



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

**June 10, 2024
6:00 PM**

AGENDA

1. CALL TO ORDER

- A. The Town Hall Council Chambers will be open at our normal capacity. The meeting may also be accessed via the Zoom platform at the following link:

<https://us02web.zoom.us/j/83481877476?pwd=YzFjTlBDZWQweU9NVWR0QjFhRVVqQT09>

Meeting ID: 834 8187 7476

Passcode: 212521

Or join by phone:

301.715.8592

305.224.1968

- B. AGENDA ADOPTION

- C. INVOCATION

- D. PLEDGE OF ALLEGIANCE

- E. SPECIAL PRESENTATIONS

1. Juneteenth Celebration in Harrisburg Park

- 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. Consideration of the Minutes of the May 13, 2024 Town Council Meeting
- B. Consideration of Acceptance of the Street and Utilities in Blume South Subdivision
- C. Consideration of H-2024-04-Anx Morehead Properties: Certify the sufficiency of the annexation petition and call for Public Hearing to Annex two properties located at 6111 and 6161 Morehead Road.
- D. Consideration of approval of purchase contract with Modern Chevrolet for \$66,484 for a 2024 Brush Truck Chassis.

- E. Consideration of Approval of Contract with Carolina Siteworks for \$331,209 for Roberta Road Improvements and related Reimbursement Resolution
- F. Consideration of Extension of Capital Project Ordinance for Train Station

3. COMMUNICATIONS

- A. TOWN MANAGER REPORT
- B. FINANCE REPORT
- C. LAW ENFORCEMENT REPORT
- D. FIRE DEPARTMENT REPORT
- E. MAYOR'S COMMENTS
- F. COUNCIL COMMENTS

4. PUBLIC HEARINGS

- A. Public Hearing for Consideration of FY2025 Budget Ordinance, Tax Rate, Schedule of Fees, and Capital Improvement Plan
- B. Public Hearing for Consideration of an Ordinance to Extend the Harrisburg - Midland Annexation Agreement

5. OLD BUSINESS

- A. H-2024-01-R Farmington PUD Conditional Zoning District

6. NEW BUSINESS

- A. Consideration of Contract with Wastepro for the Collection of Solid Waste and Recycling
- B. Consideration of Contract with Cascade Engineering for the Purchase of Waste and Recycling Bins for Town Residents
- C. Consideration of Approval of a Contract with B&C Utility Contracting LLC for \$250,000 for the FY2024 Sanitary Sewer Rehabilitation Project
- D. Consider Board Appointments for the Planning & Zoning Board and the Board of Adjustment
- E. Harrisburg Parks & Recreation Advisory Board Appointments
- F. Consideration of Appointments to Harrisburg Arts, Culture, and Heritage Committee (HACH).
- G. Consideration of Appointment to the Cabarrus County Public Library Board of Trustees

7. ACTION ITEMS

8. CLOSED SESSION

9. ADJOURNMENT

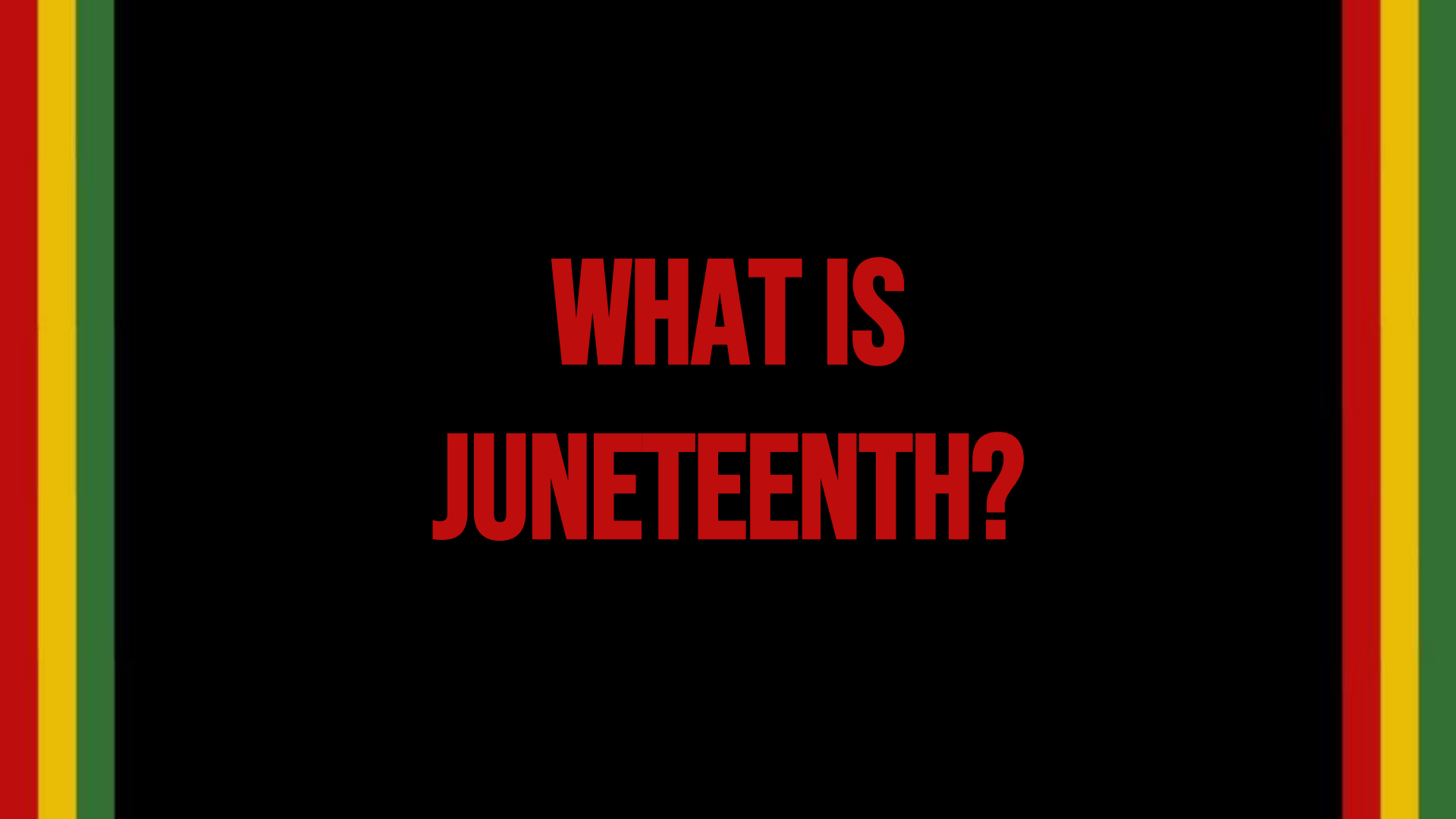
Vision Statement

Harrisburg will be a distinctive, family-focused community where memories are made.

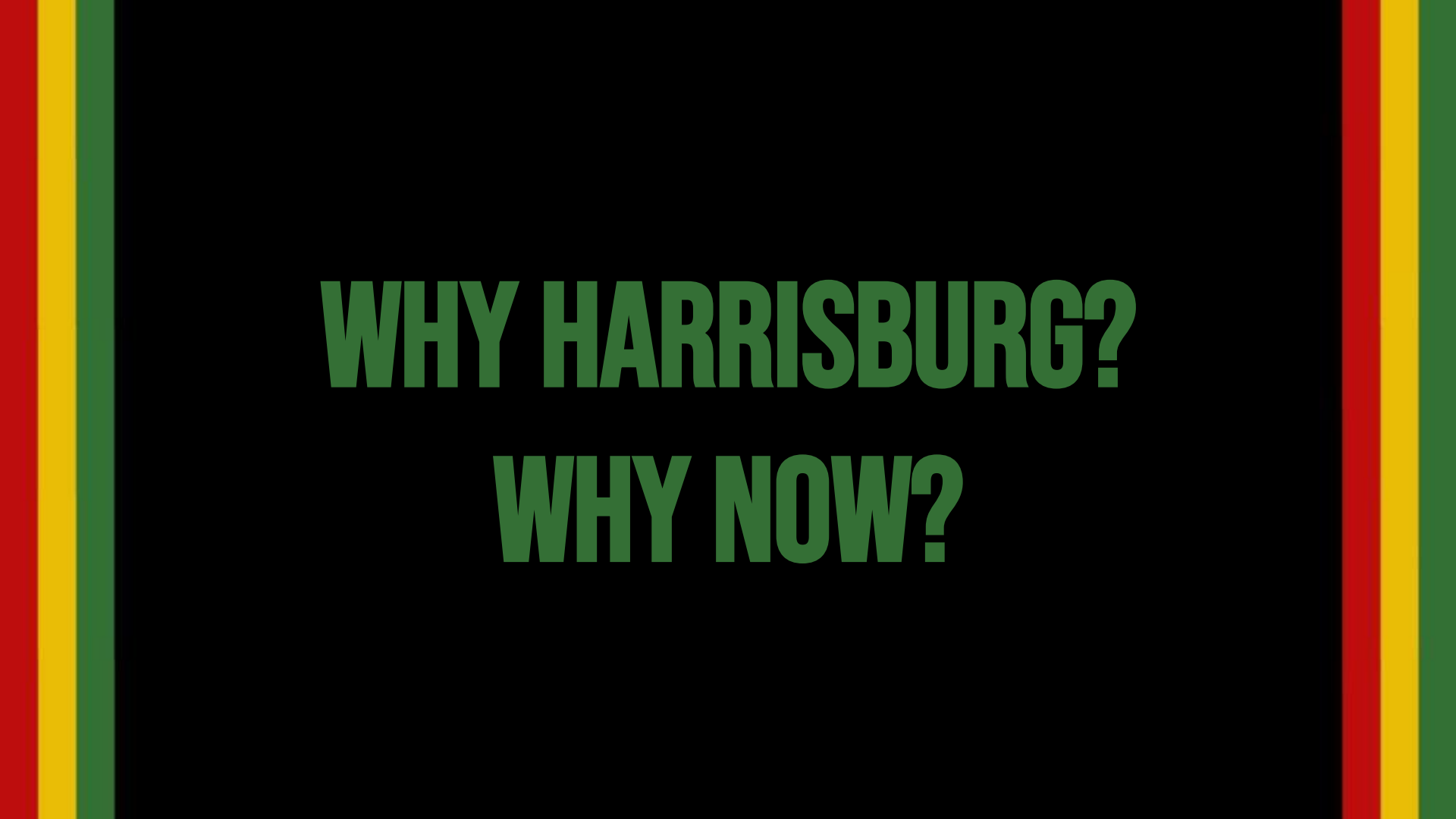
Mission Statement

Together, we enhance our quality of life by collaborating, planning, and investing to create our community of choice.

**JUNETEENTH
CELEBRATION AT
HARRISBURG PARK 2024**



WHAT IS JUNETEENTH?



WHY HARRISBURG?

WHY NOW?

Cabarrus County
Black Student Unions
Present

Juneteenth Celebration

MUSIC • GAMES • FOOD TRUCKS
• SMALL BUSINESS VENDORS

SATURDAY

June 22nd, 2024
11am-2pm

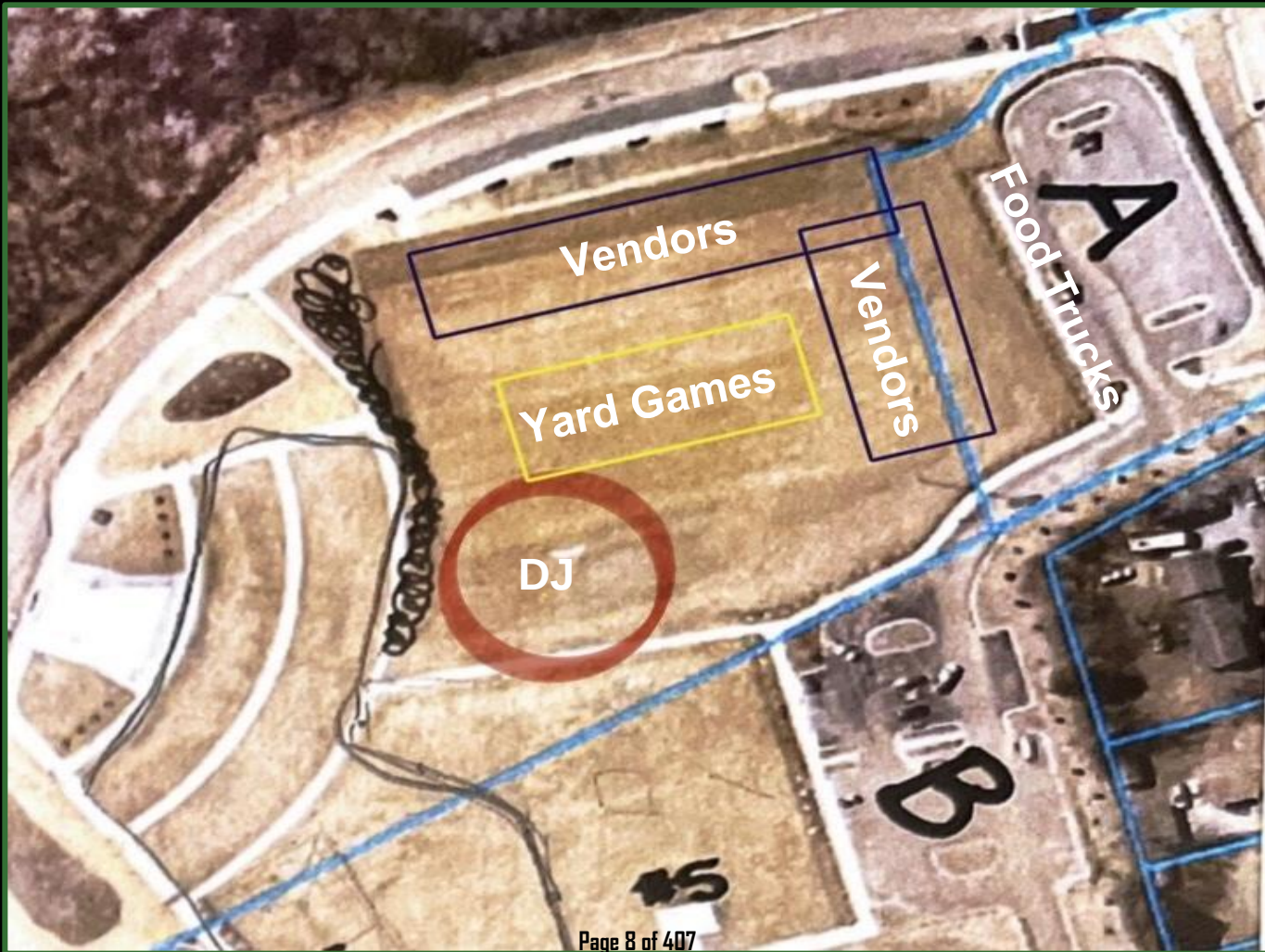
HARRISBURG PARK
FIELD #5

191 Sims Pkwy, Harrisburg, NC 28075

Free
Entry

VENDOR
REGISTRATION!





QUESTIONS?



TOWN OF HARRISBURG

Agenda Item Details

Title:

Consideration of the Minutes of the May 13, 2024 Town Council Meeting

Presenting Personnel:

Janet Rackley, Town Clerk

Suggested Motion or Action:

Motion to approve the minutes of the May 13, 2024 Town Council meeting.

Description/Background:

Draft minutes from the May 13, 2024, Town Council meeting presented for consideration.

Recommendation:

Staff recommends approving the attached minutes from the May 13, 2024 Town Council meeting.

Fiscal Impact:

none

Attachments:

1. May 13, 2024 Council Minutes

**TOWN OF HARRISBURG, NORTH CAROLINA
TOWN COUNCIL MEETING
MONDAY, MAY 13, 2024
6:00 PM**

MINUTES

This meeting was held in person as well as via the Zoom platform.

Mayor Jennifer Teague called the meeting to order.

PRESENT: Mayor Jennifer Teague; Mayor Pro-Tem La'Trecia Glover, Councilmembers Maurice Price Jr., Ron Smith, Altyn Cotell, Mike Thevenin, Chris Faw, Ian Patrick

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 Smith made a motion to approve the agenda as presented. Second was made by Councilmember Price. **The motion passed 7-0.**

1C.

INVOCATION

Councilmember Thevenin conducted the invocation.

1D.

PLEDGE OF ALLEGIANCE

1E.

SPECIAL PRESENTATIONS

- **Youth Council Capstone Project Presentation.** Kacey Howard, Communications Director presented the background information. This year's project was the Harrisburg Youth Career Connector. Members of the Youth Council presented the goals, data, and results of the project.
- **2024 Citizen's Academy Recognition.** Recognition of Crystal Anderson, Cindy Rhodes, Wally Wallace, Blaze Walker, Robert Anderson, Sheila Dodson, and Suzi Schoonmaker for completing the 2024 Town of Harrisburg Citizens Academy.
- **55th Annual Professional Municipal Clerks Week.** Mayor Teague presented a proclamation for Municipal Clerk's Week.

- **Presentation of FY2025 Manager's Recommended Budget.** Town Manager, Rob Donham, presented his FY2025 Manager's Recommended Budget, including the budget ordinance, tax rate, fee schedule and capital improvement plan.

Following the presentation, Council allowed comments from the public in attendance:

- Wally Wallace, 3093 Spring Forest Road, Harrisburg – spoke concerning the budget process and appreciates the openness and opportunity for interaction with staff

1F.

PUBLIC COMMENT

- Kalyn Hodges, 3606 Charolais Lane, Harrisburg – spoke concerning the ability to have chickens as pets in Harrisburg.
- Derrick Hodges, 3606 Charolais Lane, Harrisburg – spoke concerning the ability to have chickens as pets in Harrisburg. Requested UDO change to remove the two-acre requirement to allow the chickens.
- Tina Hodges, speaking for Chloe Hodges, 3606 Charolais Lane, Harrisburg – spoke concerning the ability to have chickens as pets in Harrisburg.
- Tina Hodges, 3606 Charolais Lane, Harrisburg – spoke asking for a UDO change to allow chickens and remove the two-acre requirement for keeping them.
- Wally Wallace, 3093 Spring Forest Road, Harrisburg – recently went through the Town's Citizen Academy and was very impressed by the way the Town's vehicles were maintained at such a high level.
- Brett Crosby, 224 Ridge Road, Harrisburg – Reminded everyone that the YMCA groundbreaking will be tomorrow at 5:00pm and will be held at the Gathering on Main due to the expected wet weather.
- Brian Echevarria, 3940 Balmoral Drive, Harrisburg – spoke concerning the budget, the principles of conservatism and inflation. Spoke in favor of less government.
- Tim Tereska, 7078 Bovine Lane, Harrisburg – spoke in support of the Hodges family and their request to be allowed to have chickens as pets.

2.

CONSENT AGENDA

- A. Consider the minutes of the April 8, 2024, Town Council Meeting
- B. Consider FY2024 Budget Amendments
- C. Consider ARPA Grant Project Ordinance Amendment
- D. Consider Acceptance of streets and utilities in Davis Creek Subdivision
- E. Consider approval of Water Purchase Contract with City of Concord
- F. Set a public hearing for June 10, 2024, for consideration of FY2025 proposed Budget Ordinance, Fee Schedule, Capital Improvement Plan and Tax Rate

MOTION:

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

3A.

COMMUNICATIONS

Town Manager Report

No additional comments tonight.

3B.

COMMUNICATIONS

Finance Report

Finance Director Brian Lee presented the Finance report.

3C.

COMMUNICATIONS

Law Enforcement Report:

Lt. Sherry Nash presented the Law Enforcement report.

3D.

COMMUNICATIONS

Fire Department Report:

Chief Bryan Dunn presented the Fire Department report.

3E.

COMMUNICATIONS

MAYOR'S COMMENTS

- As Mr. Crosby stated earlier, the YMCA groundbreaking will be tomorrow at The Gathering on Main at 5:00pm. The public is welcome to attend.
- This is National Police Week, a time to honor the dedicated law enforcement officers who keep our community safe and also serve as a remembrance for those who gave their lives in the line of duty. Due to the recent events in Charlotte, we extend our condolences to the Charlotte Police Department and US Marshal's office.
- The Harrisburg Chamber Committee meets on the fourth Thursday of the month, and we now have a new meeting location as Bubba's Bunkhouse has agreed to host that. This is a great networking opportunity.
- Harrisburg Art Walk was held earlier this month. It's a great event to showcase some of our local artisans.
- Attended Pinwheel Garden ceremony that was held at the end of April at the Cabarrus County Courthouse. That was to show support for the excellent work and efforts in our county trying to combat child abuse and exploitation.
- Thank you to the Parks and Recreation Department for a fabulous start to our 2024 Rockin' the Burg concert series. It was a very large crowd, and we received a lot of great feedback. The next one will be held June 8th.

3F.

COMMUNICATIONS

COUNCIL COMMENTS

Mayor Pro-Tem Glover

- Several of us attended the Breakfast for the Arts with the Cabarrus Arts Council earlier this month. It was really nice because a lot of the artists were from Harrisburg, and Micah Cash was recognized.

Councilmember Faw

- Met with Jim Spina earlier, and kudos to his department for the huge success of the first Rockin' the Burg concert this year.
- Kudos to Kacey for the Citizen's Academy.
- Thank you to Rob, Lee, and Brian for work on the budget prep. There is a lot of work that goes into this, and so thank you for making it understandable for everyone as well.

Councilmember Patrick

- Feel like we need to talk more about the chicken issue that was brought up earlier. At least get an understanding from the Town Manager about what the issues are. Rob Donham, Town Manager, then spoke to the fact that this started with a complaint from someone about the chickens and our Code Enforcement Officer must enforce our ordinance. Our current ordinance doesn't allow residential chickens on less than two acres. The Code Enforcement Officer notified the family of the violation and the issues ensued from there.

After further discussion, the Town will research to see what the ordinances in surrounding Towns say about this issue.

4A.

PUBLIC HEARING

None

5A.

OLD BUSINESS

H-2024-01-R Farmington PUD Conditional Zoning District. MPV Properties, the managing company for the Farmington commercial village area, is proposing to amend the approved conditional zoning district for the Farmington Planned Unit Development (PUD) for the purpose of establishing a Master Sign Program (MSP) for the commercial area of the development. A master sign plan will enhance a cohesive sense of place throughout the development by requiring high quality sign types, materials, lighting, and branding.

The public hearing for this case was held at the April 8, 2024, Town Council meeting. During deliberations, a question arose related to the sign design, the base of the monument signs, that required additional evaluation.

Since the public hearing in April, staff has been working with the applicant to update some of the building materials in the signs that were discussed at the last meeting. As of the date of this meeting, staff was continuing to work with applicant to resolve the issues. Thus, updated renderings and decision by Town Council will be at the June 10, 2024, Town Council meeting.

MOTION:

Councilmember Faw made a motion to defer consideration on H2024-01 R Farmington PUD Conditional Zoning District to the June 10, 2024, Town Council meeting. Second was made by Councilmember Price. **The motion passed 7-0.**

6A.

NEW BUSINESS

Consideration of Adoption of a Resolution Directing the Town Clerk to Automatically Investigate Annexation Petitions. The North Carolina General Statutes outlines the annexation process for municipalities, identifying these three general steps:

1. Upon receipt of the petition, the municipal governing board shall cause the clerk of the municipality to investigate the sufficiency thereof and to certify the result of the investigation. The clerk researches the petition to ensure the property owners, legal description, and associated petition information is correct. Many jurisdictions direct the clerk by resolution.
2. After the investigation and upon receipt of the petition sufficiency certification from the Town Clerk, the municipal governing board shall fix a date for a public hearing on the question of annexation and shall cause notice of the public hearing. This certification document is usually on the consent agenda with the resolution fixing the date for the public hearing.
3. The public hearing is conducted allowing for public comment and, after said hearing, the governing board shall have authority to pass an ordinance annexing the territory described in the petition.

The Town has been certifying the sufficiency of the petition, adopting a resolution fixing the public hearing date, and conducting the public hearing in basically a two-meeting process. By approving this attached draft resolution, the Town Council is directing the Town Clerk to automatically conduct the investigation for sufficiency of all annexation petitions presented to the Town, thereby avoiding a separate resolution for each such petition.

After some discussion, the following action was taken:

MOTION:

Councilmember Price made a motion to approve the Resolution Directing the Town Clerk to Investigate Annexation Petitions. Second was made by Mayor Pro-Tem Glover. **The motion passed 7-0.**

6B.

NEW BUSINESS

Consideration of Deputy Motorcycle Surplus and Direct Sale to a Municipality. The Harrisburg Deputy division wishes to surplus the 2011 BMW motorcycle that was purchased approximately five years ago from another municipality. It has been replaced with a new motorcycle the current year. The two options for disposal of the motorcycle are to 1) remove all law enforcement-related graphics and blue lights, which requires wiring modifications that must be performed by a dealer at a cost to the Town, or 2) to sell the motorcycle as is to another local government, which has no cost to prepare for sale.

After some discussion, the following action was taken:

MOTION:

Mayor Pro-Tem Glover made a motion to surplus the Deputy's 2011 BMW Motorcycle and approve the direct sale to the Rowan County Sheriff's Department for \$5,000. Second was made by Councilmember Thevenin. **The motion passed 7-0.**

6C.

NEW BUSINESS

Consideration of update to the FY2024 Schedule of Fees for Parks and Recreation athletic fees. The FY2025 budget and the related Schedule of Fees reflect an increase in Parks and Recreation registration

fees for residents and non-residents, along with updates to Pop Warner sports fees. Because the Fall sports season conducts registration during May and June, which occurs during FY2024, the FY2024 fee schedule must be updated in order for registration fees for the Fall season to be in effect when the fees are paid. In order to address this issue in the current year, staff is presenting the same athletics fee schedule that Council is considering with the FY2025 budget to be put into place immediately for Parks to charge the proper fees.

After some discussion, the following action was taken:

MOTION:

Councilmember Faw made a motion to approve the updated FY2024 Schedule of Fees for Parks and Recreation registration fees, as presented. Second was made by Councilmember Cotell. **The motion passed 6-1 (Councilmember Patrick voting against).**

7.

ACTION ITEMS

- Research surrounding towns/cities to see what their ordinances say concerning keeping chickens
- Follow up with Mr. Echevarria

8.

CLOSED SESSION

None

9.

ADJOURNMENT

MOTION:

There being no further business, Councilmember Smith made a motion to adjourn the meeting. Second was made by Councilmember Thevenin. **The motion passed 7-0.**

ATTEST:

Jennifer Teague, Mayor

Janet Rackley, Town Clerk



TOWN OF HARRISBURG

Agenda Item Details

Title:

Consideration of Acceptance of the Street and Utilities in Blume South Subdivision

Presenting Personnel:

Mallory Hodgson, Public Works Director

Suggested Motion or Action:

Motion to accept the Streets and Utilities in Blume South Subdivision, with a total value of \$3,107,666.

Description/Background:

Blume South is an existing subdivision within the Town that was constructed in the late 2010s. The Town delayed acceptance while the developer fulfilled remaining obligations to construct the public open space in accordance with the Town standards. The completion of greenway construction in 2024 has triggered the street acceptance and final closeout of the neighborhood. The development connects to Hickory Ridge Road. The Town has inspected and certified the construction of the streets and utilities in the Blume South Subdivision to the Town's Standards. The Town seeks to formally accept the streets and utilities in the subdivision into the Town's maintenance network.

The Town must also accept a value for the roads and other infrastructure to properly account for the assets in the Town's financial records. Based on the mileage of these roads and the engineer's estimates provided, the value has been determined to be \$1,817,400 for streets, sidewalks, greenway and curb and gutter, \$465,130 for storm water infrastructure, \$374,365 for water lines and \$450,711 for sewer lines. This is calculated based on current construction costs for streets, storm, and water and sewer infrastructure installation.

Recommendation:

Staff Recommends Acceptance of the Streets and Utilities in the Blume South Subdivision with the associated value of \$3,107,666.

Fiscal Impact:

The fiscal impact to the acceptance of the streets and utilities into the Town's maintenance system is the cost of maintenance of the roads and utilities, and the cost of electricity for the street lights. The Town has properly budgeted for the maintenance of these items and will receive additional Powell Bill funding to be used for Town-wide street maintenance and pavement resurfacing. The values accepted herein will be reflected in the FY2024 annual financial statements as contributions of infrastructure from developers.

Attachments:

1. Blume South - Engineer Estimate 5-9-2024
2. Blume South - Council Resolution for Acceptance



Blume South Public Infrastructure Estimate
Prepared by Town of Harrisburg Engineering Staff

Description	Quantity	Unit	Unit Price Estimate	Total
Stormwater				
15"	2180	LF	\$ 52.00	\$ 113,360
18"	672	LF	\$ 58.00	\$ 38,976
24"	1670	LF	\$ 70.00	\$ 116,900
30"	290	LF	\$ 95.00	\$ 27,550
36"	187	LF	\$ 112.00	\$ 20,944
Curb Inlet	67	EA	\$ 2,200.00	\$ 147,400
Stormwater Subtotal				\$ 465,130
Asphalt and Streets				
Asphalt and Subgrade	16400	SY	\$ 55.00	\$ 902,000
5' Concrete Sidewalk	7600	SY	\$ 50.00	\$ 380,000
ADA Ramps	31	EA	\$ 900.00	\$ 27,900
Curb and Gutter	13700	LF	\$ 25.00	\$ 342,500
Greenway	3000	SY	\$ 55.00	\$ 165,000
Asphalt & Streets Subtotal				\$ 1,817,400
Water				
Tie into Existing	1	EA	\$ 5,600.00	\$ 5,600
Jumper Connection	1	LS	\$ 2,000.00	\$ 2,000
6" PVC	60	LF	\$ 16.00	\$ 965
8" PVC	6875	LF	\$ 24.00	\$ 165,000
Misc. Fittings	1	LS	\$ 25,000.00	\$ 25,000
Gate Valves	34	EA	\$ 2,000.00	\$ 68,000
Fire Hydrants	16	EA	\$ 5,500.00	\$ 88,000
Blowoffs	3	EA	\$ 1,600.00	\$ 4,800
Testing	1	LS	\$ 15,000.00	\$ 15,000
Water Subtotal				\$ 374,365
Sewer				
8" Sanitary Sewer Pipe	6672	SY	\$ 65.00	\$ 433,680
Manholes	41	SY	\$ 51.00	\$ 2,091
Testing	1	LS	\$ 15,000.00	\$ 15,000
Sewer Subtotal				\$ 450,771
Grand Total Engineer's Estimates for Road and Stormwater Improvements				\$ 3,107,666

Sweet Willi	1136 feet	24	27264	3029.333
Hydrangea	1001 feet	20	20020	2224.444
Bluebell	656	20	13120	1457.778
Sweet Pea	1606	20	32120	3568.889
C ornflowe	1435	24	34440	3826.667
Daisy Place	1012	20	20240	2248.889
				16356

2961.111
162861.1

STATE OF NORTH CAROLINA
COUNTY OF CABARRUS

BOOK 75 PAGES 55-59, BOOK 76 PAGES 89-92
REQUEST FOR TOWN OF HARRISBURG TO ACCEPT ALL WATER,
SEWER, SIDEWALKS AND GREENWAY INFRASTRUCTURE WITHIN
BLUME SUBDIVISION AND THE ASPHALT AND STORM DRAINAGE
SYSTEMS WITHIN THE RIGHT OF WAY OF SWEET WILLIAM
DRIVE, CORNFLOWER DRIVE, HYDRANGEA DRIVE, BLUEBELL
PLACE, SWEET PEA LANE AND DAISY PLACE WITHIN THE BLUME
SOUTH (PHASE 6 AND 7) SUBDIVISION

Whereas, this is to certify that the previous developer and original owner installed asphalt, water, sewer, greenway, sidewalk and storm drainage systems in the Blume South Subdivision, including Sweet William Drive; a 60' public right of way, Cornflower Drive; a variable width public right of way, Hydrangea Drive; a 50' public right of way, Bluebell Place; a 50' public right of way, Sweet Pea Lane; a 50' public right of way, and Daisy Place; a 60' public right of way, which are recorded in Book 75 Pages 55-59, dated December 21, 2017 and Book 76 Pages 89-29, dated April 18, 2018; and are located in the Town of Harrisburg,

Whereas, asphalt, curb, gutter, greenway and sidewalk (\$1,817,400), sewer collection systems (\$450,771), water distribution systems (\$374,365) and storm drainage systems (\$465,130) have been installed on these streets in Blume South Subdivision to the standards and specifications of the Town of Harrisburg Engineering Department,

Whereas, the Town of Harrisburg desires to accept the asphalt, water, sewer and storm drainage systems from the developer, to be owned and maintained as part of the Town's public roadway, greenway, water, sewer and storm drainage systems.

The Town of Harrisburg seeks to accept the above mentioned asphalt, curb and gutter, greenway, sidewalk, water, sewer and storm drainage systems for the Blume South Subdivision into the Town's systems, to be owned and maintained as a part of the Town's public roadway, greenway water, sewer and drainage systems.

Adopted this 10th day of June, 2024

Jennifer Teague, Mayor

Attest:

Janet Rackley, Town Clerk



TOWN OF HARRISBURG

Agenda Item Details

Title:

Consideration of H-2024-04-Anx Morehead Properties: Certify the sufficiency of the annexation petition and call for Public Hearing to Annex two properties located at 6111 and 6161 Morehead Road.

Presenting Personnel:

Shelley DeHart, Assistant Planning Director

Suggested Motion or Action:

Motion to accept the Certificate of Sufficiency and adopt the Resolution fixing the public hearing date for Petition H-2024-04-Anx for the July 8, 2024 Town Council Meeting at 6:00 p.m.

Description/Background:

The property owner of 6111 and 6161 Morehead Road has petitioned to annex into the Town jurisdictional boundaries. The two properties are located at the intersection of Rocky River Crossing Road and Morehead Road and total 2.737 acres in lot area. These properties are also located within the Town's Extraterritorial Jurisdiction (ETJ) area; therefore, no accompanied rezone is required. The existing zoning classification of Residential Medium (RM), will be retained on the properties.

Pursuant to a Resolution Directing the Town Clerk to Investigate the Annexation Petition on May 13, 2024, the Town Clerk presents the Certificate of Sufficiency and a Resolution fixing the public hearing for the subject annexation petition for July 8, 2024.

Recommendation:

Motion to accept the Certificate of Sufficiency and Adopt the Resolution Fixing the Public Hearing Date for July 8, 2024.

Fiscal Impact:

N/A

Attachments:

1. KEBL Annexation Application (signed) (signed)
2. MOREHEAD ROAD ANNEXATION PRELIM
3. Directing Town Clerk to Investigate Annexation Petitions 5-13-2024
4. Certificate of Sufficiency
5. Resolution Fixing Date of Public Hearing

Annexation Application

1. Request for Annexation

- ☒ We the undersigned owners of real property respectfully request that the area described in paragraph 2 below be annexed to the Town of Harrisburg.

2. Property Information

- a. Property Location/Address: 6111 MOREHEAD RD & 6161 MOREHEAD RD
- b. Tax Map and Parcel Number (PIN): 55073934190000 & 55073944410000
- c. Current Zoning: RM
- d. Current Land Use: RESIDENTIAL
- e. Area to be annexed is: ☒ Contiguous ☐ Non-Contiguous
- f. Boundaries of territory to be annexed (attach separate sheet or describe below):

See Attached

3. Contact Information

- a. Contact Person: JASON GADDIS
Company: KEBL, LLC
Address: 8619 WELLINGTON LN City, State, Zip: HARRISBURG, NC 28075
Phone Number: 704 438 7090 Email Address: jason@keblg.com
- b. Applicant Name (if different than above): _____
Company: _____
Address: _____ City, State, Zip: _____
Phone Number: _____ Email Address: _____
- c. Owner Name: KEBL, LLC
Company: _____
Address: 8619 WELLINGTON LN City, State, Zip: HARRISBURG, NC 28075
Phone Number: 704 438 7090 Email Address: jason@keblg.com

4. Signature of Owner(s)

Owner Name: JASON GADDIS Address: 8619 WELLINGTON LN
Owner Signature:  Date: MAY 14 2024

Owner Name: _____ Address: _____

Owner Signature: _____ Date: _____

Owner Name: _____ Address: _____

Owner Signature: _____ Date: _____

Owner Name: _____ Address: _____

Owner Signature: _____ Date: _____

Owner Name: _____ Address: _____

Owner Signature: _____ Date: _____

Owner Name: _____ Address: _____

Owner Signature: _____ Date: _____

Owner Name: _____ Address: _____

Owner Signature: _____ Date: _____

5. Affidavit of Completeness and Accuracy (to be completed by the individual submitting the application)

STATEMENT OF COMPLETENESS AND ACCURACY:

I hereby certify all property owners have full knowledge the property they own is the subject of this application. I hereby certify the statements or information made in any paper or plans submitted herewith are true and correct to the best of my knowledge. I understand this application, related application material and all attachments become official records of the Planning and Zoning Department of Harrisburg, North Carolina, and will not be returned.

I understand that any knowingly false, inaccurate or incomplete information provided by me will result in the denial, revocation or administrative withdrawal of this application, request, approval or permit. I further acknowledge that additional information may be required to process this application. I further consent to the Town of Harrisburg to publish, copy or reproduce any copyrighted documents submitted as a part of this application for any third party. I further agree to all terms and conditions, which may be imposed as part of the approval of this application.

Applicant Name: JASON GADDIS Submittal Date: MAY 15 2024

Applicant Signature: 

7. Required Attachments

All Annexation Application submittals must be accompanied by:

- Applicable fee(s) (see Master Fee Schedule in Appendix B of the Development Guidebook);
- Sealed survey showing area proposed for annexation in relation to the primary corporate limits of the Town of Harrisburg.

6. Staff Use Only:

Record of Process

Date Received: 5/15/2024

Application Number: H-2024-04-Anx Morehead Parcels

Is Application Complete?

☒ Yes

☐ No

Public Hearing Date(s): Proposed for July 8,2024

Published Notice Date: TBD

Mailed Notice Date: TBD

Posted Notice Date: TBD

Final Action Applicant Notification Mailed Date: _____

Town Staff Signature:

Shelley DeHart, AICP

Digitally signed by Shelley DeHart, AICP
DN: c=US, E=sdehart@harrisburgnc.org, O=Town of Harrisburg, OU=Planning
and Zoning Department, CN=Shelley DeHart, AICP
Date: 2024.05.30 13:39:17 -0400

Record of Decision

Reviewed By: _____

Recommendation:

☐ Approve

☐ Deny

Final Action:

☐ Approve

☐ Deny

DESCRIPTION OF THE KEBL, LLC PARCELS ON MOREHEAD ROAD

Being a metes and bounds description of the total extents of two separate parcels, described in aggregate for the purpose of describing a proposed area for Town of Harrisburg Annexation, situated and lying in the state of North Carolina, Cabarrus County, Township 1, Harrisburg, within the Extra Territorial Jurisdiction of the Town of Harrisburg, one parcel being the Remainder of Lot 1, Margaret P. Sloop Property, to KEBL, LLC in Deed Book 16880, Page 205, described in Map Book 22, Page 12, (all references to map and deed books refer to the records of the Cabarrus County Register of Deeds), and the second parcel being the Remainder of Lot 2, Margaret P. Sloop Property, to KEBL, LLC, in Deed Book 16880, Page 266, described in Map Book 22, Page 12, more particularly described by metes and bounds as follows:

BEGINNING at a 1/2" iron rod found at the base of a fence corner post, having North Carolina State Plane Coordinate system position of Northing: 579,686.17', Easting: 1,503,410.88', being the north corner of the remainder of said Lot 1, same being the east corner of the parcel to Ezequiel Reyes in Deed Book 4212, Page 121, same being a west angle point of the parcel to Morehead Developers, LLC in Deed Book 16630, Page 177, for the **POINT OF BEGINNING** and the north corner of the parcel described herein, from which a 3/4" iron rod found, being the north corner of said Reyes Parcel, bears North 45°10'56" West, a distance of 151.32';

THENCE, South 44°17'18" East, with the northeast line of said Lot 1, same being a west line of said Morehead Developers, LLC parcel, also being an east line of the parcel described herein, a distance of 170.96', to a 3/4" iron rod found, for an east corner of the parcel described herein; same being the east corner of said Lot 1, also being the north corner of said Lot 2, also being a southwest angle point of said Morehead Developers, LLC parcel;

THENCE, South 45°04'30" East, with an east line of said Lot 2, same being a west line of said Morehead Developers, LLC parcel, same being an east line of the parcel described herein, a distance of 114.84', to a 1.5" iron pipe found, directly proximate to a 5/8" iron rod found, for an east corner of parcel described herein, same being an east corner of said Lot 2, also being a west corner of said Morehead Developers, LLC parcel;

THENCE, South 28°05'32" East, with an east line of said Lot 2, same being a west line of said Morehead Developers, LLC parcel, same being an east line of the parcel described herein, a distance of 70.20', to a 1/2" iron rod found for the southeast corner of the parcel described herein, being the southeast corner of said Lot 2, same being a southwest corner of said Morehead Developers, LLC parcel also being on the north 60' right-of-way of Rocky River Crossing Road, as dedicated in Map Book 37, Page 1, from which a 1/2" iron rod with cap found, being a southeast corner of said Morehead Developers, LLC parcel, bears North 61°53'35" East, a distance of 75.57';

THENCE, South 61°53'35" West, with the north right-of-way of said Rocky River Crossing Road, same being the south line of said Lot 2, also being the south line of the parcel described herein, a distance of 430.65', to a 5/8" iron rod set for the south corner of the parcel described herein, same being the south corner of said Lot 2, same being on the right-of-way of Morehead Road, as described in Deed Book 10988, Page 274, further referenced from NCDOT Project Number 43815, plans dated September 27, 2014;

(continues on next page)

THENCE, to the right, 299.88' feet along the arc of a curve whose radius is 2443.31', with a central angle of 7°01'56", whose chord bears North 17°01'45" West, a distance of 299.69', with the ROW line of said Morehead Road, same being the west line of said Lot 2, at 72.29' (measured along the arc), continuing with the west line said Lot 1, continuing with the ROW line of said Morehead Road, now described in Deed Book 10988, Page, 268, further referenced from said plans, all being the west line of the parcel described herein, to a nail found in concrete, for the northwest corner of parcel described herein; being the northwest corner of Said Lot 1, same being the southwest corner of said Reyes parcel, from which a 1/2" iron rod found, for the northwest corner of said Reyes parcel, bears North 16°18'20" West, a distance of 160.93';

THENCE, North 52°09'05" East, a distance of 296.20', along the northwest line of said Lot 1, same being the southeast line of said Reyes parcel, also being the northwest line of the parcel described herein, to the **POINT OF BEGINNING**, containing ±2.737 acres, as shown on a survey by Whitehall Land Survey, PLLC, titled "RETRACMENT SURVEY AND PROPOSED ANNEXATION MAP OF THE KEBL, LLC PROPERTIES ON MOREHEAD ROAD", dated May 14, 2024, said map incorporated by reference considered an integral part of this description.

The basis of bearings and distances for this description is the North Carolina State Plane Coordinate System, NAD83 (2011). Ground distances may be obtained by multiplying the distances shown hereon by grid-to-ground scale factor of 1.00015590.

Title	KEBL Annexation Application (signed)
File name	KEBL Annexation Application (signed).pdf
Document ID	11e4b96a7ddbc26048f3eafc2d95977cb7242cd4
Audit trail date format	MM / DD / YYYY
Status	● Signed

Document History



SENT

05 / 14 / 2024

20:27:30 UTC

Sent for signature to Jason Gaddis (jason@keblg.com) from tyler@whitehallsurvey.com
IP: 162.125.63.39



VIEWED

05 / 14 / 2024

22:16:04 UTC

Viewed by Jason Gaddis (jason@keblg.com)
IP: 166.199.150.2



SIGNED

05 / 14 / 2024

22:16:36 UTC

Signed by Jason Gaddis (jason@keblg.com)
IP: 166.199.150.2



COMPLETED

05 / 14 / 2024

22:16:36 UTC

The document has been completed.

ANNEXATION CERTIFICATE

THIS PLAT REPRESENTS ONE AREA BEING ANNEXED TO THE TOWN OF HARRISBURG, NORTH CAROLINA PURSUANT TO NCGS 160A-31. BY ORDINANCE DULY ADOPTED (ANNEXATION ORDINANCE _____)

THIS ____ DAY OF _____, 2024

MAYOR, TOWN OF HARRISBURG

ATTEST
TOWN CLERK

REVIEW OFFICER CERTIFICATION

STATE OF NORTH CAROLINA, COUNTY OF CABARRUS

I, _____, REVIEW OFFICER OF CABARRUS COUNTY, CERTIFY THAT THE MAP OR PLAT TO WHICH THIS CERTIFICATE IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.

