notes sheet
 - o Sign type summary sheet
 - o One plan sheet with existing sign locations
 - o One plan sheet with proposed sign locations with stationing or dimensions and proposed pavement markings. For all symbols and line patterns, a legend of the type, width, and color. All striping material thickness shall be 90 mils.
- Quantities
- OPCC
- Earthwork summaries
- Comment-Response document

TELICS will provide utility coordination services (see Task 7). The Town will review the plans and approve Task 8, should right-of-way mapping services be needed and will handle right-of-way acquisition/negotiations in-house.

Deliverables: Design criteria, design exception checklist, 75% design plans (1" =50' plans and PDF copies), Quantities and OPCC

Task 4 – 100% Final Roadway Design Plans

DAVENPORT will update the 75% plans to include:

- All items listed for previous submittals
- Comment-Response Document
- Earthwork Summary Sheet
- Index of Sheets
- List of General Notes
- List of Standard Details
- List of Special Provisions
- Cost Based Estimate Quantity Breakdown

Deliverables: 100% design plans (1"=50' plans: MicroStation (DGN) files, Signed PDF, 4 full-size (22"x34") hard copy sets, 6 half-size (11"x17") hard copy sets) and associated documents.

For tasks 2, 3, 4, and 5, DAVENPORT will perform an internal review of the plans. Upon completion of this review, DAVENPORT will submit 2 sets of Roadway Plans to the Town for review and comment. Upon receipt of Town comments, DAVENPORT will evaluate and provide responses to each comment for the Town's concurrence/acceptance. Upon comment concurrence/acceptance, DAVENPORT will incorporate the approved changes into the roadway plans for the next submittal. Once final plans have been approved, DAVENPORT will submit one PDF of the final sealed construction ready plans to the client.

Task 5 – Traffic Signal Design

Traffic counts and analysis will be provided by the Town to DAVENPORT.

Based on the Town and NCDOT requirements, DAVENPORT will prepare traffic signal design plans for the intersection of Caldwell Road at Tom Query Road. Based on NCDOT requirements, DAVENPORT shall provide sealed and signed traffic signal design plans (electronic and hard copy) for this intersection. The designs shall be to NCDOT standards and based on base mapping including survey provided in Task 1 and the 75% roadway design plans provided in Task 4. DAVENPORT will submit the completed plans to NCDOT for review and construction approval. It is assumed that the Town will handle coordination with NCDOT for issuance of a signal agreement.

Deliverables: Traffic signal design plans (electronic and hard copy)

Task 6 – Utility Coordination

TELICS will provide utility coordination for this project as defined in Attachment 1B. Water and sewer utility coordination will be provided by the Town of Harrisburg.

Task 7 – Bid Phase Services

DAVENPORT will prepare the bid documents, assist with advertisement, and provide plans to the contractors (hard copies will be provided at the contractors' cost). The project manual will be provided by DAVENPORT using NCDOT's LGA Project Manual template. It is assumed that one (1) representative for DAVENPORT will attend the pre-bid meeting and the meeting will be held in Harrisburg. DAVENPORT will provide bid quantities for project work items and assist the Town with answering RFI's from bidders.

Task 8 – Project Management and Meetings

DAVENPORT will perform project management of this contract, including communication with the Town and NCDOT, management of time and resources, and proper documentation of the project. DAVENPORT will communicate directly with the Town's Project Manager to discuss and resolve project issues or solicit feedback regarding project design decisions. It is assumed that the project period will be 9 months.

8.1: Project Schedule

Within ten (10) days after the Notice-To-Proceed, and prior to beginning work, DAVENPORT will provide a detailed project milestone schedule for activities required to deliver final signed and sealed construction-ready plans.

8.2: Progress Reports and Invoicing

DAVENPORT will provide a written monthly progress report, schedule status, and invoice that describe the work performed on each task.

8.3: Correspondence

DAVENPORT will provide copies of all written/mailed correspondence that is specifically related to this contract to the Town for their records within one (1) week of the receipt of said correspondence.

8.4: Quality Assurance/Quality Control

DAVENPORT will conduct QA/QC checks to ensure the professional quality and technical accuracy of all their plans and other project document deliverables. All subconsultant document submittals will be submitted by the subconsultant directly to DAVENPORT. Upon receipt, DAVENPORT will perform an independent Quality Assurance/Quality Control review, including subconsultant document submittals, prior to submission to the Town.