REVIEW OFFICER
CABARRUS COUNTY, NORTH CAROLINA

DATE

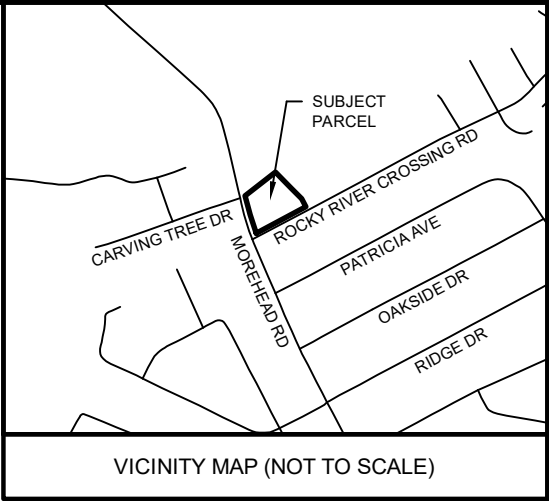
OWNER CERTIFICATION

I HEREBY CERTIFY THAT I AM THE OWNER OF THE PROPERTY SHOWN AND DESCRIBED HEREON AND THAT I HEREBY ADOPT THIS WITH MY FREE CONSENT.

OWNER

DATE

2024
BASIS OF BEARING
NAD83 (2011)



0' 40' 80'
HORIZONTAL GRID - US SURVEY FT.
1 INCH = 40 FEET

ADDITIONAL NOTES:

- A. MAP BOOK 22, PAGE 12 DESCRIBES SUBJECT PARCELS AS EXTENDING TO THE CENTERLINE OF MOREHEAD ROAD, SUBJECT TO A 60' RIGHT-OF-WAY. DEED BOOK 10988, PAGE 288, AND DEED BOOK 10988, PAGE 274, DESCRIBE PORTIONS OF SUBJECT PARCEL OUTSIDE OF PRESUMED EXISTING 60' RIGHT-OF-WAY, CONVEYED IN FEE TO NCDOT. SURVEYOR FOUND NO RECORDS HAVING CONVEYED OR DEDICATED LANDS FALLING WITHIN ORIGINAL 60' RIGHT OF WAY.
- B. IMPROVEMENT IS IN DISREPAIR AND IS PROPOSED TO BE REMOVED PENDING APPROPRIATE PERMITS.

SURVEY NOTES:

- THIS SURVEY WAS CONDUCTED WITHOUT THE BENEFIT OF A TITLE REPORT. THIS MAP REFLECTS ONLY THE DOCUMENTS EXPRESSLY REFERENCED, WHICH WERE LOCATED BY THE SURVEYOR IN THE NORMAL COURSE OF WORK. PROPERTY IS SUBJECT TO ANY ITEMS OF RECORD, INCLUDING ADDITIONAL CONVEYANCES, EASEMENTS, AGREEMENTS, RIGHTS-OF-WAY, OR RESTRICTIONS THAT MAY HAVE BEEN DISCLOSED BY A COMPLETE AND ACCURATE TITLE EXAMINATION.
- LAND SURVEYS DO NOT DETERMINE LAND OWNERSHIP, CONVEY TITLE, OR GRANT RIGHTS.
- THIS SURVEY INCLUDES A RETRACEMENT OF AN EXISTING BOUNDARY, IS BASED ON THE BEST AVAILABLE EVIDENCE AND REFERENCED DOCUMENTS; AND REPRESENTS THE PROFESSIONAL OPINION OF THE SURVEYOR.
- REPORTED DISTANCES ARE HORIZONTAL GRID US SURVEY FOOT. REPORTED BEARINGS ARE BASED ON GRID NORTH, NC SPCS NAD83 (2011).
- AREA COMPUTED BY THE COORDINATE METHOD, BASED ON STATED GRID DISTANCES, US SURVEY FOOT.
- ANY FURTHER DEVELOPMENT OR SUBDIVISION OF THIS PROPERTY IS SUBJECT TO THE REQUIREMENTS AND RESTRICTIONS OF THE PRESIDING JURISDICTION.
- ANY TIE TO A MONUMENT BEING "LEFT" OR "RIGHT" IS PERPENDICULAR RELATIVE TO THE DIRECTION OF THE REFERENCED LINE. ANY CALL TO A FEATURE BEING "IN" OR "OUT" IS RELATIVE TO THE SUBJECT PROPERTY BOUNDARY LINE MEASURED PERPENDICULAR.
- A FEATURE BEING SHOWN AS "IN" OR "OUT" OF THE SUBJECT PROPERTY LINE MAY BE CONSIDERED AN ENCROACHMENT. THIS SURVEY MAKES NO CERTIFICATION OR STATEMENT AS TO THE RIGHTS (UNWRITTEN, ADVERSE, OR OTHERWISE) TO ANY ENCROACHED AREA.
- THE DELINEATED BOUNDARIES OF ANY GRAVEL OR DIRT AREAS ARE INTENDED TO APPROXIMATE OBSERVED USAGE AND SHOULD NOT BE RELIED UPON AS DEFINITIVE BOUNDARY OF DEPICTED MATERIAL.

I, TYLER F. WIETHORN, DO HEREBY CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION USING REFERENCES SHOWN HEREON; THAT THE BOUNDARIES NOT SURVEYED ARE SHOWN AS BROKEN LINES PLOTTED FROM INFORMATION SHOWN HEREON; THAT THE RATIO OF PRECISION AS CALCULATED EXCEEDS 1:7,500; THAT THIS SURVEY WAS PERFORMED BY WAY OF GNSS AND CONVENTIONAL SURVEY METHODS; AND THAT THE FOLLOWING DATA WAS UTILIZED IN THE GNSS SURVEY:

CLASS OF SURVEY: B
POSITIONAL ACCURACY: $\geq 0.12'' + 90\text{PPM}$
TYPE OF GPS FIELD PROCEDURE: NC VRS AND RTK
DATES OF SURVEY: MAY 2024
DATUM/EPOCH: NAD83 (2011.00)
PUBLISHED/FIXED-CONTROL USE: NCGS CORS RTN
GEOID MODEL: 18
COMBINED GRID FACTOR: 0.99984412
UNITS: US SURVEY FEET

THIS MAP MEETS THE REQUIREMENTS OF THE STANDARDS OF PRACTICE FOR LAND SURVEYING IN NORTH CAROLINA (21 NCAC 56. 1600)," AS CERTIFIED ON INDICATED DATE.

THIS MAP WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED; PER G.S. 47-30 SECTION F-11, THIS SURVEY IS OF ANOTHER CATEGORY, SUCH AS THE RECOMBINATION OF EXISTING PARCELS, A COURT ORDERED SURVEY, OR OTHER EXCEPTION TO THE DEFINITION OF SUBDIVISION.

PRELIMINARY PLAT
NOT FOR RECORDATION,
CONVEYANCES, OR SALES.

TYLER F. WIETHORN, PLS DATE
NORTH CAROLINA REGISTRATION NUMBER L-5432



ANNEXATION EXEMPTION BLOCK

I HEREBY CERTIFY THAT THIS PLAT IS AN ANNEXATION PLAT AND IS THEREFORE EXEMPT FROM THE REQUIREMENTS OF N.C.G.S. 47-30 PURSUANT TO N.C.G.S. 47-30(J).

TYLER F. WIETHORN, PLS
NORTH CAROLINA REGISTRATION NUMBER L-5432

DATE

LEGEND:

●	FOUND IRON ROD (IR)	PIN	PARCEL ID NUMBER	_____	SUBJECT BOUNDARY (S.)
○	FOUND IRON PIPE (IP)	N/F	NOW OR FORMERLY	_____	ADJOINER BOUNDARY (S.)
⊗	FOUND NAIL	DB.	DEED BOOK	_____	ADJOINER BOUNDARY (N.S.)
⊗	CALCULATED POINT	MB.	MAP BOOK	_____	SIGHT TRIANGLE
▤	DROP INLET	R.O.W.	RIGHT-OF-WAY	_____	RIGHT-OF-WAY
▤	CURB INLET	CSF	COMBINED SCALE FACTOR	_____	APPROX. TOWN LIMITS
⊗	UTILITY POLE	(S.)	SURVEYED LINE	_____	WOOD FENCE
⊗	HYDRANT	(NS.)	NOT-SURVEYED LINE	_____	WIRE FENCE
⊗	MANHOLE	↔	LAND HOOK	_____	CHAIN LINK FENCE
⊗	TELECOM HANDHOLE	↔	LINE BREAK	_____	OH WIRE
▤			ASPHALT	_____	CULVERT
▤			CONCRETE	_____	
▤			DIRT	_____	

FLOOD AND WATERSHED NOTES:

- PER NC FLOOD RISK INFORMATION SYSTEM, THIS PARCEL IS LOCATED WITHIN ZONE "X". (AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN), AS SHOWN ON FEMA FIRM. PANEL NO. 3710550700K WITH AN EFFECTIVE DATE OF 11/16/2018.
- PER CABARRUS COUNTY GIS, THIS PARCEL IS NOT LOCATED WITHIN A PROTECTED WATERSUPPLY WATERSHED.

ZONING AND SETBACKS:

- PER CABARRUS COUNTY GIS, SUBJECT PARCEL IS CLASSIFIED AS TOWN OF HARRISBURG ETJ ZONE RM (RESIDENTIAL MEDIUM).
- MINIMUM BUILDING STRUCTURE SETBACKS:

	PRINCIPAL
FRONT	25'
SIDE	10' / 20'
REAR	25'
- SIDE SETBACK IS 10' FOR INTERIOR SIDE, 20' FOR EXTERIOR SIDE.
- ALWAYS CONTACT THE PRESIDING JURISDICTION'S PLANNING OFFICE PRIOR TO ANY FURTHER IMPROVEMENTS OR DEVELOPMENT.

BOUNDARY SURVEY AND PROPOSED ANNEXATION MAP OF THE KEBL, LLC PROPERTIES ON MOREHEAD ROAD PROVIDED FOR: KEBL, LLC

DESCRIBING TWO SEPARATE AND CONTIGUOUS PARCELS FOR THE PURPOSE OF APPLYING FOR TOWN OF HARRISBURG ANNEXATION

DEED BOOK 16880, PAGE 205
THE REMAINDER OF LOT 1
MARGARET P. SLOOP PROPERTY
MAP BOOK 22, PAGE 12

DEED BOOK 16880, PAGE 266
THE REMAINDER OF LOT 2
MARGARET P. SLOOP PROPERTY
MAP BOOK 22, PAGE 12

TOWNSHIP 1, HARRISBURG
CABARRUS COUNTY, NORTH CAROLINA



200 S. Bostian Street, #1164 | China Grove, NC 28023-1164
704-245-4135 | info@whitehallsurvey.com | whitehallsurvey.com
White Hall Land Survey, PLLC | NCBELS Registered Firm P-2474

DRAFTED BY: TW PROJECT # 24.03.025 SHEET 1 OF 1



RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HARRISBURG, NORTH CAROLINA DIRECTING THE TOWN CLERK TO INVESTIGATE ANNEXATION PETITIONS

WHEREAS, to the extent that it is required by statute for the Town Council for the Town of Harrisburg to do a resolution directing the Town Clerk to investigate any petition for annexation submitted to the Town, the Town hereby directs the Town Clerk to automatically conduct such investigation without the need for a separate resolution for each such petition; and

WHEREAS, this resolution applies to any petition for annexation of contiguous properties pursuant to N. C. Gen. Stat. § 160A-31(c) and any petition for annexation of non-contiguous properties pursuant to N. C. Gen. Stat. § 160A-58.1(d); and

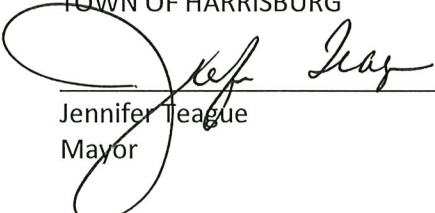
WHEREAS, pursuant to the power vested in the Town Council by the constitution and statutes of the State of North Carolina and the Town Charter, the Town Council issues the following resolution.

THEREFORE, THE TOWN COUNCIL OF THE TOWN OF HARRISBURG, RESOLVES THAT:

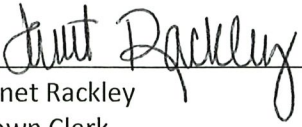
1. The Town Clerk is automatically directed by the Town Council to investigate any petition for annexation submitted to the Town, without the need for a separate resolution from the Town Council for each such petition.

ADOPTED the 13th day of May, 2024.

TOWN OF HARRISBURG


Jennifer Teague
Mayor

ATTEST:


Janet Rackley
Town Clerk





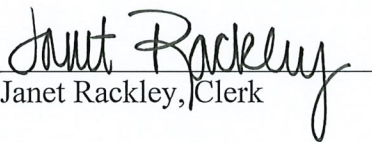
CERTIFICATE OF SUFFICIENCY

To the Town Council of the Town of Harrisburg of Harrisburg North Carolina:

I, Janet Rackley, Clerk, do hereby certify that I have investigated the petitions attached hereto and have found as a fact that said petition is signed by all owners of real property lying in the area described therein, in accordance with G.S. 160A-31.

In witness whereof, I have hereunto set my hand and affixed the seal of the Town of Harrisburg of Harrisburg, North Carolina, this 24th day of May 2024.




Janet Rackley, Clerk



RESOLUTION FIXING DATE OF PUBLIC HEARING ON QUESTION OF ANNEXATION PURSUANT TO G.S. 160A-31

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

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

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

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Harrisburg, North Carolina that:

Section 1. A public hearing on the question of annexation of the area described herein will be held at Harrisburg Town Hall at 4100 Main Street, Harrisburg, North Carolina at 6:00 p.m. on July 8, 2024.

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

DESCRIPTION OF THE KEBL, LLC PARCELS ON MOREHEAD ROAD

Being a metes and bounds description of the total extents of two separate parcels, described in aggregate for the purpose of describing a proposed area for Town of Harrisburg Annexation, situated and lying in the state of North Carolina, Cabarrus County, Township 1, Harrisburg, within the Extra Territorial Jurisdiction of the Town of Harrisburg, one parcel being the Remainder of Lot 1, Margaret P. Sloop Property, to KEBL, LLC in Deed Book 16880, Page 205, described in Map Book 22, Page 12, (all references to map and deed books refer to the records of the Cabarrus County Register of Deeds), and the second parcel being the Remainder of Lot 2, Margaret P. Sloop Property, to KEBL, LLC, in Deed Book 16880, Page 266, described in Map Book 22, Page 12, more particularly described by metes and bounds as follows:

BEGINNING at a 1/2" iron rod found at the base of a fence corner post, having North Carolina State Plane Coordinate system position of Northing: 579,686.17', Easting: 1,503,410.88', being the north corner of the remainder of said Lot 1, same being the east corner of the parcel to Ezequiel Reyes in Deed Book 4212, Page 121, same being a west angle point of the parcel to Morehead Developers, LLC in Deed Book 16630, Page 177, for the **POINT OF BEGINNING** and the north corner of the parcel described herein, from which a 3/4" iron rod found, being the north corner of said Reyes Parcel, bears North 45°10'56" West, a distance of 151.32';

THENCE, South 44°17'18" East, with the northeast line of said Lot 1, same being a west line of said Morehead Developers, LLC parcel, also being an east line of the parcel described herein, a distance of 170.96', to a 3/4" iron rod found, for an east corner of the parcel described herein; same being the east



corner of said Lot 1, also being the north corner of said Lot 2, also being a southwest angle point of said Morehead Developers, LLC parcel;

THENCE, South $45^{\circ}04'30''$ East, with an east line of said Lot 2, same being a west line of said Morehead Developers, LLC parcel, same being an east line of the parcel described herein, a distance of 114.84', to a 1.5" iron pipe found, directly proximate to a 5/8" iron rod found, for an east corner of parcel described herein, same being an east corner of said Lot 2, also being a west corner of said Morehead Developers, LLC parcel;

THENCE, South $28^{\circ}05'32''$ East, with an east line of said Lot 2, same being a west line of said Morehead Developers, LLC parcel, same being an east line of the parcel described herein, a distance of 70.20', to a 1/2" iron rod found for the southeast corner of the parcel described herein, being the southeast corner of said Lot 2, same being a southwest corner of said Morehead Developers, LLC parcel also being on the north 60' right-of-way of Rocky River Crossing Road, as dedicated in Map Book 37, Page 1, from which a 1/2" iron rod with cap found, being a southeast corner of said Morehead Developers, LLC parcel, bears North $61^{\circ}53'35''$ East, a distance of 75.57';

THENCE, South $61^{\circ}53'35''$ West, with the north right-of-way of said Rocky River Crossing Road, same being the south line of said Lot 2, also being the south line of the parcel described herein, a distance of 430.65', to a 5/8" iron rod set for the south corner of the parcel described herein, same being the south corner of said Lot 2, same being on the right-of-way of Morehead Road, as described in Deed Book 10988, Page 274, further referenced from NCDOT Project Number 43815, plans dated September 27, 2014;

THENCE, to the right, 299.88' feet along the arc of a curve whose radius is 2443.31', with a central angle of $7^{\circ}01'56''$, whose chord bears North $17^{\circ}01'45''$ West, a distance of 299.69', with the ROW line of said Morehead Road, same being the west line of said Lot 2, at 72.29' (measured along the arc), continuing with the west line said Lot 1, continuing with the ROW line of said Morehead Road, now described in Deed Book 10988, Page, 268, further referenced from said plans, all being the west line of the parcel described herein, to a nail found in concrete, for the northwest corner of parcel described herein; being the northwest corner of Said Lot 1, same being the southwest corner of said Reyes parcel, from which a 1/2" iron rod found, for the northwest corner of said Reyes parcel, bears North $16^{\circ}18'20''$ West, a distance of 160.93';

THENCE, North $52^{\circ}09'05''$ East, a distance of 296.20', along the northwest line of said Lot 1, same being the southeast line of said Reyes parcel, also being the northwest line of the parcel described herein, to the **POINT OF BEGINNING**, containing ± 2.737 acres, as shown on a survey by Whitehall Land Survey, PLLC, titled "BOUNDARY SURVEY AND PROPOSED ANNEXATION MAP OF THE KEBL, LLC PROPERTIES ON MOREHEAD ROAD", said map incorporated by reference considered an integral part of this description.

The basis of bearings and distances for this description is the North Carolina State Plane Coordinate System, NAD83 (2011). Ground distances may be obtained by multiplying the distances shown hereon by grid-to-ground scale factor of 1.00015590.



Section 3. Notice of the public hearing shall be published in the Independent Tribune, a newspaper having general circulation in the Town of Harrisburg, at least ten (10) days prior to the date of the public hearing.

Jennifer Teague, Mayor

ATTEST:

Janet Rackley, Town Clerk



TOWN OF HARRISBURG

Agenda Item Details

Title:

Consideration of approval of purchase contract with Modern Chevrolet for \$66,484 for a 2024 Brush Truck Chassis.

Presenting Personnel:

Bryan Dunn, Fire Chief

Suggested Motion or Action:

Motion to approve a contract with Modern Chevrolet for \$66,483.64 for a 2024 Brush Truck Chassis.

Description/Background:

Replacement of vehicle FD401, which was purchased in 2006 and upfitted for wildland brush firefighting. Although it met FD specifications at the time, the vehicle has limited and restricted capabilities due to the manufacturer's weight ratings. This project replaces the current vehicle with a modern chassis and body that has a higher weight rating, thus increasing its firefighting capabilities and providing a safer vehicle for personnel to operate. As a cost-saving measure, some components and equipment (depending on condition) will be utilized and transferred to the new vehicle. The project was approved as part of the Capital Improvement Plan for FY2024.

Recommendation:

Staff recommends approval of the associated contract with Modern Chevrolet to purchase a 2024 Brush Truck Chassis.

Fiscal Impact:

The fiscal impact to the Town is an expenditure of approximately \$66,500. This expenditure was approved as part of the FY2024 Budget Ordinance and CIP. The total budget for the replacement of the Brush Truck was established at \$137,500. A summary of this purchase and all remaining components needed to place the vehicle in service are as follows:

- Chassis - \$66,500
- Upfit items, modifications, installation - \$49,600
- Warnings lights and electronics - \$10,500
- Mobile Radio - \$8,000
- Tag and Tax - \$2,000

- Total = \$136,600

The vehicle is being purchased under the NC Sheriffs' Association Purchasing contract 22-08-0913RR which exempts the Town from informal bidding procedures. No budget modifications are necessary.

Attachments:

1. Harrisburg FD CK31003



Dealership Information

Quote Prepared for

Steven Gill
Harrisburg Fire Dept
6462 Morehead Road
Harrisburg, NC 28075
704-455-3574 ext 3007
704-791-5789 C
sgill@harrisburgnc.org

Prepared By:

Randy Andrews
Modern Chevrolet
336-722-4191
randrews@modernauto.com

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.

Data Version: 22335. Data Updated: Apr 29, 2024 6:40:00 PM PDT.



Vehicle: [Fleet] 2024 Chevrolet Silverado 3500HD CC (CK31003) 4WD Reg Cab 146" WB, 60" CA Work Truck (✔ Complete)

Quote Worksheet

	MSRP
Base Price	\$47,500.00
Dest Charge	\$1,995.00
Total Options	\$20,328.00
Subtotal	\$69,823.00
2025 Estimate Price Increase	\$2,100.00
Subtotal Pre-Tax Adjustments	\$2,100.00
Less Customer Discount	(\$5,439.36)
Subtotal Discount	(\$5,439.36)
Trade-In	\$0.00
Subtotal Trade-In	\$0.00
Taxable Price	\$66,483.64
Sales Tax	\$0.00
Subtotal Taxes	\$0.00
Subtotal Post-Tax Adjustments	\$0.00
Total Sales Price	\$66,483.64

Comments:
NCSA
Contract: 22-08-0913RR

Dealer Signature / Date

Customer Signature / Date

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.
Data Version: 22335. Data Updated: Apr 29, 2024 6:40:00 PM PDT.



Vehicle: [Fleet] 2024 Chevrolet Silverado 3500HD CC (CK31003) 4WD Reg Cab 146" WB, 60" CA Work Truck (Complete)

Selected Model and Options

MODEL

CODE	MODEL
------	-------

CK31003	2024 Chevrolet Silverado 3500HD CC 4WD Reg Cab 146" WB, 60" CA Work Truck
---------	---

COLORS

CODE	DESCRIPTION
------	-------------

G7C	Red Hot
-----	---------

OPTIONS ([†] Denotes a Custom Equipment Option)

CODE	DESCRIPTION
------	-------------

FE9	Emissions, Federal requirements
L5P	Engine, Duramax 6.6L Turbo-Diesel V8 B20-Diesel compatible, (470 hp [350.5 kW] @ 2800 rpm, 975 lb-ft of torque [1322 Nm] @ 1600 rpm) (Regular Cab model requires (PCV) WT Convenience Package or (ZLQ) WT Fleet Convenience Package.)
MGM	Transmission, Allison 10-speed automatic (Included and only available with (L5P) Duramax 6.6L Turbo-Diesel V8 engine. Not available with (PTO) Power Take-off.)
GU6	Rear axle, 3.42 ratio (Included and only available with (L5P) Duramax 6.6L Turbo-Diesel V8 engine.)
1WT	Work Truck Preferred Equipment Group includes standard equipment
PYW	Wheels, 17" (43.2 cm) painted steel
QZT	Tires, LT235/80R17E all-terrain, blackwall
9L3	Spare tire delete
G7C	Red Hot
AZ3	Seats, front 40/20/40 split-bench with covered armrest storage and under-seat storage (lockable) (STD)
H0U	Jet Black, Cloth seat trim (Requires (A2X) 10-way power driver seat adjuster and (ZLQ) WT Fleet Convenience Package or (PCV) WT Convenience Package.)
IOR	Audio system, Chevrolet Infotainment 3 system, 7" diagonal HD color touchscreen, AM/FM stereo Bluetooth audio streaming for 2 active devices, voice command pass-through to phone, Wireless Apple CarPlay and Wireless Android Auto compatibility (STD)
ZLQ	WT Fleet Convenience Package Includes (DBG) outside power-adjustable vertical trailering with heated upper glass. (Requires Fleet or Government order. Not available with (PCV) WT Convenience Package.)
VYU	Snow Plow Prep Package includes (KW5) 220-amp alternator, includes increased front GAWR on Heavy Duty models, (NZZ) skid plates (transfer case and oil pan), pass through dash grommet hole and roof emergency light provisions. Contact GM Upfitter Integration at www.gmupfitter.com for plow installation details and assistance (Requires 4WD model. Upgradeable to (KHF) Dual alternators (220-amp primary, 170-amp auxiliary). Not available with (F60) Heavy Duty Front Spring Package.)

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Vehicle: [Fleet] 2024 Chevrolet Silverado 3500HD CC (CK31003) 4WD Reg Cab 146" WB, 60" CA Work Truck (✓ Complete)

OPTIONS

([†] Denotes a Custom Equipment Option)

CODE	DESCRIPTION
UF3	High idle switch (Requires (K34) Cruise Control. Not available with (PTO) Power Take-off.)
K05	Engine block heater (Included with (L5P) Duramax 6.6L Turbo-Diesel V8 engine.)
FPF	DPF, diesel particulate filter, manual regeneration customer regeneration will not be allowed until the DPF load percentage has reached 100% full and a driver information center (DIC) message has been shown (Requires a Fleet or Government type order and (L5P) Duramax 6.6L Turbo-Diesel V8 engine. Included with (PCK) Ambulance / Fire / Rescue Package.)
GTY	Rear axle, wide-track (Included with (PCK) Ambulance / Fire / Rescue Package.)
—	Battery, heavy-duty dual 730 cold-cranking amps/70 Amp-hr, maintenance-free with rundown protection and retained accessory power (Included and only available with (L5P) Duramax 6.6L Turbo-Diesel V8 engine.)
KHF	Alternators, dual, 220-amps primary, 170-amps auxiliary (Requires (K4Z) auxiliary battery with (L8T) 6.6L V8 gas engine.)
NZZ	Skid Plates protect the oil pan, front axle and transfer case (Included with (VYU) Snow Plow Prep Package. Requires 4WD models.)
N2L	Fuel tank, rear only, 40 gallon mounted between frame side rails and behind rear axle (Requires (L5P) Duramax 6.6L Turbo-Diesel V8 engine. Required for DEF tank relocation to inside the frame rails - includes DEF tank relocation mounting kit.) *CREDIT*
K40	Exhaust brake (Included and only available with (L5P) Duramax 6.6L Turbo-Diesel V8 engine.)
BHP	Winter Grille Cover (Included and only available with (L5P) Duramax 6.6L Turbo-Diesel V8 engine.)
DWI	Mirrors, outside power-adjustable vertical trailing with heated and auto-dimming upper glass lower convex mirrors, turn signal indicators, puddle lamps, perimeter lighting, auxiliary lighting, power folding/manual extending (extends 3.31" [84.25mm]) (Requires (PCV) WT Convenience Package or (ZLQ) WT Fleet Convenience Package. Includes (DD8) auto-dimming rearview mirror.)
AKO	Glass, deep-tinted (Included with (PCV) WT Convenience Package.)
VK3	License plate kit, front (will be shipped to orders with ship-to states that require front license plate)
A2X	Seat adjuster, driver 10-way power including lumbar (Requires (H0U) Jet Black interior, (KI4) 120-volt power outlet and either (PCV) WT Convenience Package or (ZLQ) WT Fleet Convenience Package.)
9L7	Upfitter switch kit, (5) Provides 3-30 amp and 2-20 amp configurable circuits to facilitate installation of aftermarket electrical accessories. Kit with all required parts will be shipped loose with the truck for installation by the dealer or upfitter at customer expense. Installation instructions and technical assistance available at www.gmupfitter.com .
K34	Cruise control, electronic with set and resume speed, steering wheel-mounted (Included with (PCV) WT Convenience Package.)
KI4	Power outlet, interior, 120-volt (400 watts) (Requires (PCV) WT Convenience Package or (ZLQ) WT Fleet Convenience Package.)
DD8	Mirror, inside rearview auto-dimming (Included and only available with (DWI) trailer mirrors.)

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Vehicle: [Fleet] 2024 Chevrolet Silverado 3500HD CC (CK31003) 4WD Reg Cab 146" WB, 60" CA Work Truck (Complete)

OPTIONS		([†] Denotes a Custom Equipment Option)
CODE	DESCRIPTION	
5N5	Rear Camera Kit. Kit includes camera, fixed position bracket & 19 ft cable with attachment clips. Rear camera radio calibration provided from the factory. See Upfitter Integration Bulletin for installation instructions at www.gmupfitter.com	
Body [†]	Alumi-Steel Flatbed estimate [†]	
Options Total		

Standard Equipment

Mechanical	
	Engine, 6.6L V8 with Direct Injection and Variable Valve Timing, gasoline (401 hp [299 kW] @ 5200 rpm, 464 lb-ft of torque [629 N-m] @ 4000 rpm) (STD)
	Transmission, Allison 10-Speed automatic (STD)
	Rear axle, 3.73 ratio (Requires (L8T) 6.6L V8 gas engine. Not available with (L5P) Duramax 6.6L Turbo-Diesel V8 engine.)
	Auto-locking rear differential
	Air filter, heavy-duty
	Air filtration monitoring
	Transfer case, two-speed, electronic shift with push button controls (Requires 4WD models.)
	Four wheel drive
	Cooling, external engine oil cooler
	Cooling, auxiliary external transmission oil cooler
	Battery, heavy-duty 720 cold-cranking amps/80 Amp-hr, maintenance-free with rundown protection and retained accessory power (Included and only available with (L8T) 6.6L V8 gas engine.)
	Alternator, 170 amps (Requires (L8T) 6.6L V8 gas engine.)
	Trailer brake controller, integrated
	Recovery hooks, front, frame-mounted, Black
	Body, Chassis Cab
	Frame, fully-boxed, hydroformed front section and an open "C" rear section
	GVWR, 14,000 lbs. (6350 kg)
	Suspension Package
	Steering, Recirculating Ball with smart flow power steering system
	Brakes, 4-wheel antilock, 4-wheel disc with DURALIFE rotors

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Vehicle: [Fleet] 2024 Chevrolet Silverado 3500HD CC (CK31003) 4WD Reg Cab 146" WB, 60" CA Work Truck (✔ Complete)

Mechanical

Fuel tank, front and rear, 63.5 gallon
Capped Fuel Fill

Exterior

Wheels, 17" (43.2 cm) painted steel
Tires, LT235/80R17E all-terrain, blackwall
Dual Rear Wheels
Wheel trim, painted center caps
Bumpers, front, Black
Bumper, rear, delete
Moldings, beltline, Black
Grille (Front grille bar with "CHEVROLET" molded in Black, includes Black mesh inserts with small Gold bowtie emblem.)
Headlamps, halogen reflector with halogen Daytime Running Lamps
IntelliBeam, automatic high beam on/off
Lamps, Smoked Amber roof marker, (LED)
Lamps, cargo area, cab mounted integrated with center high mount stop lamp with switch in bank on left side of steering wheel
Mirrors, outside power-adjustable vertical trailering with heated upper glass, lower convex mirrors, integrated turn signals, manual folding/extending (extends 3.31" [84.25mm]) (Standard on Regular Cab models. Included and only available with (PCV) WT Convenience Package or (ZLQ) WT Fleet Convenience Package.)
Mirror caps, Black
Glass, solar absorbing, tinted
Door handles, Black grained

Entertainment

Audio system, Chevrolet Infotainment 3 system, 7" diagonal HD color touchscreen, AM/FM stereo Bluetooth audio streaming for 2 active devices, voice command pass-through to phone, Wireless Apple CarPlay and Wireless Android Auto compatibility (STD)
Audio system feature, 2-speakers (Requires Regular Cab model.)
Bluetooth for phone, connectivity to vehicle infotainment system
Wi-Fi Hotspot capable (Terms and limitations apply. See onstar.com or dealer for details.)

Interior

Seats, front 40/20/40 split-bench with covered armrest storage and under-seat storage (lockable) (STD)

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Vehicle: [Fleet] 2024 Chevrolet Silverado 3500HD CC (CK31003) 4WD Reg Cab 146" WB, 60" CA Work Truck (✔ Complete)

Interior

- Seat adjuster, driver 4-way manual
- Seat adjuster, passenger 4-way manual
- Vinyl seat trim
- Floor covering, rubberized-vinyl
- Steering wheel, urethane
- Instrument cluster 6-gauge cluster featuring speedometer, fuel level, engine temperature, tachometer, voltage and oil pressure
- Compass, located in instrument cluster
- Driver Information Center, 3.5" diagonal monochromatic display
- Exterior Temperature Display located in radio display
- Brake lining wear indicator
- Window, power front, drivers express up/down
- Window, power front, passenger express down
- Door locks, power
- Remote Keyless Entry, with 2 transmitters
- Power outlet, front auxiliary, 12-volt
- USB Ports, 2, Charge/Data ports located on instrument panel
- Air conditioning, single-zone
- Mirror, inside rearview, manual tilt
- Assist handles front A-pillar mounted for driver and passenger
- Chevrolet Connected Access capable (Subject to terms. See onstar.com or dealer for details.)
- Back-up alarm calibration. This calibration will allow installation of an aftermarket back-up alarm by disabling rear perimeter lighting (Not available with (8S3) Back-up alarm.)

Safety-Mechanical

- StabiliTrak, stability control system with Proactive Roll Avoidance and traction control, includes electronic trailer sway control and hill start assist
- Automatic Emergency Braking
- Front Pedestrian Braking

Safety-Exterior

- Daytime Running Lamps with automatic exterior lamp control

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Vehicle: [Fleet] 2024 Chevrolet Silverado 3500HD CC (CK31003) 4WD Reg Cab 146" WB, 60" CA Work Truck (✔ Complete)

Safety-Interior	
	Airbags Dual-stage frontal airbags for driver and front outboard passenger; Seat-mounted side impact airbags for driver and front outboard passenger; Head-curtain airbags for front and rear outboard seating positions; Includes front outboard Passenger Sensing System for frontal outboard passenger airbag (Always use seat belts and child restraints. Children are safer when properly secured in a rear seat in the appropriate child restraint. See the Owner's Manual for more information.)
	Following Distance Indicator
	Forward Collision Alert
	Tire Pressure Monitoring System with Tire Fill Alert (does not apply to spare tire)
	Teen Driver a configurable feature that lets you activate customizable vehicle settings associated with a key fob, to help encourage safe driving behavior. It can limit certain available vehicle features, and it prevents certain safety systems from being turned off. An in-vehicle report card gives you information on driving habits and helps you to continue to coach your new driver
	Buckle to Drive prevents vehicle from being shifted out of Park until driver seat belt is fastened; times out after 20 seconds and encourages seat belt use
	OnStar and Chevrolet connected services capable (Terms and limitations apply. See onstar.com or dealer for details.)
	3 Years of Remote Access The Remote Access Plan gives you simplified remote control of your properly equipped vehicle and unlocks a variety of great features in your myChevrolet mobile app. See dealer for details. (Remote Access Plan does not include emergency or security services. See onstar.com for details and limitations. Available on select Apple and Android devices. Service availability, features and functionality vary by vehicle, device, and the plan you are enrolled in. Terms apply. Device data connection required.)

WARRANTY	
	Basic Years: 3 Basic Miles/km: 36,000 Drivetrain Years: 5 Drivetrain Miles/km: 60,000 Drivetrain Note: 3.0L & 6.0L Duramax® Turbo-Diesel engines, and certain commercial, government, and qualified fleet vehicles: 5 years/100,000 miles Corrosion Years (Rust-Through): 6 Corrosion Years: 3 Corrosion Miles/km (Rust-Through): 100,000 Corrosion Miles/km: 36,000 Roadside Assistance Years: 5 Roadside Assistance Miles/km: 60,000 Roadside Assistance Note: 3.0L & 6.0L Duramax® Turbo-Diesel engines, and certain commercial, government, and qualified fleet vehicles: 5 years/100,000 miles Maintenance Note: First Visit: 12 Months/12,000 Miles

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TOWN OF HARRISBURG

Agenda Item Details

Title:

Consideration of Approval of Contract with Carolina Siteworks for \$331,209 for Roberta Road Improvements and related Reimbursement Resolution

Presenting Personnel:

Mallory Hodgson, Public Works Director

Suggested Motion or Action:

Motion to award a contract to Carolina Siteworks in the amount of \$331,209.20 for the construction of the Roberta Road Improvements and approve the related Reimbursement Resolution.

Description/Background:

The Town identified several key corridors to improve safety and traffic flow, utilizing the 2017 Transportation Bond Dollars assigned for this purpose. The Town will be installing a median to reduce left turning movement conflicts on Roberta Road between Highway 49 and Parallel Drive. The project will also add a right turn lane from Parallel onto Roberta. Town Staff, with design assistance from Timmons Group, have been developing this project in coordination with NCDOT. The project was designed, permitted and publicly bid. The initial bid received submissions from two companies. The Town chose not to open the bids, and re-advertised the project. After readvertising, the Town received submissions from four qualified bidders. The low bidder was Carolina Siteworks. The Town is excited to partner on this project with Carolina Siteworks, who is also responsible for the Highway 49 Phase 1 Improvements, which is in the same general project vicinity.

Recommendation:

Staff recommends approval of the attached contract with Carolina Siteworks and the related Reimbursement Resolution.

Fiscal Impact:

The Fiscal impact of this project is \$331,209.20 which includes a 15% contingency and landscaping allowance. The project is being funded by 2017 Transportation bond dollars to address congestion.

The attached contract has been approved by the Town attorney.

The attached reimbursement resolution allows the Town to issue the final round of General Obligation Bonds at a later date and reimburse itself for any funds expended on this contract prior to that debt issuance.

Attachments:

1. 2019-3001-006 Contract - Carolina Siteworks - Roberta Road Improvements
2. Bid Tabulation for Council - Roberta Road Improvements
3. Reimbursement Resolution - Roberta Rd. Improvements 6.10.2024

CONTRACT FOR ROBERTA ROAD IMPROVEMENTS

This Contract is by and between Town of Harrisburg, NC (Owner) and
Carolina Siteworks, Inc. (Contractor).

Owner and Contractor hereby agree as follows:

ARTICLE 1 - THE WORK

1.01 Work

- A. Work includes all labor, materials, equipment, services, and documentation necessary to construct the Project defined herein.
- B. The Contractor shall complete all Work as specified or indicated in the Contract Documents. The Project is generally described as follows:
 - 1. The Project consists of adjusting the southbound left turn lane on Roberta Road (SR 1304) at the intersection of NC-49 by milling the existing left turn lane and adding both concrete medians and a landscaped median bordered by curb & gutter. The Project also includes a concrete median improvement at Physicians Boulevard and a widening of Parallel Drive to include turn lanes at Roberta Road (SR 1304). Additional improvements include striping, sidewalks, and storm sewers.

ARTICLE 2 - CONTRACT DOCUMENTS

2.01 Intent of Contract Documents

- A. It is the intent of the Contract Documents to describe a functionally complete project. The Contract Documents do not indicate or describe all of the Work required to complete the Project. Additional details required for the correct installation of selected products are to be provided by the Contractor and coordinated with the Owner. This Contract supersedes prior negotiations, representations, and agreements, whether written or oral. The Contract Documents are complementary; what is required by one part of the Contract Documents is as binding as if required by other parts of the Contract Documents.

ARTICLE 3 - CONTRACT TIMES

3.01 Contract Times

- A. The Contractor shall provide all Submittals and Gantt chart schedule within five (5) days of receipt of the Notice to Proceed. The work is to be substantially complete within 150 days from the date of the Notice to Proceed. Failure to do so shall subject the Contractor to an assessment of liquidated damages of Two Hundred Dollars (\$200.00) per calendar day. All work not required for substantial completion, including among other things, punch list and restoration, shall be completed within 30 days after substantial completion. Failure to perform the work required for acceptance within the time specified above shall subject the Contractor to an assessment of liquidated damages of Two Hundred Dollars (\$200.00) per calendar day.

- B. Substantial Completion is defined as the stage in the progress of the Work when the Work or designated portion thereof is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use.
- C. Work must be performed continuously by the Contractor except with consent from the Public Works Director. Inclement weather that prohibits the performance of the Work by the Contractor shall not result in the performance of the Work being considered not continuous. These times can be extended with a timely request. Unless so extended, failure to comply with this project shall subject the Contractor to liquidated damages as described above.

3.02 Delays in Contractor's Progress

- A. If Owner or anyone for whom Owner is responsible, delays, disrupts, or interferes with the performance or progress of the Work, then Contractor shall be entitled to an equitable adjustment in the Contract Times and Contract Price. Contractor's entitlement to an adjustment of the Contract Times is conditioned on such adjustment being essential to Contractor's ability to complete the Work within the Contract Times.
- B. Contractor shall not be entitled to an adjustment in Contract Price or Contract Times for delay, disruption, or interference caused by or within the control of Contractor or their subcontractors or suppliers.
- C. If Contractor's performance or progress is delayed, disrupted, or interfered with by unanticipated causes not the fault of and beyond the control of Owner, Contractor, and those for which they are responsible, then Contractor shall be entitled to an equitable adjustment in Contract Times.
- D. Contractor shall not be entitled to an adjustment in Contract Price or Contract Times for any delay, disruption, or interference if such delay is concurrent with a delay, disruption, or interference caused by or within the control of Contractor or Contractor's subcontractors or suppliers.

ARTICLE 4 - CONTRACT PRICE

4.01 Payment

- A. Owner shall pay Contractor in accordance with the Contract Documents at the following unit prices for each unit of Work completed:

Item Number	Item	Quantity	Unit	Unit Price	Total Price
General					
1	Mobilization	1	LS	\$6,956.00	\$6,956.00
2	Construction Surveying	1	LS	\$7,000.00	\$7,000.00
3	Traffic Control	1	LS	\$21,521.00	\$21,521.00
4	Erosion Control & Seeding	1	LS	\$3,015.00	\$3,015.00
Demolition and Earthwork					
5	Comprehensive Grading	1	LS	\$52,171.00	\$52,171.00
6	Removal of Existing Asphalt Pavement	415	SY	\$24.60	\$10,209.00
7	Pipe Removal	80	LF	\$20.00	\$1,600.00
8	Clearing & Grubbing	0.1	AC	\$10.00	\$1.00
Storm Sewer, Hydraulics, and Stormwater Management					
9	15" RC Pipe Culverts, Class III	42	LF	\$135.00	\$5,670.00
10	18" RC Pipe Culverts, Class IV	90	LF	\$156.00	\$14,040.00
Pavement					
11	Milling Asphalt Pavement, 0" to 2"	690	SY	\$11.30	\$7,797.00
12	Asphalt Binder for Plant Mix	15	TON	\$900.00	\$13,500.00
13	Asphalt Conc Surface Course, Type S9.5C	110	TON	\$197.00	\$21,670.00
14	Asphalt Conc Intermediate Course, Type I19.0C	35	TON	\$209.00	\$7,315.00
15	Aggregate Base Course	180	TON	\$101.50	\$18,270.00
Curb, Geometric, Misc.					
16	1'-6" Concrete Curb & Gutter	420	LF	\$41.50	\$17,430.00
17	Curb Ramp	2	EA	\$1,700.00	\$3,400.00
18	Contractor Furnished, Type E Sign	27	SF	\$326.00	\$8,802.00
19	5" Monolithic Concrete Islands (Surface Mounted)	180	SY	\$160.00	\$28,800.00
20	Thermoplastic Pavement Marking Lines (4", 90 Mils)	1,915	LF	\$3.40	\$6,511.00
21	Thermoplastic Pavement Marking Lines (8", 120 Mils)	215	LF	\$12.00	\$2,580.00
22	Thermoplastic Pavement Marking Lines (24", 120 Mils)	50	LF	\$39.00	\$1,950.00
23	Thermoplastic Pavement Symbol (90 Mils)	7	EA	\$400.00	\$2,800.00
Landscaping					
24	Landscaping Allowance	1	LS	\$25,000.00	\$25,000.00
Subtotal					\$288,008.00
Contingency (15%)					\$43,201.20
Contract Price					\$331,209.20

- B. Payment will be made in an amount equal to the total of all extended prices for actual Work completed. The extended price is determined by multiplying the unit price times the actual quantity of that Work item completed. The total contract price will be an extension of the payment per unit price plus a 15% contingency and shall not exceed **\$331,209.20** The Town may add or delete from the bid quantities.
- C. Use of contingency shall only be authorized by Change Order at the approval of the Public Works Director.
- D. Use of Landscaping allowance shall only be authorized by Change Order at the approval of the Public Works Director.