8.5: Coordination and Design Phase Meetings

DAVENPORT will coordinate with the Town's Project Manager and subconsultants as needed throughout the project.

The following meetings are included in the scope of work:

- Site Visit – 2 people
- Project Milestone meeting (1 conference call meeting) – 2 people
- Project Status meetings (3 conference calls as needed) – 2 people
- NCDOT Coordination meeting (1 conference call meeting) – 3 people

Services Not Included

The following services are not included as a part of this proposal. These excluded services are not typical for every project and/or the need for the service is not known at this time. However, DAVENPORT can provide any of the services listed if/when it is determined to be needed during the project and as requested by the client. If needed, these items shall be considered additional services and an addendum to this proposal will be prepared.

- Traffic data collection or analysis
- Engineering other than that provided within the Scope of Services
- Permitting
- Public involvement documents or meetings
- Temporary widening or detour alignments
- Additional concept designs, design alternatives, or value engineering options
- Property negotiations/acquisitions and associated coordination, preparation, or processing of right-of-way and easement (dedication) documents

- Water and sewer utility coordination.
- Utility design or relocation of impacted utilities.
- Utility relocation plans
- Subsurface utility engineering (SUE) for identification of underground utilities
- Design of improvements to existing drainage systems beyond the project limits of the intersection area
- Detailed phasing plan sheets for traffic management
- Geotechnical design services including soil samples and pavement design
- Storm-water detention or associated local jurisdictional stormwater/DEQ permitting
- Custom technical specifications (i.e. project manual)
- Property negotiations/acquisitions and associated coordination, preparation, or processing of right-of-way and easement (dedication) documents aside from right-of-way mapping
- Re-design and plan revisions for Value Engineering, Cost Reduction or Scope Changes after authorization to proceed
- Coordinated signal system timing plans
- Submittal and/or review fees or bonds or traffic signal agreement fee
- Alterations to the Traffic Signal Designs after the design process has begun due to: 1) changes to the roadway geometry or site design made after the start of the design process; 2) utility conflicts, physical space constraints, or topographic problems that were not represented in the survey or base mapping files provided to DAVENPORT at the start of the design process; 3) scope changes introduced by the reviewing agency during the review process.
- Submittal and/or review fees or bonds
- As-built plans

FEE SUMMARY

Provided in Attachment 1A – Basis of Compensation.

SCHEDULE

As detailed in Task 8, upon notice to proceed (NTP), DAVENPORT will provide a preliminary project schedule.

ADDITIONAL SERVICES

Services provided beyond the scope of this proposal will be provided in accordance with our standard hourly rates & reimbursable expenses schedule.



CLOSURE

If you find this proposal acceptable, please sign and return the attached contract to us as our authorization and notice to proceed. We appreciate the opportunity to provide these services to you. Please contact me if you have any questions.

Sincerely,

A handwritten signature in cursive script that reads 'Edith G. Peters'.

Edith G. Peters, PE

Enclosures: Attachment 1A – Basis of Compensation and Standard Hourly Rate Schedule
Attachment 1B – Proposal of Utility Coordination Services from Telecommunication
& Industrial Consulting Services Corporation (TELICS)

cc: Accounting
File 190635



Attachment 1A – Basis of Compensation

SERVICE	MANHOURS	FEE
Task 1 - Conceptual Design & OPCC	54	\$6,950.00
Task 2 - 25% Plans	198	\$25,110.00
Task 3 - 75% ROW Plans	221	\$30,149.60
Task 4 - 100% Final Plans	60	\$8,580.00
Task 5 - Traffic Signal Design	68	\$9,090.00
Task 6 - Utility Coordination (See Attachment 1B for Details)	128	\$9,935.32
Task 7 - Bid Phase Services	58	\$8,070.00
Task 8 - Project Management & Meetings	59	\$10,843.80
TOTAL LUMP SUM FEE		\$108,728.72



4/30/2020

**Town of Harrisburg – Caldwell Road at Tom Query Road Intersection Improvements
(Revised)**

TELICS Utility Coordination Fee Estimate:

Estimated Hours	Rate	Subtotal	Estimated Mileage	Rate	Mileage Subtotal	Lump Sum Total Fee
128	\$75.14	\$9,617.92	552	.575 per mile	\$317.40	\$9,935.32 *

* UBO Plans are not included.
Coordination of Water & Sewer is not included.