ARTICLE 5 - INSURANCE

5.01 Insurance

- A. Before starting Work, Contractor shall furnish evidence of insurance from companies that are duly licensed or authorized in the jurisdiction in which the Project is located.

ARTICLE 6 - CONTRACTOR'S RESPONSIBILITIES

6.01 Supervision and Superintendence

- A. Contractor shall supervise and direct the Work competently and efficiently, devoting such attention thereto and applying such skills and expertise as may be necessary to perform the Work in accordance with the Contract Documents. Contractor shall be solely responsible for the means, methods, techniques, sequences, safety, and procedures of construction.
- B. Contractor shall assign a competent resident superintendent who is to be present at all times during the execution of the Work.
- C. Contractor shall at all times maintain good discipline and order at the Site.
- D. Except as otherwise required for the safety or protection of persons or the Work or property at the Site or adjacent thereto, and except as otherwise stated in the Contract Documents, all Work at the Site shall be performed during regular working hours, Monday through Friday.

6.02 Other Work at the Site

- A. In addition to and apart from the Work of the Contractor, other work may occur at or adjacent to the Site. Contractor shall take reasonable and customary measures to avoid damaging, delaying, disrupting, or interfering with the work of Owner, any other contractor, or any utility owner performing other work at or adjacent to the Site.

6.03 Services, Materials, and Equipment

- A. Unless otherwise specified in the Contract Documents, Contractor shall provide and assume full responsibility for all services, materials, equipment, labor, transportation, construction equipment and machinery, tools, appliances, fuel, power, light, heat, telephone, water, sanitary facilities, temporary facilities, and all other facilities and incidentals necessary for the performance, testing, start up, and completion of the Work, whether or not such items are specifically called for in the Contract Documents.

- B. All materials and equipment incorporated into the Work shall be new, of good quality and shall be stored, applied, installed, connected, erected, protected, used, cleaned, and conditioned in accordance with instructions of the applicable supplier, except as otherwise may be provided in the Contract Documents.
- 6.04 Subcontractors and Suppliers
- A. Contractor may retain subcontractors and suppliers for the performance of parts of the Work. Such subcontractors and suppliers must be acceptable to Owner.
- 6.05 Licenses, Fees and Permits
- A. Contractor shall pay all license fees and royalties and assume all costs incident to performing the Work or the incorporation in the Work of any invention, design, process, product, or device which is the subject of patent rights or copyrights held by others.
 - B. Contractor shall obtain and pay for all construction permits and licenses unless otherwise provided in the Contract Documents.
- 6.06 Laws and Regulations; Taxes
- A. Contractor shall give all notices required by and shall comply with all local, state, and federal Laws and Regulations applicable to the performance of the Work. Except where otherwise expressly required by applicable Laws and Regulations, Owner shall not be responsible for monitoring Contractor's compliance with any Laws or Regulations.
 - B. Contractor shall bear all resulting costs and losses, and shall indemnify and hold harmless Owner and the officers, directors, members, partners, employees, agents, consultants, and subcontractors from and against all claims, costs, losses, and damages if Contractor performs any Work or takes any other action knowing or having reason to know that it is contrary to Laws or Regulations.
 - C. Contractor shall pay all applicable sales, consumer, use, and other similar taxes Contractor is required to pay in accordance with Laws and Regulations.
- 6.07 Safety and Protection
- A. Contractor shall be solely responsible for initiating, maintaining, and supervising all safety precautions and programs in connection with the Work.
 - B. Contractor shall take all necessary precautions for the safety of, and shall provide the necessary protection to prevent damage, injury, or loss to:
 - 1. All persons on the Site or who may be affected by the Work;
 - 2. All the Work and materials and equipment to be incorporated therein, whether in storage on or off the Site; and
 - 3. Other property at the Site or adjacent thereto, including trees, shrubs, lawns, walks, pavements, roadways, structures, other work in progress, utilities, and underground facilities not designated for removal, relocation, or replacement in the course of construction.
 - C. All damage, injury, or loss to any property caused, directly or indirectly, in whole or in part, by Contractor, or anyone for whose acts the Contractor may be liable, shall be remedied by Contractor at its expense.

- D. Contractor shall be responsible for coordinating any exchange of material safety data sheets or other hazard communication information required to be made available to or exchanged between or among employers at the Site in accordance with Laws or Regulations.

6.08 Warranties and Guarantees

- A. Contractor warrants and guarantees to Owner that all Work will be in accordance with the Contract Documents and will not be defective. Owner and its officers, directors, members, partners, employees, agents, consultants, and subcontractors shall be entitled to rely on Contractor's warranty and guarantee.

6.09 Correction Period

- A. If within one year after the date of substantial completion, any Work is found to be defective, or if the repair of any damages to the Site, adjacent areas that Contractor has arranged to use through construction easements or otherwise, and other adjacent areas used by Contractor as permitted by Laws and Regulations, is found to be defective, then Contractor shall promptly and without cost to Owner, correct such defective Work.

6.10 Indemnification

- A. To the fullest extent permitted by Laws and Regulations, and in addition to any other obligations of Contractor under the Contract or otherwise, Contractor shall indemnify and hold harmless Owner and any officers, directors, members, partners, employees, agents, consultants and subcontractors of the Owner from and against all claims, costs, losses, and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals and all court or arbitration or other dispute resolution costs) arising out of or relating to the performance of the Work, provided that any such claim, cost, loss, or damage is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property (other than the Work itself), including the loss of use resulting therefrom but only to the extent caused by any negligent act or omission of Contractor, any subcontractor, any supplier, or any individual or entity directly or indirectly employed by any of them to perform any of the Work or anyone for whose acts they may be liable.

ARTICLE 7 - OWNER'S RESPONSIBILITIES

7.01 Owner's Responsibilities

- A. Except as otherwise provided in the Contract Documents, Owner shall issue all communications to Contractor through Engineer.
- B. Owner shall make payments to Contractor as provided in this Contract.
- C. Owner shall provide Site and easements required to construct the Project.
- D. If Owner intends to contract with others for the performance of other work at or adjacent to the Site, unless stated elsewhere in the Contract Documents, Owner shall have sole authority and responsibility for such coordination.
- E. The Owner shall be responsible for performing inspections and tests required by applicable codes.
- F. The Owner shall not supervise, direct, or have control or authority over, nor be responsible for, Contractor's means, methods, techniques, sequences, or procedures of construction, or

the safety precautions and programs, or for any failure of Contractor to comply with Laws and Regulations applicable to the performance of the Work. Owner will not be responsible for Contractor's failure to perform the Work in accordance with the Contract Documents.

- G. While at the Site, Owner's employees and representatives shall comply with the specific applicable requirements of Contractor's safety programs of which Owner has been informed.

ARTICLE 8 - CHANGES IN THE WORK

8.01 Authority to Change the Work

- A. Without invalidating the Contract and without notice to any surety, Owner may, at any time or from time to time, order additions, deletions, or revisions in the Work.

8.02 Change Orders

- A. Owner and Contractor shall execute appropriate Change Orders covering:
 - 1. Changes in the Contract Price or Contract Times which are agreed to by the parties, including any undisputed sum or amount of time for Work actually performed in accordance with a Work Change Directive;
 - 2. Changes in the Work which are: (a) ordered by Owner or (b) agreed to by the parties.

ARTICLE 9 - TESTS AND INSPECTIONS; CORRECTION OF DEFECTIVE WORK

9.01 Tests and Inspections

- A. Owner will have access to the Site and the Work at reasonable times for their observation, inspection, and testing. Contractor shall provide them proper and safe conditions for such access.
- B. Contractor shall give Owner timely notice of readiness of the Work for all required inspections and tests, and shall cooperate with inspection and testing personnel to facilitate required inspections and tests.
- C. If any Work that is to be inspected, tested, or approved is covered by Contractor without written concurrence of Owner, Contractor shall, if requested by Owner, uncover such Work for observation. Such uncovering shall be at Contractor's expense.

9.02 Defective Work

- A. Contractor shall ensure that the Work is not defective.
- B. Owner has the authority to determine whether Work is defective, and to reject defective Work.
- C. Prompt notice of all defective Work of which Owner has actual knowledge will be given to Contractor.
- D. The Contractor shall promptly correct all such defective Work.
- E. If the Work is defective or Contractor fails to supply sufficient skilled workers or suitable materials or equipment, or fails to perform the Work in such a way that the completed Work will conform to the Contract Documents, then Owner may order Contractor to stop the Work, or any portion thereof, until the cause for such order has been eliminated.

ARTICLE 10 - PAYMENTS TO CONTRACTOR

10.01 Applications for Payments:

- A. Contractor shall submit an application for payment in a form acceptable to the Owner, no more frequently than monthly, to Owner. Applications for payment will be prepared and signed by Contractor. Contractor shall provide supporting documentation required by the Contract Documents. Payment will be paid for Work completed as of the date of the application for payment.

10.02 Retainage

- A. The Owner shall retain 5% of each progress payment until the Work is substantially complete.

10.03 Review of Applications

- A. Within 10 days after receipt of each application for payment, the Owner will indicate in writing acceptance of application or return the application to Contractor indicating in writing Owner's reasons for refusing to recommend payment. The Contractor will make the necessary corrections and resubmit the application for payment.

10.04 Substantial Completion

- A. The Contractor shall notify Owner in writing that the Work is substantially complete and request the Owner issue a certificate of substantial completion when Contractor considers the Work ready for its intended use.

10.05 Final Inspection

- A. Upon written notice from Contractor that the entire Work is complete, Owner will promptly make a final inspection with Contractor and will notify Contractor in writing of all particulars in which this inspection reveals that the Work, or agreed portion thereof, is incomplete or defective. Contractor shall immediately take such measures as are necessary to complete such Work or remedy such deficiencies.

10.06 Final Payment

- A. Contractor may make application for final payment after Contractor has satisfactorily completed all Work defined in the Contract.
- B. The Work is complete (subject to surviving obligations) when it is ready for final payment as established by the Owner's written recommendation of final payment.

10.07 Waiver of Claims

- A. The making of final payment will not constitute a waiver by Owner of claims or rights against Contractor.
- B. The acceptance of final payment by Contractor will constitute a waiver by Contractor of all claims and rights against Owner other than those pending matters that have been duly submitted.

ARTICLE 11 - CONTRACTOR'S REPRESENTATIONS

11.01 Contractor Representations

A. Contractor makes the following representations when entering into this Contract:

1. Contractor has examined and carefully studied the Contract Documents, and any data and reference items identified in the Contract Documents.
2. Contractor has visited the Site, conducted a thorough visual examination of the Site and adjacent areas, and become familiar with and is satisfied as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
3. Contractor is familiar with and is satisfied as to all Laws and Regulations that may affect cost, progress, and performance of the Work.
4. Contractor has considered the information known to Contractor itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Contract Documents; and the Site-related reports and drawings identified in the Contract Documents, with respect to the effect of such information, observations, and documents on:
 - a. The cost, progress, and performance of the Work;
 - b. The means, methods, techniques, sequences, and procedures of construction to be employed by Contractor; and
 - c. Contractor's safety precautions and programs.
5. Contractor is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Contract Documents.
6. Contractor has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Contractor has discovered in the Contract Documents, and the written resolution thereof by Engineer is acceptable to Contractor.
7. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.
8. Contractor's entry into this Contract constitutes an incontrovertible representation by Contractor that, without exception, all prices in the Contract are premised upon performing and furnishing the Work required by the Contract Documents.

IN WITNESS WHEREOF, Owner and Contractor have signed this Contract.

This Contract will be effective on _____ (which is the Effective Date of the Contract).

OWNER: Town of Harrisburg, NC

CONTRACTOR: Carolina Siteworks, Inc.

By: _____

By: _____

Title: _____

Title: _____

Attest: _____

Attest: _____

Title: _____

Title: _____

Address for giving notices:

Address for giving notices:

Attn: Mallory Hodgson

4100 Main Street, Suite 101

Harrisburg, NC 28075

License No.: _____
(where applicable)



Roberta Road Roadway Improvements
Bid Opening 5/21/2024

				Nassiri Development, LLC		Zoladz Construction Co., Inc.		Abernethy Contracting		Carolina Siteworks, Inc.	
Item Number	Item	Quantity	Unit	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
General											
1	Mobilization	1	LS	\$13,621.00	\$13,621.00	\$13,000.00	\$13,000.00	\$24,000.00	\$24,000.00	\$6,956.00	\$6,956.00
2	Construction Surveying	1	LS	\$15,000.00	\$15,000.00	\$17,000.00	\$17,000.00	\$30,000.00	\$30,000.00	\$7,000.00	\$7,000.00
3	Traffic Control	1	LS	\$35,000.00	\$35,000.00	\$12,110.00	\$12,110.00	\$56,000.00	\$56,000.00	\$21,521.00	\$21,521.00
4	Erosion Control & Seeding	1	LS	\$5,000.00	\$5,000.00	\$6,332.00	\$6,332.00	\$39,600.00	\$39,600.00	\$3,015.00	\$3,015.00
Demolition and Earthwork											
5	Comprehensive Grading	1	LS	\$50,000.00	\$50,000.00	\$32,000.00	\$32,000.00	\$67,500.00	\$67,500.00	\$52,171.00	\$52,171.00
6	Removal of Existing Asphalt Pavement	415	SY	\$30.00	\$12,450.00	\$24.00	\$9,960.00	\$50.00	\$20,750.00	\$24.60	\$10,209.00
7	Pipe Removal	80	LF	\$50.00	\$4,000.00	\$42.00	\$3,360.00	\$90.00	\$7,200.00	\$20.00	\$1,600.00
8	Clearing & Grubbing	0.1	AC	\$35,000.00	\$3,500.00	\$28,100.00	\$2,810.00	\$103,500.00	\$10,350.00	\$10.00	\$1.00
Storm Sewer, Hydraulics, and Stormwater Management											
9	15" RC Pipe Culverts, Class III	42	LF	\$125.00	\$5,250.00	\$151.00	\$6,342.00	\$150.00	\$6,300.00	\$135.00	\$5,670.00
10	18" RC Pipe Culverts, Class IV	90	LF	\$135.00	\$12,150.00	\$181.00	\$16,290.00	\$180.00	\$16,200.00	\$156.00	\$14,040.00
Pavement											
11	Milling Asphalt Pavement, 0" to 2"	690	SY	\$18.00	\$12,420.00	\$25.00	\$17,250.00	\$20.00	\$13,800.00	\$11.30	\$7,797.00
12	Asphalt Binder for Plant Mix	15	TON	\$900.00	\$13,500.00	\$700.00	\$10,500.00	\$680.00	\$10,200.00	\$900.00	\$13,500.00
13	Asphalt Conc Surface Course, Type S9.5C	110	TON	\$180.00	\$19,800.00	\$233.00	\$25,630.00	\$328.00	\$36,080.00	\$197.00	\$21,670.00
14	Asphalt Conc Intermediate Course, Type I19.0C	35	TON	\$150.00	\$5,250.00	\$233.00	\$8,155.00	\$290.00	\$10,150.00	\$209.00	\$7,315.00
15	Aggregate Base Course	180	TON	\$65.00	\$11,700.00	\$100.00	\$18,000.00	\$280.00	\$50,400.00	\$101.50	\$18,270.00
Curb, Geometric, Misc.											
16	1'-6" Concrete Curb & Gutter	420	LF	\$45.00	\$18,900.00	\$79.00	\$33,180.00	\$48.00	\$20,160.00	\$41.50	\$17,430.00
17	Curb Ramp	2	EA	\$3,600.00	\$7,200.00	\$2,260.00	\$4,520.00	\$3,000.00	\$6,000.00	\$1,700.00	\$3,400.00
18	Contractor Furnished, Type E Sign	27	SF	\$115.00	\$3,105.00	\$350.00	\$9,450.00	\$550.00	\$14,850.00	\$326.00	\$8,802.00
19	5" Monolithic Concrete Islands (Surface Mounted)	180	SY	\$150.00	\$27,000.00	\$165.00	\$29,700.00	\$210.00	\$37,800.00	\$160.00	\$28,800.00
20	Thermoplastic Pavement Marking Lines (4", 90 Mils)	1,915	LF	\$3.00	\$5,745.00	\$4.00	\$7,660.00	\$5.50	\$10,532.50	\$3.40	\$6,511.00
21	Thermoplastic Pavement Marking Lines (8", 120 Mils)	215	LF	\$9.00	\$1,935.00	\$14.00	\$3,010.00	\$20.00	\$4,300.00	\$12.00	\$2,580.00
22	Thermoplastic Pavement Marking Lines (24", 120 Mils)	50	LF	\$30.00	\$1,500.00	\$42.00	\$2,100.00	\$62.00	\$3,100.00	\$39.00	\$1,950.00
23	Thermoplastic Pavement Symbol (90 Mils)	7	EA	\$290.00	\$2,030.00	\$450.00	\$3,150.00	\$650.00	\$4,550.00	\$400.00	\$2,800.00
Landscaping											
24	Landscaping Allowance	1	LS	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00
Subtotal					\$311,056.00		\$316,509.00		\$524,822.50		\$288,008.00



TOWN OF HARRISBURG, NORTH CAROLINA
DECLARATION OF OFFICIAL INTENT TO REIMBURSE

This declaration (the "Declaration") is made pursuant to the requirements of the United States Treasury Regulations Section 1.150-2 and is intended to constitute a Declaration of Official Intent to Reimburse under such Treasury Regulations Section.

The undersigned is authorized to declare the official intent of the Town of Harrisburg, North Carolina (the "borrower") with respect to the matters contained herein.

1. **Expenditures to be Incurred.** The Borrower anticipates incurring expenditures (the "Expenditures") for the Roberta Rd. Improvements Project, referred to as the "Project."
2. **Plan to Finance.** The Borrower intends to finance the costs of the Project with the proceeds of debt to be financed with a financial institution (the "Borrowing"), the interest on which is to be excluded from gross income for Federal Income tax purposes.
3. **Maximum Principal Amount of Debt to be Borrowed.** The maximum principal amount of the Borrowing to be incurred by the Borrower to finance the Project is not to exceed \$2,350,000, the total construction and issuance costs for the combined transportation projects.
4. **Declaration of Official Intent to Reimburse.** The Borrower hereby declares its official intent to reimburse itself with the proceeds of the Borrowing for any of the Expenditures incurred by it prior to the issuance of the Borrowing.

This resolution is effective upon its adoption this 10th day of June, 2024.

The motion to adopt this resolution was made by Councilmember _____, seconded by Councilmember _____ and passed by a vote of _____ to _____.

Jennifer Teague, Mayor

ATTEST:

Janet Rackley, Town Clerk

This is to certify that this is a true and accurate copy of Resolution No. _____ adopted by the Harrisburg Town Council on the 10th day of June, 2024.

[Clerk]

Date



TOWN OF HARRISBURG

Agenda Item Details

Title:

Consideration of Extension of Capital Project Ordinance for Train Station

Presenting Personnel:

Brian Lee, Finance Director

Suggested Motion or Action:

Motion to approve the Capital Project Ordinance Amendment, as attached, to extend the date of the train project to June 30, 2029.

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 project was identified as needing an extended project life.

Harrisburg Train Station was originally authorized by Town Council in August 2019 to cover a span of July 1, 2019 to June 30, 2022. It was extended for two years to June 30, 2024. There have been considerable delays experienced with NCDOT, NCRail, and Norfolk Southern, including securing enough funding for station construction. In order to provide authorization for this project to be completed past June 30, 2024, staff is requesting extending the term of the project to June 30, 2029.

Recommendation:

Staff recommends approval of the Capital Project Ordinance Amendment, as attached.

Fiscal Impact:

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

Harrisburg Train Station - June 30, 2029

Attachments:

1. Project Amendment - CPF-ED - Harrisburg Train Station Extension 06102024



**AN ORDINANCE AMENDING THE 2020-2024 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 – Economic Development ordinance for the fiscal years beginning July 1, 2019 and ending June 30, 2024:

Section 1. To amend the dates of the Capital Projects Fund – Economic Development to the fiscal year beginning July 1, 2019 and ending June 30, 2029 for the following project:

2020-1400-001 Harrisburg Train Station

Section 2. 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 3. That this ordinance shall be effective upon its passage. Adopted this 10th day of June, 2024.

Jennifer Teague, Mayor

ATTEST:

Janet Rackley, Town Clerk



TOWN OF HARRISBURG

Agenda Item Details

Title:

Public Hearing for Consideration of FY2025 Budget Ordinance, Tax Rate, Schedule of Fees, and Capital Improvement Plan

Presenting Personnel:

Robert Donham, Town Manager

Suggested Motion or Action:

Two motions are required:

Motion to approve the FY2025 Budget Ordinance, Schedule of Fees, and Capital Improvement Plan, as presented.

Motion to set the tax rate for FY2025 at \$0.410 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 with the public given an opportunity to ask questions and comment, as well as being made available for public inspection. A public hearing is required to be held to receive additional input from the public. The public hearing is held and closed at the June Council meeting.

Town Manager, Rob Donham, will provide a budget presentation summarizing the proposed FY2025 budget.

Attached are copies of the Manager's Recommended Budget and the proposed FY2025 Budget Ordinance, FY2025 Schedule of Fees and FY2025 CIP. The budget was generated using a tax rate of \$0.410 per \$100 valuation.

The FY2025 Revenue neutral tax rate is required by NC State Statute to be calculated and presented to Town Council in a revaluation year. This rate is \$0.310 for the January 1, 2024 County Revaluation.

Recommendation:

Staff recommends approval of the attached FY2025 Budget Ordinance, FY2025 Schedule of Fees, and FY2025 CIP and approval of the FY2025 tax rate of \$0.410 per \$100 valuation.

Fiscal Impact:

The total proposed budget for FY2025 is \$122,639,594.

Attachments:

1. FY2025 Schedule of Fees
2. FY2025 Capital Improvement Plan - FY2025-2034
3. FY2025 Managers Recommended Budget
4. FY2025 Budget Ordinance



Town of Harrisburg, North Carolina

Schedule of Fees Fiscal Year 2025

Table of Contents

Section	Page (s)
General Fees	1
Planning	2
Zoning	3 - 4
Water and Sewer	5 - 8
Engineering	9
Parks & Recreation	10
Fire	11 - 13

Town of Harrisburg, North Carolina
Schedule of Fees
Fiscal Year 2025

GENERAL FEES

Copy Machine Fee	\$0.25 per copy
Passport Acceptance Fee	\$35 per Application
Renewal fee	\$7.50 per Application
Electric Vehicle Charging Station Harrisburg Park - 6.6 kW Charger	\$0.80 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

Miscellaneous Zoning Fees

Copy of UDO	\$50
Map Fees	
17" x 22" Maps (ANSI C)	\$15
22" x 34" Maps (ANSI D)	\$20
34" x 44" Maps (ANSI E)	\$25

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

Traffic Control

Temporary traffic control for parades, block parties and special events	
Barricades	\$5/day
Detour signs	\$5/day
Cones	\$0.50 each/day

ENVIRONMENTAL PROTECTION

Residential Solid Waste and Recycling	\$10/month
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Town of Harrisburg, North Carolina
Schedule of Fees
Fiscal Year 2025

PLANNING

Subdivision Case Fees

Annexation Fee	\$300 per application; additional \$25 per acre for tracts larger than 5 acres
Preliminary Plat Review	\$1,500 plus \$25 per lot
Preliminary Plat - Minor Revision	\$500 (no board hearing required)
Preliminary Plat - Major Revision	\$1,000 (board hearing required)
Final Plat Review - Major Subdivision	\$350 per map sheet (If a third submittal is required an additional review fee will be collected)
Final Plat Review - Minor Subdivision	\$150 per map sheet (If a third submittal is required an additional review fee will be collected)
Exempt Plats	\$150 per map sheet
Time Extension for Plat Approval	\$150
Sketch Plat or Sketch Plan Review	\$450
Construction Plans	\$2,000 plus \$50 per acre

Town of Harrisburg, North Carolina
Schedule of Fees
Fiscal Year 2025

ZONING

Zoning Case Fees	
Vested Rights	\$400
Vested Rights Extension	\$150
Conventional Zoning Map Amendment (Residential - less than 10 acres)	\$500 plus \$10 per acre and legal advertising costs
Conventional Zoning Map Amendment (Residential - 10 or more acres)	\$2,500 plus \$25 per acre and legal advertising costs
Combined Residential Rezoning/Preliminary Plat Expedited Request	\$4,000 plus \$25 per lot and legal advertising costs
Conventional Zoning Map Amendment (Non-Residential/Mixed Use)	\$1,500 plus \$25 per acre and legal advertising costs
Text Amendment to UDO	\$500 plus legal advertising costs
Applicant Appeal to Elected Board	\$300 plus advertised costs
Conditional District Rezoning	\$2,500 plus \$25 per acre ¹ and neighborhood notice/legal advertising costs
Appeal to Elected Board by Applicant	\$300 plus advertising costs
Neighborhood Meeting Notices (Adjoining owners within 300 feet)	\$100 plus \$1.00 per mailing address
Public Hearing Notices and Legal Advertising (Adjoining owners within 300 feet)	\$400 plus \$1.00 per mailing address
Re-advertising Cost (due to applicant action)	\$300 plus \$1.00 per mailing address for notices
Architectural Review	\$300
Street Name Change Petition (privately initiated)	\$500 + cost of new street sign(s)
Zoning Site Plan Review - If a third submittal is required, an additional fee will be collected	
Minor Site Plan Review	\$500 plus \$5 per acre
Major Site Plan Review	\$600 plus \$5 per acre
Board of Adjustment Fees	
Special Use Permit Application - Non-Residential	\$600 plus \$25 per acre and legal advertising costs
Special Use Permit Application - Residential	\$500 plus \$5 per acre and legal advertising costs
Variance Application	
Residential	\$500
Non-Residential	\$600
Variance Public Notice	\$100 plus \$1.00 per mailed notice (300-feet of site)
Appeal of Administrator Decision/Interpretation Request	\$300 plus same public notice fee as Variance.

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 2025

ZONING

Zoning Permit Fees	
Single, Two Family structures and mobile homes	\$150
Single Family attached/Multi-Family	\$300 plus \$5 per unit
Residential Addition/Accessory Structures	\$100
Commercial, Institutional and Industrial - New Construction or Addition	
1,000 SQ. FT. or less	\$250
1,001 - 5,000 SQ. FT.	\$350
5,001 - 10,000 SQ. FT.	\$450
Greater than 10,000 SQ. FT.	\$450 plus \$0.05 for each SQ. FT. over 10,000
Temporary Zoning Certificate of Compliance (TCOC) - Includes Review of Cost Estimates	\$250
Release of TCOC - Includes Final Inspection	\$150
Temporary Use Permits	\$75
Food Truck Annual Permit (Special Use Permit only)	\$100
Home Occupation Permits	\$75
Administrative Adjustment - Residential	\$100
Administrative Adjustment - Non-Residential	\$300
Zoning Verification Letter	\$100
Certificate of Non-Conformity Adjustment	\$400
Golf Cart Registration	\$25
Floodplain Development Permit - Minor	\$100
Floodplain Development Permit - Major (LOMR/CLOMR Reviews)	\$300
Sign Permits	
Permanent Sign	\$100
Master Sign Package	\$250 plus Conditional Zoning Fee (if applicable)
Outdoor Advertising Sign (Billboard)	\$1,000
Permit Re-Issuance - Minor Change	\$25

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 2025

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 - \$13.79 (first 2,000 gallons) 2,001-6,000 - \$8.46 per additional 1,000 gallons 6,001-9,000 - \$9.81 per additional 1,000 gallons 9,001 and above - \$11.30 per additional 1,000 gallons
Residential Sewer Rates	0-2,000 - \$11.00 (first 2,000 gallons) 2,001 and above - \$9.32 per additional 1,000 gallons
Commercial Water Rates	0-2,000 - \$28.42 (first 2,000 gallons) 2,001-15,000 - \$10.04 per additional 1,000 gallons 15,001 and above - \$11.73 per additional 1,000 gallons
Commercial Sewer Rates	0-2,000 - \$18.94 (first 2,000 gallons) 2,001 and above - \$10.97 per additional 1,000 gallons

Water & Sewer Rates
(Outside Town Limits)

Residential Water Rates	0-2,000 - \$19.74 (first 2,000 gallons) 2,001 and above - \$13.04 per additional 1,000 gallons
Residential Sewer Rates	0-2,000 - \$16.25 (first 2,000 gallons) 2,001 and above - \$13.29 per additional 1,000 gallons
Commercial Water Rates	0-2,000 - \$40.69 (first 2,000 gallons) 2,001-15,000 - \$12.56 per additional 1,000 gallons 15,001 and above - \$13.75 per additional 1,000 gallons
Commercial Sewer Rates	0-2,000 - \$27.88 (first 2,000 gallons) 2,001 and above - \$14.86 per additional 1,000 gallons
Flat Sewer Rates	\$69.48

Storm Water Charge

Charge Per Equivalent Residential Unit (ERU)*	\$5.90 / Month
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*One (1) Commercial Property ERU equates to 3,723 SF of impervious area

Town of Harrisburg, North Carolina
Schedule of Fees
Fiscal Year 2025

WATER & SEWER

Other Water and Sewer Charges and Fees

Account Delinquency Fee*

Charge for water/sewer account after delinquency due to nonpayment	\$100
--	-------

Late Fee

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

Returned Item Fee

After customer has been charged a returned item fee three times, the Town will no longer accept checks from that customer	\$35
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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)	\$30

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 reconnections	\$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 (When Applicable)

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

** 50% of the account delinquency fee can be credited back to the customer one time for the life of the account if the past due balance and all fees are paid in full before service is disconnected*

Town of Harrisburg, North Carolina
Schedule of Fees
Fiscal Year 2025

WATER & SEWER

Water Charges

Meter Size (in.)	Water System Development Charges	Facility Charge	Water Meter Delivery Charge	Total	Connection Charge¹
5/8	\$4,280	\$590	\$0	\$4,870	\$1,220
1	\$10,750	\$820	\$0	\$11,570	\$1,280
1 1/2	\$21,500	\$1,050	\$0	\$22,550	\$2,070
2	\$34,400	\$1,550	\$0	\$35,950	\$2,350
3	\$68,830	Cost + 10%	\$100	To Be Determined	To Be Determined
4	\$107,560	Cost + 10%	\$100	To Be Determined	To Be Determined
6	\$215,130	Cost + 10%	\$100	To Be Determined	To Be Determined
8	\$344,230	Cost + 10%	\$100	To Be Determined	To Be Determined

¹Time and Materials. 50% of the charges can be waived if connections and services are 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 Charge¹
5/8	4	\$2,970	\$1,220
1	4	\$7,430	\$1,280
1 1/2	4	\$14,880	\$2,070
2	4	\$23,820	\$2,350
3	4	\$47,640	To Be Determined
4	4	\$74,440	To Be Determined
6	4	\$148,890	To Be Determined
8	4	\$238,230	To Be Determined

¹Time and Materials. 50% of the charges can be waived if connections and services are 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 2025

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	\$4,280	\$590	\$0	\$4,870	\$0
5/8	\$4,280	\$590	\$0	\$4,870	\$1,220
1	\$10,750	\$820	\$0	\$11,570	\$1,280
1 1/2	\$21,500	\$1,050	\$0	\$22,550	\$2,070
2	\$34,400	\$1,550	\$0	\$35,950	\$2,350
3	\$68,830	Cost + 10%	\$100	To Be Determined	To Be Determined
4	\$107,560	Cost + 10%	\$100	To Be Determined	To Be Determined
6	\$215,130	Cost + 10%	\$100	To Be Determined	To Be Determined
8	\$344,230	Cost + 10%	\$100	To Be Determined	To Be Determined

¹ Time and Materials. 50% of the charges can be waived if connections and services are 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	\$60.00
4	\$60.00
6	\$110.00
8	\$160.00
10	\$240.00
12	\$380.00

Town of Harrisburg, North Carolina
Schedule of Fees
Fiscal Year 2025

ENGINEERING

Residential & Commercial Construction Plans

Water and Sewer	\$3,100 plus \$100 per acre of entire site
Roadway and Storm Water System	\$3,100 plus \$100 per acre of entire site
Storm Water Quality and Detention	\$2,600 plus \$100 per acre of entire site
Grading and Erosion Control	\$1,200 plus \$100 per acre of entire site

Other Engineering Review & Inspection Fees

Expedited Review Fee	\$2,500 Minor Commercial Plan ¹ \$6,750 Residential Subdivision/Major Commercial Plan
Revision to Approved Plan	20% of original review fee
Harrisburg Encroachment Application Review	\$250
NCDOT Utility Encroachment Application Review	\$150
NCDOT Driveway Permit Review	\$100
	\$100
NCDENR - Division of Water Quality Application Review/Execution	
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
Letter of Credit Review - Includes Partial Release Request	\$250 + Engineer's cost
Conditional Re-zoning Plat Review	\$500
Preliminary Plat Review	\$300
Annual Storm Water BMP Inspection/Certification Review	\$350
Town of Harrisburg Inspection (Failure to submit report)	Actual cost incurred by Town plus 2x the certification fee
Infrastructure Inspections	
Roadway	\$1.50 per LF
Storm Sewer	\$1.50 per LF
Water Line	\$1.50 per LF
Sanitary Sewer	\$1.50 per LF
Final Grading	\$75 per acre
Bridge or Culvert, 42" or greater	\$20 per LF
Greenway	\$1.00 per LF
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.

¹ *In addition to the standard review costs.*

Town of Harrisburg, North Carolina
Schedule of Fees
Fiscal Year 2025

PARKS & RECREATION

For all Parks and Recreation fees, "Resident" refers to participants who are taxpayers of the Town of Harrisburg.

Athletics

	Town ¹	
	Resident ²	Non-Resident
Pewee Sports (Age 3/4)	\$45	\$95
Baseball	\$90	\$140
Basketball	\$90	\$140
Cheerleading	\$200	\$250
Flag Football (Age 5/6)	\$90	\$140
Football	\$250	\$300
Soccer	\$90	\$140
Adult Team Registration	\$450	\$450
Late Registration Fee	\$25	\$25

¹ Refunds of registration fees are subject to a \$10 administrative fee and only credited toward a future registration.

² There is a \$270 per family, per season maximum for all sports registration fees. This \$270 maximum does not apply to Pop Warner registration or Out-of-Town residents.

Facilities Rental³

	Town	
	Resident	Non-Resident
SplashPad		
Two (2) Hour Individual Pass	\$0.00	\$3.00
Group Rental - per person	\$3.00	\$3.00
Shelter Rental		
Hourly Rate	\$30	\$40
Half Day	\$100	\$140
Full Day	\$140	\$200
Field Rental		
Field Rental Per Field Hourly Rate	\$50	\$100
Light Fee per Field	\$15	\$25

³ Refunds of rental fees are subject to a \$10 administrative fee.

Town of Harrisburg, North Carolina
Schedule of Fees
Fiscal Year 2025

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)	\$100
ABC Permit Inspection	\$150

Commercial Building and Site Plan Review Fees¹

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

Less than 5,000	\$350
5,000 to 9,999	\$400
10,000 to 24,999	\$500
25,000 to 49,000	\$650
50,000 or greater	\$0.020 per Sq Ft
Fire Site Review for Rezoning Commercial/Subdivisions	\$250
Fire Site Review for Commercial / Subdivisions	\$300
Fire Certificate of Occupancy (Final Inspection)	\$100

¹ For Multi-Tenant Buildings, Fees are per Tenant

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

Plan Review¹

Fixed Fire Suppression System (Hood Systems- Ansul)	\$200 - plus \$100 performance test
Fire Alarm System	\$300 - plus \$100 performance test
Sprinkler System	\$300 - 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

¹ For Multi-Tenant Buildings, Fees are per Tenant

Town of Harrisburg, North Carolina
Schedule of Fees
Fiscal Year 2025

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 2025

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.



HarrisburgNC

Capital Improvement Plan - FY 2025 - 2034

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 policymakers 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.

Capital Improvement Plan - FY 2025 - 2034
Town-wide Summary

Item	Fiscal Year										Totals
	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
Project and acquisition expenditures by function:											
General Fund	10,400,050	7,952,750	6,352,000	5,866,000	19,265,000	6,732,000	1,705,000	2,272,000	1,283,000	12,310,000	74,137,800
Water and Sewer Fund	1,851,480	3,783,800	8,545,100	3,537,400	3,065,000	6,395,000	3,326,000	2,832,000	755,000	815,000	34,905,780
Storm Water Fund	150,000	150,000	215,000	120,000	620,000	620,000	810,000	200,000	75,000	-	2,960,000
Total project expenditures	12,401,530	11,886,550	15,112,100	9,523,400	22,950,000	13,747,000	5,841,000	5,304,000	2,113,000	13,125,000	112,003,580
Financing Sources:											
Capital Reserve Fund	4,378,000	4,864,000	2,997,000	2,086,000	2,435,000	2,737,000	2,565,000	3,254,000	1,863,000	1,875,000	29,054,000
Capital Reserve Fund - Capital Project Fund	2,038,410	2,564,750	3,003,000	2,790,000	2,065,000	8,260,000	3,276,000	2,050,000	250,000	4,250,000	30,547,160
Capital Reserve Fund - Parks & Rec	5,090,000	1,540,000	1,000,000	2,000,000	1,150,000	1,250,000	-	-	-	-	12,030,000
Grants	413,640	351,000	1,880,000	-	-	-	-	-	-	-	2,644,640
Revenue Bond financing	481,480	2,566,800	6,232,100	997,400	1,500,000	1,500,000	-	-	-	-	13,277,780
Installment financing	-	-	-	1,650,000	15,800,000	-	-	-	-	7,000,000	24,450,000
Total financing sources	12,401,530	11,886,550	15,112,100	9,523,400	22,950,000	13,747,000	5,841,000	5,304,000	2,113,000	13,125,000	112,003,580

Capital Improvement Plan - FY 2025 - 2034
General Fund Summary

Item	Fiscal Year										Totals
	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
Project and acquisition expenditures by function:											
Admin	-	-	30,000	-	-	75,000	-	-	35,000	-	140,000
IT	-	-	45,000	30,000	25,000	45,000	35,000	-	50,000	40,000	270,000
Engineering	217,000	75,000	65,000	140,000	70,000	70,000	75,000	150,000	75,000	240,000	1,177,000
Total General Government	217,000	75,000	140,000	170,000	95,000	190,000	110,000	150,000	160,000	280,000	1,587,000
Planning	-	45,000	-	-	-	60,000	-	50,000	-	-	155,000
Economic Development	-	-	-	-	-	-	-	-	-	-	-
Deputies	380,000	340,000	490,000	270,000	665,000	380,000	380,000	425,000	500,000	300,000	4,130,000
Fire	1,442,000	783,500	516,000	2,655,000	16,497,000	2,320,000	200,000	525,000	145,000	9,290,000	34,373,500
Environmental Protection	350,000	265,000	22,000	72,000	155,000	-	605,000	280,000	-	-	1,749,000
Buildings and Grounds	75,000	-	-	42,000	-	-	-	-	-	45,000	162,000
Streets and Transportation	2,165,050	3,570,750	3,940,000	615,000	670,000	2,350,000	350,000	550,000	350,000	2,350,000	16,910,800
Parks and Recreation	5,771,000	2,873,500	1,244,000	2,042,000	1,183,000	1,432,000	60,000	292,000	128,000	45,000	15,070,500
Total project expenditures	10,400,050	7,952,750	6,352,000	5,866,000	19,265,000	6,732,000	1,705,000	2,272,000	1,283,000	12,310,000	74,137,800
Financing Sources:											
Capital Reserve Fund	3,108,000	4,082,000	1,882,000	1,496,000	1,995,000	2,132,000	1,705,000	2,072,000	1,283,000	1,310,000	21,065,000
Capital Reserve Fund - Capital Project Fund	1,788,410	1,979,750	1,590,000	720,000	320,000	3,350,000	-	200,000	-	4,000,000	13,948,160
Capital Reserve Fund - Parks & Rec	5,090,000	1,540,000	1,000,000	2,000,000	1,150,000	1,250,000	-	-	-	-	12,030,000
Grants	413,640	351,000	1,880,000	-	-	-	-	-	-	-	2,644,640
Installment financing	-	-	-	1,650,000	15,800,000	-	-	-	-	7,000,000	24,450,000
Total financing sources	10,400,050	7,952,750	6,352,000	5,866,000	19,265,000	6,732,000	1,705,000	2,272,000	1,283,000	12,310,000	74,137,800

Capital Improvement Plan - FY 2025 - 2034
General Fund - Administration

Item	Project Number	Fiscal Year										Totals
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
Project and acquisition expenditures by function:												
Vehicles												
xxxx New Ford Explorer - Admin (50% WSF) ^[1]		-	-	30,000	-	-	-	-	-	35,000	-	65,000
1015 2023 Ford F150 - Town Manager TH (50% WSF) ^[2]		-	-	-	-	-	40,000	-	-	-	-	40,000
1016 Ford Explorer [Rep 1002] - Admin (50% WSF) ^[3]		-	-	-	-	-	35,000	-	-	-	-	35,000
1002 2013 Ford Explorer [will be sold]		-	-	-	-	-	-	-	-	-	-	-
1003 2013 Dodge Charger [will be sold]		-	-	-	-	-	-	-	-	-	-	-
Subtotal		-	-	30,000	-	-	75,000	-	-	35,000	-	140,000
Total project expenditures		-	-	30,000	-	-	75,000	-	-	35,000	-	140,000
Financing Sources:												
Capital Reserve Fund		-	-	30,000	-	-	75,000	-	-	35,000	-	140,000
Capital Reserve Fund - Capital Project Fund		-	-	-	-	-	-	-	-	-	-	-
Installment financing		-	-	-	-	-	-	-	-	-	-	-
Total financing sources		-	-	30,000	-	-	75,000	-	-	35,000	-	140,000
Projects split between General Fund and Water & Sewer Fund												
^[1] \$60,000 tota in FY2027; \$70,000 total in FY2033												
^[2] \$80,000 total in FY2030												
^[3] \$70,000 total in FY2030												

Capital Improvement Plan - FY 2025 - 2034
General Fund - Information Technology

Item	Project Number	Fiscal Year										Totals
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
Project and acquisition expenditures by function:												
Equipment												
Backup & Disaster Recovery (50% WSF) ^[1]		-	-	45,000	-	-	45,000	-	-	50,000	-	140,000
Server Replacement (50% WSF) ^[2]		-	-	-	30,000	-	-	35,000	-	-	40,000	105,000
Subtotal		-	-	45,000	30,000	-	45,000	35,000	-	50,000	40,000	245,000
Vehicles												
1014 2019 Ford Transit Van (50% WSF) ^[3]		-	-	-	-	25,000	-	-	-	-	-	25,000
Subtotal		-	-	-	-	25,000	-	-	-	-	-	25,000
Total project expenditures		-	-	45,000	30,000	25,000	45,000	35,000	-	50,000	40,000	270,000
Financing Sources:												
Capital Reserve Fund		-	-	45,000	30,000	25,000	45,000	35,000	-	50,000	40,000	270,000
Installment financing		-	-	-	-	-	-	-	-	-	-	-
Total financing sources		-	-	45,000	30,000	25,000	45,000	35,000	-	50,000	40,000	270,000
Projects split between General Fund and Water & Sewer Fund												
^[1] \$90,000 total in FY2027; \$90,000 total in FY2030; \$100,000 total in FY2033												
^[2] \$60,000 total in FY2028; \$70,000 total in FY2031; \$80,000 total in FY2034												
^[3] \$50,000 total in FY2028												

Capital Improvement Plan - FY 2025 - 2034
General Fund - Planning

Item	Project Number	Fiscal Year										Totals
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
Project and acquisition expenditures by function:												
Vehicles												
1401 2018 Chevrolet Silverado 1500 - Code Enforcement		-	45,000	-	-	-	-	-	50,000	-	-	95,000
1404 Ford Explorer [Rep 1403] - Planning		-	-	-	-	-	60,000	-	-	-	-	60,000
1403 2014 Ford Taurus - Planning [will be sold FY24]		-	-	-	-	-	-	-	-	-	-	-
Subtotal		-	45,000	-	-	-	60,000	-	50,000	-	-	155,000
Total project expenditures		-	45,000	-	-	-	60,000	-	50,000	-	-	155,000
Financing Sources:												
Capital Reserve Fund		-	45,000	-	-	-	60,000	-	50,000	-	-	155,000
Installment financing		-	-	-	-	-	-	-	-	-	-	-
Total financing sources		-	45,000	-	-	-	60,000	-	50,000	-	-	155,000

Capital Improvement Plan - FY 2025 - 2034
General Fund - Engineering

Item	Project Number	Fiscal Year										Totals
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
Project and acquisition expenditures by function:												
Buildings and Grounds												
Branded Gateway Sign - Rocky River Road	2025-1500-001	150,000	-	-	-	-	-	-	-	-	-	150,000
Subtotal		150,000	-	-	-	-	-	-	-	-	-	150,000
Equipment												
Survey Equipment	2025-1500-002	12,000	-	-	-	-	-	-	-	-	-	12,000
1505 Plotter - Printer/Scanner (50% WSF) ^[1]		-	10,000	-	-	-	-	-	-	-	-	10,000
Subtotal		12,000	10,000	-	-	-	-	-	-	-	-	22,000
Vehicles												
1509 Chevrolet Silverado 1500 - Grading Inspector [Rep 1504]	2025-1500-003	55,000	-	-	-	-	-	75,000	-	-	-	130,000
1502 2017 Ford Explorer - Public Works Director		-	65,000	-	-	-	-	-	75,000	-	-	140,000
1501 2019 Ford F150 - Project Manager		-	-	65,000	-	-	-	-	-	75,000	-	140,000
6077 2021 Ford F150 - Town Manager		-	-	-	70,000	-	-	-	-	-	80,000	150,000
1506 2023 Chevrolet 1500 Ext Cab - Construction Inspector		-	-	-	70,000	-	-	-	-	-	80,000	150,000
xxxx New Chevrolet Silverado 1500 - New Position Const. Inspect.		-	-	-	-	70,000	-	-	-	-	-	70,000
1507 2024 Ford F150 - Town Engineer		-	-	-	-	-	70,000	-	-	-	-	70,000
xxxx New Chevrolet Silverado 1500 - New Position EIT		-	-	-	-	-	-	-	75,000	-	-	75,000
xxxx New Chevrolet Silverado 1500 - New Position Const. Inspect.		-	-	-	-	-	-	-	-	-	80,000	80,000
1508 2018 Ford Explorer [will be sold FY25]		-	-	-	-	-	-	-	-	-	-	-
1504 2018 Chevrolet Colorado - [will be sold FY25]		-	-	-	-	-	-	-	-	-	-	-
1503 2017 Chevrolet 1500 Ext Cab - [will be sold FY24]		-	-	-	-	-	-	-	-	-	-	-
Subtotal		55,000	65,000	65,000	140,000	70,000	70,000	75,000	150,000	75,000	240,000	1,005,000
Total project expenditures		217,000	75,000	65,000	140,000	70,000	70,000	75,000	150,000	75,000	240,000	1,177,000
Financing Sources:												
Capital Reserve Fund		217,000	75,000	65,000	140,000	70,000	70,000	75,000	150,000	75,000	240,000	1,177,000
Capital Reserve Fund - Capital Project Fund		-	-	-	-	-	-	-	-	-	-	-
Installment financing		-	-	-	-	-	-	-	-	-	-	-
Total financing sources		217,000	75,000	65,000	140,000	70,000	70,000	75,000	150,000	75,000	240,000	1,177,000
Projects split between General Fund and Water & Sewer Fund												
^[1] \$20,000 total in FY2026												

Capital Improvement Plan - FY 2025 - 2034
General Fund - Deputies

Item	Project Number	Fiscal Year										Totals
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
Project and acquisition expenditures by function:												
Equipment												
20002 Radar Trailer (2)	2025-2000-001	40,000	-	-	-	-	-	-	-	-	-	40,000
Subtotal		40,000	-	-	-	-	-	-	-	-	-	40,000
Vehicles												
xxxx 2020 Ford Interceptor [rep 9231]	2026-2000-001	85,000	-	-	-	-	-	95,000	-	-	-	180,000
xxxx 2020 Ford Interceptor [rep 9232]	2026-2000-002	85,000	-	-	-	-	-	95,000	-	-	-	180,000
xxxx 2020 Ford Interceptor [rep 9236]	2026-2000-003	85,000	-	-	-	-	-	95,000	-	-	-	180,000
xxxx 2020 Ford Interceptor [rep 9237]	2026-2000-004	85,000	-	-	-	-	-	95,000	-	-	-	180,000
8652 2021 Ford Interceptor		-	85,000	-	-	-	-	-	95,000	-	-	180,000
8653 2021 Ford Interceptor		-	85,000	-	-	-	-	-	95,000	-	-	180,000
8664 2021 Ford Interceptor		-	85,000	-	-	-	-	-	95,000	-	-	180,000
8665 2021 Ford Interceptor		-	85,000	-	-	-	-	-	95,000	-	-	180,000
xxxx 2023 BMW Motorcycle		-	-	40,000	-	-	-	-	45,000	-	-	85,000
8745 2022 Ford Interceptor		-	-	90,000	-	-	-	-	-	100,000	-	190,000
8746 2022 Ford Interceptor		-	-	90,000	-	-	-	-	-	100,000	-	190,000
8782 2022 Ford Interceptor		-	-	90,000	-	-	-	-	-	100,000	-	190,000
8783 2022 Ford Interceptor		-	-	90,000	-	-	-	-	-	100,000	-	190,000
8790 2022 Ford Interceptor		-	-	90,000	-	-	-	-	-	100,000	-	190,000
8885 2023 Ford F150		-	-	-	90,000	-	-	-	-	-	100,000	190,000
8886 2023 Ford F150		-	-	-	90,000	-	-	-	-	-	100,000	190,000
8887 2023 Ford F150		-	-	-	90,000	-	-	-	-	-	100,000	190,000
xxxx 2024 Vehicle		-	-	-	-	95,000	-	-	-	-	-	95,000
xxxx 2024 Vehicle		-	-	-	-	95,000	-	-	-	-	-	95,000
xxxx 2024 Vehicle		-	-	-	-	95,000	-	-	-	-	-	95,000
xxxx 2024 Vehicle		-	-	-	-	95,000	-	-	-	-	-	95,000
xxxx 2024 Ford F150		-	-	-	-	95,000	-	-	-	-	-	95,000
xxxx 2024 Ford F150		-	-	-	-	95,000	-	-	-	-	-	95,000
xxxx 2024 Ford Interceptor		-	-	-	-	95,000	-	-	-	-	-	95,000
xxxx 2025 Vehicle		-	-	-	-	-	95,000	-	-	-	-	95,000
xxxx 2025 Vehicle		-	-	-	-	-	95,000	-	-	-	-	95,000
xxxx 2025 Vehicle		-	-	-	-	-	95,000	-	-	-	-	95,000
xxxx 2025 Vehicle		-	-	-	-	-	95,000	-	-	-	-	95,000
Subtotal		340,000	340,000	490,000	270,000	665,000	380,000	380,000	425,000	500,000	300,000	4,090,000
Total project expenditures		380,000	340,000	490,000	270,000	665,000	380,000	380,000	425,000	500,000	300,000	4,130,000
Financing Sources:												
Capital Reserve Fund		380,000	340,000	490,000	270,000	665,000	380,000	380,000	425,000	500,000	300,000	4,130,000
Capital Reserve Fund - Capital Project Fund		-	-	-	-	-	-	-	-	-	-	-
Installment financing		-	-	-	-	-	-	-	-	-	-	-
Total financing sources		380,000	340,000	490,000	270,000	665,000	380,000	380,000	425,000	500,000	300,000	4,130,000

Capital Improvement Plan - FY 2025 - 2034
General Fund - Fire Services

Item		Project Number	Fiscal Year										Totals
			2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
Project and acquisition expenditures by function:													
Buildings & Grounds													
Station #1 Windows and Doors	2025-2100-001	30,000	-	-	-	-	-	-	-	-	-	30,000	
Fire Station #3 Warning Light	2025-2100-002	85,000	-	-	-	-	-	-	-	-	-	85,000	
Landscaping and Pond Restoration - Station #2	2025-2100-003	50,000	-	-	-	-	-	-	-	-	-	50,000	
Roof and Drainage Repair - Jackson Park		-	40,000	-	-	-	-	-	-	-	-	40,000	
Dehumidifiers - Station #1 & #2		-	13,500	-	-	-	-	-	-	-	-	13,500	
Fire Station #1 Equipment Building		-	-	80,000	-	-	-	-	-	-	-	80,000	
Subtotal		165,000	53,500	80,000	-	-	-	-	-	-	-	298,500	
Vehicles													
FD708	Ford Explorer - Fire Chief TH [Rep FD708R]	-	85,000	-	-	-	-	-	100,000	-	-	185,000	
FD901	2003 Ford F450 Utility - SRT	-	130,000	-	-	-	-	-	150,000	-	-	280,000	
FD702	2013 Chevrolet Silverado - SRT	-	-	125,000	-	-	-	-	-	145,000	-	270,000	
FD705	2014 Chevrolet Suburban - Inspector	-	-	-	125,000	-	-	-	-	-	145,000	270,000	
FD701	2021 Chevrolet Suburban LS - Operations Chief TH	-	-	-	125,000	-	-	-	-	-	145,000	270,000	
FD603	2022 Chevrolet 2500 - Logistics TH	-	-	-	-	135,000	-	-	-	-	-	135,000	
FD710	2022 Chevrolet 2500 - Admin Chief TH	-	-	-	-	135,000	-	-	-	-	-	135,000	
FD601	2022 Chevrolet 2500 - Training Chief TH	-	-	-	-	135,000	-	-	-	-	-	135,000	
FD709	2022 Chevrolet 2500 - Battalion Chief	-	-	-	-	135,000	-	-	-	-	-	135,000	
FD602	2015 Chevrolet Silverado - Planning Chief	-	-	-	-	-	135,000	-	-	-	-	135,000	
FD706	2016 Chevrolet Silverado - Battalion Reserve	-	-	-	-	-	150,000	-	-	-	-	150,000	
FD707	2024 Chevrolet Tahoe - Fire Marshall TH	-	-	-	-	-	135,000	-	-	-	-	135,000	
FD802	2016 Chevrolet Silverado - Staff Reserve	-	-	-	-	-	135,000	-	-	-	-	135,000	
FD704	1997 Ford F350 - Staff Reserve	-	-	-	-	-	-	-	-	-	-	-	
FD707R	2017 Chevrolet Tahoe - Fire Marshall TH [will be sold FY24]	-	-	-	-	-	-	-	-	-	-	-	
FD708R	2019 Dodge Charger - Fire Chief TH [will be sold/transferred FY25]	-	-	-	-	-	-	-	-	-	-	-	
FD901R	1999 Ford E450 Medical Transport - Out of Service [will be sold FY23]	-	-	-	-	-	-	-	-	-	-	-	
Subtotal		-	215,000	125,000	250,000	540,000	555,000	-	250,000	145,000	290,000	2,370,000	

Capital Improvement Plan - FY 2025 - 2034
General Fund - Fire Services

Item		Project Number	Fiscal Year										Totals
			2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
Project and acquisition expenditures by function:													
Equipment													
FD791	Lawn Mower Station #1	2025-2100-004	12,000	-	-	-	-	-	-	-	-	12,000	
21044	Turnout Gear Washer Extractor [Rep 21006] - Station #1	2025-2100-005	15,000	-	-	-	-	-	-	-	-	15,000	
xxxxx	Replace Air Lifting Bags		-	85,000	-	-	-	-	-	-	-	85,000	
xxxxx	SCBA Cascade System (Station 1)		-	175,000	-	-	-	-	-	-	-	175,000	
xxxxx	Replace Self-Contained BA (2 years)		-	200,000	200,000	-	-	-	-	-	-	400,000	
xxxxx	Replace Struts Rescue		-	25,000	-	-	-	-	-	-	-	25,000	
FD572	2005 Continental Trailer - Special Operations SRT		-	30,000	-	-	-	-	-	-	-	30,000	
xxxxx	Gas Monitor Replacement		-	-	25,000	-	-	-	-	-	-	25,000	
xxxxx	Thermal Imaging Camera Replacement		-	-	80,000	-	-	-	-	-	-	80,000	
xxxxx	Ice Machine - Station #3		-	-	6,000	-	-	-	-	-	-	6,000	
21028	Portable Radios (5 years)		-	-	-	110,000	120,000	130,000	140,000	150,000	-	650,000	
FD552	1999 Diahatso Mini Truck Utility Vehicle/Golf Cart		-	-	-	30,000	-	-	-	-	-	30,000	
FD792	2010 Exmark Lawn Mower Station 3		-	-	-	15,000	-	-	-	-	-	15,000	
FD573	2004 Wells Cargo Trailer - Decon		-	-	-	-	30,000	-	-	-	-	30,000	
xxxxx	Ice Machine - Station #2		-	-	-	-	7,000	-	-	-	-	7,000	
xxxxx	Replace all Battery Extrication Equipment		-	-	-	-	-	250,000	-	-	-	250,000	
xxxxx	Turnout Gear Washer Extractor - Station #3		-	-	-	-	-	20,000	-	-	-	20,000	
FD551	2005 Yamaha Bruin 350 ATV		-	-	-	-	-	15,000	-	-	-	15,000	
xxxxx	Replace AEDs		-	-	-	-	-	-	60,000	-	-	60,000	
xxxxx	Replace SRT Boats		-	-	-	-	-	-	-	60,000	-	60,000	
FD793	2017 Snapper Lawn Mower Station 2		-	-	-	-	-	-	-	15,000	-	15,000	
FD553	2021 Polaris Ranger 500 UTV		-	-	-	-	-	-	-	30,000	-	30,000	
xxxxx	Turnout Gear Washer Extractor - Station #2		-	-	-	-	-	-	-	20,000	-	20,000	
Subtotal			27,000	515,000	311,000	155,000	157,000	415,000	200,000	275,000	-	2,055,000	
Total project expenditures			192,000	783,500	516,000	405,000	697,000	970,000	200,000	525,000	145,000	290,000	4,723,500
Financing Sources:													
Capital Reserve Fund			192,000	783,500	516,000	405,000	697,000	970,000	200,000	525,000	145,000	290,000	4,723,500
Installment financing			-	-	-	-	-	-	-	-	-	-	
Grant			-	-	-	-	-	-	-	-	-	-	
Total financing sources			192,000	783,500	516,000	405,000	697,000	970,000	200,000	525,000	145,000	290,000	4,723,500

Capital Improvement Plan - FY 2025 - 2034
General Fund - Fire Services Capital Project Fund

Item		Project Number	Fiscal Year										Totals
			2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
Project and acquisition expenditures by function:													
Buildings & Grounds													
Fire Station #1 & Admin Complex			-	-	-	600,000	14,000,000	-	-	-	-	14,600,000	
Logistics Building Remodel (Old Station 1)			-	-	-	-	-	150,000	-	-	-	150,000	
New Fire Station 4			-	-	-	-	-	-	-	-	7,000,000	7,000,000	
Subtotal			-	-	-	600,000	14,000,000	150,000	-	-	7,000,000	21,750,000	
Fire Apparatus													
FD101	Pumper - Station 1 - [Rep FD101R]	2025-2100-006	1,250,000	-	-	-	-	-	-	-	-	1,250,000	
FD301	Rescue - Station 2 - 2008 Spartan - Front Line		-	-	-	1,650,000	-	-	-	-	-	1,650,000	
FD201	Ladder - Station 2 - 2005 Spartan 2000 105' - Reserve		-	-	-	-	1,800,000	-	-	-	-	1,800,000	
FD103	Pumper - Station 3 - 2017 Spartan Engine 2000 - Front Line		-	-	-	-	-	1,200,000	-	-	-	1,200,000	
FDxxx	Ladder - Station 4 - New		-	-	-	-	-	-	-	-	2,000,000	2,000,000	
FD102	Pumper - Station 2 - 2020 Spartan Engine 2000 - Front Line		-	-	-	-	-	-	-	-	-	-	
FD202	Ladder - Station 1 - 2022 Spartan 107' - Front Line		-	-	-	-	-	-	-	-	-	-	
FD401	Brush Truck - Station 3 - Chevrolet 3500 - Front Line		-	-	-	-	-	-	-	-	-	-	
FD106	Pumper - Station 2 - 2013 Spartan Engine 2000 - Reserve		-	-	-	-	-	-	-	-	-	-	
FD101R	Pumper - Station 1 - 2005 Engine 2000 - Reserve		-	-	-	-	-	-	-	-	-	-	
FD104	Pumper - Out of Service - 1988 Ford Engine		-	-	-	-	-	-	-	-	-	-	
FD401R	Brush Truck - Station 3 - 2007 Chevrolet 3500 [will be sold FY24]		-	-	-	-	-	-	-	-	-	-	
Subtotal			1,250,000	-	-	1,650,000	1,800,000	1,200,000	-	-	2,000,000	7,900,000	
Total project expenditures			1,250,000	-	-	2,250,000	15,800,000	1,350,000	-	-	9,000,000	29,650,000	
Financing Sources:													
Capital Reserve Fund			1,250,000	-	-	600,000	-	1,350,000	-	-	2,000,000	5,200,000	
Installment financing			-	-	-	1,650,000	15,800,000	-	-	-	7,000,000	24,450,000	
Grant			-	-	-	-	-	-	-	-	-	-	
Total financing sources			1,250,000	-	-	2,250,000	15,800,000	1,350,000	-	-	9,000,000	29,650,000	

Capital Improvement Plan - FY 2025 - 2034
General Fund - Transportation

Item	Project Number	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	Totals
Project and acquisition expenditures by function:												
Transportation Improvements												
Median Improvements	2024-3001-003	73,000	-	-	-	-	-	-	-	-	-	73,000
Back Creek Greenway & Trailhead	2024-3001-010	220,000	-	-	-	-	-	-	-	-	-	220,000
Fuda Creek Greenway	2024-3001-011	220,000	-	-	-	-	-	-	-	-	-	220,000
Robinson Church Road Improvements	2024-3001-012	100,000	-	-	-	-	-	-	-	-	-	100,000
Annual ADA Sidewalk Program	2025-3001-001	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	1,000,000
Annual Greenway Program	2025-3001-002	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	2,500,000
Pedestrian Facility for Oakley Drive	2025-3001-003	250,000	-	-	-	-	-	-	-	-	-	250,000
Pedestrian Facility for Parallel & Plaza		-	230,000	-	-	-	-	-	-	-	-	230,000
Robinson Church Rd Roadway Improvements		-	500,000	-	-	-	-	-	-	-	-	500,000
Oakley & Sims Turn Lanes - Harrisburg Park Mitigation		-	160,000	-	-	-	-	-	-	-	-	160,000
Harris Depot & Oakley Turn Lane - Harrisburg Park Mitigation		-	-	120,000	-	-	-	-	-	-	-	120,000
Veterans & School Circle Turn Lanes - Harrisburg Park Mitigation		-	-	-	145,000	-	-	-	-	-	-	145,000
Subtotal		1,213,000	1,240,000	470,000	495,000	350,000	350,000	350,000	350,000	350,000	350,000	5,518,000
Capital Projects Fund												
Harrisburg Rail Trail & Greenway	2025-3001-004	315,000	1,772,000	-	-	-	-	-	-	-	-	2,087,000
Highway 49 Lighting Improvements Phases I-VI	2025-3001-005	120,000	120,000	120,000	120,000	120,000	-	-	-	-	-	600,000
Roberta Road & Main St. Roundabout	2025-3001-006	517,050	438,750	2,350,000	-	-	-	-	-	-	-	3,305,800
Highway 49 & Roberta Road Mitigation		-	-	1,000,000	-	-	-	-	-	-	-	1,000,000
Highway 49 Improvements - Phase IV - Patricia to Roberta		-	-	-	-	200,000	2,000,000	-	-	-	-	2,200,000
Highway 49 Improvements - Phase V - Caldwell to Cedar		-	-	-	-	-	-	-	200,000	-	2,000,000	2,200,000
Subtotal		952,050	2,330,750	3,470,000	120,000	320,000	2,000,000	-	200,000	-	2,000,000	11,392,800
Total project expenditures		2,165,050	3,570,750	3,940,000	615,000	670,000	2,350,000	350,000	550,000	350,000	2,350,000	16,910,800
Financing Sources:												
Capital Reserve Fund		1,213,000	1,240,000	470,000	495,000	350,000	350,000	350,000	350,000	350,000	350,000	5,518,000
Capital Reserve Fund - Capital Project Fund		538,410	1,979,750	1,590,000	120,000	320,000	2,000,000	-	200,000	-	2,000,000	8,748,160
Grants		413,640	351,000	1,880,000	-	-	-	-	-	-	-	2,644,640
Installment financing		-	-	-	-	-	-	-	-	-	-	-
Total financing sources		2,165,050	3,570,750	3,940,000	615,000	670,000	2,350,000	350,000	550,000	350,000	2,350,000	16,910,800
CPF - The budget and funding for these projects will be shown in the General Fund Capital Projects Fund.												

Capital Improvement Plan - FY 2025 - 2034
General Fund - Environmental Protection

Item	Project Number	Fiscal Year										Totals
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
Project and acquisition expenditures by function:												
Equipment - Mowers												
4108 2007 Toro 72" Diesel Zero-Turn Mower		-	-	22,000	-	-	-	-	-	-	-	22,000
4111 2019 Exmark 60" Zero-Turn Mower		-	-	-	-	23,000	-	-	-	-	-	23,000
4114 2021 Kubota Tractor (50% WSF) ^[1]		-	-	-	-	-	-	70,000	-	-	-	70,000
4117 2021 Hustler 60" Zero-Turn Mower		-	-	-	-	-	-	25,000	-	-	-	25,000
Subtotal		-	-	22,000	-	23,000	-	95,000	-	-	-	140,000
Vehicles - Leaf Truck												
4123 Freightliner Leaf Truck [rep 4102]	2025-4100-001	350,000	-	-	-	-	-	-	-	-	-	350,000
4115 2020 Freightliner M21 Leaf Truck		-	-	-	-	-	-	400,000	-	-	-	400,000
4102 2016 Freightliner Leaf Truck (will be sold)		-	-	-	-	-	-	-	-	-	-	-
Subtotal		350,000	-	-	-	-	-	400,000	-	-	-	750,000
Vehicles - Limb and Brush Truck												
4110 2018 Freightliner M2 Brush Truck		-	265,000	-	-	-	-	-	-	-	-	265,000
4113 2021 International Brush Hawg Boom Truck		-	-	-	-	-	-	-	280,000	-	-	280,000
4105 2004 Freightliner Brush Truck (will be sold FY24)		-	-	-	-	-	-	-	-	-	-	-
Subtotal		-	265,000	-	-	-	-	-	280,000	-	-	545,000
Vehicles - Other												
4122 Ford F-550 Dump Truck [Rep 4116]		-	-	-	-	-	-	110,000	-	-	-	110,000
4103 2021 Chevrolet Silverado		-	-	-	72,000	-	-	-	-	-	-	72,000
4112 Chevrolet Silverado 2500 Crew Cab [Rep 4101]		-	-	-	-	72,000	-	-	-	-	-	72,000
4104 2012 Ford F550 Bucket Truck (50% WSF) ^[2]		-	-	-	-	60,000	-	-	-	-	-	60,000
4101 2015 Chevrolet Silverado 3500 Crew Cab [will be sold]		-	-	-	-	-	-	-	-	-	-	-
4116 2013 Ford F-550 Dump Truck w/ Gate [will be sold]		-	-	-	-	-	-	-	-	-	-	-
Subtotal		-	-	-	72,000	132,000	-	110,000	-	-	-	314,000
Total project expenditures		350,000	265,000	22,000	72,000	155,000	-	605,000	280,000	-	-	1,749,000
Financing Sources:												
Capital Reserve Fund		350,000	265,000	22,000	72,000	155,000	-	605,000	280,000	-	-	1,749,000
Capital Reserve Fund - Capital Project Fund		-	-	-	-	-	-	-	-	-	-	-
Installment Financing		-	-	-	-	-	-	-	-	-	-	-
Total financing sources		350,000	265,000	22,000	72,000	155,000	-	605,000	280,000	-	-	1,749,000
Projects split between General Fund and Water & Sewer Fund												
^[1] \$140,000 total in FY2031												
^[2] \$120,000 total in FY2029												

Capital Improvement Plan - FY 2025 - 2034
General Fund - Buildings and Grounds

Item	Project Number	Fiscal Year										Totals
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
Project and acquisition expenditures by function:												
Buildings & Grounds												
4200 Town Hall Generator (50% WSF) ^[1]	2025-4200-001	75,000	-	-	-	-	-	-	-	-	-	75,000
Subtotal		75,000	-	-	-	-	-	-	-	-	-	75,000
Vehicles												
5011 2021 Chevrolet Silverado 1500 - Custodial Worker		-	-	-	42,000	-	-	-	-	-	45,000	87,000
Subtotal		-	-	-	42,000	-	-	-	-	-	45,000	87,000
Total project expenditures		75,000	-	-	42,000	-	-	-	-	-	45,000	162,000
Financing Sources:												
Capital Reserve Fund		75,000	-	-	42,000	-	-	-	-	-	45,000	162,000
Capital Reserve Fund - Capital Project Fund		-	-	-	-	-	-	-	-	-	-	-
Installment financing		-	-	-	-	-	-	-	-	-	-	-
Total financing sources		75,000	-	-	42,000	-	-	-	-	-	45,000	162,000
Projects split between General Fund and Water & Sewer Fund												
^[1] \$150,000 total in FY2025												

Capital Improvement Plan - FY 2025 - 2034
General Fund - Parks & Recreation

Item	Project Number	Fiscal Year										Totals
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
Project and acquisition expenditures by function:												
Park & Facility Improvements												
Historic Pharr Mill Reconstruction	2024-5000-002	200,000	-	-	-	-	-	-	-	-	-	200,000
Picnic Tables - Harrisburg Park and Harris Depot Park	2025-5000-001	40,000	50,000	-	-	-	-	-	-	-	-	90,000
Restrooms Flooring	2025-5000-002	11,000	-	-	-	-	-	-	-	-	-	11,000
Log Cabin ADA Improvements - Harris Depot Park	2025-5000-003	15,500	-	-	-	-	-	-	-	-	-	15,500
Storm Water & Playground Improvements - Harrisburg Park	2025-5000-004	285,000	-	-	-	-	-	-	-	-	-	285,000
Harris Depot Parking Lot Chip Seal	2025-5000-005	40,000	-	-	-	-	-	-	-	-	-	40,000
Christmas Decorations - Harrisburg Park		-	400,000	-	-	-	-	-	-	-	-	400,000
Christmas Wreaths		-	55,000	-	-	-	-	-	-	-	-	55,000
Infield Renovation - Stallings Park (4 of 8 Fields each year)		-	40,000	40,000	-	-	-	-	-	-	-	80,000
Parking Lot Resurfacing - Pharr Mill Park		-	125,000	-	-	-	-	-	-	-	-	125,000
Tennis Court Lights LED Conversion - Stallings Park		-	30,000	-	-	-	-	-	-	-	-	30,000
Parking Lot Resurfacing - Stallings Park		-	125,000	-	-	-	-	-	-	-	-	125,000
Automatic Gate - Harrisburg Park		-	-	40,000	-	-	-	-	-	-	-	40,000
Irrigation - Harrisburg Park		-	-	-	-	-	-	-	-	25,000	-	25,000
Subtotal		591,500	825,000	80,000	-	-	-	-	-	25,000	-	1,521,500
Heavy Equipment - Mowers												
5052 Ex-Mark Walk Behind Mower [Rep 5026]	2025-5000-006	10,500	-	-	-	13,000	-	-	-	14,000	-	37,500
xxxx Grounds Master 4500 Deck Mower		-	97,500	-	-	-	-	-	105,000	-	-	202,500
5028 2018 Zero Turn Mower 60"		-	15,000	-	-	-	18,000	-	-	-	-	33,000
5035 2019 Zero Turn Mower 72"		-	18,000	-	-	-	-	20,000	-	-	-	38,000
5051 2010 Skid Steer Caterpillar 277C w/Bucket		-	95,000	-	-	-	-	-	-	-	-	95,000
5029 2020 Zero Turn Mower 60"		-	15,000	-	-	-	-	-	-	-	-	15,000
5047 2023 Wright Zero Turn Mower 60"		-	21,000	-	-	-	21,000	-	-	-	-	42,000
5040 2022 Wright Zero Turn Mower		-	-	-	-	20,000	-	-	-	-	-	20,000
5027 2018 Zero Turn Mower 60" [will be sold FY24]		-	-	-	-	-	-	-	-	-	-	-
5026 2015 Ex-Mark Walk Behind Mower [will be sold FY25]		-	-	-	-	-	-	-	-	-	-	-
5023 2017 Zero Turn Mower [will be sold]		-	-	-	-	-	-	-	-	-	-	-
Subtotal		10,500	261,500	-	-	33,000	39,000	20,000	105,000	14,000	-	483,000

Capital Improvement Plan - FY 2025 - 2034
General Fund - Parks & Recreation

Item	Project Number	Fiscal Year										Totals
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
Heavy Equipment - Other												
5053 Aera-vator Tractor Implement	2025-5000-007	12,500	-	-	-	-	-	-	-	-	-	12,500
5054 Fertilizer Spreader for Tractor	2025-5000-008	6,000	-	-	-	-	-	-	-	-	-	6,000
5055 Pull Behind Sprayer	2025-5000-009	12,500	-	-	-	-	55,000	-	-	-	-	67,500
5056 Pro Pass 200 Wireless Top Dresser	2025-5000-010	24,000	-	-	-	-	-	-	-	-	-	24,000
5057 Verticutter with Roller	2025-5000-011	14,000	-	-	-	-	-	-	-	-	-	14,000
5058 Bullseye Quick Groomer Attachment	2025-5000-012	10,000	-	-	-	-	-	-	-	-	-	10,000
xxxx 2005 John Deere Loader [Rep 5013 attachment]		-	75,000	-	-	-	-	-	-	-	-	75,000
xxxx Boom Lift		-	-	60,000	-	-	-	-	-	-	-	60,000
5031 2020 Clubcar Golf Cart		-	-	12,000	-	-	-	-	-	-	-	12,000
5032 2020 Clubcar Golf Cart		-	-	12,000	-	-	-	-	-	-	-	12,000
5042 RTV 900		-	-	-	-	-	-	20,000	-	-	-	20,000
5050 RTV 900		-	-	-	-	-	-	20,000	-	-	-	20,000
5048 Billy Goat Ride-On Blower		-	-	-	-	-	-	-	-	-	-	-
5041 2024 John Deere Tractor		-	-	-	-	-	-	-	-	-	-	-
5004 2002 John Deere Backhoe		-	-	-	-	-	-	-	-	-	-	-
5021 2015 John Deere Gator		-	-	-	-	-	-	-	-	-	-	-
5036 2016 John Deere Infield Groomer		-	-	-	-	-	-	-	-	-	-	-
5019 2021 John Deere Infield Groomer		-	-	-	-	-	-	-	-	-	-	-
5013 2005 John Deere Tractor		-	-	-	-	-	-	-	-	-	-	-
5017 2014 Kubota Tractor [will be sold FY25]		-	-	-	-	-	-	-	-	-	-	-
5014 2006 Kubota RTV 900 [will be sold FY24]		-	-	-	-	-	-	-	-	-	-	-
Subtotal		79,000	75,000	84,000	-	-	55,000	40,000	-	-	-	333,000
Vehicles												
5003 2015 Ford-250 - FM Specialist		-	42,000	-	-	-	-	-	44,000	-	-	86,000
5008 2018 Ford F150 - Rec Coordinator		-	38,000	-	-	-	-	-	44,000	-	-	82,000
5009 2019 Chevrolet 3500 Dump Truck		-	52,000	-	-	-	-	-	55,000	-	-	107,000
5006 2016 Chevrolet Silverado 1500 - FM Specialist		-	40,000	-	-	-	-	-	44,000	-	-	84,000
5005 2016 Ford Explorer - Admin		-	-	40,000	-	-	-	-	-	44,000	-	84,000
5010 2021 Chevrolet Silverado 1500 - FM Supervisor		-	-	40,000	-	-	-	-	-	45,000	-	85,000
5012 2021 Chevrolet Silverado 1500 - Superintendent		-	-	-	42,000	-	-	-	-	-	45,000	87,000
5049 Ford F-250 - FM Specialist		-	-	-	-	-	44,000	-	-	-	-	44,000
5043 Ford F-250 - FM Specialist		-	-	-	-	-	44,000	-	-	-	-	44,000
5015 2007 Chevrolet Silverado 1500 - Park Attendant [will be sold FY24]		-	-	-	-	-	-	-	-	-	-	-
5002 2014 Ford F-250 [will be sold FY24]		-	-	-	-	-	-	-	-	-	-	-
5001 2014 Ford F-250 - FM Specialist [will be sold FY24?]		-	-	-	-	-	-	-	-	-	-	-
Subtotal		-	172,000	80,000	42,000	-	88,000	-	187,000	89,000	45,000	703,000
Total project expenditures		681,000	1,333,500	244,000	42,000	33,000	182,000	60,000	292,000	128,000	45,000	3,040,500
Financing Sources:												
Capital Reserve Fund		681,000	1,333,500	244,000	42,000	33,000	182,000	60,000	292,000	128,000	45,000	3,040,500
Installment financing		-	-	-	-	-	-	-	-	-	-	-
Total financing sources		681,000	1,333,500	244,000	42,000	33,000	182,000	60,000	292,000	128,000	45,000	3,040,500

Capital Improvement Plan - FY 2025 - 2034
General Fund - Parks & Recreation Capital Projects Fund

Item	Project Number	Fiscal Year										Totals
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
Project and acquisition expenditures by function:												
Park & Facility Improvements												
Holcomb Woods Park Restroom Facility	2025-5000-013	20,000	190,000	-	-	-	-	-	-	-	-	210,000
Concrete Work/Improvements - Veterans Park	2025-5000-014	370,000	-	-	-	-	-	-	-	-	-	370,000
Parking Lot Expansion - Stallings Park	2025-5000-015	200,000	-	-	-	-	-	-	-	-	-	200,000
Land Acquisition - Zmax Property	2025-5000-016	500,000	-	-	-	-	-	-	-	-	-	500,000
Land Acquisition	2025-5000-017	4,000,000	-	-	-	-	-	-	-	-	-	4,000,000
Holcomb Woods Park Lights		-	450,000	-	-	-	-	-	-	-	-	450,000
Pharr Mill Park Enhancement		-	700,000	-	-	-	-	-	-	-	-	700,000
Announcer Booth/Storage Room - Harrisburg Park		-	200,000	-	-	-	-	-	-	-	-	200,000
Boardwalk and Pier - Pharr Mill Park		-	-	1,000,000	-	-	-	-	-	-	-	1,000,000
Maintenance Building		-	-	-	2,000,000	-	-	-	-	-	-	2,000,000
Athletics Turf Fields		-	-	-	-	900,000	-	-	-	-	-	900,000
Town Center Park Improvement		-	-	-	-	250,000	-	-	-	-	-	250,000
Library Building Renovations		-	-	-	-	-	1,250,000	-	-	-	-	1,250,000
Total project expenditures		5,090,000	1,540,000	1,000,000	2,000,000	1,150,000	1,250,000	-	-	-	-	12,030,000
Financing Sources:												
Capital Reserve Fund		5,090,000	1,540,000	1,000,000	2,000,000	1,150,000	1,250,000	-	-	-	-	12,030,000
Installment financing		-	-	-	-	-	-	-	-	-	-	-
Total financing sources		5,090,000	1,540,000	1,000,000	2,000,000	1,150,000	1,250,000	-	-	-	-	12,030,000

Capital Improvement Plan - FY 2025 - 2034
Water and Sewer Fund

Item	Project Number	Fiscal Year										Totals
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
Project and acquisition expenditures by function:												
Water Projects												
Cabarrus Woods WL Upgrades (CPF)	2025-6000-001	481,480	2,566,800	1,732,100	997,400	-	-	-	-	-	-	5,777,780
FY27/28 WL Upgrades (CPF) - Harrisburg Estates		-	-	100,000	1,000,000	-	-	-	-	-	-	1,100,000
FY29/30 WL Upgrades (CPF) - Hillcrest, Willow, Tall Tree, Leatherwood		-	-	-	-	200,000	2,000,000	-	-	-	-	2,200,000
FY30/31 WL Upgrades (CPF) - Robinson Ave, School, Martha Melvin, Alexander Hills		-	-	-	-	-	140,000	1,400,000	-	-	-	1,540,000
FY32/33 WL Upgrades (CPF) - Oakley, Harris Depot, Henderson, Gamble		-	-	-	-	-	-	160,000	1,600,000	-	-	1,760,000
Subtotal		481,480	2,566,800	1,832,100	1,997,400	200,000	2,140,000	1,560,000	1,600,000	-	-	12,377,780
Water Expansion Projects												
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
Subtotal		-	-	-	-	-	540,000	516,000	-	-	-	1,056,000
Sewer Projects												
Annual Sanitary Sewer Rehabilitation (Collection System Improvements Projects) (CPF)	2025-6000-002	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	2,500,000
Sequoia Hills Sewer (8,500 LF of gravity) (CPF)		-	335,000	913,000	-	-	-	-	-	-	-	1,248,000
Abbington Pump Station Decommissioning (2,200 LF of 8-inch gravity line) (CPF)		-	-	150,000	650,000	-	-	-	-	-	-	800,000
Morehead West Sewer Phase I (CPF)		-	-	4,500,000	-	-	-	-	-	-	-	4,500,000
Orchard Park Pump Station Decommissioning (CPF)		-	-	-	50,000	150,000	-	-	-	-	-	200,000
Morehead West Sewer Phase II (CPF)		-	-	-	-	525,000	1,280,000	-	-	-	-	1,805,000
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
Kensington Pump Station Decommissioning (1,500 LF of 8-inch gravity line) (CPF)		-	-	-	-	-	80,000	450,000	-	-	-	530,000
Harmony Pump Station Decommissioning (Developer Driven)		-	-	-	-	-	-	-	-	-	-	-
Subtotal		250,000	585,000	5,813,000	950,000	2,425,000	3,110,000	700,000	250,000	250,000	250,000	14,583,000
Equipment - Generators												
6088 Abbington Generator 5/2006 Olympian G100F3 NG	2025-6000-003	100,000	-	-	-	-	-	-	-	-	-	100,000
xxxx Heatherstone Well Generator 7/2006 Olympian G80F3 NG		-	80,000	-	-	-	-	-	-	-	-	80,000
xxxx Town Center Generator 8/2007 Olympian G30F3 NG		-	60,000	-	-	-	-	-	-	-	-	60,000
xxxx Well #3 Generator 3/2009 Cummins GGLB 150 NG		-	80,000	-	-	-	-	-	-	-	-	80,000
xxxx 2000 Kohler 135 Generator (Tagalong) [Rep 4104]		-	-	100,000	-	-	-	-	-	-	-	100,000
xxxx Stalling Glenn Generator Olympian G30F3 NG		-	-	60,000	-	-	-	-	-	-	-	60,000
xxxx Well #1 Generator 3/2012 Generac SG175 NG		-	-	100,000	-	-	-	-	-	-	-	100,000
xxxx Kensington Generator 1/2005 Olympian D50P3 Diesel (if Sewer CPF is not performed)		-	-	-	65,000	-	-	-	-	-	-	65,000
Subtotal		100,000	220,000	260,000	65,000	-	-	-	-	-	-	645,000

Capital Improvement Plan - FY 2025 - 2034

Water and Sewer Fund

Item	Project Number	Fiscal Year											Totals
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034		
Equipment - Other													
6089 Wacker Trench Roller [Rep 6008]	2025-6000-004	45,000	-	-	-	-	-	-	-	-	-	45,000	
6090 Air Compressor Sullair 185 [Rep 4109]	2025-6000-005	35,000	-	-	-	-	-	-	-	-	-	35,000	
6091 Jetter/Sewer Vac Truck [Rep 6011 & 6026]	2025-6000-006	600,000	-	-	-	-	-	-	-	-	-	600,000	
6095 Kamstrup Meter Collector Antenna	2025-6000-007	25,000	-	-	-	-	-	-	-	-	-	25,000	
6016 2016 Hudson Trailer 20' HTD18C 12 Ton		-	24,000	-	-	-	-	-	-	-	-	24,000	
6012 2013 Volvo DD15 Compactor Double Drum		-	-	-	40,000	-	-	-	-	-	-	40,000	
6017 2012 Doosan Forklift Model G25P5		-	-	-	60,000	-	-	-	-	-	-	60,000	
6025 2018 Hudson Trailer 20' HTD18C 12 Ton		-	-	-	30,000	-	-	-	-	-	-	30,000	
6045 2021 Bravo Aires Pathfinder Camera & Trailer		-	-	-	-	-	140,000	-	-	-	-	140,000	
6028 2019 DYNA-VAC RH-750 Easement Machine		-	-	-	-	-	-	80,000	-	-	-	80,000	
6034 2021 Kubota RTV-900 4x4		-	-	-	-	-	-	35,000	-	-	-	35,000	
6039 2017 Caterpillar 914M Compact Wheel Loader		-	-	-	-	-	-	-	150,000	-	-	150,000	
6078 2021 305 CAT Mini Excavator		-	-	-	-	-	-	-	130,000	-	-	130,000	
6047 2021 Ditch Witch Vacuum & Trailer		-	-	-	-	-	-	-	90,000	-	-	90,000	
6050 2021 Kaufman 22' Trailer		-	-	-	-	-	-	-	12,000	-	-	12,000	
6001 2004 Series 2 Sewer Jet Rodder Machine		-	-	-	-	-	-	-	100,000	-	-	100,000	
6027 2019 Caterpillar 305.E2 Excavator		-	-	-	-	-	-	-	-	90,000	-	90,000	
6029 2019 Skid Steer Caterpillar 289D2		-	-	-	-	-	-	-	-	-	80,000	80,000	
6079 2023 308 CAT Excavator		-	-	-	-	175,000	-	-	-	-	-	175,000	
6080 2280 Mahle Articpro R1234YF AC Machine		-	-	-	-	10,000	-	-	-	-	-	10,000	
6002 2006 Kubota RTV-900		-	20,000	-	-	-	-	-	-	-	-	20,000	
6035 2021 Caterpillar Compactor		-	-	-	-	-	-	-	80,000	-	-	80,000	
6014 2015 Look Vision Trailer - Safety Trailer		-	-	-	-	-	-	-	-	-	25,000	25,000	
6021 2016 Caterpillar 308 Excavator [will be sold FY24]		-	-	-	-	-	-	-	-	-	-	-	
4109 2011 Air Compressor Sullair 185 [will be sold FY25]		-	-	-	-	-	-	-	-	-	-	-	
6008 2011 Wacker RT 82-SC 32" Trench Roller [will be sold FY25]		-	-	-	-	-	-	-	-	-	-	-	
6011 2013 FX-30 Ditch Witch Vacuum [will be sold FY25]		-	-	-	-	-	-	-	-	-	-	-	
6026 2019 Kenworth T440 w/800-HPR-ECO Sewer Jet Machine [will be sold FY25]		-	-	-	-	-	-	-	-	-	-	-	
Subtotal		705,000	44,000	-	130,000	185,000	140,000	115,000	562,000	90,000	105,000	2,076,000	
Vehicles													
6092 Freightliner Dump Truck [Rep 6042]	2025-6000-008	170,000	-	-	-	-	-	185,000	-	-	-	355,000	
6093 Chevrolet Silverado 2500 Crew Cab - Water Technician [Rep 6007]	2025-6000-009	70,000	-	-	-	-	-	80,000	-	-	-	150,000	
xxxx New Public Works Director Vehicle		-	58,000	-	-	-	-	65,000	-	-	-	123,000	
6019 2016 Chevrolet 2500 - WS Secondary Crew Truck		-	75,000	-	-	-	-	-	80,000	-	-	155,000	
6044 2019 F450 Crew Truck - Utility Crew Leader		-	85,000	-	-	-	-	-	90,000	-	-	175,000	
6023 2017 Chevrolet 2500 Reg Cab Service Bed - Utility System Operator		-	70,000	-	-	-	-	-	80,000	-	-	150,000	
6022 2017 Chevrolet 1500 Reg Cab Short Bed - Water System ORC		-	70,000	-	-	-	-	-	80,000	-	-	150,000	
6024 2018 Freightliner M2106 Diesel Dump Truck		-	-	180,000	-	-	-	-	-	-	-	180,000	
6031 2020 Chevrolet Silverado 3500 Reg Cab Crane Body - Utility System Operator		-	-	85,000	-	-	-	-	-	90,000	-	175,000	
6032 2020 Chevrolet Silverado 2500 Reg Cab 4x4 Service Body - Senior Water System ORC		-	-	75,000	-	-	-	-	-	80,000	-	155,000	
6033 2021 Chevrolet 2500 Crew Cab - Purchasing Agent		-	-	75,000	-	-	-	-	-	80,000	-	155,000	
6010 2012 Ford F-150 Reg Cab - Spare		-	-	75,000	-	-	-	-	-	80,000	-	155,000	
6015 2015 Chevrolet Silverado 2500 - Spare		-	-	75,000	-	-	-	-	-	-	-	75,000	
6040 2021 Chevrolet 3500 Crew Cab - Fleet Maintenance Manager		-	-	-	80,000	-	-	-	-	-	85,000	165,000	
6030 2020 Freightliner M2 Dump Truck		-	-	-	180,000	-	-	-	-	-	190,000	370,000	
6074 2022 Chevrolet Silverado 2500 - Utility Supervisor		-	-	-	80,000	-	-	-	-	-	85,000	165,000	
6081 2014 Ford F-550 Super Duty Dump Truck [Rep 6041]		-	-	-	-	120,000	-	-	-	-	-	120,000	
6075 2022 Chevrolet Silverado 2500 - Assistant PW Director		-	-	-	-	75,000	-	-	-	-	-	75,000	
6082 Freightliner M2106 Dump Truck [Rep 6043]		-	-	-	-	-	180,000	-	-	-	-	180,000	
6083 Ford F-450 Diesel Crew Cab - Utility Crew Leader [Rep 6018]		-	-	-	-	-	90,000	-	-	-	-	90,000	
6084 Ford F-350 - On Call [Rep 6020]		-	-	-	-	-	75,000	-	-	-	-	75,000	
6018 2016 Ford F-450 Diesel Crew Cab - Utility Crew Leader		-	-	-	-	-	-	-	90,000	-	-	90,000	
6042 2015 Freightliner Dump Truck [will be sold FY25]		-	-	-	-	-	-	-	-	-	-	-	
6007 2011 Chevrolet Silverado 2500 Reg Cab - Water Technician [will be sold FY25]		-	-	-	-	-	-	-	-	-	-	-	
6043 2016 Freightliner M2106 Dump Truck [will be sold FY24]		-	-	-	-	-	-	-	-	-	-	-	
6020 2016 Ford F-350 Reg Cab - On Call [will be sold FY24]		-	-	-	-	-	-	-	-	-	-	-	
6041 2014 Ford F-550 Super Duty Reg Cab Dump Truck [will be sold FY24]		-	-	-	-	-	-	-	-	-	-	-	
Subtotal		240,000	358,000	565,000	340,000	195,000	345,000	330,000	420,000	330,000	360,000	3,483,000	