TELICS Utility Coordination Project Approach

TELICS Utility Coordination Services include plan reviews, coordination with the individual stakeholder utilities, creation of conflict reports, and negotiation of necessary design changes, and relocation if necessary, to minimize conflict. TELICS bridges the communication gap between the developer and utilities that provide electric, telephone, CATV, water, sewer and gas services. Our extensive knowledge of utility design allows us to effectively manage the project according to client requirements and schedules. TELICS Utility Coordination Team is pleased to have been associated with many of North Carolina's most complex projects over the past twenty-five years.



AN ORDINANCE AMENDING THE 2019-2025 CAPITAL PROJECT ORDINANCE OF THE TOWN OF HARRISBURG, NORTH CAROLINA

Be it ordained by the Town Council of the Town of Harrisburg, North Carolina, that the following amendment be made to the Capital Projects Fund – Transportation project ordinance for the fiscal years beginning July 1, 2018 and ending June 30, 2025:

Section 1. Amend Capital Projects Fund – Transportation line items to account for professional design services for Caldwell Road and Tom Query Road.

Section 2. To amend the Capital Projects Fund – Transportation, the appropriations are to be changed as follows:

Increase line item 319-3001-56310 Professional Services	\$ 29,000
Decrease line item 319-3001-57100 Construction	\$ 29,000

Section 3. Copies of this budget amendment shall be furnished to the Clerk of the Town Council, and to the Budget Officer and the Finance Officer for their direction.

Section 4. That this ordinance shall be effective upon its passage. Adopted this 8th day of June, 2020.

Steve Sciascia, Mayor

ATTEST:

Janet Rackley, Town Clerk



TOWN OF HARRISBURG

Agenda Item Details

Title:

Consideration of Harrisburg Park Surveillance Contract Change Order #1

Presenting Personnel:

James Mahoney, Information Systems Director

Suggested Motion or Action:

To approve the Harrisburg Park Surveillance Project contract amendment, Change Order #1, with Phoenix Custom Systems, as attached.

Description/Background:

Due to some changes in Harrisburg Park's layout as construction has progressed, the location of the main gate on Sims Parkway was moved from its originally planned location. This change along with the optimization of camera locations throughout the park, now that the site is nearing its finished state, require the following changes to be made for the Park's surveillance project.

During the planning & design of the surveillance and Point to Point networking, the entrance was going to be moved back into the park by approximately 150 feet. The recent decision to utilize the existing entrance puts the location of cameras & P2P networking equipment out of the direct line of sight required for proper functionality. This has created the need for an additional pole and networking equipment for the system to function. Additionally, the need for cameras inside the building in the area where monetary transactions will be taking place has also been identified as necessary. The attached change order will resolve these issues and complete the surveillance project.

Recommendation:

Staff recommends approval of the contract amendment, as attached.

Fiscal Impact:

The fiscal impact to the Town is an additional cost of \$5,624.

The original CCTV/Surveillance contract was approved during the May 11, 2020 Town Council meeting with a total cost of \$59,490.93. This change order, if approved, will bring the total CCTV/Surveillance cost for Harrisburg Park to \$65,114.93, which is within the approved project budget and financed with the existing installment loan proceeds.

Attachments:

1. Change Order #1 - Phoenix Custom Systems - HB Park Project



Change Order

P.O. #
Invoice #
Cust ID:
Date: 5/11/2020

3611 Mount Holly-Huntersville Rd
Charlotte, NC 28216 Ste. 204-232
980-272-7919
tyler@phoenixcustomsystems.com

Ship to: To:
Harrisburg park James Mahoney
191 Sims Parkway
Harrisburg, NC 20875
704-609-6143
jmahoney@harrisburgnc.org

Due date
DUR

QTY	ITEM	DESCRIPTION	UNIT PRICE	TOTAL
2	Camera	added cameras inside concession stands building C & E 5/11/20	\$450.00	\$900.00
2	Pole	10' pole for LPR at library gate	\$300.00	\$600.00
2	Brackets	Brackets for P2P	\$22.00	\$44.00
2	Switch	5 Port POE switch	\$215.00	\$430.00
1	LPR	Add LPR to library and other pole	\$815.00	\$815.00
1	Labor	Labor materials trench new poles	\$2,675.00	\$2,675.00
1	SD	SD card for added LPR camera	\$30.00	\$30.00
2	UPS	UPS for 2 new poles at gate	\$65.00	\$130.00
Special Terms:			Sub total	\$5,624.00
			Down payment	
			Tax	
			Total	\$5,624.00

Haynes Brigman - Town Manager

Date



TOWN OF HARRISBURG

Agenda Item Details

Title:

Consideration of Amendment to the Guaranteed Maximum Price Contract for Harrisburg Park Redevelopment Project - Phase 1 as it Relates to the Project Change Orders

Presenting Personnel:

Daniel Stines, Parks & Recreation Director

Suggested Motion or Action:

If approved:

Motion to approve change order to Guaranteed Maximum Price contract for Harrisburg Park Redevelopment - Phase 1 for a new total contract sum of \$9,807,524.

Description/Background:

Over the course of the Harrisburg Park construction project, staff has been able to navigate changes and additions without the need of adjusting the project GMP, outside of additions related to the PARTF grant. As the project has evolved, staff has been noting project changes that are in addition to those initially identified in the planning and design phases, but at the same time, have been able to incorporate various items without going over the total project budget.

As the project progresses and core amenities are purchased and installed, staff has kept the value of sales taxes associated with purchases inside the GMP contract which can be applied back to the project to address the needed project modifications. Sales taxes paid by the Town are refunded by the State of North Carolina and therefore the Town has the opportunity to apply these funds back to the project.

Applying these sales tax funds back to the GMP will enable staff to address the additional project needs in order to deliver the best finished project possible, while at the same time not increasing the total amount spent on the project. Some of these items include, but are not limited to, additional fencing for safety, additional landscaping, improvements to the maintenance yard, lighting and security.

Based on this information, staff is requesting a GMP change order to the Harrisburg Park Construction contract to help finish the project. All funds requested for the change order will derive from the existing project ordinance, without the need for any increase in the project budget.

In most capital facility projects we do not account for the re-use of sales tax refunds we receive, but we found a unique opportunity with the Harrisburg Park project to take advantage of these funds and utilize them to improve the final project without extending the total costs budgeted for the project.

The sales tax refund for this project is currently approximately \$165,000. There could still be additional sales taxes paid before the completion of the project that will also be available for refund.

Recommendation:

Staff recommends approval of the attached change order to the GMP.

Fiscal Impact:

The total cost of the project is currently set at \$10,650,000, and has stayed consistent from the start and acceptance of the PARTF grant funding. Within that total project budget is the GMP contract with J.D. Goodrum (our CMR), which is currently set at \$9,642,524.

The attached contract amendment, if approved, will increase the GMP contract to \$9,807,524. \$49,500 of that total contract is related to professional services and \$9,757,674 is for construction.

Because the CMR recognizes the sales tax as an expense on their end, the GMP will need to be increased by \$165,000 (the amount of the sales tax refund) for them to be able to do the work.

On the Town's side, while the GMP gets increased to \$9,807,524, due to the utilization of sales tax that the Town gets refunded, the net money spent will remain \$9,642,524.

It is not our typical approach to reuse the sales tax refund back into the project, but is an allowable option provided the contract is amended accordingly. Again, this does not increase the total amount spent by the Town on the project.

Attachments:

1. Change Order #4 - Harrisburg Park GMP Contract



AIA® Document G701™ – 2017

Change Order

PROJECT: (Name and address)

Harrisburg Park Expansion
130 Sims Parkway
Harrisburg, NC 28075

CONTRACT INFORMATION:

Contract For: General Construction
Date: January 02, 2019

CHANGE ORDER INFORMATION:

Change Order Number: 004
Date: June 3, 2020

OWNER: (Name and address)

Town of Harrisburg, North Carolina
4100 Main Street
Harrisburg, NC 28075

ARCHITECT: (Name and address)

Alfred Benesch & Company
(Engineer to be referred to as
Architect for this agreement
2359 Perimeter Pointe Parkway, Suite
350
Charlotte, NC 28208

CONTRACTOR: (Name and address)

J.D. Goodrum Company, Inc
18339-F Old Statesville Road
Cornelius NC 28031

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Amend Contract to incorporate cumulative change orders

The original Contract Sum was	\$	49,850.00
The net change by previously authorized Change Orders	\$	9,592,674.00
The Contract Sum prior to this Change Order was	\$	9,642,524.00
The Contract Sum will be increased by this Change Order in the amount of	\$	165,000.00
The new Contract Sum including this Change Order will be	\$	9,807,524.00

The Contract Time will be increased by Zero (0) days.