Capital Improvement Plan - FY 2025 - 2034
Water and Sewer Fund

Item	Project Number	Fiscal Year										Totals
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
Cost Share - General Fund Assets												
6094 Town Hall Generator (50% GF) ^[1]	2025-6000-010	75,000	-	-	-	-	-	-	-	-	-	75,000
6060 Plotter - Printer/Scanner (50% GF) ^[2]		-	10,000	-	-	-	-	-	-	-	-	10,000
xxxx New Ford Explorer - Admin (50% GF) ^[3]		-	-	30,000	-	-	-	-	-	35,000	-	65,000
Backup & Disaster Recovery (50% GF) ^[4]		-	-	45,000	-	-	45,000	-	-	50,000	-	140,000
Server Replacement (50% GF) ^[5]		-	-	-	30,000	-	-	35,000	-	-	40,000	105,000
6072 2019 Ford Transit Van (50% GF) ^[6]		-	-	-	25,000	-	-	-	-	-	60,000	85,000
6065 2012 Ford F550 Bucket Truck (50% GF) ^[7]		-	-	-	-	60,000	-	-	-	-	-	60,000
6086 2023 Ford F150 - Town Manager (50% GF) ^[8]		-	-	-	-	-	40,000	-	-	-	-	40,000
6085 Ford Explorer [Rep 1002] (50% GF) ^[9]		-	-	-	-	-	35,000	-	-	-	-	35,000
6054 2021 Kubota Tractor (50% GF) ^[10]		-	-	-	-	-	-	70,000	-	-	-	70,000
Subtotal		75,000	10,000	75,000	55,000	60,000	120,000	105,000	-	85,000	100,000	685,000
Total project expenditures		1,851,480	3,783,800	8,545,100	3,537,400	3,065,000	6,395,000	3,326,000	2,832,000	755,000	815,000	34,905,780
Financing Sources:												
Capital Reserve Fund - Operating Capital		1,120,000	632,000	900,000	590,000	440,000	605,000	550,000	982,000	505,000	565,000	6,889,000
Capital Reserve Fund - Capital Project Fund		250,000	585,000	1,413,000	1,950,000	1,125,000	4,290,000	2,776,000	1,850,000	250,000	250,000	14,739,000
Installment Loan Financing		-	-	-	-	-	-	-	-	-	-	-
Revenue Bond Financing		481,480	2,566,800	6,232,100	997,400	1,500,000	1,500,000	-	-	-	-	13,277,780
Total financing sources		1,851,480	3,783,800	8,545,100	3,537,400	3,065,000	6,395,000	3,326,000	2,832,000	755,000	815,000	34,905,780
CPF - The budget and funding for these projects will be shown in the Water and Sewer Capital Projects Fund.												
Projects split between General Fund and Water & Sewer Fund												
^[1] \$150,000 total in FY2025												
^[2] \$20,000 total in FY2026												
^[3] \$60,000 tota in FY2027; \$70,000 total in FY2033												
^[4] \$90,000 total in FY2027; \$90,000 total in FY2030; \$100,000 total in FY2033												
^[5] \$60,000 total in FY2028; \$70,000 total in FY2031; \$80,000 in FY2034												
^[6] \$50,000 total in FY2028; \$60,000 total in FY2034												
^[7] \$120,000 total in FY2029												
^[8] \$80,000 total in FY2030												
^[9] \$70,000 total in FY2030												
^[10] \$140,000 total in FY2031												

Capital Improvement Plan - FY 2025 - 2034
Storm Water Fund

Item	Project Number	Fiscal Year										Totals
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
Project and acquisition expenditures by function:												
Storm water projects												
Storm Drain Maintenance Spot Improvements	2025-7000-001	150,000	150,000	150,000	-	-	-	-	-	-	-	450,000
Stream Restoration (CPF)		-	-	-	120,000	620,000	620,000	500,000	-	-	-	1,860,000
Floodplain and Wetland Mitigation		-	-	-	-	-	-	-	200,000	-	-	200,000
Storm Water Improvements - System B - Phase 1 (CPF)		-	-	-	-	-	-	-	-	-	-	-
Subtotal		150,000	150,000	150,000	120,000	620,000	620,000	500,000	200,000	-	-	2,510,000
Vehicles												
xxxx New Chevrolet Silverado 1500 - New Position SW Admin		-	-	65,000	-	-	-	-	-	75,000	-	140,000
7003 Freightliner Street Sweeper [Rep 7002]		-	-	-	-	-	-	310,000	-	-	-	310,000
7002 2013 Freightliner Street Sweeper [will be sold]		-	-	-	-	-	-	-	-	-	-	-
Subtotal		-	-	65,000	-	-	-	310,000	-	75,000	-	450,000
Total project expenditures		150,000	150,000	215,000	120,000	620,000	620,000	810,000	200,000	75,000	-	2,960,000
Financing Sources:												
Capital Reserve Fund		150,000	150,000	215,000	-	-	-	310,000	200,000	75,000	-	1,100,000
Capital Reserve Fund - Capital Project Fund		-	-	-	120,000	620,000	620,000	500,000	-	-	-	1,860,000
Installment financing		-	-	-	-	-	-	-	-	-	-	-
Total financing sources		150,000	150,000	215,000	120,000	620,000	620,000	810,000	200,000	75,000	-	2,960,000
CPF - The budget and funding for these projects will be shown in the Storm Water Capital Projects Fund.												



FISCAL YEAR 2024-2025 MANAGER'S RECOMMENDED BUDGET



Harrisburgnc





Mayor and Council Members

Jennifer Teague

Mayor

Council Members

La'Trecia Glover

Mayor Pro Tem

Altyn Cotell

Chris Faw

Ian Patrick

Maurice Price

Ron Smith

Mike Thevenin

Rob Donham

Town Manager

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

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Table of Contents

Budget Message	1
Budget Process and Organization	5
Funds Overview	6
Revenue Sources and Assumptions	16
Expenditure Summary	36
Department Summaries.....	41
Governing Board.....	43
Town Clerk.....	45
Administration.....	46
Finance	48
Human Resources.....	50
Information Technology	52
Communications.....	54
Planning.....	56
Economic Development	58
Engineering.....	59
Deputies	61
Fire.....	63
Powell Bill	66
Streets	67
Environmental Protection	68
Buildings & Grounds	79
Parks & Recreation	71
Non-Departmental	74
Capital Reserve Fund – General Fund	75
Capital Reserve Fund – Economic Development.....	76
Capital Projects Fund – General Government	77
Capital Projects Fund – Public Safety	78
Capital Projects Fund – Transportation	79
Capital Projects Fund – Recreation.....	80
Capital Projects Fund – Economic Development.....	81

Table of Contents (continued)

Water and Sewer Fund..... 82

Capital Reserve Fund – Water and Sewer Fund 85

Capital Reserve Fund – Water and Sewer Fund – Expansion 86

Capital Projects Fund – Water and Sewer 87

Storm Water Fund 88

Capital Reserve Fund - Storm Water Fund 90

Internal Service Fund – HRA 91

Appendix 1: Tax Rates..... 92

Appendix 2: Debt Service Payments 93

Appendix 3: Staffing/FTEs 94

Appendix 4: Budget Ordinance & Fee Schedule 95

Appendix 5: Capital Improvement Plan 117

FY2025 Manager's Budget Message

May 13, 2024

Introduction

Town staff, along with the support and direction of the Town Council, and input from the community have worked to finalize the proposed 2024-2025 fiscal year's budget through the process of four separate Budget Workshops beginning in January 2024. The proposed total budget of \$122,629,594 for the General Fund, Water and Sewer Fund, Storm Water Fund, Capital Reserve Funds, Capital Projects Funds, and Grant Project Ordinances is presented in a balanced format – conforming to the requirements of North Carolina General Statutes and the Local Government Budget and Fiscal Control Act. The three main operating funds, the General Fund, the Water and Sewer Fund, and the Storm Water Fund account for a combined \$50.8 million of the FY2025 proposed budget. The remainder consists of one-time capital projects, grant projects, and transfers to and from the Town's savings accounts, or Capital Reserve Funds.

Each budget process is unique and comes with its own set of challenges. This year's budget is most unique in that it is a revaluation year which occurs every four years in Cabarrus County. Tax values do not adjust annually to inflation and are frozen for four years at a time, therefore, during revaluation budgets, the Town has to look back over the past four years and project forward the next four years. This is to take into account the inflationary effects and macro-economic challenges when projecting the revenues needed to provide the services required for the Town. This year, we were charged with not only providing a budget to meet the Vision, Mission, Values and Goals of the Town for the next 12 months, we also must ensure that we can meet those same standards of service and rise to the challenges facing our community until fiscal year 2029. Balancing the desire to provide high-level services to our community while maintaining a competitive tax rate and also protecting the financial security of the Town over the long-term can be a difficult process under any circumstance but tends to be most difficult in revaluation years. This difficulty continues to be most affected by the hyper-inflationary environment due to shortages in labor markets, most notably in the emerging national crisis of shortages in public safety employees and first responders. The effort to attract and retain employees in public sector jobs has become increasingly difficult as the salaries in the private sector have far outpaced the public sector in the past five years. The degradation of public discourse for the past 20 years has taken a deep toll on everyone in the country as the rise of social media platforms has increased access to people and information but also increased conflict in personal and professional relationships. No group has been more affected than local public servants who are choosing to pursue careers outside of public service in record numbers for financial and quality of life considerations. Uncertainties regarding inflation in rising healthcare costs, vehicle and equipment costs, garbage and recycling disposal, and shortages experienced in both the labor force and materials present a major challenge for us to plan for and adapt to over the long term.

This year, Management was able to build upon progress and successes we have had over the past several years and continued to move the Town forward and provide the same region-leading services to our current residents as well as ensure those same opportunities remain available for the ever-growing number of new residents moving to Harrisburg daily. Last year's budget invested significantly in public safety, parks and recreation, and expansion of our highly rated athletics programs. Management made a significant push to the future by pursuing several planning and implementation programs, including a Long-Range Strategic Plan that will help us plan with our residents for how we will shape our growth towards a population of 40,000 by 2040, an Economic Development Strategic Plan, a Downtown overlay district and tax incentive plan, as well as a long-term water resources plan. The investments in these plans and insights gained from them afforded us the opportunity this year to prepare for the future in a fiscally responsible but dynamic and impactful way. Investments in land banking and eventually constructing a new Town Park in the southern area of Harrisburg, Downtown Main Street Improvements, long-term water resource availability, and the creation of an economic development focus on helping local businesses grow while attracting high paying jobs to the Town are all areas of investment in this year's budget due to the knowledge and insight gained from planning over the past several years. Harrisburg has grown rapidly from a very small town to a desirable suburban hometown. The Town's future success relies on our ability as a group to scale the successes we have had to date as more and more people choose to call Harrisburg home. Growing from our current population of nearly 23,000 residents into a significant regional participant in economic development and infrastructure improvements, while continuing to lead in public

safety, quality of life, and recreation and athletics programming, will be an exciting challenge as we continue to add more than 1,000 new residents per year. This year's responsible, yet ambitious budget draws the roadmap for the next four years and gives us the tools to make sure we will continue to be the best place to call home in the Carolinas.

The proposed FY2025 budget was prepared using data and projections from internal resources, State, County, and private entities to accurately forecast FY2025 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 can provide for our community even during the toughest of economic times.

General Fund

Harrisburg's strong and steady tax base growth over the past decade has allowed it to maintain an attractive 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 over this time as we continue efforts to meet the demands of our citizens and progressively advance our abilities and technologies. The adoption, implementation, and continuous updating of our 10-year financial plan continues to aid in our decision-making process as we forecast how our decisions today will impact our future and ensure that as we grow, our services, amenities, and infrastructure grow with us to provide the same Harrisburg-experience year after year.

The Town continues to see new residential and commercial interest, and as a result, we are seeing high growth occur throughout Town, with the quality of that growth meeting or exceeding the existing residential and commercial inventories. The last couple of years have seen new housing starts slowing slightly, but 2023 had more housing starts than we have seen in many years and the first quarter of 2024 has continued at that pace. Commercial development, especially along Hwy 49 and in Farmington, has picked up significantly over the past few years. We expect to see residential and commercial projects across Town continue into FY2025 – including the continued construction and development of the Farmington mixed-use development, as well as growth along the Hwy 49 corridor.

Fiscal Year 2024-2025 Manager's Recommended Budget

During FY2024, Ad Valorem tax collections remained steady and strong, as did Sales Tax collections and customer fees, including those for Parks and Recreation athletics, programs, and events. For FY2025, we expect that those collections will continue to be strong and grow throughout the year. The collection rate of Ad Valorem Taxes (percentage of property owners who paid their tax bill) remained high, which we expect to continue as we move into FY2025.

With the closure of FY2024, we will see the completion of several major capital and planning projects for the Town, including the completion of the Harrisburg Park Pond renovation and walking trail addition, the Parks Master Plan, the Strategic Economic Development Plan, sewer lift station rehabs, significant street resurfacing projects, greenway additions, sidewalk additions, an annual ADA sidewalk improvement program, waterline replacement/upgrade project, and four new Deputy vehicles.

The last few years have seen major capital projects completed, expanded public safety services, including the expansion to a full-service, full-time Harrisburg Sheriff Deputy Division of 30 employees, employee pay equity investments made primarily in police and fire personnel, and adjustments for inflationary pressures on all classes of expenditures while maintaining a FY2024 tax rate of \$0.4350 per \$100 valuation. Due to strong financial stewardship and continued tax base growth, the Town is proud to be able to recommend a tax cut of \$0.025, reducing the rate to \$0.41 per \$100 valuation, well below the regional average for this year and for the foreseeable future. The ability to reduce the tax rate and keep aggressively supporting our quality-of-life services such as Police, Fire, Parks, Recreation, and infrastructure is due to our sustained efforts to be hyper efficient in all that we do by attracting and retaining the highest quality employees who have a deep desire to listen to and serve the public. Our investment in quality public servants allows us to be among the very best in service delivery, evidenced by our industry-leading metrics of residents served per employee and by total Town employees all while still addressing inflationary pressures, macro-economic uncertainties, and ensuring a strong financial position for the Town in our ten-year financial model and within the ten-year Capital Improvement Plan.

The total proposed General Fund expenditures for FY2025 increased by \$7,313,545. Several initiatives and general inflationary drivers contributed to the increase in the total budget from last year. These impacts include funding land acquisition for a

new park totaling \$4 Million, addition of four new Harrisburg Division Sheriff Deputies, Sheriff Deputy salary increases passed on from the Cabarrus County contract in excess of \$650,000 annually, Firefighter market pay adjustment of \$600,000 annually, Solid Waste contract renewal increase in excess of \$450,000 annually, Duke Energy street light rate increases of \$100,000 annually, and a 20% projected increase in health insurance costs. Other cost drivers include investments that continue to be made into Parks capital equipment and amenities and additions to the recreation programming budgets, which supports the increasing interest and growth of our programs and demand on our facilities. The revenue received in the General Fund will support an historic capital investment over the next five years in public safety facilities and equipment, parks and recreation land and amenities, and transportation improvements.

Management is pleased to present a budget with a tax decrease of \$0.025 per \$100 valuation, reflecting approximately a 20% cut in property tax revenue resulting from the Cabarrus County revaluation. This tax decrease provides much needed tax relief to our residents, totaling approximately \$1.2 Million in property tax relief annually. Tax relief represents our single largest new investment this year, followed by Police and Fire employees, and Parks land acquisition. This approach provides good financial stewardship and long-term financial protection for the Town while at the same time addressing the current needs of the Town and preparing us for the future while maintaining respect and appreciation for our heritage. The ad valorem tax rate continues to be one of the lowest in the region for a full-service municipality, and the priorities and fiscal decisions of the Town provide a stable and well-thought-out vision for the future.

Proprietary Funds

The FY2025 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 \$15,678,260, a 7.34% increase from FY2024's budget. There are no major operational changes or adjustments related to the increase in the budget, however, the Town is a participating member of the Water and Sewer Authority of Cabarrus County, which is building a \$70M treatment plant expansion, of which the Town is proportionally responsible for, along with the other member organizations in the County. The Town's portion of this project's future debt service is included in both the proposed annual budget and the fund's ten-year financial model. This resulted in a substantial increase in treatment and interceptor fees that the fund is now responsible for supporting.

Similar to the General Fund, the Town has a ten-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 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. Due to annual increases in the 4-5% range from our purchase partners in Concord, Charlotte Water, and WSACC, some of the inflationary pressures projected over the next few years, and the WSACC plant expansion costs, a Resolution was adopted in FY2023 to implement increases to water and sewer rates by up to 5% annually. Staff continue to monitor the financial model throughout the year to address any changes at an appropriate time.

In FY2025, the Town will see a 4% increase in water purchase rates from the City of Concord. A 4.3% increase in wastewater treatment costs with WSACC is being absorbed, which is separate from the additional plant expansion costs. These two increases amount to an average increase of hundreds of thousands of dollars annually.

The Town has made significant capital investment in water and sewer line replacement projects over the past several years and will continue to make investments into the aging portions of our system over the next ten years. The Water and Sewer Fund has benefited from 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 these factors considered and in accordance with the 2023 Rate Resolution, the budget has been prepared with a 5% rate increase for both water and sewer rates for FY2025, allowing the Water and Sewer Fund to meet the service delivery demands as well as infrastructure improvement demands of the system.

In addition to proposed water and sewer rate increases for FY2025, the budget is also prepared with increased rates for System Development Charges of 5% associated with new development. System Development Charges are paid by new customers/developers joining our system, with the funds designated to funding system expansion projects such as new line

extensions and water tank construction. These funds cannot be used for maintenance or replacement of the existing system. The purpose of the System Development Charges 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 FY2025 include an annual sewer line rehab, purchase of a new sewer-jetter vacuum truck, upgrades to Cabarrus Woods' waterlines, pump station decommissioning, vehicle and equipment replacements, and continued design for the renovation of Town Hall.

The Storm Water Fund has a proposed FY2025 budget of \$950,000, which is a 24% decrease from FY2024. Similar to the General Fund and Water and Sewer Fund, the Town has a ten-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 future needs as well. The budget has been prepared with a 5% increase in the monthly storm water fee for the first time in eight years. The Town is making a concerted effort to prepare for significant water quality and drainage control projects over the next ten years with spot improvements planned for aged and deteriorating infrastructure as well as stream restorations and wetland improvements.

Conclusion

Additional details 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.

With the recent completion of several major capital projects, the increase in quality of services provided, and the increasing demands on Town services, careful consideration was made for the financial future of the Town when developing the FY2025 budget. Town staff, in coordination with the Harrisburg Town Council, made difficult and challenging decisions related to applicable tax rates, new personnel requests, capital projects, and general operational priorities of the Town. While not all operational and capital requests were funded in the proposed budget, we are confident that the proposed budget will allow the Town to meet the service demands of our community and adequately prepare the Town for any challenges ahead. This budget protects our future financial position, while continuing to maintain a competitive and stable tax rate today and continues to pursue Harrisburg's very bright future.

I would like to personally thank each Town Council member for their direction, feedback, insight, and recommendations in the creation of this budget.

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 their 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 from the Town Council and staff, it would not be possible to present such a comprehensive document.

Respectfully,



Rob Donham
Town Manager
Town of Harrisburg

BUDGET PROCESS AND ORGANIZATION

The budget process, by design, requires the involvement of many stakeholders. FY2025 deliberations began in December 2023 as Town staff developed the Capital Improvement Plan and identified staffing needs and operating items. Staff met and worked with Town Council in January to identify budget goals.

From January through March, Town staff debated the merits of budget requests internally as final revenue projections were calculated. Cost estimates were based on historical trends or actual known expenses. Staff and Town Council met with the community over several budget workshops totaling more than 25 hours of public meetings 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 and 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 a high-level to a more detailed discussion, this document reports on the way the Budget Officer has balanced each fund in the **fund overview**. Funds are balanced when revenue sources equal expenditures. **Revenue sources** describe all the Town's major revenues and the methods used to project those. An **expenditure summary** follows, which outlines the Town's expenditures by category and explains major changes in the annual spending plan. Lastly, all expenditures are broken out in the **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.

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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 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 the General Government Capital Project Funds.
- Grant Project Fund – ARPA: used to account for federal grant funds received from the American Rescue Plan Act of 2021.
- 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 any unspent annually appropriated greenway easement and construction funding. Additionally, it will fund future capital park improvement projects.
- Capital Projects Fund – General Government: used to account for the construction of capital projects relating to the general government, such as the Town Hall Renovation Project.
- Capital Projects Fund – Public Safety: used to account for the purchase of a replacement Pumper Fire Engine.
- Capital Projects Fund – Transportation: used to account for the construction of the 2017 Transportation Bond projects, the 2024 federal grant projects, and several locally funded sidewalk, greenway, and traffic improvement projects.
- Capital Projects Fund – Recreation: used to account for the construction of capital projects related to Parks and Recreation. The fund was activated for several projects, including the purchase of land for future parks expansion, Veterans Park improvements, Holcomb Woods Restroom Facility, and the expansion of Stallings Park Parking Lot.
- Capital Projects Fund – Economic Development: used to account for the construction of capital projects relating to the economic development 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.
- Internal Service Fund – HRA: used to accumulate funds to be used to fund Health Reimbursement Accounts for participating employees. Annual funding will be provided by the General Fund and Water and Sewer Fund.

The tables on the following nine pages summarize revenues and expenditures for each of the 18 funds listed above, with historical reference to past budgets for comparison.

GENERAL FUND

GENERAL FUND	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
REVENUE					
Property taxes	\$ 9,412,000	\$ 10,044,000	\$ 13,195,000	\$ 13,735,000	\$ 19,255,000
Intergovernmental					
Sales tax revenues	2,500,000	3,100,000	3,675,000	4,375,000	4,950,000
Utility sales taxes	890,000	890,000	930,000	1,017,000	1,098,000
Powell Bill	596,000	550,500	555,000	555,000	640,000
CC Rural Fire	1,360,000	1,405,000	1,580,500	1,640,000	2,315,000
Other	94,300	96,300	103,300	93,200	107,400
Permits and fees	676,500	686,500	549,750	568,000	1,468,125
Charges for services	758,100	763,500	872,000	673,350	972,500
Miscellaneous/interest on investments	795,700	217,200	285,950	725,100	493,000
Installment financing	1,210,000	-	-	-	-
Transfers	1,887,500	3,649,900	1,846,900	2,778,000	2,928,000
Fund balance appropriated	1,981,188	2,840,045	3,114,317	753,830	-
Total revenues and funding sources	\$ 22,161,288	\$ 24,242,945	\$ 26,707,717	\$ 26,913,480	\$ 34,227,025
EXPENDITURES					
Governing Board	\$ 257,530	\$ 350,690	\$ 327,450	\$ 294,150	\$ 268,680
Town Clerk	74,030	77,620	81,115	55,080	52,250
Administration	460,770	477,240	506,555	577,310	524,795
Finance	327,124	343,270	384,610	401,165	494,955
Human Resources	125,505	163,430	221,707	306,880	229,015
Information Technology	138,200	186,969	142,223	251,323	178,920
Communications	91,015	87,855	165,660	203,245	184,375
Planning	612,358	462,634	559,280	862,505	1,020,545
Economic Development	173,150	115,600	61,850	230,620	447,825
Engineering	393,115	305,835	375,050	551,090	700,145
Deputies	1,704,420	1,608,450	2,108,800	3,656,819	3,937,720
Fire	6,967,945	7,475,411	6,679,772	7,148,410	7,815,975
Streets	652,200	1,817,500	1,091,077	1,955,231	1,896,700
Powell Bill	596,000	550,500	555,000	560,000	640,000
Environmental Protection	2,205,700	2,024,975	2,321,200	2,239,882	2,658,660
Buildings & Grounds	140,600	242,400	158,569	168,760	301,670
Parks & Recreation	3,579,350	3,689,886	4,227,995	4,315,175	4,686,375
Employee Benefits	-	-	-	-	100,000
Transfers	3,320,821	4,050,290	6,546,805	2,725,335	7,338,420
Contingency	341,455	212,390	193,000	410,500	750,000
Total expenditures	\$ 22,161,288	\$ 24,242,945	\$ 26,707,717	\$ 26,913,480	\$ 34,227,025

CAPITAL RESERVE FUND – GENERAL FUND

CAPITAL RESERVE FUND - GF	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
REVENUE					
Miscellaneous/interest on investments	\$ 10,000	\$ 5,000	\$ 5,000	\$ 100,000	\$ 150,000
Transfers	3,112,711	3,970,290	3,696,805	2,645,335	7,253,420
Fund balance appropriated	(431,711)	68,610	425,095	1,348,665	3,979,580
Total revenues and funding sources	\$ 2,691,000	\$ 4,043,900	\$ 4,126,900	\$ 4,094,000	\$ 11,383,000
EXPENDITURES					
Transfers	\$ 2,691,000	\$ 4,043,900	\$ 4,126,900	\$ 4,094,000	\$ 11,383,000
Total expenditures	\$ 2,691,000	\$ 4,043,900	\$ 4,126,900	\$ 4,094,000	\$ 11,383,000

GRANT PROJECT FUND – ARPA

GRANT PROJECT FUND - ARPA	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
REVENUE					
Grant proceeds/contributions	\$ -	\$ 5,282,729	\$ 5,282,729	\$ 5,282,729	\$ 5,282,729
Miscellaneous/interest on investments	-	-	-	75,000	230,000
Total revenues and funding sources	\$ -	\$ 5,282,729	\$ 5,282,729	\$ 5,357,729	\$ 5,512,729
EXPENDITURES					
Administration	\$ -	\$ 645,000	\$ 1,245,000	\$ 1,244,000	\$ 1,244,000
Construction	-	4,637,729	4,037,729	4,113,729	4,268,729
Total expenditures	\$ -	\$ 5,282,729	\$ 5,282,729	\$ 5,357,729	\$ 5,512,729

CAPITAL RESERVE FUND – ECONOMIC DEVELOPMENT

CAPITAL RESERVE FUND - ECON DEV	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
REVENUE					
Miscellaneous/interest on investments	\$ 1,000	\$ 500	\$ 500	\$ 5,000	\$ 20,000
Transfers	60,000	60,000	-	-	-
Fund balance appropriated	-	-	19,500	15,000	-
Total revenues and funding sources	\$ 61,000	\$ 60,500	\$ 20,000	\$ 20,000	\$ 20,000
EXPENDITURES					
Economic Development	\$ -	\$ 55,500	\$ -	\$ -	\$ -
Transfers	61,000	5,000	20,000	20,000	20,000
Total expenditures	\$ 61,000	\$ 60,500	\$ 20,000	\$ 20,000	\$ 20,000

CAPITAL PROJECTS FUND – GENERAL GOVERNMENT

CAPITAL PROJECTS FUND - GENERAL GOVERNMENT	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
REVENUE					
Installment financing	\$ -	\$ -	\$ -	\$ 3,450,000	\$ 3,450,000
Transfers	-	-	-	300,000	300,000
Total revenues and funding sources	\$ -	\$ -	\$ -	\$ 3,750,000	\$ 3,750,000
EXPENDITURES					
Professional fees	\$ -	\$ -	\$ -	\$ 300,000	\$ 300,000
Construction	-	-	-	3,450,000	3,450,000
Total expenditures	\$ -	\$ -	\$ -	\$ 3,750,000	\$ 3,750,000

CAPITAL PROJECTS FUND – PUBLIC SAFETY

CAPITAL PROJECTS FUND - PUBLIC SAFETY	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
REVENUE					
Installment financing	\$ 6,115,000	\$ 7,100,000	\$ 7,100,000	\$ -	\$ -
Transfers	-	-	-	-	1,250,000
Total revenues and funding sources	\$ 6,115,000	\$ 7,100,000	\$ 7,100,000	\$ -	\$ 1,250,000
EXPENDITURES					
Professional fees	\$ 300,000	\$ 300,000	\$ 300,000	\$ -	\$ -
Construction	5,815,000	6,800,000	6,800,000	-	1,250,000
Total expenditures	\$ 6,115,000	\$ 7,100,000	\$ 7,100,000	\$ -	\$ 1,250,000

CAPITAL PROJECTS FUND – TRANSPORTATION

CAPITAL PROJECTS FUND - TRANSPORTATION	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
REVENUE					
Grant proceeds/contributions	\$ 1,645,000	\$ -	\$ -	\$ 13,890,400	\$ 13,890,400
Installment financing	4,000,000	4,000,000	4,000,000	4,000,000	4,000,000
Transfers	274,000	-	-	3,472,600	9,465,400
Total revenues and funding sources	\$ 5,919,000	\$ 4,000,000	\$ 4,000,000	\$ 21,363,000	\$ 27,355,800
EXPENDITURES					
Professional fees	\$ 635,000	\$ 535,000	\$ 560,000	\$ 5,932,000	\$ 6,630,000
Construction	5,284,000	3,465,000	3,440,000	15,431,000	20,725,800
Total expenditures	\$ 5,919,000	\$ 4,000,000	\$ 4,000,000	\$ 21,363,000	\$ 27,355,800

CAPITAL PROJECTS FUND – RECREATION

CAPITAL PROJECTS FUND - RECREATION	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
REVENUE					
Grant proceeds	\$ 350,000	\$ 350,000	\$ -	\$ -	\$ -
Installment financing	10,000,000	10,000,000	-	-	-
Transfers	1,223,000	1,123,000	4,000,000	-	5,280,000
Total revenues and funding sources	\$ 11,573,000	\$ 11,473,000	\$ 4,000,000	\$ -	\$ 5,280,000
EXPENDITURES					
Professional fees	\$ 540,000	\$ 540,000	\$ -	\$ -	\$ 20,000
Construction	11,033,000	10,933,000	4,000,000	-	5,260,000
Total expenditures	\$ 11,573,000	\$ 11,473,000	\$ 4,000,000	\$ -	\$ 5,280,000

CAPITAL PROJECTS FUND – ECONOMIC DEVELOPMENT

CAPITAL PROJECTS FUND - ECON DEV	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
REVENUE					
Transfers	\$ 1,750,000	\$ 1,750,000	\$ 1,750,000	\$ 1,750,000	\$ 1,750,000
Total revenues and funding sources	\$ 1,750,000	\$ 1,750,000	\$ 1,750,000	\$ 1,750,000	\$ 1,750,000
EXPENDITURES					
Construction	\$ 1,750,000	\$ 1,750,000	\$ 1,750,000	\$ 1,750,000	\$ 1,750,000
Total expenditures	\$ 1,750,000	\$ 1,750,000	\$ 1,750,000	\$ 1,750,000	\$ 1,750,000

WATER AND SEWER FUND

WATER AND SEWER FUND	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
REVENUE					
Sales and services	\$ 8,708,250	\$ 9,271,250	\$ 10,017,700	\$ 10,781,700	\$ 10,978,700
Permits and fees	179,800	195,425	211,800	257,570	455,000
Miscellaneous/interest on investments	189,000	170,000	152,000	1,110,547	199,560
Installment financing	7,350,000	-	-	-	-
Transfers	2,350,000	2,159,000	1,995,750	2,457,000	4,045,000
Fund balance appropriated	644,750	1,581,641	139,174	-	-
Total revenues and funding sources	\$ 19,421,800	\$ 13,377,316	\$ 12,516,424	\$ 14,606,817	\$ 15,678,260
EXPENDITURES					
Administration	\$ 8,495,181	\$ 9,072,846	\$ 10,043,924	\$ 11,238,922	\$ 12,321,410
Debt service	9,372,200	2,192,550	1,965,750	1,956,300	1,445,250
Contingency	103,893	252,456	305,200	541,500	336,000
Transfers	1,450,526	1,859,464	201,550	870,095	1,575,600
Total expenditures	\$ 19,421,800	\$ 13,377,316	\$ 12,516,424	\$ 14,606,817	\$ 15,678,260

CAPITAL RESERVE FUND – WATER AND SEWER FUND

CAPITAL RESERVE FUND - WSF	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
REVENUE					
Miscellaneous/interest on investments	\$ 25,000	\$ 5,000	\$ 5,000	\$ 90,000	\$ 90,000
Appropriated fund balance	111,824	99,000	2,518,450	301,905	24,400
Transfers	1,450,526	1,850,000	201,550	860,095	1,555,600
Total revenues and funding sources	\$ 1,587,350	\$ 1,954,000	\$ 2,725,000	\$ 1,252,000	\$ 1,670,000
EXPENDITURES					
Transfers	\$ 1,587,350	\$ 1,954,000	\$ 2,725,000	\$ 1,252,000	\$ 1,670,000
Total expenditures	\$ 1,587,350	\$ 1,954,000	\$ 2,725,000	\$ 1,252,000	\$ 1,670,000

CAPITAL RESERVE FUND – WATER AND SEWER - EXPANSION

CAPITAL RESERVE FUND - WSF - EXPANSION	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
REVENUE					
Permits and Fees	\$ 1,198,000	\$ 1,727,000	\$ 1,648,750	\$ 1,730,000	\$ 2,900,000
Miscellaneous/interest on investments	2,500	2,000	2,000	25,000	25,000
Fund balance appropriated	650,000	-	-	-	-
Total revenues and funding sources	\$ 1,850,500	\$ 1,729,000	\$ 1,650,750	\$ 1,755,000	\$ 2,925,000
EXPENDITURES					
Transfers	\$ 1,850,500	\$ 1,729,000	\$ 1,650,750	\$ 1,755,000	\$ 2,925,000
Total expenditures	\$ 1,850,500	\$ 1,729,000	\$ 1,650,750	\$ 1,755,000	\$ 2,925,000

CAPITAL PROJECTS FUND – WATER AND SEWER

CAPITAL PROJECTS FUND - WSF	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
REVENUE					
Revenue bond financing	\$ 9,037,000	\$ 6,171,000	\$ 5,021,000	\$ 4,150,000	\$ 9,446,300
Transfers	4,002,000	2,495,000	3,585,000	700,000	1,181,480
Total revenues and funding sources	\$ 13,039,000	\$ 8,666,000	\$ 8,606,000	\$ 4,850,000	\$ 10,627,780
EXPENDITURES					
Professional fees	\$ 2,127,000	\$ 1,255,000	\$ 1,375,000	\$ 450,000	\$ 931,480
Construction	10,912,000	7,411,000	7,231,000	4,400,000	9,696,300
Total expenditures	\$ 13,039,000	\$ 8,666,000	\$ 8,606,000	\$ 4,850,000	\$ 10,627,780

STORM WATER FUND

STORM WATER FUND	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
REVENUE					
Permits and fees	\$ 667,200	\$ 703,000	\$ 719,000	\$ 740,750	\$ 800,000
Miscellaneous/interest on investments	1,000	1,000	1,000	102,898	-
Transfers	-	-	100,000	410,000	150,000
Appropriated fund balance	1,357,065	250,983	29,525	-	-
Total revenues and funding sources	\$ 2,025,265	\$ 954,983	\$ 849,525	\$ 1,253,648	\$ 950,000
EXPENDITURES					
Administration	\$ 502,840	\$ 587,313	\$ 765,280	\$ 1,088,878	\$ 789,910
Transfers	1,507,552	351,283	66,245	148,770	141,090
Contingency	14,873	16,387	18,000	16,000	19,000
Total expenditures	\$ 2,025,265	\$ 954,983	\$ 849,525	\$ 1,253,648	\$ 950,000

CAPITAL RESERVE FUND – STORM WATER FUND

CAPITAL RESERVE FUND - SWF	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
REVENUE					
Miscellaneous/interest on investments	\$ 8,750	\$ 2,500	\$ 2,500	\$ 25,000	\$ 8,910
Appropriated fund balance	-	-	4,255	306,230	-
Transfers	1,507,552	248,071	93,245	148,770	141,090
Total revenues and funding sources	\$ 1,516,302	\$ 250,571	\$ 100,000	\$ 480,000	\$ 150,000
EXPENDITURES					
Storm Water	\$ 1,046,302	\$ 250,571	\$ -	\$ -	\$ -
Transfers	470,000	-	100,000	480,000	150,000
Total expenditures	\$ 1,516,302	\$ 250,571	\$ 100,000	\$ 480,000	\$ 150,000

INTERNAL SERVICE FUND – HRA

INTERNAL SERVICE FUND - HRA	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
REVENUE					
Transfers	\$ -	\$ -	\$ -	\$ 90,000	\$ 100,000
Total revenues and funding sources	\$ -	\$ -	\$ -	\$ 90,000	\$ 100,000
EXPENDITURES					
Administration	\$ -	\$ -	\$ -	\$ 90,000	\$ 100,000
Total expenditures	\$ -	\$ -	\$ -	\$ 90,000	\$ 100,000

REVENUE SOURCES AND ASSUMPTIONS

FISCAL YEAR 2024-2025

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				
	FY2021	FY2022	FY2023	FY2024	FY2025
REVENUE					
Property taxes	\$ 9,412,000	\$ 10,044,000	\$ 13,195,000	\$ 13,735,000	\$ 19,255,000
Intergovernmental					
Sales tax revenues	2,500,000	3,100,000	3,675,000	4,375,000	4,950,000
Utility sales taxes	890,000	890,000	930,000	1,017,000	1,098,000
Powell Bill	596,000	550,500	555,000	555,000	640,000
CC Rural Fire	1,360,000	1,405,000	1,580,500	1,640,000	2,315,000
Other	94,300	96,300	103,300	93,200	107,400
Permits and fees	676,500	686,500	549,750	568,000	1,468,125
Charges for services	758,100	763,500	872,000	673,350	972,500
Miscellaneous/interest on investments	795,700	217,200	285,950	725,100	493,000
Installment financing	1,210,000	-	-	-	-
Transfers	1,887,500	3,649,900	1,846,900	2,778,000	2,928,000
Fund balance appropriated	1,981,188	2,840,045	3,114,317	753,830	-
Total revenues and funding sources	\$ 22,161,288	\$ 24,242,945	\$ 26,707,717	\$ 26,913,480	\$ 34,227,025

Ad valorem taxes

\$19,255,000 or 56.3% 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 \$0.410 for FY2025, which is a \$0.025 decrease from the FY2024 tax rate. See Appendix 1 for historical tax rate comparisons. For reference, one penny of the Town's tax rate generates approximately \$470,000 in ad valorem property and motor vehicle taxes.

Harrisburg's estimated taxable property value is \$4,721,007,000. The gross general tax levy on the estimated tax value equals \$19,355,000. 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 99.46%, which contributes to producing a levy of \$19,210,000.

Cabarrus County bills and collects property tax revenue for Harrisburg. The collection fee is approximately \$42,000 to Cabarrus County, or approximately 0.2% of taxes collected. Funds are wired from Cabarrus County to the Town monthly.

Intergovernmental - sales tax revenues*\$4,950,000 or 14.5% 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 tax levies 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.

The local economy in Harrisburg and Cabarrus County continues to thrive and exceeds the statewide economic performance.

Intergovernmental - utility sales taxes*\$1,098,000 or 3.2% 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 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 a 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*\$640,000 or 1.9% 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 account for the remaining 25% of the allocation.

Based on NC State Budget Office estimates, the Town should receive approximately \$640,000 in Powell Bill funding during FY2025. Of the projected \$168,000 in Powell Bill fund balance to begin the year, none is appropriated in the FY2025 budget.

Intergovernmental – rural fire tax and sales tax*\$2,315,000 or 6.8% 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 \$1,990,000 to the Town, which is dedicated to fire protection. The County also provides a proportionate share of sales taxes to the Town for the rural district, which is dedicated to fire protection. For FY2025, the estimated amount of these funds is \$325,000.

Intergovernmental – grants*\$0 of total General Fund revenue*

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 FY2025. Grants associated with multi-year capital project funds are in those respective funds.

Intergovernmental – other*\$107,400 or 0.3% 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*\$1,468,125 or 4.3% of total General Fund revenue*

Revenue in this category mostly consists of a solid waste fee of \$10/month which is applied to residential properties within the Town to help with the cost of solid waste and recycling disposal services. The anticipated revenue from the solid waste fee is approximately \$852,000 for FY2025. Also included in this category are compliance permits, passport acceptance fees, traffic review fees, fire permits, plan review fees, and inspection fees.

Charges for services*\$972,500 or 2.8% of total General Fund revenue*

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

Miscellaneous/Interest on investments*\$493,000 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 of total General Fund revenue*

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 FY2025. Installment financing revenues associated with multi-year capital project funds are in those respective funds.

Transfers

\$2,928,000 or 8.6% 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 FY2025, 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 FY2024, the Town's unassigned fund balance – at \$6.4M – equaled 39.21% of expenditures.

A significant portion of a municipality's annual revenue is derived from ad valorem property taxes. Because late penalties on unpaid property taxes are not assessed until early January, most taxpayers do not pay until near this deadline. Therefore, the Town may operate with less cash at 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; 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 are 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 the timing of the financing. One last advantage of 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				
	FY2021	FY2022	FY2023	FY2024	FY2025
REVENUE					
Miscellaneous/interest on investments	\$ 10,000	\$ 5,000	\$ 5,000	\$ 100,000	\$ 150,000
Transfers	3,112,711	3,970,290	3,696,805	2,645,335	7,253,420
Fund balance appropriated	(431,711)	68,610	425,095	1,348,665	3,979,580
Total revenues and funding sources	\$ 2,691,000	\$ 4,043,900	\$ 4,126,900	\$ 4,094,000	\$ 11,383,000

Miscellaneous/Interest on investments

\$150,000 or 1.3% of Capital Reserve Fund revenue

This includes investment income with significant interest rate growth compared to prior years.

Transfers

\$7,253,420 or 63.7% 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 an approximate \$7.2M transfer for FY2025.

Fund Balance Appropriated

\$3,979,580 or 35.0% 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 FY2025 budget requires \$3.98M in appropriated fund balance.

GRANT PROJECT FUND – ARPA

GRANT PROJECT FUND - ARPA	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
REVENUE					
Grant proceeds/contributions	\$ -	\$ 5,282,729	\$ 5,282,729	\$ 5,282,729	\$ 5,282,729
Miscellaneous/interest on investments	-	-	-	75,000	230,000
Total revenues and funding sources	\$ -	\$ 5,282,729	\$ 5,282,729	\$ 5,357,729	\$ 5,512,729

Grant proceeds/contributions
\$5,282,729 or 95.8% of total Grant Project Fund - ARPA revenue

%5,282,729 of grant funding was awarded to the Town from the American Rescue Plan Act of 2021.