The new date of Substantial Completion will be TBD

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Alfred Benesch & Company

ARCHITECT (Firm name)

SIGNATURE

PRINTED NAME AND TITLE

DATE

J.D. Goodrum Company, Inc

CONTRACTOR (Firm name)

SIGNATURE

PRINTED NAME AND TITLE

DATE

Town of Harrisburg, North Carolina

OWNER (Firm name)

SIGNATURE

PRINTED NAME AND TITLE

DATE



TOWN OF HARRISBURG

Agenda Item Details

Title:

Consideration of Holcomb Woods Land and Infrastructure Values

Presenting Personnel:

Daniel Stines, Parks & Recreation Director

Suggested Motion or Action:

To accept the values of contributed property related to Holcomb Woods Property as follows:

- \$387,800 - Land
- \$630,075 - Land Improvements (Includes Parking)
- \$294,800 - Storm Water Infrastructure

-\$1,312,675 - Total

Description/Background:

As part of the Conditional Rezoning for Holcomb Woods Development, TAC Holcomb, LLC is required to provide the Town of Harrisburg 12.631 acres of land for the construction of two athletic fields, an entrance constructed off of Plaza Road Extension, a 90-space parking lot and all related Storm Water infrastructure to be owned and maintained by the Town's Parks and Recreation Department.

The contribution of the property was approved by Council at the May 11, 2020 Town Council meeting, however, the specific values of donated property must also be approved by Town Council. The property and infrastructure is being donated to the Town at no cost and will include no Excise Tax.

This value is separate from the \$240,000 the developer will contribute to the Town for the construction of the athletic fields.

Recommendation:

Staff recommends acceptance of the values placed on the land, land improvements, and infrastructure, as attached and certified to by an independent engineer.

Fiscal Impact:

The property and its improvements have been donated to the Town at no cost. The Town will recognize capital contribution revenue for the value of the undeveloped land and the actual costs incurred for the construction of the parking lot and related infrastructure.

The revenue recognized by the Town is as follows:

- General Fund - \$1,017,875
- Storm Water Fund - \$294,800

Attachments:

1. Holcomb Woods Value Acceptance Certification



June 3, 2020

Town of Harrisburg Engineering
PO Box 100
Harrisburg, NC 28075

Attn: Robert Donham, PE - Engineering & Public Works Director
Mallory Hodgson, PE - Project Manager

Re: Holcomb Woods – Phase I
Town of Harrisburg Land Acceptance

Dear Mr. Donham,

Regarding the land and amenities to be transferred from the Holcomb Woods Development to the Town of Harrisburg, the attached cost estimate has been compiled by contractor costs for proposed improvements, current land valuation and, as needed, estimates of probable costs for proposed improvements and quantities.

To the best of my knowledge these values accurately reflect the installed improvements to be dedicated to the Town of Harrisburg and are in conformance with the approved Construction Documents prepared for Holcomb Woods Phase 1 Project.

We are available to discuss any questions or concerns on this certification at any time. Please feel free to reach out at 704-333-0325 or MSchultz@landdesign.com.

Sincerely,
Megan Schultz, PE



6/3/2020

Megan J. Schultz, PE
NC Professional Engineer No. 047352

LANDDESIGN.COM

223 N. GRAHAM STREET • CHARLOTTE, NC 28202 • 704.333.0325

CHARLOTTE • WASHINGTON D.C. • DALLAS • ORLANDO • SAN FRANCISCO • BOULDER

Description	Quantity		Unit Cost	Total Cost
Land Purchase Price	12.26	acre	\$28,750.00	\$352,475.00
Land Purchase Incidentals	12.26	acre	\$1,250.00	\$15,325.00
Offsite Roadwork Allocations	0	%	\$1,000,000.00	\$0.00
Permitting Costs	1	ls	\$0.00	\$0.00
Design	1	ls	\$30,000.00	\$30,000.00
Surveying	1	ls	\$25,000.00	\$25,000.00
Project Management	1	ls	\$31,500.00	\$31,500.00
Clearing	12.26	acre	\$5,500.00	\$67,430.00
Silt Pond	1	ls	\$45,000.00	\$45,000.00
Outlet & Outfall	1	ls	\$15,000.00	\$15,000.00
Silt Fence	3500	lf	\$2.50	\$8,750.00
Stone Outlets	12	ea	\$325.00	\$3,900.00
Diversion Ditches	2500	lf	\$2.50	\$6,250.00
Temp Seeding	25	acre	\$1,750.00	\$43,750.00
Check Dams	15	ea	\$375.00	\$5,625.00
Rough Grading	65000	cy	\$2.50	\$162,500.00
Fine grade Fields	1	ls	\$15,000.00	\$15,000.00
Fine Grade for Curb	1450	lf	\$2.50	\$3,625.00
Fine Grade Parking Lot	4080	sy	\$2.75	\$11,220.00
Backfill Curb	1450	lf	\$2.50	\$3,625.00
Grade for & Backfill sidewalk	1	ls	\$5,000.00	\$5,000.00
Slope Matting	1	ls	\$10,000.00	\$10,000.00
Permanent Seeding	7	acre	\$1,750.00	\$12,250.00
BMP #2 Conversion	1	ls	\$125,000.00	\$125,000.00
Storm Drainage Structures	17	ea	\$3,000.00	\$51,000.00
Inlet Protection	17	ea	\$500.00	\$8,500.00
Strom Drainage Pipe	1680	lf	\$35.00	\$58,800.00
Parking Lot Asphalt	4080	sy	\$30.00	\$122,400.00
Striping & Signage	1	ls	\$3,500.00	\$3,500.00
Concrete Curb	1850	lf	\$15.00	\$27,750.00
Sidewalk & Steps	3500	lf	\$5.00	\$17,500.00
Steps	1	ls	\$5,000.00	\$5,000.00
Dedication Costs (Legal, etc)	1	ls	\$20,000.00	\$20,000.00
Check for Town to field completion	1	ls	\$240,000.00	\$240,000.00
TOTAL ESTIMATE				\$1,552,675.00



TOWN OF HARRISBURG

Agenda Item Details

Title:

Consideration of Utility Accounts as a Result of NC Executive Order 142

Presenting Personnel:

Lee Connor, Assistant Town Manager, Brian Lee, Deputy Finance Director

Suggested Motion or Action:

Motion to extend the application of Executive Order 142 to commercial and industrial utility customers through the expiration of the executive order.

Motion to approve updates to the FY2020 and FY2021 Fee Schedules, as attached, to include suspension of credit card fees, reconnection charges and late payment fees, for the duration of Executive Order 142.

Description/Background:

At the April 13, 2020 Town Council meeting, a motion was approved to extend Governor Roy Cooper's Executive Order (EO 124) to the Town's commercial and industrial utility customers. EO 124 was originally set to expire on June 1, 2020, however, it has been extended another 60 days, to July 29, 2020, with Executive Order 142, signed on May 30, 2020.

EO 124 and EO 142 are automatically applied to our fee schedules and policies for residential accounts, however, Council action is required to apply these provisions to other account classes. The attached fee schedule identifies the late fees (\$10) and re-connection charges (\$100) as the items that are to be suspended. These fees suspensions will align with Executive Order 142 and end on the same date as that order.

Also during the April Town Council meeting, Council considered the financial burden the Town has put on customers by closing Town Hall and requesting payments be made online or on our automated phone payment system. Both of these require convenience fees and surcharges based on the fee schedule.

In an effort to continue to help customers through EO 142, staff is recommending continuing to temporarily waive those fees until further notice, with the anticipation to put them back in place after the pandemic crisis is over. The attached fee schedules also identifies those convenience fees and surcharges as being suspended as well during EO 142.

Recommendation:

Staff recommends approval of the application of EO-142 to commercial and industrial customers and the related updated fee schedules, as attached.

Fiscal Impact:

There is no direct expenditure of Town funds related to the application of EO-142 to commercial and industrial customers, however, credit card convenience fees, late fees and penalties related to past due utility accounts will not be assessed or collected during this time.

Attachments:

1. 2020 Schedule of Fees - COVID-19
2. 2021 Schedule of Fees - COVID-19

Town of Harrisburg, North Carolina
Schedule of Fees
Fiscal Year 2020

GENERAL FEES

Copy Machine Fee	\$0.25 per copy
Passport Acceptance Fee	\$35 per Application
Electric Vehicle Charging Station	\$0.50 per hour
Solicitation Permit Application Fee	\$25 per Application
Credit Card Fees*	Convenience Fee - \$2.50 per transaction Surcharge - 2.50% of amount of charge
Copy of Town Council or Planning and Zoning Board Meeting (DVD)	\$5

Miscellaneous Zoning Fees

Copy of UDO	\$35
Map Fees	
17" x 22" Maps (ANSI C)	\$10
22" x 34" Maps (ANSI D)	\$15
34" x 44" Maps (ANSI E)	\$20

Double Fees: Where construction begins without the appropriate permits in place, costs shall be doubled.