Miscellaneous/interest on investments
\$230,000 or 4.2% of total Grant Project Fund - ARPA revenue

This includes investment income with significant interest rate growth compared to prior years.

CAPITAL RESERVE FUND – ECONOMIC DEVELOPMENT

CAPITAL RESERVE FUND - ECON DEV	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
REVENUE					
Miscellaneous/interest on investments	\$ 1,000	\$ 500	\$ 500	\$ 5,000	\$ 20,000
Transfers	60,000	60,000	-	-	-
Fund balance appropriated	-	-	19,500	15,000	-
Total revenues and funding sources	\$ 61,000	\$ 60,500	\$ 20,000	\$ 20,000	\$ 20,000

Miscellaneous/Interest on investments

\$20,000 or 100% of Capital Reserve Fund – Economic Development revenue

This includes investment income with significant interest rate growth compared to prior years.

Transfers

\$0 of total Capital Reserve Fund – Economic Development revenue

Beginning with FY2017 and ending with FY2022, the Town transferred 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. No transfers are planned for FY2025.

Fund Balance Appropriated

\$0 of total Capital Reserve Fund – Economic Development 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 FY2025 budget does not require an appropriation of fund balance.

CAPITAL PROJECTS FUND – GENERAL GOVERNMENT

CAPITAL PROJECTS FUND - GENERAL GOVERNMENT	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
REVENUE					
Installment financing	\$ -	\$ -	\$ -	\$ 3,450,000	\$ 3,450,000
Transfers	-	-	-	300,000	300,000
Total revenues and funding sources	\$ -	\$ -	\$ -	\$ 3,750,000	\$ 3,750,000

Installment financing
\$3,450,000 or 92% of total Capital Projects Fund – General Government revenue

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. The Town plans to finance \$3.45M for the construction costs related to the Town Hall renovation project, which began with design in FY2024.

Transfers
\$300,000 or 8% of total Capital Projects Fund – General Government revenue

Transfers in from the Capital Reserve Fund – General Fund represent the Town’s cash contribution toward professional services related to the Town Hall renovation.

CAPITAL PROJECTS FUND – PUBLIC SAFETY

CAPITAL PROJECTS FUND - PUBLIC SAFETY	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
REVENUE					
Installment financing	\$ 6,115,000	\$ 7,100,000	\$ 7,100,000	\$ -	\$ -
Transfers	-	-	-	-	1,250,000
Total revenues and funding sources	\$ 6,115,000	\$ 7,100,000	\$ 7,100,000	\$ -	\$ 1,250,000

Installment financing

\$0 of total Capital Projects Fund – Public Safety revenue

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 Capital Projects Fund – Public Safety projected for FY2025.

Transfers

\$1,250,000 or 100% of total Capital Projects Fund – Public Safety revenue

The Town is currently using this fund to purchase a replacement pumper fire engine. This large capital purchase is accounted for within a multi-year capital project fund due to the build time on fire apparatus typically requiring 12-24 months. This purchase will be funded by the Capital Reserve Fund – General Fund.

CAPITAL PROJECTS FUND - TRANSPORTATION

CAPITAL PROJECTS FUND - TRANSPORTATION	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
REVENUE					
Grant proceeds/contributions	\$ 1,645,000	\$ -	\$ -	\$ 13,890,400	\$ 13,890,400
Installment financing	4,000,000	4,000,000	4,000,000	4,000,000	4,000,000
Transfers	274,000	-	-	3,472,600	9,465,400
Total revenues and funding sources	\$ 5,919,000	\$ 4,000,000	\$ 4,000,000	\$ 21,363,000	\$ 27,355,800

Grant proceeds/contributions

\$13,890,400 or 50.8% of total Capital Projects Fund – Transportation revenue

Grant opportunities are one way in which the Town looks for additional funding for multi-year projects. The Town is receiving \$13.89M in grants awarded in FY2024 related to Transportation Projects.

Installment financing

\$4,000,000 or 14.6% of total Capital Projects Fund – Transportation revenue

Voters approved a \$4M bond issue relating to transportation projects included in this fund. \$1.65M of these bonds were issued in FY2021 with the remainder to be issued prior to November 2024.

Transfers

\$9,465,400 or 34.6% of total Capital Projects Fund – Transportation revenue

This revenue source represents the Town's contribution toward project costs and is transferred from the Capital Reserve Fund – General Fund, when applicable. \$9.47M in transfers are expected to occur in FY2025 to fund the Town's portion of matching grants and several locally funded projects.

CAPITAL PROJECTS FUND – RECREATION

CAPITAL PROJECTS FUND - RECREATION	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
REVENUE					
Grant proceeds	\$ 350,000	\$ 350,000	\$ -	\$ -	\$ -
Installment financing	10,000,000	10,000,000	-	-	-
Transfers	1,223,000	1,123,000	4,000,000	-	5,280,000
Total revenues and funding sources	\$ 11,573,000	\$ 11,473,000	\$ 4,000,000	\$ -	\$ 5,280,000

Grant proceeds

\$0 of total Capital Projects Fund – Recreation revenue

Grant opportunities are one way in which the Town looks for additional funding for multi-year projects. There are no grants that the Town anticipates receiving in FY2025 related to Recreation Projects.

Installment financing

\$0 of total Capital Projects Fund – Recreation revenue

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 Capital Project Fund - Recreation projected for FY2025.

Transfers

\$5,280,000 or 100% of total Capital Projects Fund – Recreation revenue

Transfers in from the Capital Reserve Fund – General Fund represent the Town's cash contribution toward land purchases and professional services and construction costs related to Veterans Park Improvements, Holcomb Woods Restroom Facility, and Stallings Park Parking Lot Expansion.

CAPITAL PROJECTS FUND – ECONOMIC DEVELOPMENT

CAPITAL PROJECTS FUND - ECON DEV	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
REVENUE					
Transfers	\$ 1,750,000	\$ 1,750,000	\$ 1,750,000	\$ 1,750,000	\$ 1,750,000
Total revenues and funding sources	\$ 1,750,000	\$ 1,750,000	\$ 1,750,000	\$ 1,750,000	\$ 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				
	FY2021	FY2022	FY2023	FY2024	FY2025
REVENUE					
Sales and services	\$ 8,708,250	\$ 9,271,250	\$ 10,017,700	\$ 10,781,700	\$ 10,978,700
Permits and fees	179,800	195,425	211,800	257,570	455,000
Miscellaneous/interest on investments	189,000	170,000	152,000	1,110,547	199,560
Installment financing	7,350,000	-	-	-	-
Transfers	2,350,000	2,159,000	1,995,750	2,457,000	4,045,000
Fund balance appropriated	644,750	1,581,641	139,174	-	-
Total revenues and funding sources	\$ 19,421,800	\$ 13,377,316	\$ 12,516,424	\$ 14,606,817	\$ 15,678,260

Sales and services

\$10,978,700 or 70.0% 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.

The sales and services category of revenues includes water sales, sewer charges, and meter sales. In accordance with the Water and Sewer Rate Resolution, there is a proposed five percent rate increase to water and sewer usage rates for FY2025 for both inside and outside customers. The currently adopted Rate Resolution states Council's intent to increase water and sewer rates by up to five percent annually. The last rate change occurred in FY2024.

Permits and fees

\$455,000 or 2.9% 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

\$199,560 or 1.3% of total Water and Sewer Fund revenue

This category is comprised of three main accounts: interest on investments, cell tower lease revenue, and proceeds from the sale of assets. The Town currently has three companies that lease tower space for cellular equipment use. These leases generate approximately \$82,000 for the Water and Sewer Fund annually. As aged Town equipment is replaced, the Town uses Govdeals or other auction-style platforms to provide a format to sell this equipment to generate funds to help offset the cost of new purchases.

Installment Financing Proceeds*\$0 of total Water and Sewer Fund revenue*

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 Water and Sewer Fund projected for FY2025. Installment financing revenues associated with multi-year capital project funds are in those respective funds.

Transfers*\$4,045,000 or 25.8% 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. In FY2025, all non-financed capital outlay items will be funded with capital reserve funds, which accounts for approximately \$1.1M of the total transfer. In addition, 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. All system development charges will fund expansion-related debt service payments and expansion-related capital outlay.

Fund Balance Appropriated*\$0 of total Water and Sewer Fund revenue*

Per the Town's fund balance policy, a minimum available fund balance of 30% of adjusted expenditures is required to be maintained in the Water and Sewer 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 30% target.

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

CAPITAL RESERVE FUND – WATER AND SEWER FUND

CAPITAL RESERVE FUND - WSF	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
REVENUE					
Miscellaneous/interest on investments	\$ 25,000	\$ 5,000	\$ 5,000	\$ 90,000	\$ 90,000
Appropriated fund balance	111,824	99,000	2,518,450	301,905	24,400
Transfers	1,450,526	1,850,000	201,550	860,095	1,555,600
Total revenues and funding sources	\$ 1,587,350	\$ 1,954,000	\$ 2,725,000	\$ 1,252,000	\$ 1,670,000

Miscellaneous/Interest on investments

\$90,000 or 5.4% of Capital Reserve Fund – Water and Sewer revenue

This includes investment income with significant interest rate growth compared to prior years.

Appropriated fund balance

\$24,400 or 1.5% 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 – Water and Sewer for future Water and Sewer Fund capital expenditures. In the year(s) 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

\$1,555,600 or 93.1% 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				
	FY2021	FY2022	FY2023	FY2024	FY2025
REVENUE					
Permits and Fees	\$ 1,198,000	\$ 1,727,000	\$ 1,648,750	\$ 1,730,000	\$ 2,900,000
Miscellaneous/interest on investments	2,500	2,000	2,000	25,000	25,000
Fund balance appropriated	650,000	-	-	-	-
Total revenues and funding sources	\$ 1,850,500	\$ 1,729,000	\$ 1,650,750	\$ 1,755,000	\$ 2,925,000

Permits and fees

\$2,900,000 or 99.1% 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

\$25,000 or 0.9% of Capital Reserve Fund – Water and Sewer – Expansion revenue

This includes investment income with significant interest rate growth compared to prior years.

Appropriated fund balance

\$0 of total Capital Reserve Fund – Water and Sewer – Expansion revenue

When projects are identified for the utilization of reserve funds, the funds are taken out of fund balance and transferred back to the Water Sewer Fund or capital projects funds for use on that specified project. The FY2025 budget does not require an appropriation of fund balance.

CAPITAL PROJECTS FUND – WATER AND SEWER

CAPITAL PROJECTS FUND - WSF	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
REVENUE					
Revenue bond financing	\$ 9,037,000	\$ 6,171,000	\$ 5,021,000	\$ 4,150,000	\$ 9,446,300
Transfers	4,002,000	2,495,000	3,585,000	700,000	1,181,480
Total revenues and funding sources	\$ 13,039,000	\$ 8,666,000	\$ 8,606,000	\$ 4,850,000	\$ 10,627,780

Revenue bond financing

\$9,446,300 or 88.9% of total Capital Projects Fund – Water and Sewer revenue

The Town will be using this fund to decommission an old pump station, renovate Town Hall, and rehab the Cabarrus Woods waterlines. 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

\$1,181,480 or 11.1% of total Capital Projects Fund – Water and Sewer revenue

The two primary methods of funding multi-year water and sewer capital projects are typically either through revenue bond 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.

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STORM WATER FUND

STORM WATER FUND	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
REVENUE					
Permits and fees	\$ 667,200	\$ 703,000	\$ 719,000	\$ 740,750	\$ 800,000
Miscellaneous/interest on investments	1,000	1,000	1,000	102,898	-
Transfers	-	-	100,000	410,000	150,000
Appropriated fund balance	1,357,065	250,983	29,525	-	-
Total revenues and funding sources	\$ 2,025,265	\$ 954,983	\$ 849,525	\$ 1,253,648	\$ 950,000

Permits and fees

\$800,000 or 84.2% 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. The proposed monthly charge is \$5.90 per home or Equivalent Residential Unit (ERU), which represents the impervious space that directly impacts storm water runoff. This is a 5% rate increase from FY2024, the first rate change in eight years.

Miscellaneous/Interest on investments

\$0 of total Storm Water Fund revenue

This includes investment income.

Transfers

\$150,000 or 15.8% of total Storm Water 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 FY2025, all capital outlay items will be funded with capital reserve funds.

CAPITAL RESERVE FUND – STORM WATER FUND

CAPITAL RESERVE FUND - SWF	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
REVENUE					
Miscellaneous/interest on investments	\$ 8,750	\$ 2,500	\$ 2,500	\$ 25,000	\$ 8,910
Appropriated fund balance	-	-	4,255	306,230	-
Transfers	1,507,552	248,071	93,245	148,770	141,090
Total revenues and funding sources	\$ 1,516,302	\$ 250,571	\$ 100,000	\$ 480,000	\$ 150,000

Miscellaneous/Interest on investments

\$8,910 or 5.9% of total Capital Reserve Fund – Storm Water Fund revenue

This includes investment income.

Appropriated fund balance

\$0 of total Capital Reserve Fund – Storm Water Fund revenue

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

Transfers

\$141,090 or 94.1% of total Capital Reserve Fund – Storm Water Fund revenue

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 FY2025, this is anticipated to equate to approximately \$141,000. 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.

INTERNAL SERVICE FUND – HRA

INTERNAL SERVICE FUND - HRA	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
REVENUE					
Transfers	\$ -	\$ -	\$ -	\$ 90,000	\$ 100,000
Total revenues and funding sources	\$ -	\$ -	\$ -	\$ 90,000	\$ 100,000

Transfers
\$100,000 or 100% of total Internal Service Fund – HRA revenue

At the end of each fiscal year, the Health Reimbursement Account expenditures made on behalf of covered employees by the Town will be reimbursed by the employees’ respective funds to the Internal Service Fund.

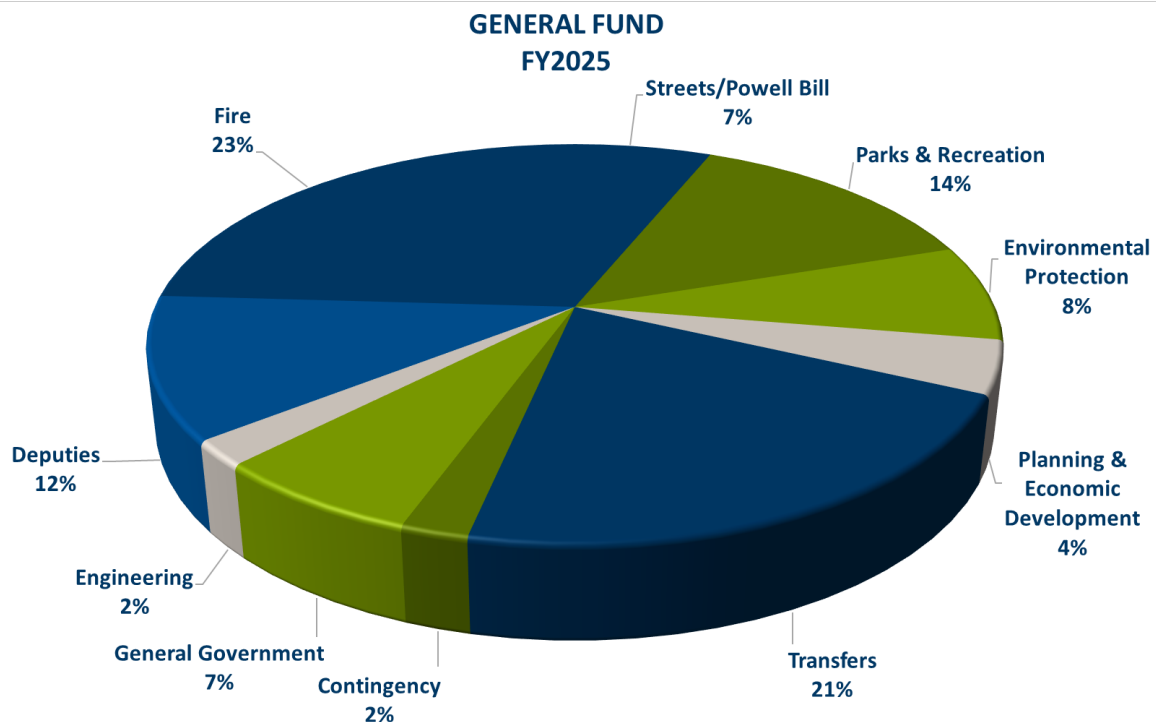
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EXPENDITURE SUMMARY FISCAL YEAR 2024-2025

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				
	FY2021	FY2022	FY2023	FY2024	FY2025
EXPENDITURES					
Governing Board	\$ 257,530	\$ 350,690	\$ 327,450	\$ 294,150	\$ 268,680
Town Clerk	74,030	77,620	81,115	55,080	52,250
Administration	460,770	477,240	506,555	577,310	524,795
Finance	327,124	343,270	384,610	401,165	494,955
Human Resources	125,505	163,430	221,707	306,880	229,015
Information Technology	138,200	186,969	142,223	251,323	178,920
Communications	91,015	87,855	165,660	203,245	184,375
Planning	612,358	462,634	559,280	862,505	1,020,545
Economic Development	173,150	115,600	61,850	230,620	447,825
Engineering	393,115	305,835	375,050	551,090	700,145
Deputies	1,704,420	1,608,450	2,108,800	3,656,819	3,937,720
Fire	6,967,945	7,475,411	6,679,772	7,148,410	7,815,975
Streets	652,200	1,817,500	1,091,077	1,955,231	1,896,700
Powell Bill	596,000	550,500	555,000	560,000	640,000
Environmental Protection	2,205,700	2,024,975	2,321,200	2,239,882	2,658,660
Buildings & Grounds	140,600	242,400	158,569	168,760	301,670
Parks & Recreation	3,579,350	3,689,886	4,227,995	4,315,175	4,686,375
Employee Benefits	-	-	-	-	100,000
Transfers	3,320,821	4,050,290	6,546,805	2,725,335	7,338,420
Contingency	341,455	212,390	193,000	410,500	750,000
Total expenditures	\$ 22,161,288	\$ 24,242,945	\$ 26,707,717	\$ 26,913,480	\$ 34,227,025



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

\$10,586,900 or 31.5% of total General Fund expenditures

Personal services expenditures includes 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 7.0% merit pool. For budgeting purposes, an estimated 6.0% merit increase across the entire General Fund employee base was used, which amounts to approximately \$490,000 (total salaries and benefits). An additional \$570,000 is included in the FY2025 budget for salary study adjustments, most heavily focused on public safety employees.

This budget also includes a State-mandated increase in employer pension contributions from 12.85% to 13.60% of salaries. This results in an increase of \$73,700. A 20% increase in health insurance premiums accounts for approximately \$247,000 in increased costs to the Town.

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

- Administration – Assistant to the Town Manager
- Planning – Junior Planner
- Economic Development - Economic Development Coordinator (Mid-Year Hire)
- Engineering – Records and GIS Technician

Employee relations and education expenditures

\$395,119 or 1.2% 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.

FY2024 employee and education expenditures for the General Fund were estimated to total \$382,337, while budgeted employee relations and education costs budgeted for FY2025 are \$395,119. These expenditures will allow staff to continue to stay on top of industry-specific issues and cover the expanding training and development needs of Town staff.

Supplies and materials expenditures*\$642,568 or 1.9% 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, printing, and special projects.

FY2024 supplies and materials expenditures for the General Fund were estimated to total \$625,167, while supplies and materials costs budgeted for FY2025 are \$642,568.

Current obligations and services expenditures*\$3,164,575 or 9.4% 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.

FY2024 current obligations and services expenditures for the General Fund were estimated to total \$2.46M, while budgeted current obligations and services expenditures for FY2025 are \$3.16M.

Fixed charges and other services expenditures*\$6,071,443 or 18.1% 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. Large inflationary impacts have been experienced in this category related to the Cabarrus County Sheriff's contract and for solid waste and recycling disposal services.

FY2024 fixed charges and other services expenditures for the Town were estimated to total \$4.48 million, while budgeted fixed charges and other services expenditures for FY2025 are \$6.07 million.

Indirect cost allocation*(\$388,880) or (1.2)% of total General Fund expenditures*

Indirect cost allocation is the process of identifying, aggregating, and assigning costs from departments within the Town that serve and benefit other departments or funds indirectly. Some of the expenses incurred by Council, Town Clerk, Administration, Finance, Human Resources, Communications, Information Technology, and Engineering 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 FY2024, the indirect cost allocation from the General Fund to the enterprise funds of the Town totaled \$383,345. Of this total, \$344,465 is allocated to the Water and Sewer Fund and \$38,880 is allocated to the Storm Water Fund.

For FY2025, the indirect cost allocation from the General Fund to the enterprise funds of the Town totaled \$388,880. Of this total, \$348,720 is allocated to the Water and Sewer Fund and \$40,160 is allocated to the Storm Water Fund.

Capital expenditures*\$2,908,000 or 8.7% 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 FY2025 include:

- Engineering
 - \$150,000 – Branded Gateway Sign – Ricky River Rd.
 - \$12,000 – Survey Equipment
 - \$55,000 – Replacement Grading Inspector truck
- Deputies
 - \$340,000 – Four (4) replacement vehicles
 - \$20,000 – Two (2) large radar trailers
- Fire
 - \$30,000 – Station #1 – Replacement Windows and Doors
 - \$85,000 – Station #3 – Warning Light
 - \$50,000 – Station #2 – Pond Restoration and Landscaping
 - \$12,000 – Station #1 – Replacement Lawnmower
 - \$15,000 – Station #1 – Turnout Gear Washer
- Streets
 - \$100,000 – ADA Sidewalk Program
 - \$250,000 – Annual Greenway Program
 - \$250,000 – Pedestrian Facility for Oakley Dr.
 - \$73,000 – Median Improvements
 - \$220,000 – Back Creek Greenway
 - \$220,000 – Fuda Creek Greenway
 - \$100,000 – Robinson Church Rd. Improvements
- Environmental Protection (Public Works)
 - \$350,000 – Replacement Leaf Truck
- Parks & Recreation
 - \$40,000 – Replacement Picnic Tables
 - \$11,000 – Restroom Flooring
 - \$15,500 – Log Cabin ADA Improvements
 - \$285,000 – Harrisburg Park – Storm Water and Playground Improvements
 - \$40,000 – Harris Depot Parking Lot Seal
 - \$89,500 – Field Maintenance Equipment
 - Walk Behind Mower
 - Aera-vator
 - Tractor Fertilizer Spreader
 - Pull Behind Sprayer
 - Top Dresser
 - Verticutter
 - Quick Groomer
- Buildings & Grounds
 - \$75,000 – Town Hall – Generator (50% with Water Sewer Fund)

Debt service expenditures

\$1,730,000 or 5.2% of General Fund expenditures

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

The Town plans to issue debt on the Town Hall Renovation and the second and final round of Transportation Bonds during FY2025.

Transfers out

\$7,338,420 or 21.8% of General Fund expenditures

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 \$7.3M for FY2025.

Contingency

\$750,000 or 2.2% of General Fund expenditures

Contingency funding for the General Fund is budgeted in FY2025 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.

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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

Planning

Economic Development

Engineering

Public Safety

- Deputies
- Fire

Transportation

- Powell Bill
- Streets

Environmental Protection

- Public Works

Buildings & Grounds

Cultural & Recreation

- Recreation & Sports

Non-departmental

- Employee Benefits
- 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 – General Government
- 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

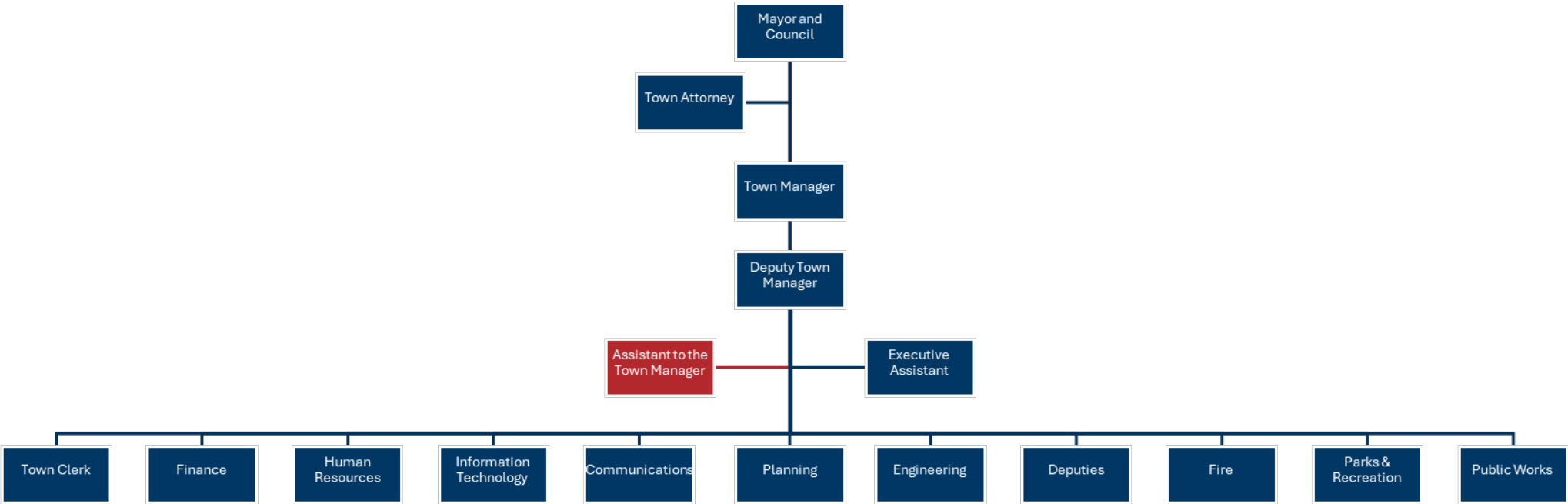
Storm Water Fund

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

Internal Service Fund

- Internal Service Fund – HRA

ORGANIZATION CHART



GOVERNING BOARD

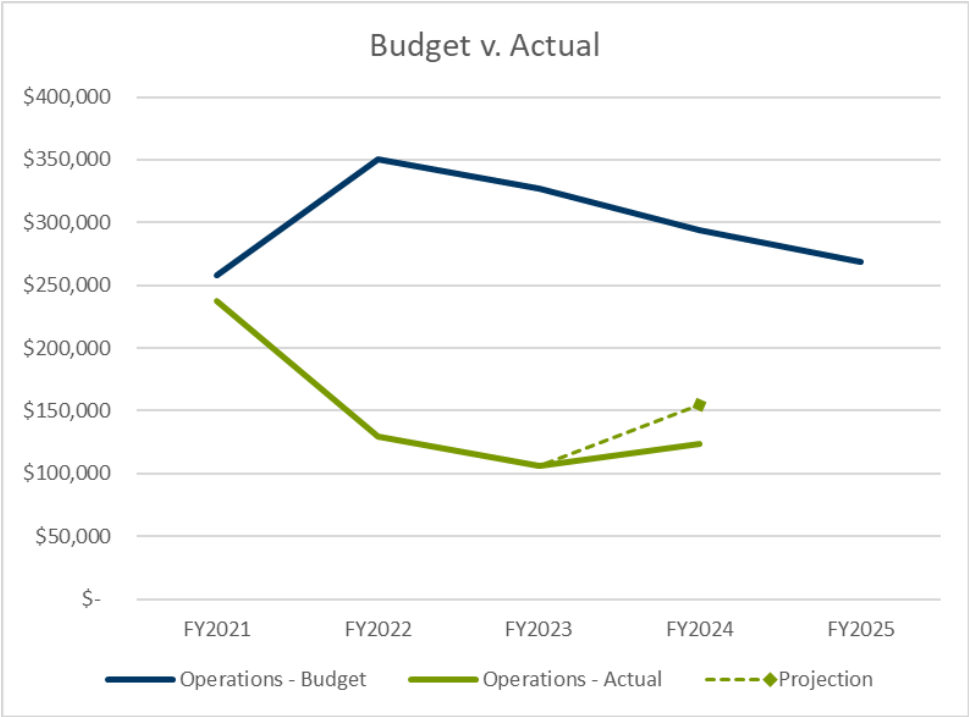
Overview:
The Town’s governing board is comprised of a non-voting Mayor and seven Council Members elected to four-year staggered terms. The Governing Board sets the goals and policies for the Town to guide its future.

- Notable changes:**
- \$10,000 – addition of July 4th promotional items
 - \$10,000 – addition of legal expense account
 - (\$5,000) – decrease in the annual Council retreat
 - (\$20,000) – decrease in miscellaneous Council special projects
 - (\$22,500) – removal of November 2023 election fees

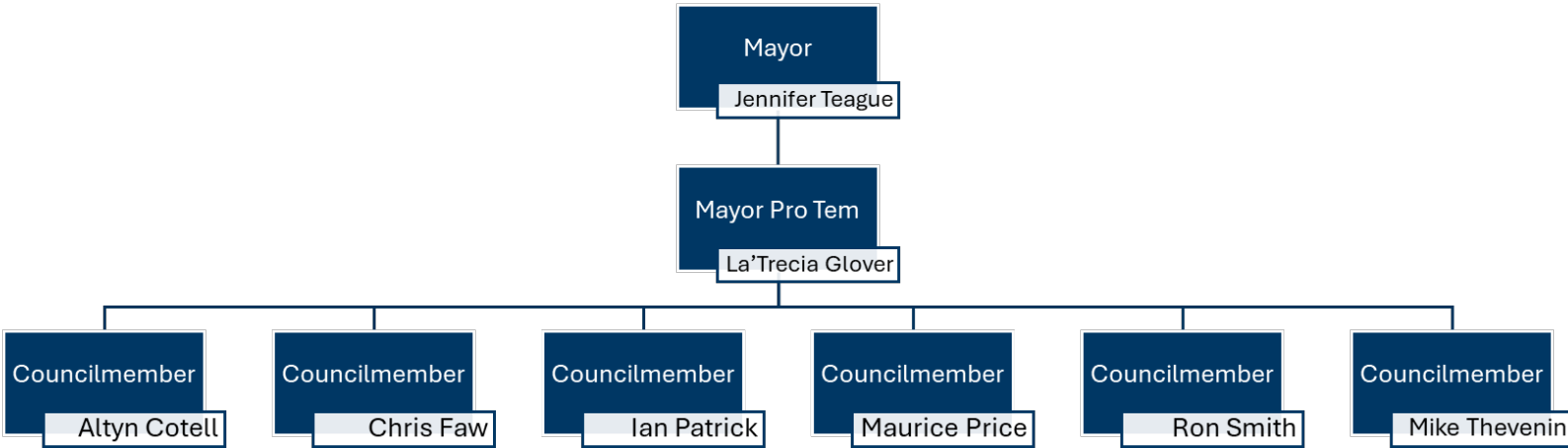
Five-year budgeted expenditures:

GOVERNING BOARD (COUNCIL)	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
EXPENDITURES					
Personal services	\$ 69,460	\$ 76,540	\$ 69,900	\$ 60,700	\$ 59,800
Employee relations and education	15,100	11,650	9,000	25,750	24,500
Supplies and materials	163,650	222,450	232,900	170,900	153,400
Current obligations and services	36,820	60,820	42,840	45,020	41,450
Fixed charges and other services	13,100	26,280	13,510	57,780	43,680
Indirect cost allocation	(40,600)	(47,050)	(40,700)	(66,000)	(54,150)
Total budgeted expenditures	\$ 257,530	\$ 350,690	\$ 327,450	\$ 294,150	\$ 268,680

	BUDGET V. ACTUAL - OPERATIONS				
	FY2021	FY2022	FY2023	FY2024	FY2025
Operations - Budget	\$ 257,530	\$ 350,690	\$ 327,450	\$ 294,150	\$ 268,680
Operations - Actual	237,512	129,908	106,077	123,768	



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.

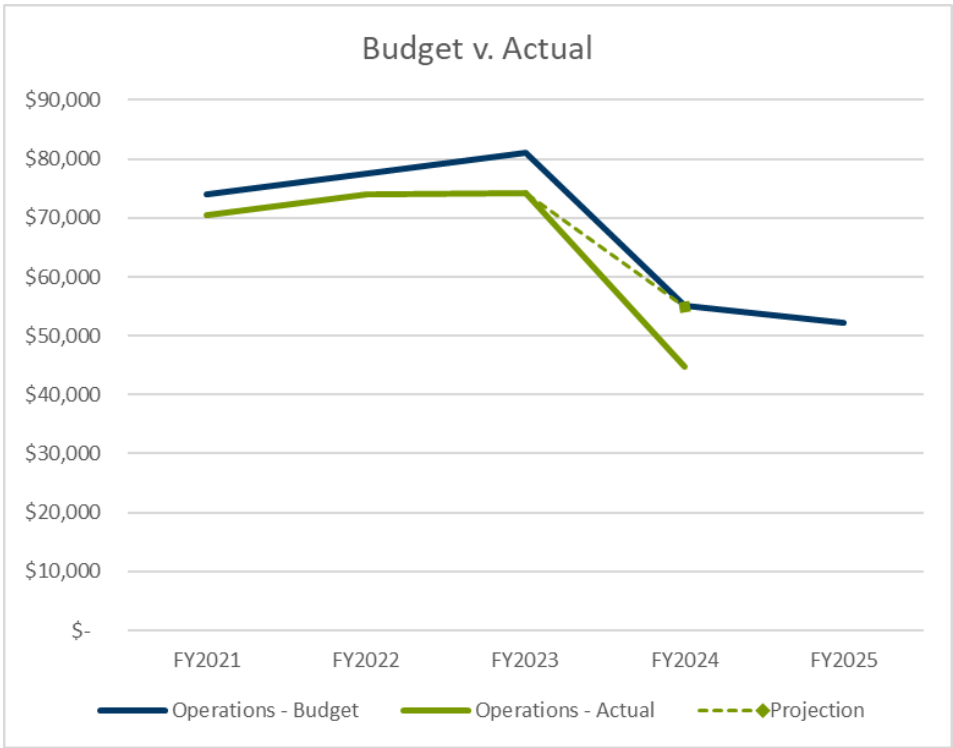
Notable changes:

- None

Five-year budgeted expenditures:

TOWN CLERK	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
EXPENDITURES					
Personal services	\$ 66,400	\$ 69,000	\$ 74,000	\$ 50,950	\$ 47,050
Employee relations and education	1,625	1,825	900	1,200	1,000
Supplies and materials	4,300	6,950	5,870	2,500	1,200
Current obligations and services	4,585	4,660	4,660	1,785	1,230
Fixed charges and other services	2,200	2,250	2,300	2,020	6,045
Indirect cost allocation	(5,080)	(7,065)	(6,615)	(3,375)	(4,275)
Total budgeted expenditures	\$ 74,030	\$ 77,620	\$ 81,115	\$ 55,080	\$ 52,250

	BUDGET V. ACTUAL - OPERATIONS				
	FY2021	FY2022	FY2023	FY2024	FY2025
Operations - Budget	\$ 74,030	\$ 77,620	\$ 81,115	\$ 55,080	\$ 52,250
Operations - Actual	70,511	73,931	74,140	44,762	



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ADMINISTRATION

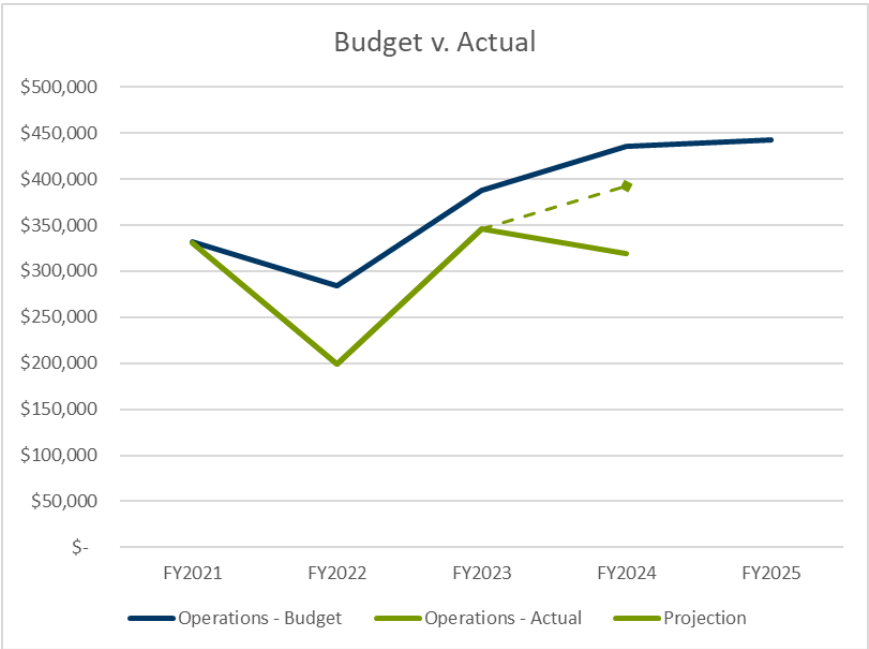
Overview:
The Town’s Administration Department provides guidance to Town staff and support for the various functions of the Town. This department includes the Town Manager who serves as the Chief Executive Officer for the Town, the Deputy Town Manager who serves as the Chief Operating Officer for the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

- Notable changes:**
- \$69,265 – addition of Assistant to the Town Manager position (cost reflects General Fund-portion only)
 - (\$132,000) – shifting costs to more appropriate Departments: Town Hall maintenance, utilities, and equipment to Buildings and Grounds, County-tax collection fees to Finance
 - (\$30,400) – decrease in legal services

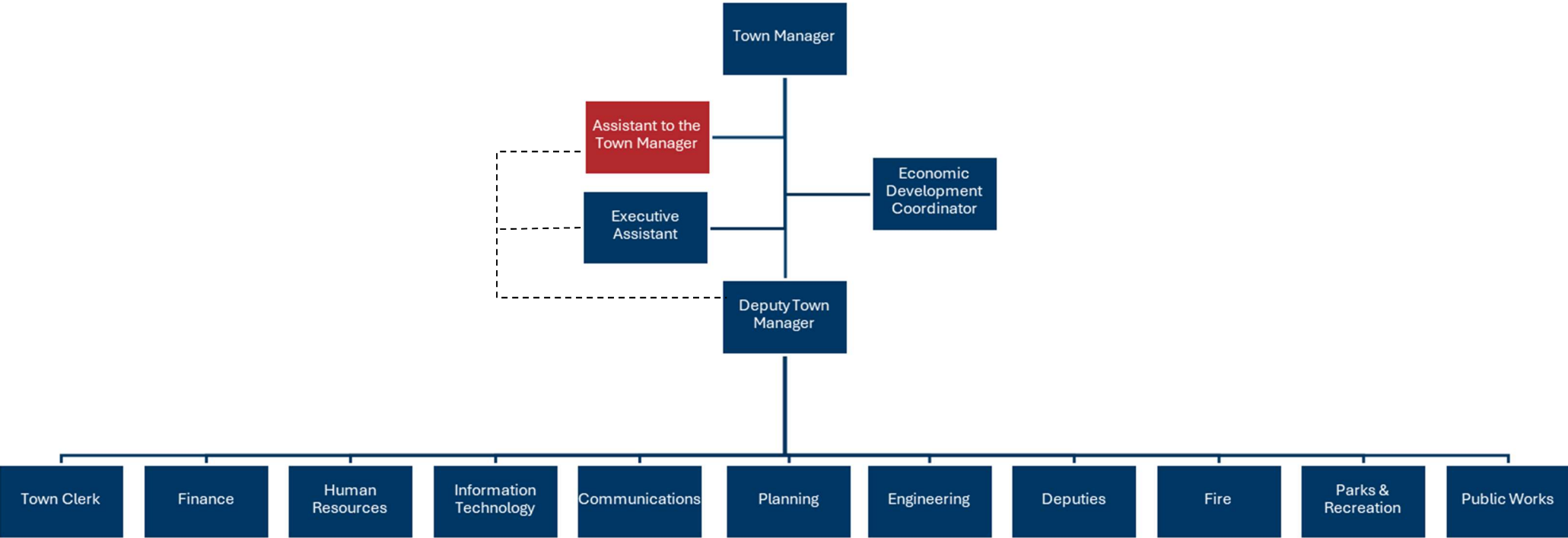
Five-year budgeted expenditures:

ADMINISTRATION	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
EXPENDITURES					
Personal services	\$ 175,250	\$ 175,600	\$ 242,000	\$ 287,700	\$ 397,800
Employee relations and education	20,150	18,300	19,600	28,100	29,750
Supplies and materials	18,790	15,910	13,360	17,200	18,600
Current obligations and services	114,800	98,320	96,420	83,695	10,395
Fixed charges and other services	133,700	104,100	124,230	126,730	41,195
Indirect cost allocation	(131,120)	(128,040)	(107,305)	(107,415)	(54,945)
Capital outlay	-	32,500	32,500	57,500	-
Debt service	129,200	160,550	85,750	83,800	82,000
Total budgeted expenditures	\$ 460,770	\$ 477,240	\$ 506,555	\$ 577,310	\$ 524,795

	BUDGET V. ACTUAL - OPERATIONS				
	FY2021	FY2022	FY2023	FY2024	FY2025
Operations - Budget	\$ 331,570	\$ 284,190	\$ 388,305	\$ 436,010	\$ 442,795
Operations - Actual	331,259	198,771	346,077	318,715	



ADMINISTRATION
ORGANIZATION CHART



FINANCE

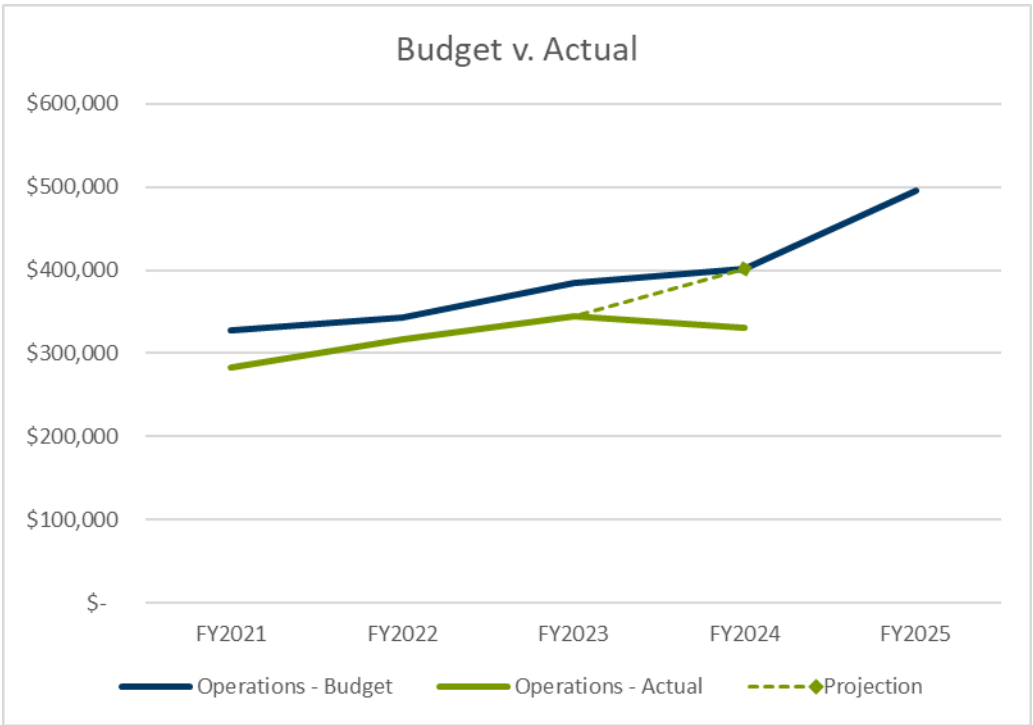
Overview:
Finance functions include budgeting and reporting, tax collections, investments, installment financing, contract administration, and customer service. The Town seeks to guarantee long-term financial stability while maintaining an organizational environment that fosters professionalism, efficiency,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

- Notable changes:**
- \$72,360 – Cabarrus County tax collection fees shifted from Administration Department
 - (\$4,800) – shifting shared printing costs to Buildings and Grounds Department

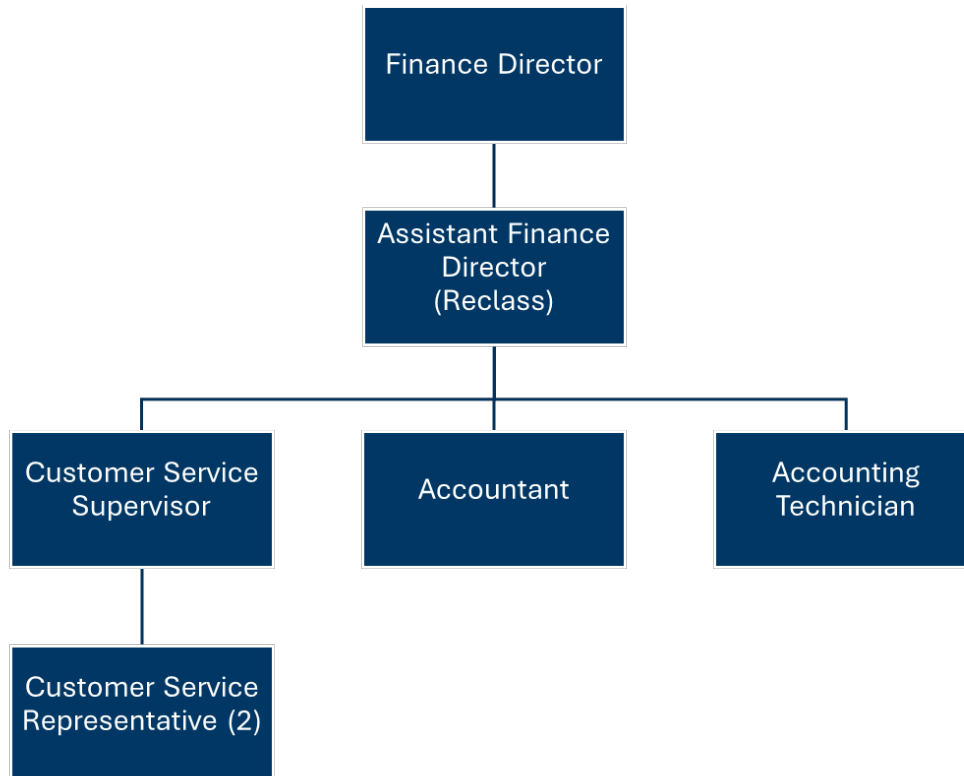
Five-year budgeted expenditures:

FINANCE	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
EXPENDITURES					
Personal services	\$ 261,500	\$ 272,300	\$ 318,600	\$ 329,100	\$ 355,050
Employee relations and education	12,825	12,075	8,150	13,850	9,350
Supplies and materials	22,500	23,550	22,200	26,520	19,210
Current obligations and services	4,575	3,975	4,725	5,950	2,640
Fixed charges and other services	47,200	49,830	52,440	50,550	128,285
Indirect cost allocation	(21,476)	(18,460)	(21,505)	(24,805)	(19,580)
Total budgeted expenditures	\$ 327,124	\$ 343,270	\$ 384,610	\$ 401,165	\$ 494,955

	BUDGET V. ACTUAL - OPERATIONS				
	FY2021	FY2022	FY2023	FY2024	FY2025
Operations - Budget	\$ 327,124	\$ 343,270	\$ 384,610	\$ 401,165	\$ 494,955
Operations - Actual	282,819	317,570	344,631	330,056	



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, standards, and 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.