**Fees suspended due to COVID-19 from April 13, 2020 - June 30, 2020*

Town of Harrisburg, North Carolina
Schedule of Fees
Fiscal Year 2020

WATER & SEWER

Other Water and Sewer Charges and Fees

Reconnection Charge*

Charge for reconnection of water/sewer service after disconnection due to nonpayment	\$100
--	-------

Late Fee*

Late fee (will be charged on accounts with unpaid balances beyond the 15th of the month)	\$10
--	------

NSF Fee

After customer has been charged an NSF fee three times, the town will no longer accept checks from that customer.	\$25
---	------

Water and Sewer Deposit/Set-up Fee

W/S Deposit (refundable)	\$45
W/S Set-up fee (one-time fee, non-refundable)	\$25

Meter Tampering

Meter tampering fee (any misuse of meter by customer)	\$500
---	-------

Meter Test Charges

Meter Test Charge (only if meter is working properly; no charge if meter is not working properly)	\$25
Interrogate Meter - Customer Requested (First request at no cost)	\$50
Testing Meter - Customer Requested	\$100

Other Water and Sewer Charges

Non-emergency after hours water cutoffs	\$100
Meter Change Out - Customer Requested	\$275
Water use permit for tank/tankers	\$50
Move existing water service to another location on the same property	At cost (labor, equipment and materials)

Fees for Violations of Mandatory Water Restrictions

Residential	
First offense	\$100
Second and subsequent offense	\$300
Commercial/Industrial	
First offense	\$500
Second and subsequent offense	\$1,500

**Fees suspended by NC Executive Order and due to COVID-19 from April 13, 2020 to June 30, 2020.*

Town of Harrisburg, North Carolina
Schedule of Fees
Fiscal Year 2021

GENERAL FEES

Copy Machine Fee	\$0.25 per copy
Passport Acceptance Fee	\$35 per Application
Electric Vehicle Charging Station	\$0.50 per hour
Solicitation Permit Application Fee	\$25 per Application
Credit Card Fees*	Convenience Fee - \$2.50 per transaction Surcharge - 2.50% of amount of charge
Copy of Town Council or Planning and Zoning Board Meeting (DVD)	\$5

Miscellaneous Zoning Fees

Copy of UDO	\$35
Map Fees	
17" x 22" Maps (ANSI C)	\$10
22" x 34" Maps (ANSI D)	\$15
34" x 44" Maps (ANSI E)	\$20

Double Fees: Where construction begins without the appropriate permits in place, costs shall be doubled.

**Fees suspended due to COVID-19 from July 1, 2020 - July 29, 2020*

Town of Harrisburg, North Carolina

Schedule of Fees

Fiscal Year 2021

WATER & SEWER

Other Water and Sewer Charges and Fees

Reconnection Charge*

Charge for reconnection of water/sewer service after
disconnection due to nonpayment \$100

Late Fee*

Late fee (will be charged on accounts with unpaid balances
beyond the 15th of the month) \$10

NSF Fee

After customer has been charged an NSF fee three times, the
Town will no longer accept checks from that customer \$25

Water and Sewer Deposit/Set-up Fee

W/S Deposit (refundable) \$45
W/S Set-up fee (one-time fee, non-refundable) \$25

Meter Test Charges

Meter Test Charge (only if meter is working properly; no
charge if meter is not working properly) \$25
Interrogate Meter - Customer Requested (First request at no
cost) \$50
Testing Meter - Customer Requested \$100

Other Water and Sewer Charges

Non-emergency after hours water cutoffs \$100
Meter Change Out - Customer Requested \$275
Water use permit for tank/tankers \$50
Move existing water service to another location on the same
property At cost (labor, equipment and materials)

Fees for Violations of Mandatory Water Restrictions

Residential
First offense \$100
Second and subsequent offense \$300
Commercial/Industrial
First offense \$500
Second and subsequent offense \$1,500

**Fees suspended by NC Executive Order and due to COVID-19 from July 1, 2020 to July 29, 2020.*



TOWN OF HARRISBURG

Agenda Item Details

Title:

Consideration of Applicants for the Fire Department Advisory Board.