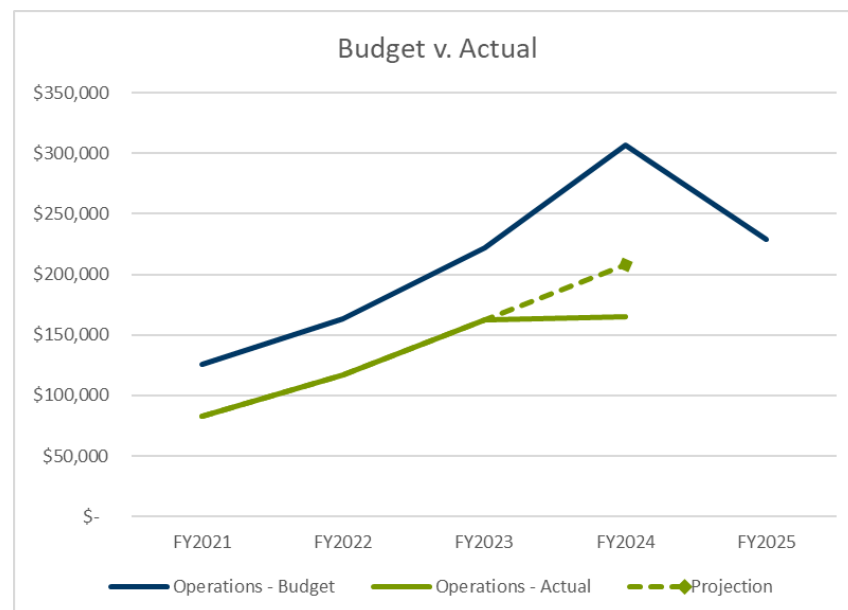
Notable changes:

- (\$80,000) – shifting dependent care, fertility/adoption assistance, and scholarship benefit programs to Employee Benefits Department
- (\$24,300) – removal of needs-based Organizational training
- (\$10,000) – removal of Pulse Engagement Survey
- (\$5,000) – removal of compensation platform used in annual salary study development

Five-year budgeted expenditures:

HUMAN RESOURCES EXPENDITURES	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
Personal services	\$ 59,200	\$ 75,450	\$ 150,500	\$ 163,750	\$ 178,550
Employee relations and education	97,050	81,700	86,200	179,025	70,350
Supplies and materials	5,450	3,200	1,400	900	1,000
Current obligations and services	2,870	2,750	2,975	2,975	2,255
Fixed charges and other services	11,535	47,780	42,632	26,180	27,360
Indirect cost allocation	(50,600)	(47,450)	(62,000)	(65,950)	(50,500)
Total budgeted expenditures	\$ 125,505	\$ 163,430	\$ 221,707	\$ 306,880	\$ 229,015

	BUDGET V. ACTUAL - OPERATIONS				
	FY2021	FY2022	FY2023	FY2024	FY2025
Operations - Budget	\$ 125,505	\$ 163,430	\$ 221,707	\$ 306,880	\$ 229,015
Operations - Actual	82,890	116,939	162,085	165,063	



HUMAN RESOURCES
ORGANIZATION CHART



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.

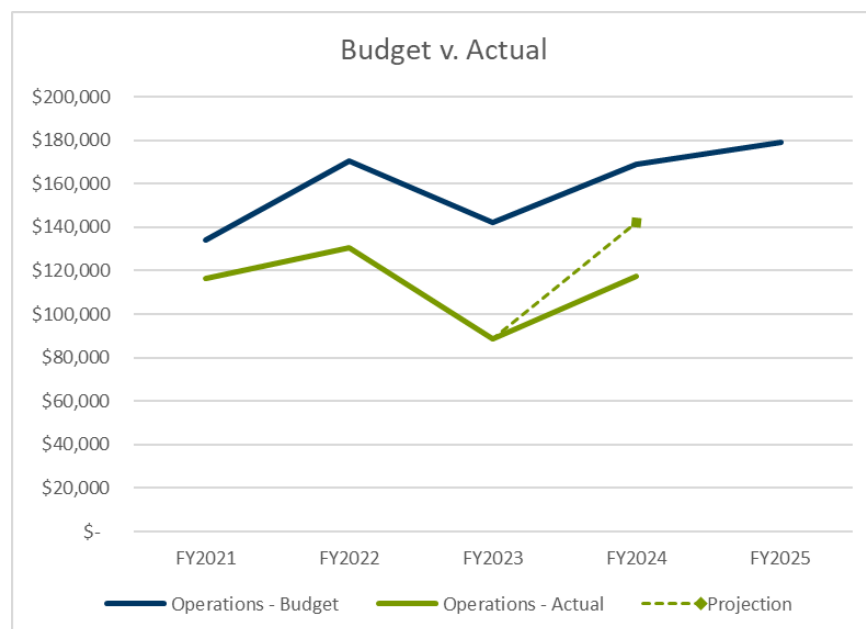
Notable changes:

- (\$8,500) – removal of hosted phone system

Five-year budgeted expenditures:

INFORMATION TECHNOLOGY	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
EXPENDITURES					
Personal services	\$ 92,250	\$ 96,800	\$ 109,200	\$ 125,500	\$ 143,300
Employee relations and education	3,500	3,500	900	6,400	6,500
Supplies and materials	6,100	2,300	1,400	1,400	1,000
Current obligations and services	4,000	3,220	3,220	3,220	2,200
Fixed charges and other services	49,050	101,460	65,703	67,253	61,570
Indirect cost allocation	(20,700)	(36,750)	(38,200)	(34,950)	(35,650)
Capital outlay	4,000	16,439	-	82,500	-
Total expenditures	\$ 138,200	\$ 186,969	\$ 142,223	\$ 251,323	\$ 178,920

	BUDGET V. ACTUAL - OPERATIONS				
	FY2021	FY2022	FY2023	FY2024	FY2025
Operations - Budget	\$ 134,200	\$ 170,530	\$ 142,223	\$ 168,823	\$ 178,920
Operations - Actual	116,646	130,839	88,517	117,366	



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, branding, digital communications, social media, publicity, media outreach, marketing, and all other forms of communication.

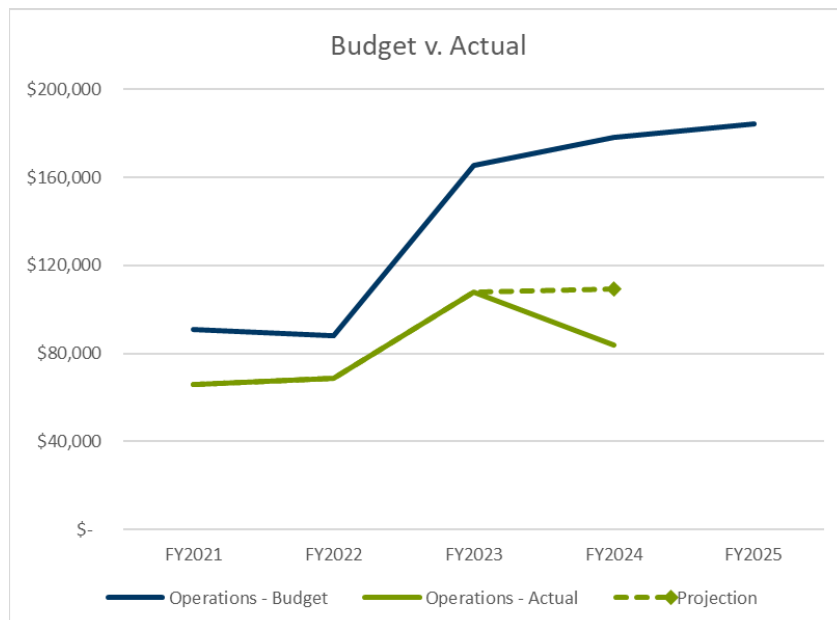
Notable changes:

- \$5,000 – addition of videographer retainer
- \$20,000 – addition of photographer retainer
- (\$17,500) – decrease in physical marketing materials and community newsletter printing
- (\$17,000) – decrease in contracted graphic design services

Five-year budgeted expenditures:

COMMUNICATIONS	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
EXPENDITURES					
Personal services	\$ 40,850	\$ 41,300	\$ 74,000	\$ 111,250	\$ 123,500
Employee relations and education	3,550	3,050	3,050	11,800	5,100
Supplies and materials	14,625	14,025	9,800	32,550	18,750
Current obligations and services	26,880	27,750	44,280	26,540	29,635
Fixed charges and other services	43,760	35,810	62,480	51,305	56,140
Indirect cost allocation	(38,650)	(34,050)	(27,950)	(55,200)	(48,750)
Capital outlay	-	-	-	25,000	-
Total expenditures	\$ 91,015	\$ 87,885	\$ 165,660	\$ 203,245	\$ 184,375

	BUDGET V. ACTUAL - OPERATIONS				
	FY2021	FY2022	FY2023	FY2024	FY2025
Operations - Budget	\$ 91,015	\$ 87,885	\$ 165,660	\$ 178,245	\$ 184,375
Operations - Actual	66,013	68,934	107,890	83,832	



COMMUNICATIONS
ORGANIZATION CHART



PLANNING

Overview:

The Planning Department performs 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.

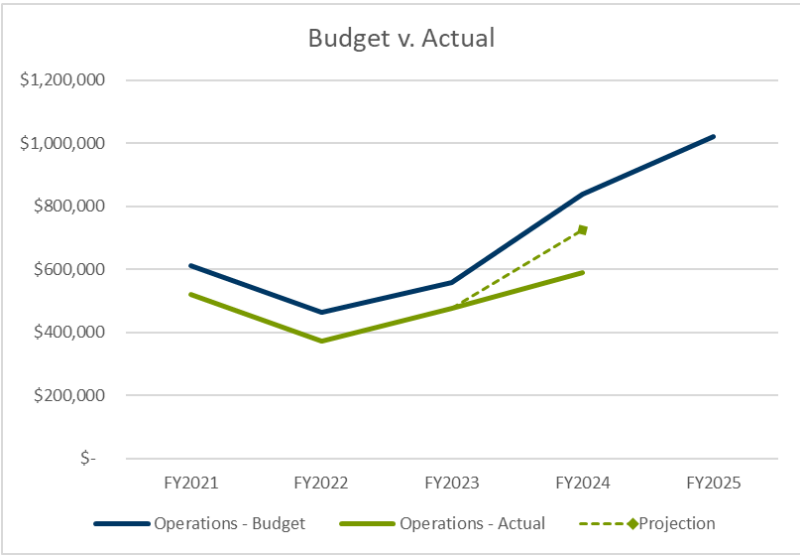
Notable changes:

- \$88,400 – addition of Junior Planner position (cost reflects General Fund-portion only)
- \$6,000 – increase in credit card processing fees for permits and applications
- \$30,000 – increase in comprehensive strategic plan
- \$20,000 – increase in Traffic Impact Analyses
- \$30,000 – increase in annual UDO updates
- \$50,000 – increase in legal expense
- (\$6,000) – reduction in electronic plan review platform licenses

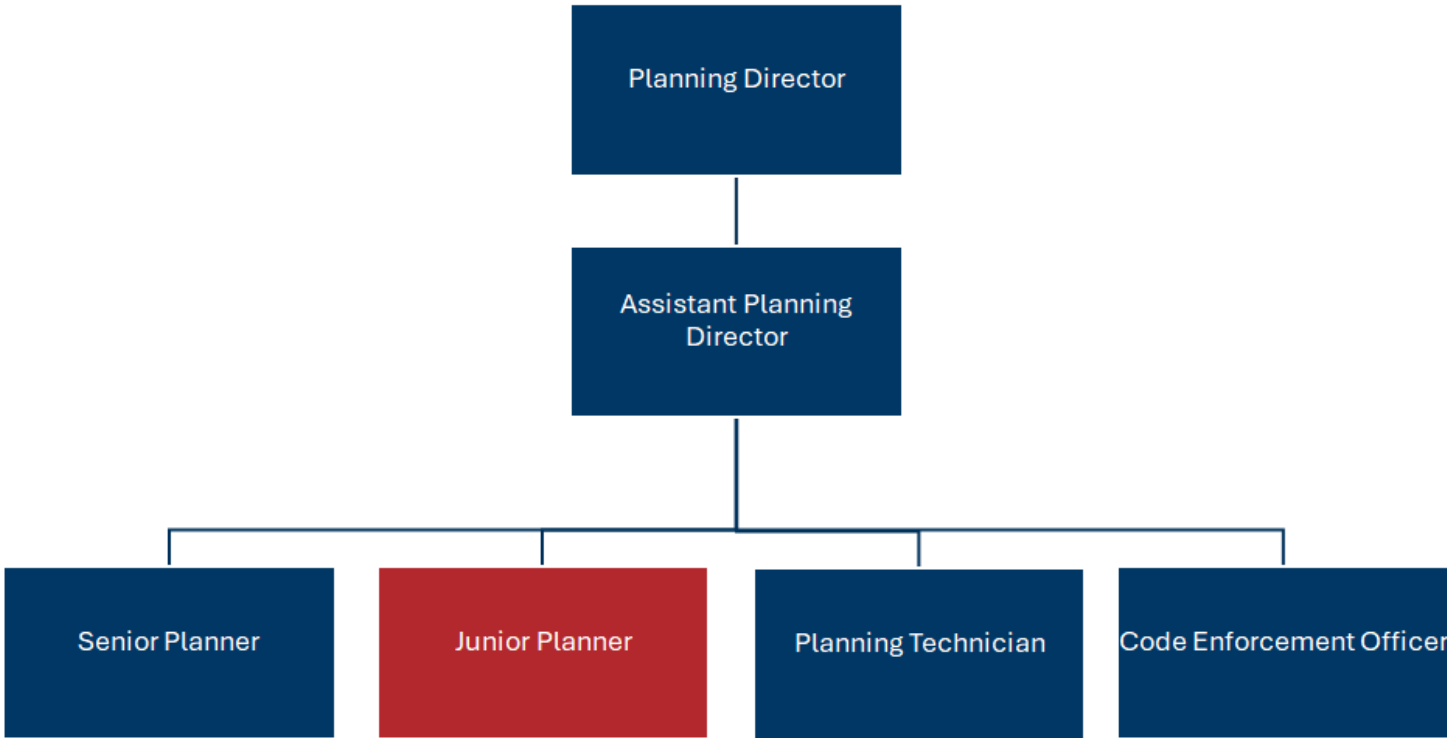
Five-year budgeted expenditures:

PLANNING	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
EXPENDITURES					
Personal services	\$ 270,800	\$ 278,600	\$ 319,600	\$ 448,600	\$ 572,300
Employee relations and education	5,850	5,850	5,850	10,250	8,550
Supplies and materials	5,350	5,350	5,550	5,500	4,450
Current obligations and services	11,280	11,100	10,300	20,705	23,720
Fixed charges and other services	319,078	161,734	217,980	352,450	411,525
Capital outlay	-	-	-	25,000	-
Total expenditures	\$ 612,358	\$ 462,634	\$ 559,280	\$ 862,505	\$ 1,020,545

	BUDGET V. ACTUAL - OPERATIONS				
	FY2021	FY2022	FY2023	FY2024	FY2025
Operations - Budget	\$ 612,358	\$ 462,634	\$ 559,280	\$ 837,505	\$ 1,020,545
Operations - Actual	519,562	372,410	476,851	588,411	



PLANNING
ORGANIZATION CHART



ECONOMIC DEVELOPMENT

Overview:

The Economic Development Department is responsible for attracting and retaining businesses within the Town and promoting the conditions and incentives that help businesses succeed in Harrisburg. A goal of the economic development function is to diversify the tax base so that the Town is not as heavily reliant on residential properties as it has been in the past. The department will build upon the FY2024 Strategic Economic Development Plan, adds a position, and provides funding to begin implementing recommendations coming out of the strategic plan.

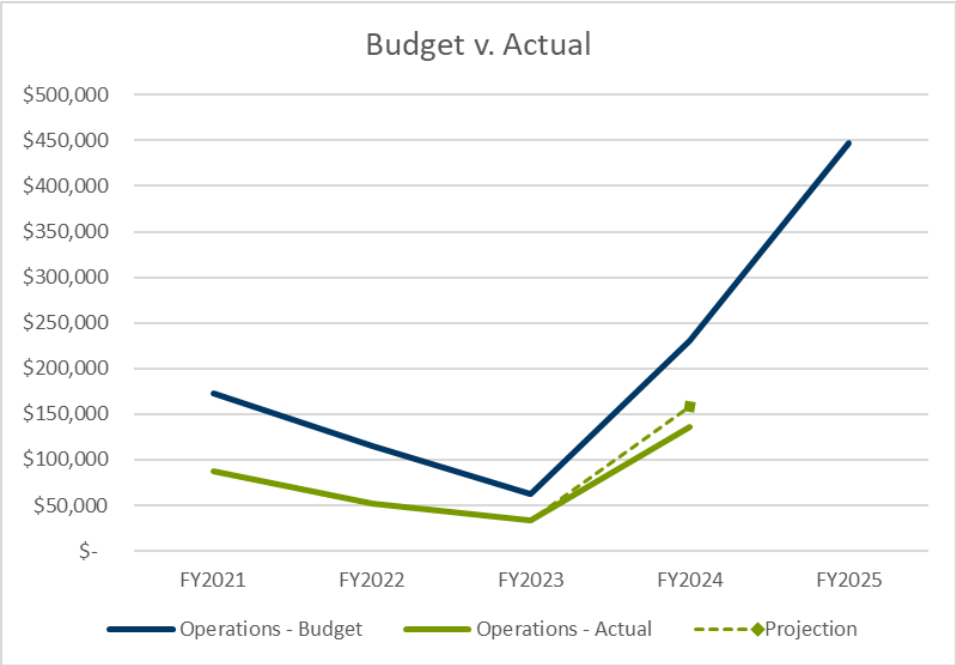
Notable changes:

- \$111,780 – Addition of Economic Development Coordinator position
- \$60,000 – Addition of the first year of the Farmington Development Tax Incentive Financing (TIF) reimbursement
- \$250,000 – Addition of funds to implement recommendations from the Strategic Economic Development Plan

Five-year budgeted expenditures:

ECONOMIC DEVELOPMENT	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
EXPENDITURES					
Personal services	\$ 12,500	\$ 13,300	\$ 16,900	\$ 31,950	\$ 85,300
Employee relations and education	1,000	1,000	1,000	1,500	11,900
Supplies and materials	-	-	300	120	1,370
Current obligations and services	25,600	19,600	39,250	81,000	344,480
Fixed charges and other services	134,050	81,700	4,400	116,050	4,775
Total expenditures	\$ 173,150	\$ 115,600	\$ 61,850	\$ 230,620	\$ 447,825

	BUDGET V. ACTUAL - OPERATIONS				
	FY2021	FY2022	FY2023	FY2024	FY2025
Operations - Budget	\$ 173,150	\$ 115,600	\$ 61,850	\$ 230,620	\$ 447,825
Operations - Actual	87,644	52,136	33,704	136,044	



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ENGINEERING

Overview:

The Engineering Department is responsible for engineering, inspections, 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, and is the primary liaison for NCDEQ, NCDOT, and engineering consultants. Engineering staff are also responsible to ensure compliance with federal, State, and local regulations, specifications, laws, and ordinances, as well as investigating citizen complaints regarding engineering issues.

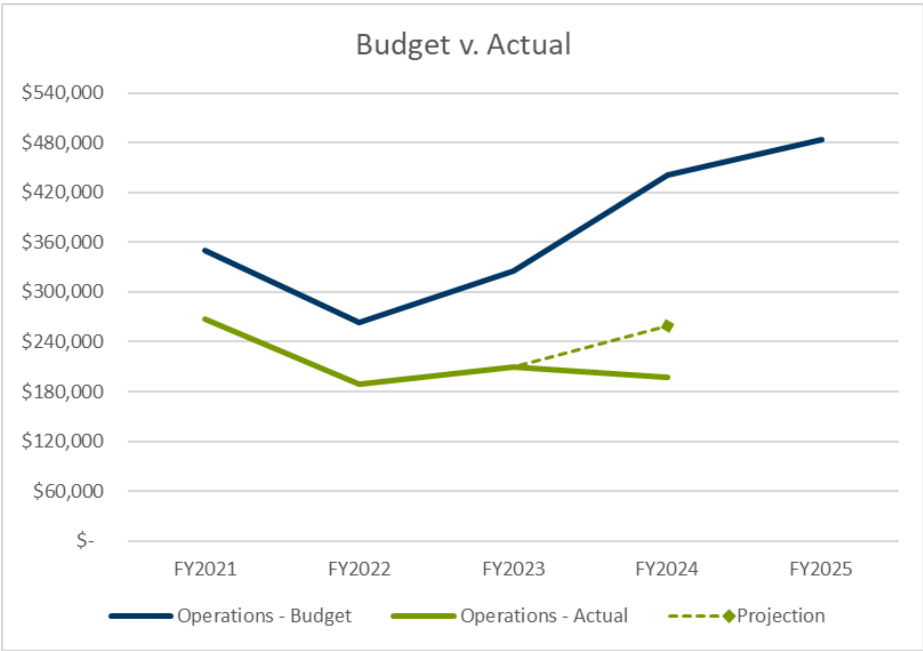
Notable changes:

- \$33,160 – addition of Records and GIS Technician position (cost reflects General Fund-portion only)

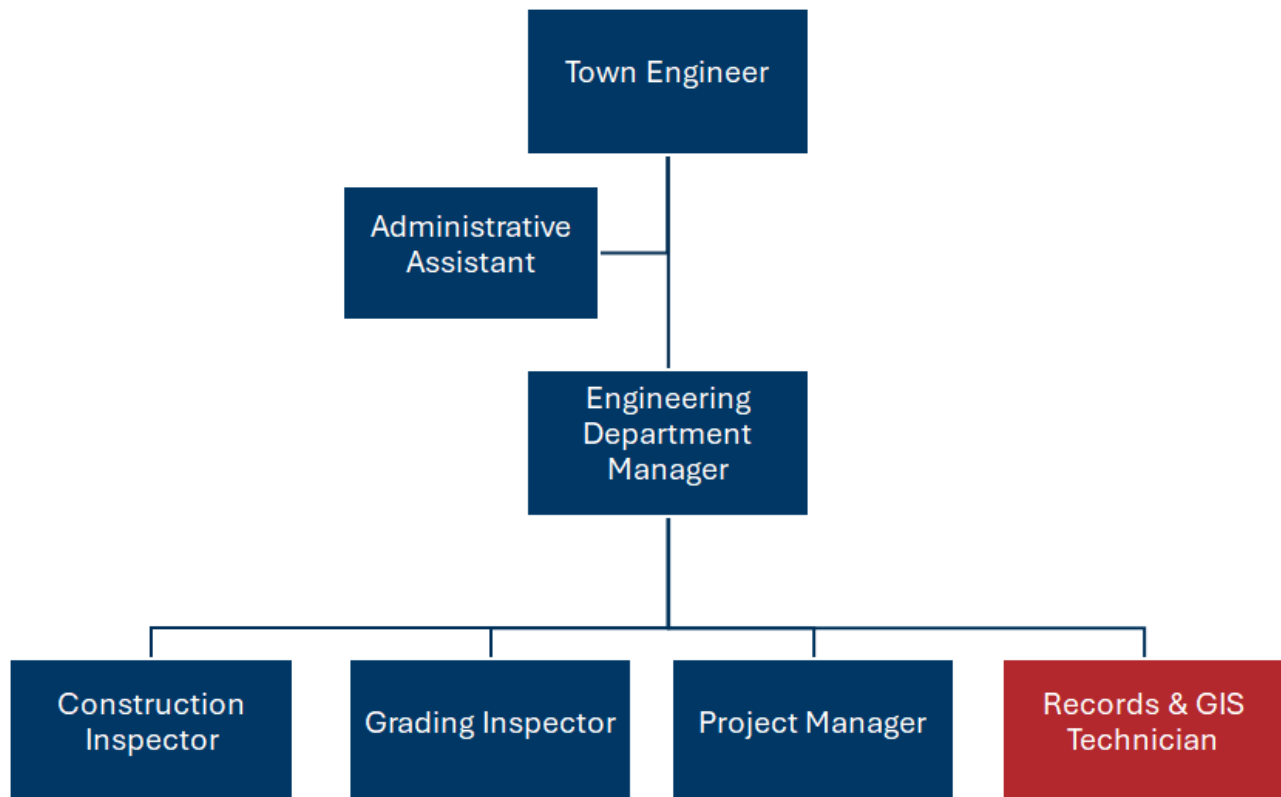
Five-year budgeted expenditures:

ENGINEERING	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
EXPENDITURES					
Personal services	\$ 118,600	\$ 138,400	\$ 227,600	\$ 321,250	\$ 356,600
Employee relations and education	12,350	12,650	4,500	11,750	19,800
Supplies and materials	5,800	5,950	6,100	5,250	4,500
Current obligations and services	11,315	12,515	13,330	14,340	16,225
Fixed charges and other services	202,550	93,820	92,870	114,150	114,550
Indirect cost allocation	-	-	(19,350)	(25,650)	(28,530)
Capital outlay	42,500	42,500	50,000	110,000	217,000
Total expenditures	\$ 393,115	\$ 305,835	\$ 375,050	\$ 551,090	\$ 700,145

	BUDGET V. ACTUAL - OPERATIONS				
	FY2021	FY2022	FY2023	FY2024	FY2025
Operations - Budget	\$ 350,615	\$ 263,335	\$ 325,050	\$ 441,090	\$ 483,145
Operations - Actual	268,138	188,839	209,596	197,557	



ENGINEERING
ORGANIZATION CHART



DEPUTIES

Overview:

The Town contracts its law enforcement services with the Cabarrus County Sheriff's Office. The Town currently funds 25 deputies and the County provides two additional deputies. The Town provides select equipment for the deputies and reimburses the Sheriff's Office for salary and benefits, as well as vehicle purchases. The planned expansion of the Harrisburg Division continues into FY2025 with the addition of four deputies, taking the total number of deputies dedicated to the Town to 29.

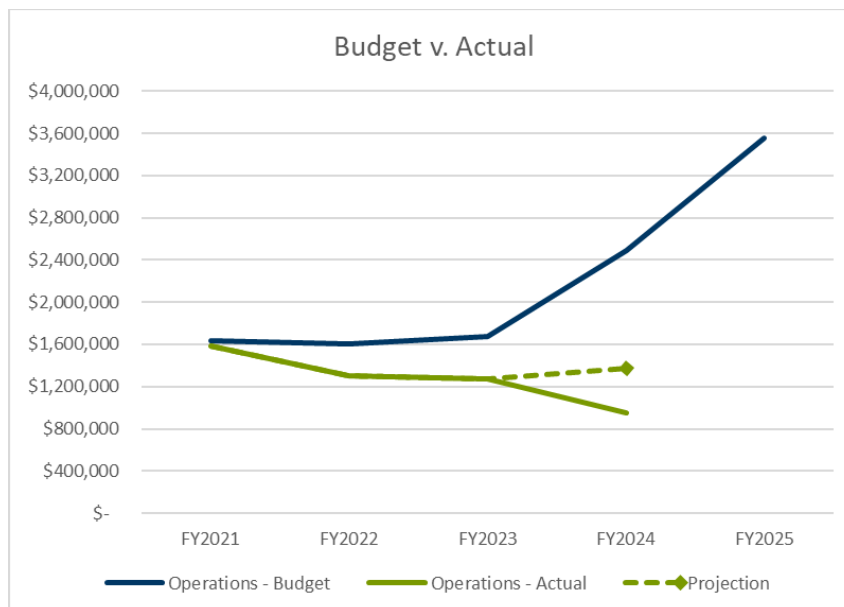
Notable changes:

- \$5,000 – addition of Town-provided increase in department supplies
- \$15,000 – increase in fuel
- \$297,000 – net increase in contract cost for additional four positions (base deputy cost) and changes in average compensation applied to existing positions
- \$52,000 – upgrade of two new positions from base Deputy to Sergeant
- \$22,000 – upgrade of two new positions from base Deputy to Traffic Units
- \$513,500 – increase in existing position salaries

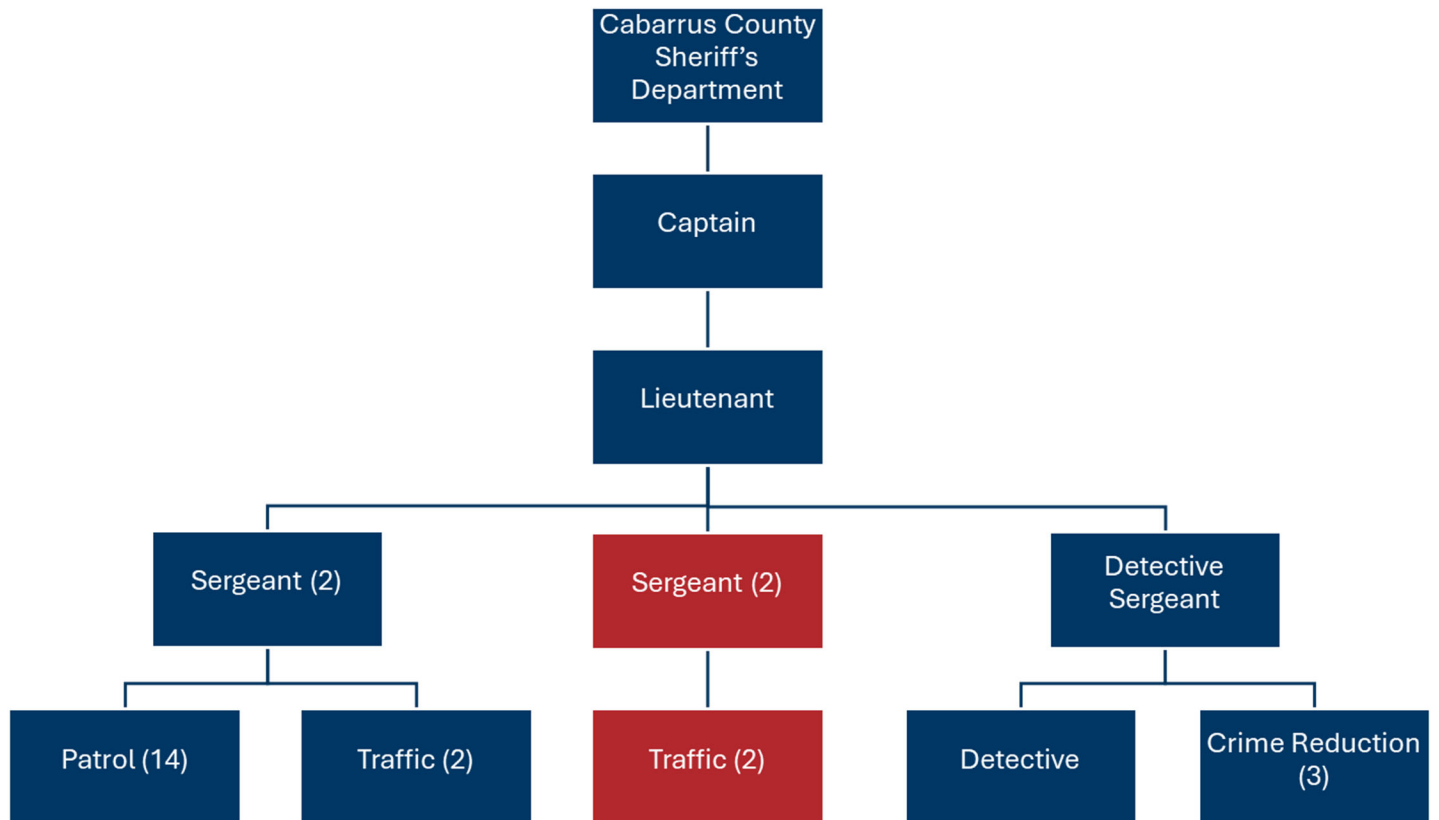
Five-year budgeted expenditures:

DEPUTIES	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
EXPENDITURES					
Employee relations and education	\$ 3,500	\$ 4,500	\$ 2,000	\$ -	\$ -
Supplies and materials	10,150	8,650	11,400	122,319	146,800
Current obligations and services	81,720	86,400	100,300	102,300	132,120
Fixed charges and other services	1,541,050	1,508,900	1,557,600	2,267,200	3,278,800
Capital outlay	68,000	-	437,500	1,165,000	380,000
Total budgeted expenditures	\$ 1,704,420	\$ 1,608,450	\$ 2,108,800	\$ 3,656,819	\$ 3,937,720

	BUDGET V. ACTUAL - OPERATIONS				
	FY2021	FY2022	FY2023	FY2024	FY2025
Operations - Budget	\$ 1,636,420	\$ 1,608,450	\$ 1,671,300	\$ 2,491,819	\$ 3,557,720
Operations - Actual	1,582,021	1,306,673	1,270,634	954,139	



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:

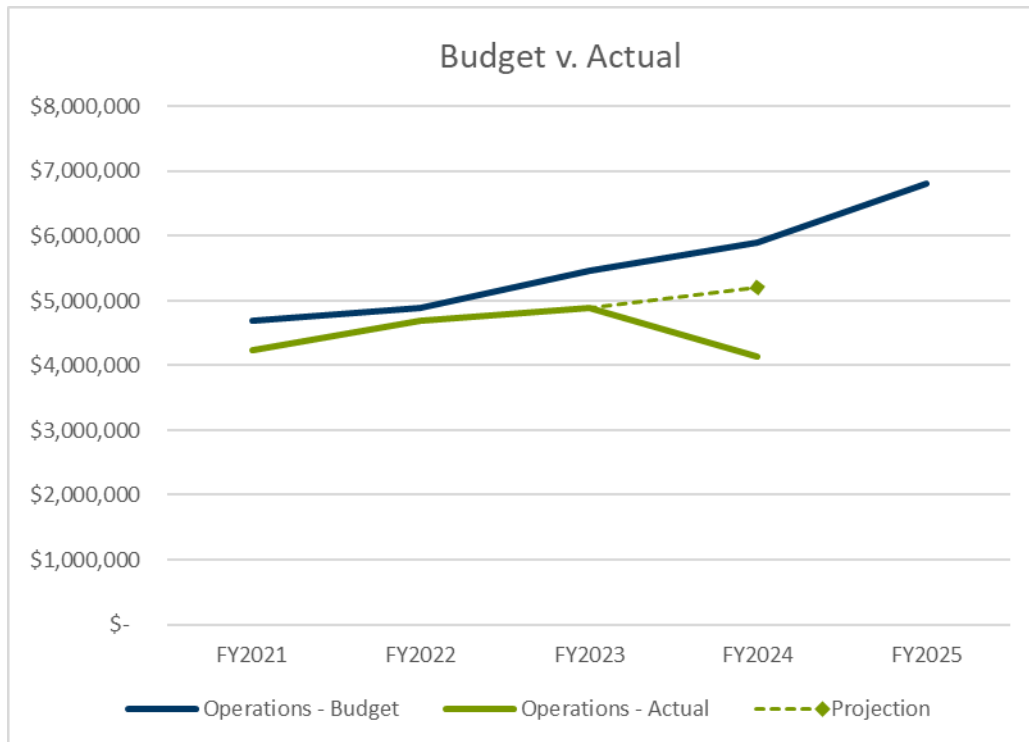
- \$635,400 – addition of salary study implementation inclusive of wages and benefits
- \$17,600 – increase in physicals for existing and new staff members
- \$5,000 – addition of rescue tool replacements
- \$10,200 – increase in PPE replacement and backup gear
- \$5,000 – addition of a fire safety inflatable for public education
- \$13,500 – addition of mattress replacements at Stations #1, 2, and 3
- \$5,000 – addition of annual radio maintenance/repairs
- \$5,500 – addition of vehicle GPS monitoring
- (\$120,000) – decrease in overtime
- (6,500) – decrease in general station maintenance
- (\$6,000) – decrease in fuel

Five-year budgeted expenditures:

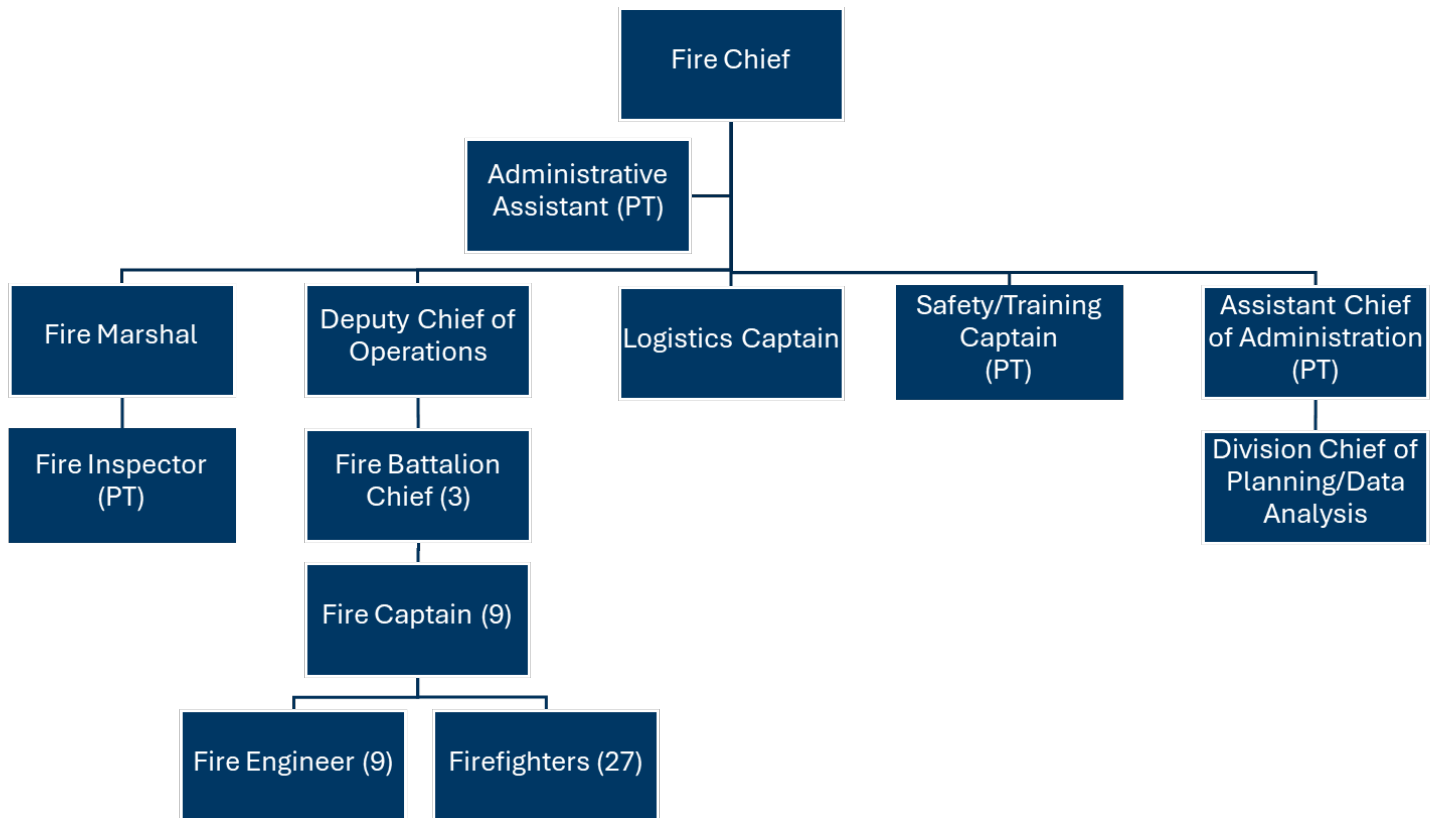
FIRE	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
EXPENDITURES					
Personal services	\$ 3,876,650	\$ 4,015,150	\$ 4,669,600	\$ 5,105,200	\$ 5,966,250
Employee relations and education	81,455	95,144	80,030	96,200	99,150
Supplies and materials	229,225	282,852	163,490	129,740	147,400
Current obligations and services	331,640	376,535	386,247	390,800	401,180
Fixed charges and other services	167,675	124,275	162,490	175,620	203,245
Capital outlay	235,000	1,817,705	304,616	437,000	192,000
Debt service	2,046,300	763,750	913,300	813,850	806,750
Total expenditures	\$ 6,967,945	\$ 7,475,411	\$ 6,679,772	\$ 7,148,410	\$ 7,815,975

	BUDGET V. ACTUAL - OPERATIONS				
	FY2021	FY2022	FY2023	FY2024	FY2025
Operations - Budget	\$ 4,686,645	\$ 4,893,956	\$ 5,461,856	\$ 5,897,560	\$ 6,817,225
Operations - Actual	4,232,288	4,688,389	4,900,162	4,140,108	

FIRE (continued)



FIRE
ORGANIZATION CHART



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POWELL BILL

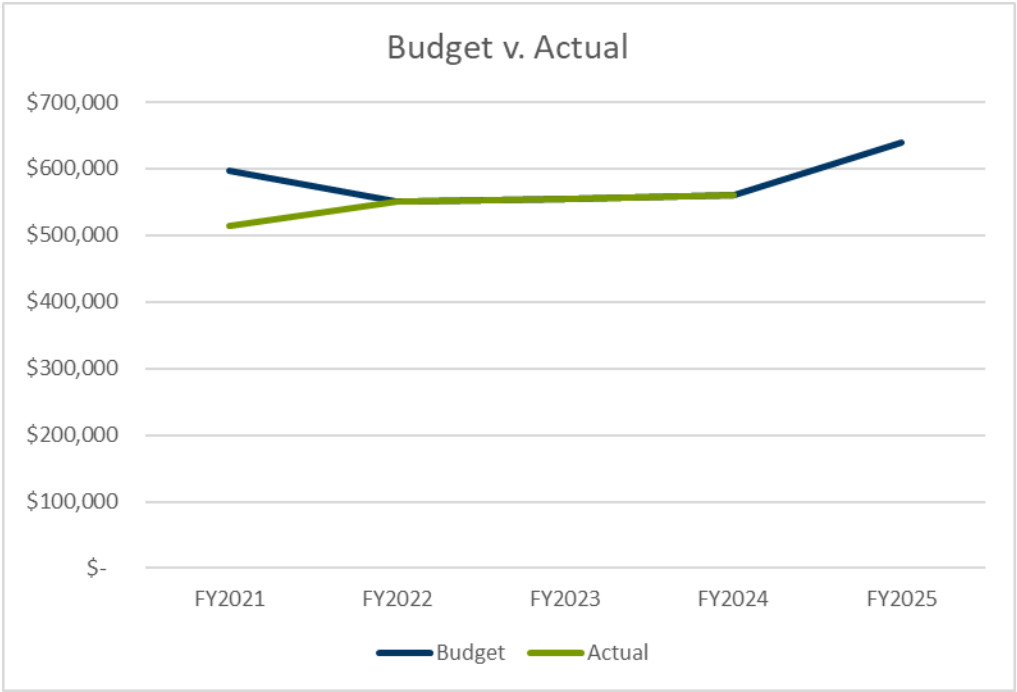
Overview:
Annual Powell Bill distributions are restricted in their use. Municipalities must use funds only for the purposes of maintaining, repairing, constructing, reconstructing, or widening of local streets; or for planning, construction, and maintenance of bikeways and sidewalks along public streets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

- Notable changes:**
- No notable changes

Five-year budgeted expenditures:

POWELL BILL	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
EXPENDITURES					
Supplies and materials	\$ 17,250	\$ -	\$ -	\$ -	\$ -
Current obligations and services	15,000	-	-	-	-
Fixed charges and other services	8,750	-	-	-	-
Capital outlay	555,000	550,500	555,000	560,000	640,000
Total expenditures	\$ 596,000	\$ 550,500	\$ 555,000	\$ 560,000	\$ 640,000

	BUDGET V. ACTUAL				
	FY2021	FY2022	FY2023	FY2024	FY2025
Budget	\$ 596,000	\$ 550,500	\$ 555,000	\$ 560,000	\$ 640,000
Actual	514,518	550,492	555,000	560,000	



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STREETS

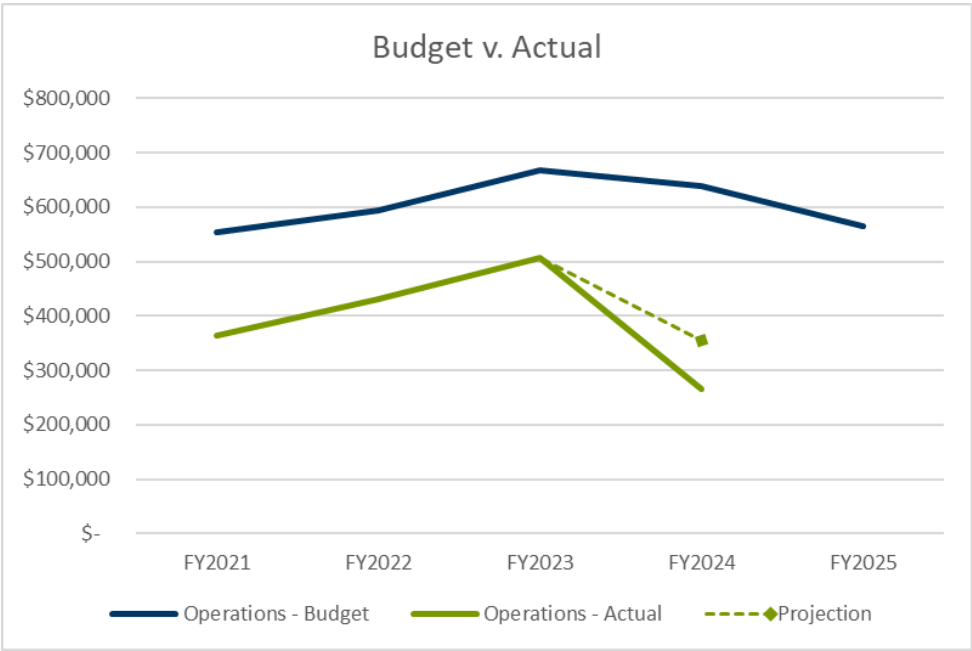
Overview:
Streets expenditures relate to all street-related costs that do not qualify under the Powell Bill program or exceed the funding amounts of that program. These funds will often complement Powell Bill projects to expand the scope of such projects. Other costs in this Department include construction and maintenance of greenways and the Town’s street lighting network.