Presenting Personnel:

Bryan Dunn, Fire Chief

Suggested Motion or Action:

Motion to reappoint applicants Robin Torrence and Barry Lefler to the Harrisburg Fire Department Advisory Board for a period of July 1, 2020 to June 30, 2022.

Description/Background:

Robin Torrence and Barry Lefler are active Fire Advisory Board members, each with a term spanning from 7/1/2018 to 6/30/2020.

Applications were solicited from 5/12/2020 to 5/31/2020. The only two applications received for these position openings were received from Robin and Barry and staff recommends approval of the appointments for another two year term.

If approved, the new appointment terms would range from 7/1/2020 to 6/30/2022 for both individuals.

Recommendation:

Staff recommends approval of Robin Torrence and Barry Lefler for the two Fire Advisory Board positions, beginning July 1, 2020 and ending on June 30, 2022.

Fiscal Impact:

N/A

Attachments:

1. HFD Advisory Board Application - Robin Torrence
2. HFD Advisory Board Application - Barry Lefler_01



HarrisburgNC

The right side of opportunity

TOWN OF HARRISBURG FIRE DEPARTMENT ADVISORY BOARD APPLICATION

Name ROBIN TORRENCE Date of Application April 8, 2020
Home Address 923 PATRICIA AVE
Phone 704 455 1352 Email Address Kyrobina@cta.net
Fax _____

EMPLOYMENT AND EDUCATION

Employer _____ High School West Charlotte
Address _____ College CPC
Phone _____ Graduate School _____
Occupation _____ Other _____
Work Email _____

ADDITIONAL INFORMATION

Are you a citizen of the United States? Yes
Length of residence in the Town of Harrisburg 33 years 2 months
The Fire Department Advisory Board meetings are normally held on the third Thursday of each month at 6:00 pm. Are you available to attend meetings at least once a month? Yes
Current Civic/Community Participation: FIRE ADVISORY BOARD

Are you currently serving or have you ever served on a public board or commission? If so, please list below:

Board _____	Dates _____	Contact _____
Board _____	Dates _____	Contact _____

Relevant work or other experience relating to Fire Department: _____

Provide a brief statement outlining why you wish to serve on the Fire Department Advisory Board:

Been on Board since March 2001 HAVE EXPERIENCE I HOPE SERVES THE DEPT & COMMUNITY

TOWN OF HARRISBURG FIRE DEPARTMENT ADVISORY BOARD APPLICATION

Name Barry Lefler Date of Application 02/28/2020
Home Address 8545 Twickenham Terrace Harrisburg, NC 28075
Phone 704.798.2786 Email Address barrylefler@gmail.com

EMPLOYMENT AND EDUCATION

Employer Providence Baptist Church High School East Rowan
Address 5315 Hwy 49S Harrisburg, NC College UNC-Charlotte
Phone 704.455.2813 Graduate School _____
Occupation Minister (part-time) Other _____
Work Email barrylefler@pbcharrisburg.org

ADDITIONAL INFORMATION

Are you a citizen of the United States? Yes

Length of residence in the Town of Harrisburg 6 years 10 months

The Fire Department Advisory Board meetings are normally held on the third Thursday of each month at 6:00 pm. Are you available to attend meetings at least once a month? Yes

Current Civic/Community Participation: Fire Department Advisory Bd.

Are you currently serving or have you ever served on a public board or commission? If so, please list below:

Board Harrisburg FD Advisory Bd Dates 07/2018-currently Contact Robin Torrence

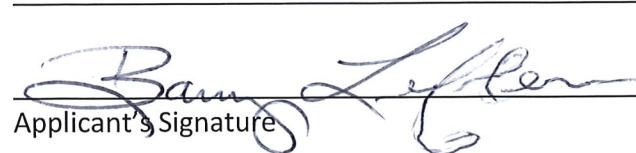
Board _____ Dates _____ Contact _____

Relevant work or other experience relating to Fire Department: _____

Extensive experience in fire protection engineering and public fire service – see resume

Provide a brief statement outlining why you wish to serve on the Fire Department Advisory Board:

My interest and involvement in the local communities where I lived dates to serving as a volunteer firefighter when I was 17 years old. The FD service over the years along with my career as a professional engineer affords a broad range of experience I can offer to the board.


Applicant's Signature

02/28/2020
Date

Please attach a resume to provide any additional relevant information.