- Notable changes:**
- \$32,500 – addition of maintenance and repair for greenways
 - \$18,000 – increase in utilities – street lights
 - (\$25,000) – removal of Town Center lighting improvements completed in FY2024
 - (\$56,500) – removal of FY2024 street resurfacing
 - (\$6,400) – removal of Town Hall sign posts completed in FY2024

Five-year budgeted expenditures:

STREETS	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
EXPENDITURES					
Supplies and materials	\$ 2,500	\$ 16,950	\$ 16,950	\$ 18,950	\$ 18,950
Current obligations and services	522,200	472,800	544,052	462,101	386,500
Fixed charges and other services	30,000	104,750	106,325	157,480	158,750
Capital outlay	50,000	1,100,000	300,000	1,194,950	1,213,000
Debt service	47,500	123,000	123,750	121,750	119,500
Total expenditures	\$ 652,200	\$ 1,817,500	\$ 1,091,077	\$ 1,955,231	\$ 1,896,700

	BUDGET V. ACTUAL - OPERATIONS				
	FY2021	FY2022	FY2023	FY2024	FY2025
Operations - Budget	\$ 554,700	\$ 594,500	\$ 667,327	\$ 638,531	\$ 564,200
Operations - Actual	364,723	431,182	507,290	264,955	



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ENVIRONMENTAL PROTECTION

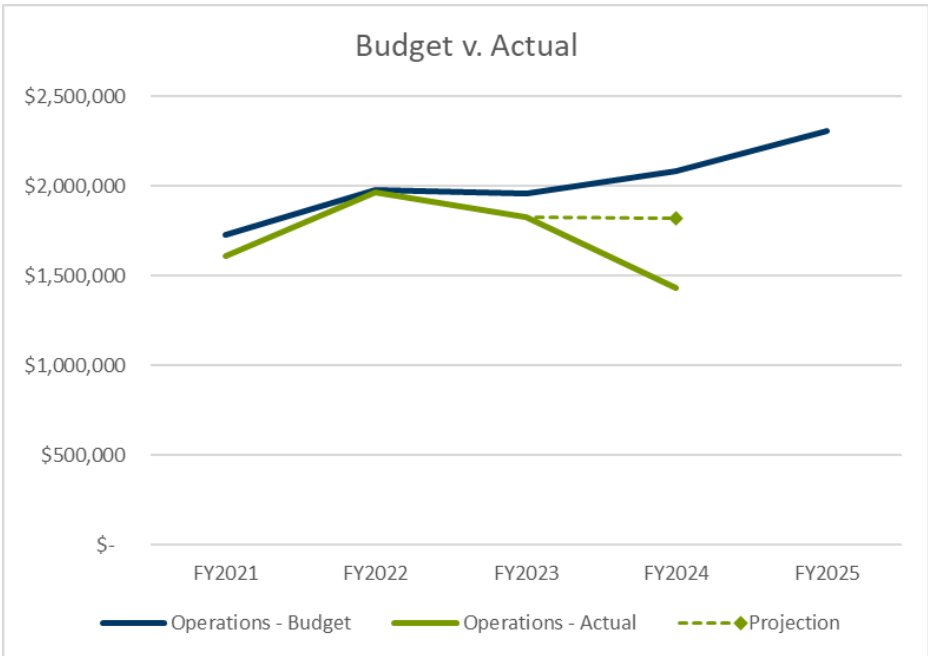
Overview:
The Public Works Department is responsible for the maintenance and upkeep of all Town-owned property and infrastructure, oversight of Town-maintained streets and sidewalks, and sanitation and related services. The Public Works Department also staffs the Water and Sewer and Storm Water Departments.

- Notable changes:**
- \$448,000 – increase in contracted sanitation costs
 - (\$5,800) – reduction in vehicle maintenance and repairs resulting from an insurance claim in FY2024

Five-year budgeted expenditures:

ENVIRONMENTAL PROTECTION	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
EXPENDITURES					
Personal services	\$ 641,700	\$ 693,600	\$ 721,600	\$ 748,350	\$ 526,450
Employee relations and education	3,650	4,150	1,900	4,050	4,050
Supplies and materials	4,850	4,350	4,850	4,850	4,850
Current obligations and services	46,250	53,350	66,750	96,902	89,700
Fixed charges and other services	1,032,250	1,223,525	1,165,100	1,226,730	1,683,610
Capital outlay	477,000	46,000	361,000	159,000	350,000
Total expenditures	\$ 2,205,700	\$ 2,024,975	\$ 2,321,200	\$ 2,239,882	\$ 2,658,660

	BUDGET V. ACTUAL - OPERATIONS				
	FY2021	FY2022	FY2023	FY2024	FY2025
Operations - Budget	\$ 1,728,700	\$ 1,978,975	\$ 1,960,200	\$ 2,080,882	\$ 2,308,660
Operations - Actual	1,608,114	1,961,815	1,826,172	1,428,793	



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BUILDINGS & GROUNDS

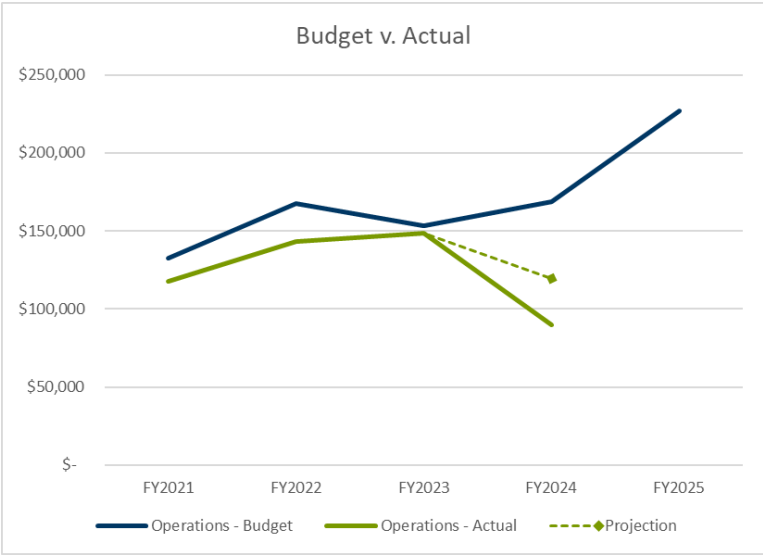
Overview:
The Buildings and Grounds department is responsible for the maintenance and upkeep of Town facilities, including Town Hall, Public Works, and the three Fire Stations. Costs for those maintenance tasks, services provided to those buildings, and utilities are reflected in this Department.

- Notable changes:**
- \$96,660 – Shifted expenses in Town Hall or other shared costs from other Departments to Buildings and Grounds which includes:
 - Printing, copier and postage machine
 - Telephone and Fiber internet
 - Town Center POA dues
 - Town Hall utilities – electric, water, sewer
 - \$50,000 – addition of Christmas lights on Main Street

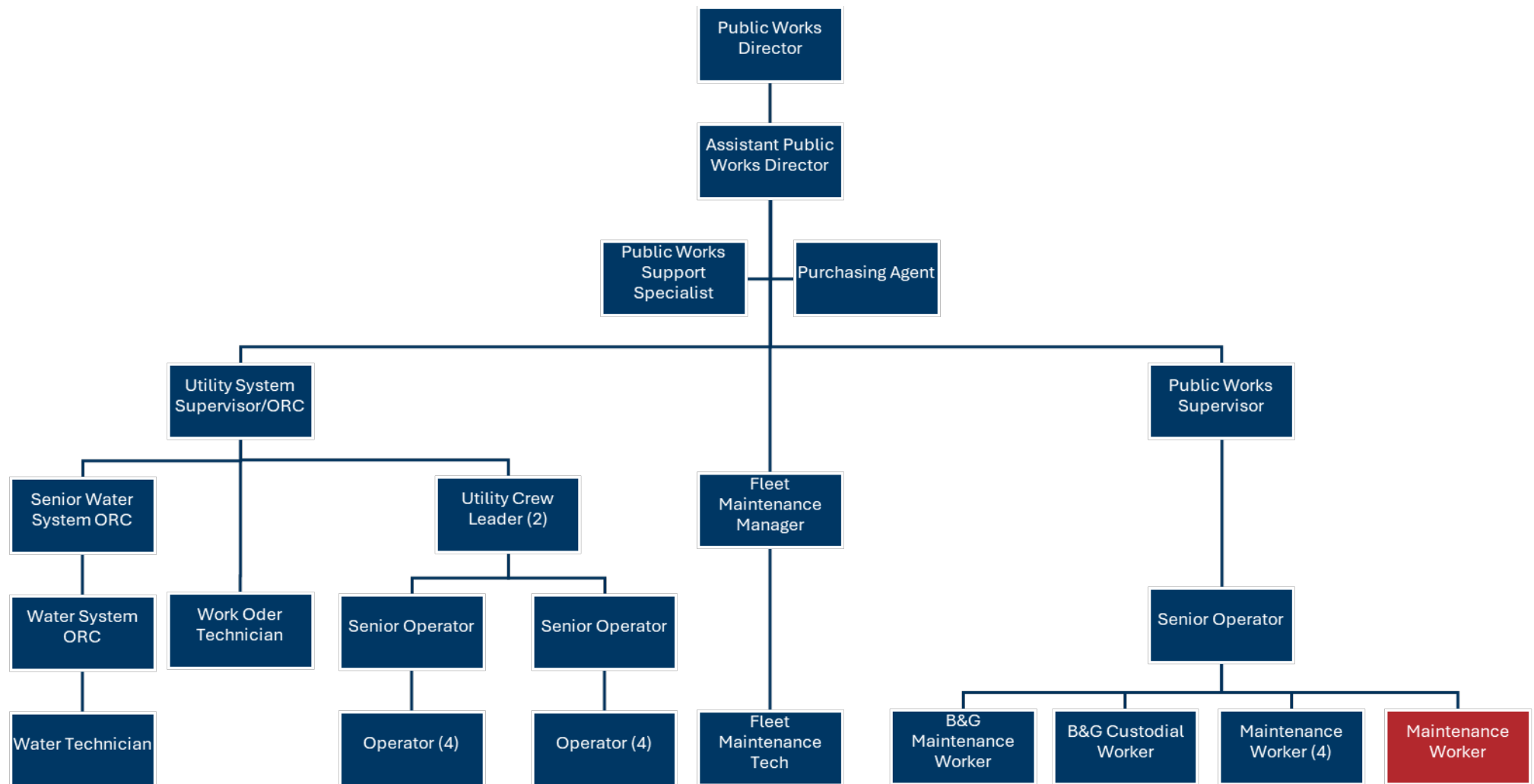
Five-year budgeted expenditures:

BUILDINGS & GROUNDS	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
EXPENDITURES					
Personal services	\$ 54,600	\$ 59,800	\$ 68,700	\$ 73,850	\$ 89,200
Employee relations and education	1,000	1,000	1,000	500	500
Supplies and materials	4,300	2,300	2,400	2,400	6,900
Current obligations and services	70,100	100,390	78,649	91,710	217,310
Fixed charges and other services	2,600	3,910	2,410	300	5,260
Indirect cost allocation	-	-	-	-	(92,500)
Capital outlay	8,000	75,000	5,409	-	75,000
Total expenditures	\$ 140,600	\$ 242,400	\$ 158,569	\$ 168,760	\$ 301,670

	BUDGET V. ACTUAL - OPERATIONS				
	FY2021	FY2022	FY2023	FY2024	FY2025
Operations - Budget	\$ 132,600	\$ 167,400	\$ 153,159	\$ 168,760	\$ 226,670
Operations - Actual	117,608	143,182	148,771	89,512	



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.

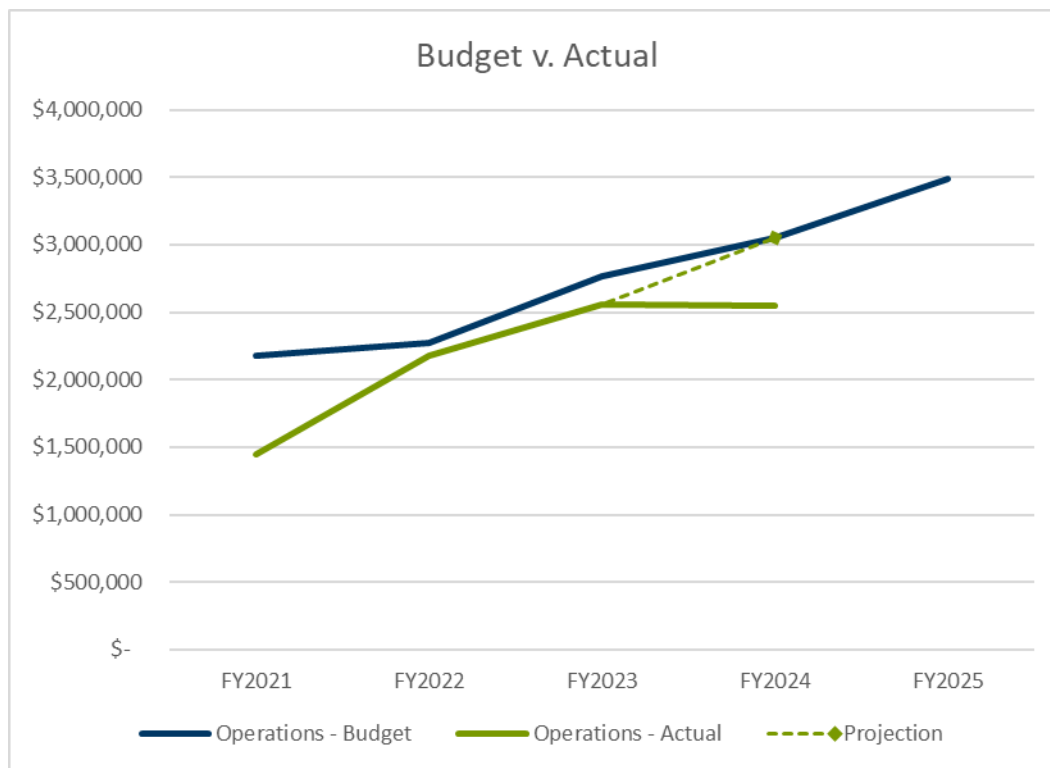
Notable changes:

- \$73,000 – increase in event budgets, including: Christmas tree lighting, Easter, Multicultural, Discover the Burg, Halloween, Concert Series, and the Volunteer appreciation event
- \$120,000 – shifting July 4th Celebration budget from ARPA fund in the previous fiscal year
- \$53,500 – increase in maintenance and repair items including:
 - General supplies
 - Grill replacements at parks
 - Shelter/Fence staining
 - Updated park signage
 - Mulch, sand, and top dressing
- \$20,280 – increase in utilities
- \$54,600 – increase in athletic and program costs including:
 - Adult athletics
 - Programs
 - Baseball
 - Soccer
 - Basketball
- (\$65,000) – removal of Parks Master Plan completed in FY2024

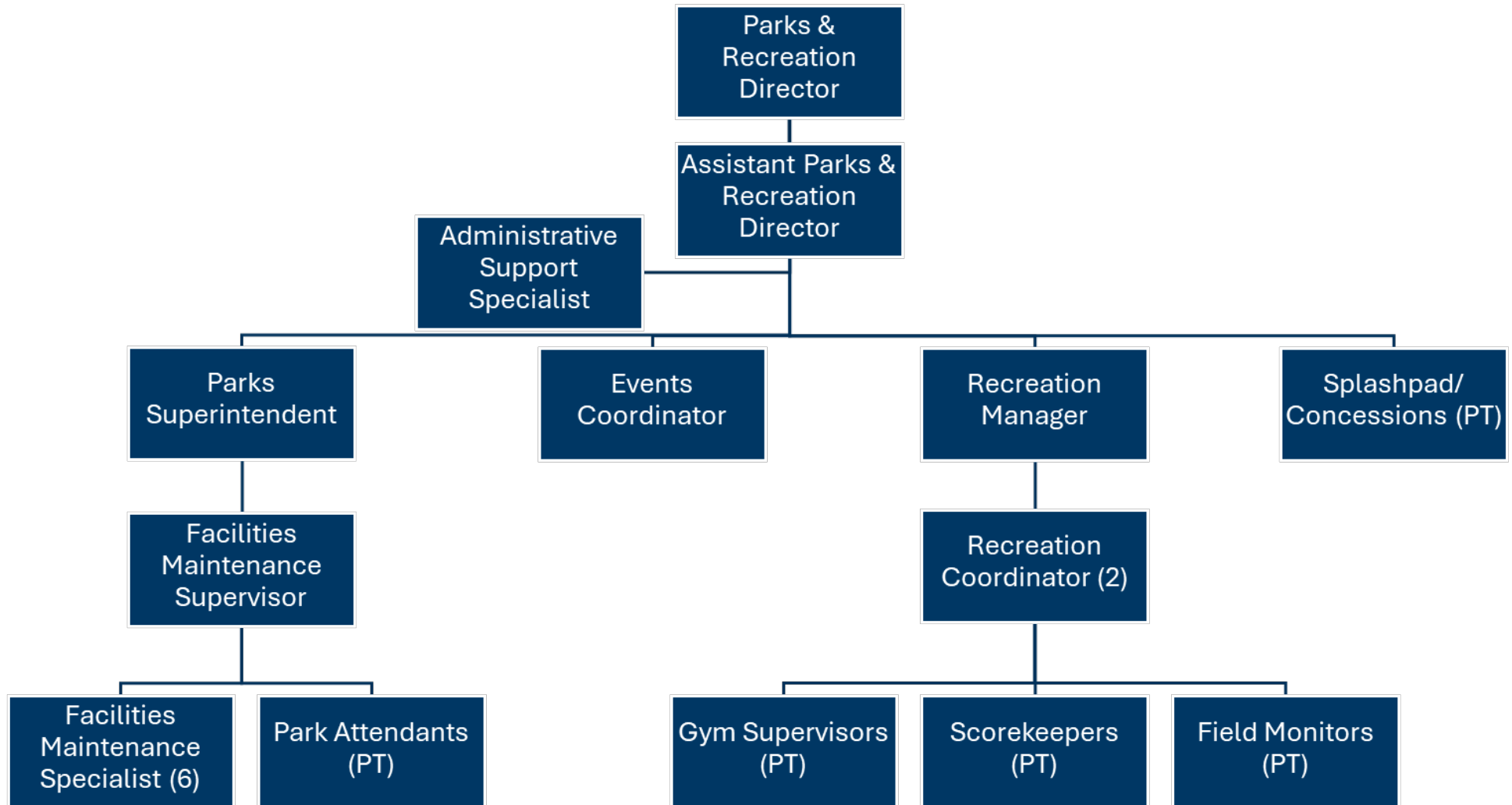
Five-year budgeted expenditures:

PARKS & RECREATION	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
EXPENDITURES					
Personal services	\$ 1,071,200	\$ 1,159,300	\$ 1,337,300	\$ 1,518,050	\$ 1,685,750
Employee relations and education	4,550	3,200	11,450	15,900	19,575
Supplies and materials	90,400	98,197	103,350	108,750	118,510
Current obligations and services	941,040	951,340	1,196,685	1,279,265	1,583,320
Fixed charges and other services	69,275	63,670	119,460	133,120	76,470
Capital outlay	622,885	649,429	709,000	523,840	481,000
Debt service	780,000	764,750	750,750	736,250	721,750
Total expenditures	\$ 3,579,350	\$ 3,689,886	\$ 4,227,995	\$ 4,315,175	\$ 4,686,375

	BUDGET V. ACTUAL - OPERATIONS				
	FY2021	FY2022	FY2023	FY2024	FY2025
Operations - Budget	\$ 2,176,465	\$ 2,275,707	\$ 2,768,245	\$ 3,055,085	\$ 3,483,625
Operations - Actual	1,446,889	2,176,503	2,554,000	2,544,442	

PARKS & RECREATION (continued)

PARKS & RECREATION
ORGANIZATION CHART



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NON-DEPARTMENTAL

Overview:

This section includes transfers, or savings dedicated to future capital expenses, and contingency funds that are not listed in specific departments. The non-departmental category will also contain employee benefit expenses for the costs associated with the Daycare and Elderly Care, scholarships, and adoption and fertility assistance programs. Given the variable and unknown nature of these reimbursements, it is not practical to budget within employees' respective departments until the claim has been submitted.

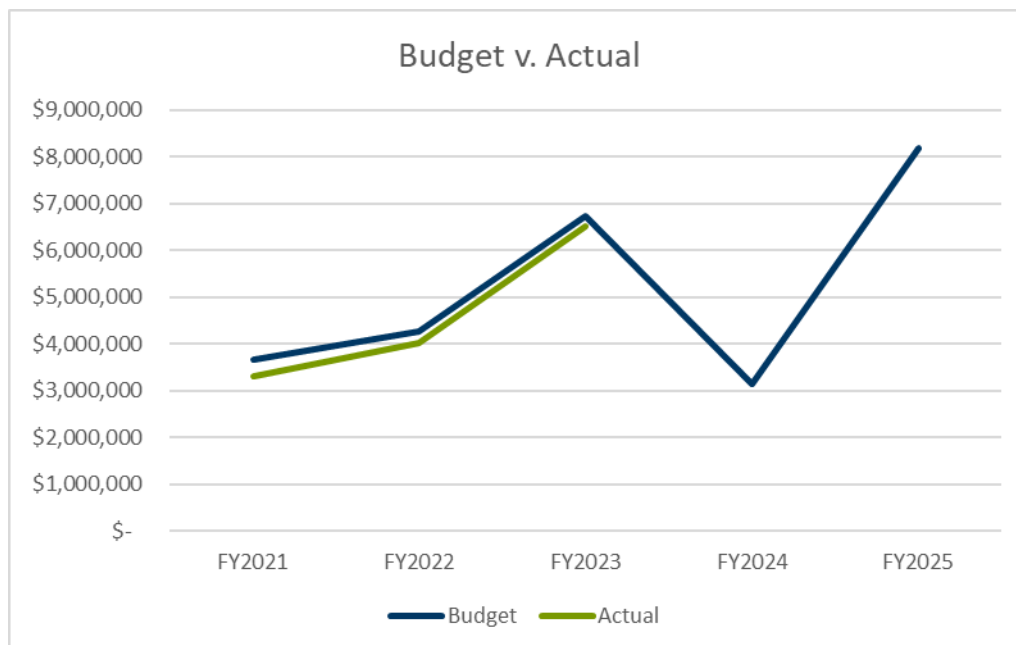
Notable changes:

- \$100,000 – Employee benefit programs
- \$80,000 – Transfer to ISF-Health Reimbursement Account
- \$1,902,823 – Transfers to GF Capital Reserve Fund based on fund balance growth
- \$5,350,597 – Transfers to GF Capital Reserve Fund based on 40% fund balance policy
- \$750,000 – Remaining contingency for the General Fund, currently undedicated to any particular purpose

Five-year budgeted expenditures:

NON-DEPARTMENTAL	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
EXPENDITURES					
Employee Benefits	\$ -	\$ -	\$ -	\$ -	\$ 100,000
Transfers	3,320,821	4,050,290	6,546,805	2,725,335	7,338,420
Contingency	341,455	212,390	193,000	410,500	750,000
Total expenditures	\$ 3,662,276	\$ 4,262,680	\$ 6,739,805	\$ 3,135,835	\$ 8,188,420

	BUDGET V. ACTUAL - OPERATIONS				
	FY2021	FY2022	FY2023	FY2024	FY2025
Budget	\$ 3,662,276	\$ 4,262,680	\$ 6,739,805	\$ 3,135,835	\$ 8,188,420
Actual	3,308,110	4,013,050	6,500,000		



CAPITAL RESERVE FUND – GENERAL FUND

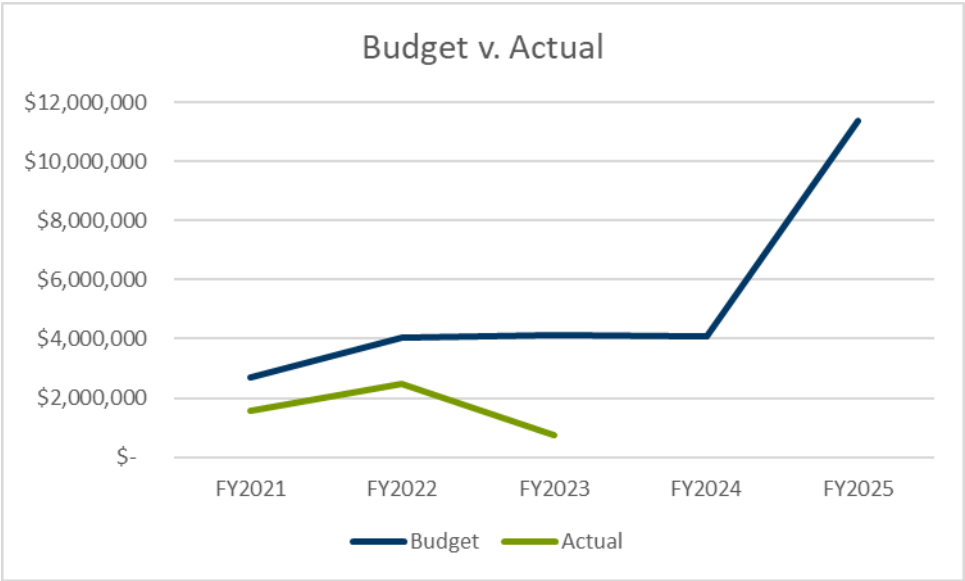
Overview:
This Fund’s only expense is to transfer funds to the General Fund or governmental capital projects funds to cover the costs of capital outlay.

- Notable changes:**
- \$11,383,000 – Transfer to the General Fund for capital projects

Five-year budgeted expenditures:

CAPITAL RESERVE FUND - GF	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
EXPENDITURES					
Transfers	\$ 2,691,000	\$ 4,043,900	\$ 4,126,900	\$ 4,094,000	\$ 11,383,000
Total expenditures	\$ 2,691,000	\$ 4,043,900	\$ 4,126,900	\$ 4,094,000	\$ 11,383,000

	BUDGET V. ACTUAL				
	FY2021	FY2022	FY2023	FY2024	FY2025
Budget	\$ 2,691,000	\$ 4,043,900	\$ 4,126,900	\$ 4,094,000	\$ 11,383,000
Actual	1,571,805	2,489,287	760,157		



CAPITAL RESERVE FUND – ECONOMIC DEVELOPMENT

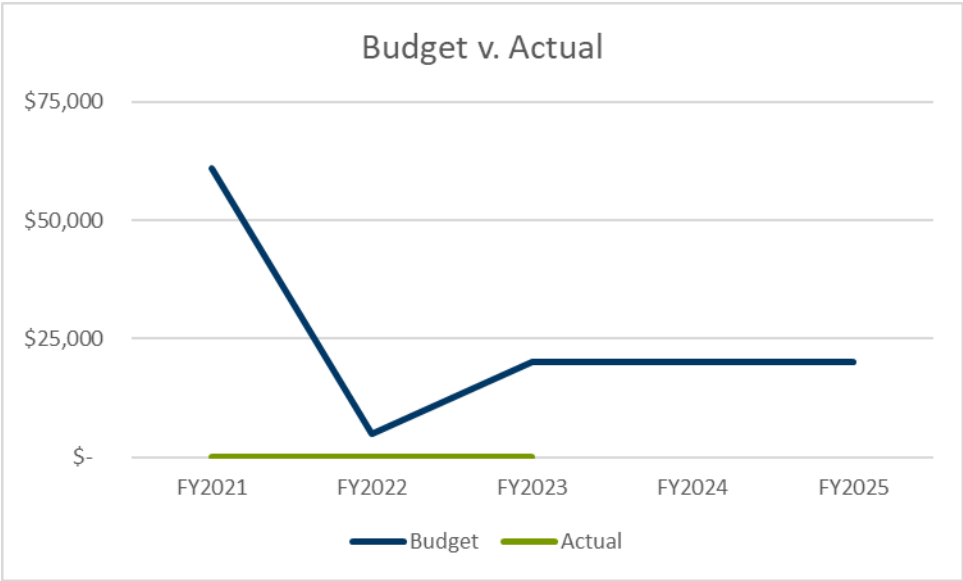
Overview:
This Fund was established to provide a mechanism to house funds designated for economic development initiatives and/or incentives. As projects are identified that meet these needs, funds will be transferred to the General Fund.

- Notable changes:**
- No notable changes

Five-year budgeted expenditures:

CAPITAL RESERVE FUND - ECON DEV.	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
EXPENDITURES					
Transfers	\$ 61,000	\$ 5,000	\$ 20,000	\$ 20,000	\$ 20,000
Total expenditures	\$ 61,000	\$ 5,000	\$ 20,000	\$ 20,000	\$ 20,000

	BUDGET V. ACTUAL				
	FY2021	FY2022	FY2023	FY2024	FY2025
Budget	\$ 61,000	\$ 5,000	\$ 20,000	\$ 20,000	\$ 20,000
Actual	-	-	-		



CAPITAL PROJECTS FUND – GENERAL GOVERNMENT

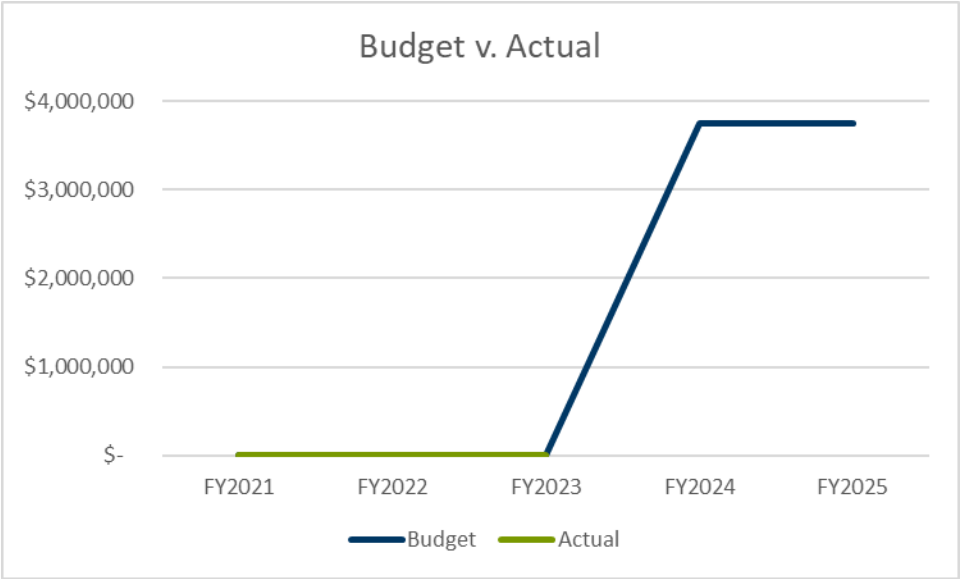
Overview:
This Fund was established to account for the costs associated with capital projects that span multiple years relating to the general government. Beginning in FY2024, the design and construction of Town Hall is shown in this fund. This project is split 50% with the Water & Sewer Fund.

- Notable changes:**
- No notable changes

Five-year budgeted expenditures:

CAPITAL PROJECTS FUND - GEN. GOV.	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
EXPENDITURES					
Fixed charges and other services	\$ -	\$ -	\$ -	\$ 300,000	\$ 300,000
Capital outlay	-	-	-	3,450,000	3,450,000
Total expenditures	\$ -	\$ -	\$ -	\$ 3,750,000	\$ 3,750,000

	BUDGET V. ACTUAL				
	FY2021	FY2022	FY2023	FY2024	FY2025
Budget	\$ -	\$ -	\$ -	\$ 3,750,000	\$ 3,750,000
Actual	-	-	-		



CAPITAL PROJECTS FUND – PUBLIC SAFETY

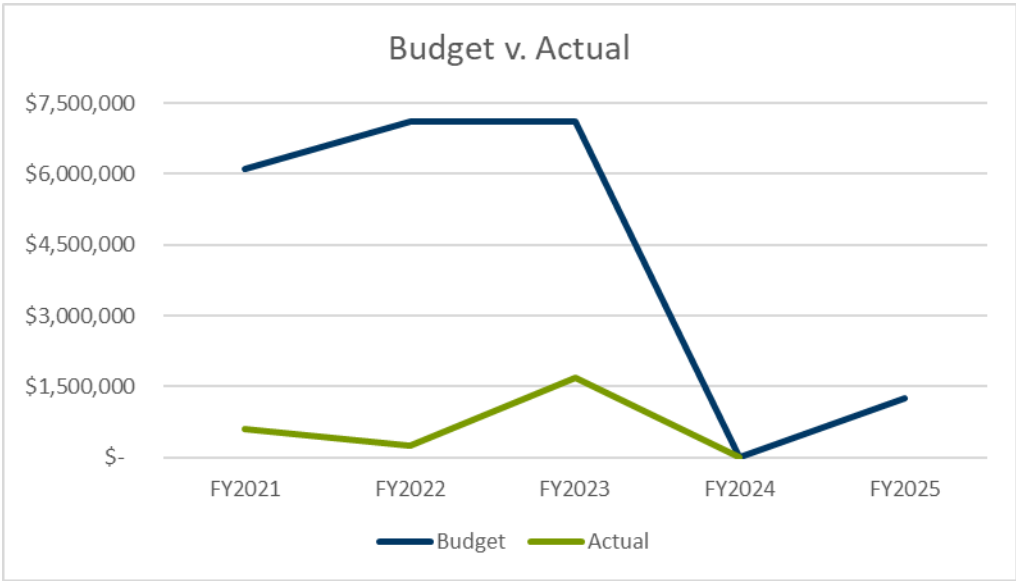
Overview:
This Fund was established to account for the costs associated with capital projects that span multiple years relating to Public Safety. For FY2025, a project has been established for the purchase of a pumper fire engine, which can take 12-24 months from the time it is ordered to be built and delivered.

- Notable changes:**
- \$1,250,000 – Addition of replacement Pumper Fire Engine

Five-year budgeted expenditures:

CAPITAL PROJECTS FUND - PUBLIC SAFETY	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
EXPENDITURES					
Fixed charges and other services	\$ 300,000	\$ 300,000	\$ 300,000	\$ -	\$ -
Capital outlay	5,815,000	6,800,000	6,800,000	-	1,250,000
Total expenditures	\$ 6,115,000	\$ 7,100,000	\$ 7,100,000	\$ -	\$ 1,250,000

	BUDGET V. ACTUAL				
	FY2021	FY2022	FY2023	FY2024	FY2025
Budget	\$ 6,115,000	\$ 7,100,000	\$ 7,100,000	\$ -	\$ 1,250,000
Actual	613,745	251,478	1,676,271	-	



CAPITAL PROJECTS FUND – TRANSPORTATION

Overview:

This Fund was established to account for the costs associated with 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. Beginning in FY2024, the design and construction costs for multiple federal grants totaling approximately \$13.9M are included in this fund. These grants will help the Town construct additional sidewalks, a road extension, and aesthetic and operational improvements to Highway 49. The FY2025 budget accounts for several locally funded projects including the Harrisburg Rail Trail and Greenway, lighting improvements along Highway 49, and a roundabout at the intersection of Roberta Rd. and Main St.

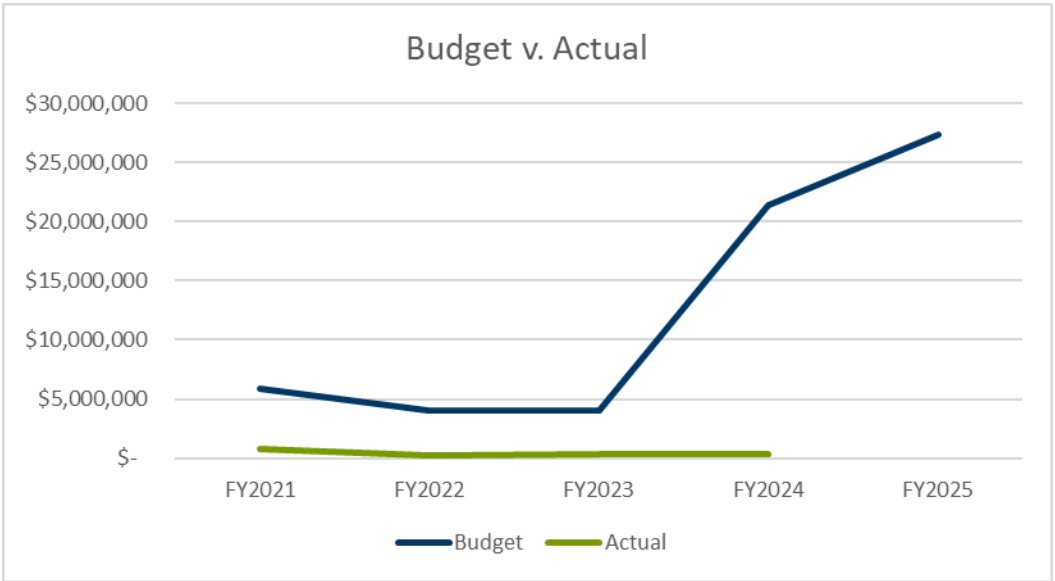
Notable changes:

- \$2,087,000 – addition of Harrisburg Rail Trail and Greenway
- \$600,000 – addition of Highway 49 Lighting upgrades
- \$3,305,800 – addition of Roberta Rd. and Main St. roundabout

Five-year budgeted expenditures:

CAPITAL PROJECTS FUND - TRANSPORTATION	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
EXPENDITURES					
Fixed charges and other services	\$ 635,000	\$ 535,000	\$ 560,000	\$ 5,932,000	\$ 6,630,000
Capital outlay	5,284,000	3,465,000	3,440,000	15,431,000	20,725,800
Total expenditures	\$ 5,919,000	\$ 4,000,000	\$ 4,000,000	\$ 21,363,000	\$ 27,355,800

	BUDGET V. ACTUAL				
	FY2021	FY2022	FY2023	FY2024	FY2025
Budget	\$ 5,919,000	\$ 4,000,000	\$ 4,000,000	\$ 21,363,000	\$ 27,355,800
Actual	735,179	261,215	333,716	307,437	



CAPITAL PROJECTS FUND – RECREATION

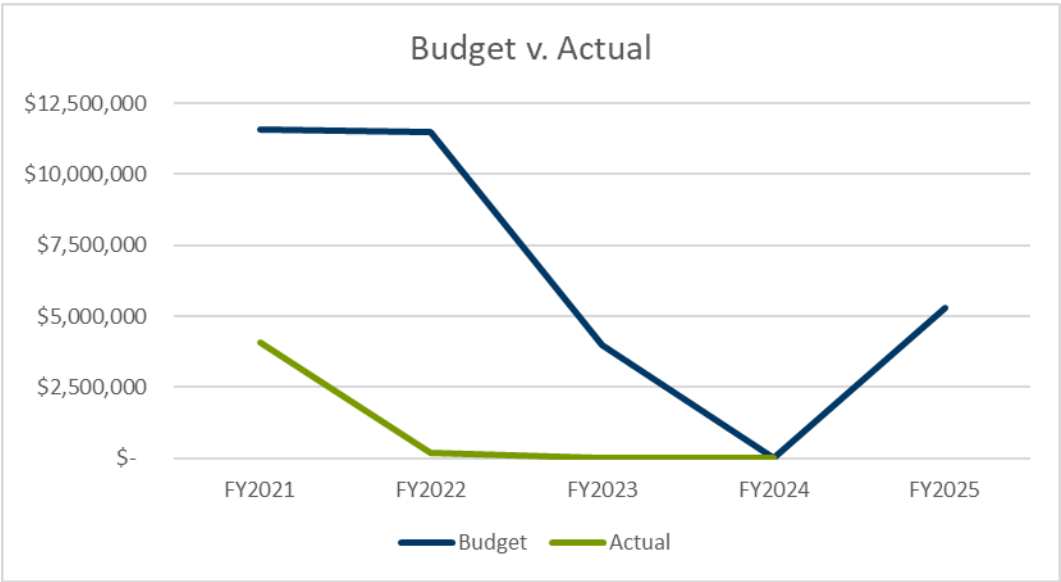
Overview:
This Fund was established to account for the costs associated with capital projects that span multiple years relating to Recreation. For FY2025, projects have been established to allow for the purchase of land adjacent to Harrisburg Park and elsewhere in Town for a future park. Other projects include improvements made to Veterans Park, Restroom Facility at Holcomb Woods, and a parking lot expansion at Stallings Park.

- Notable changes:**
- \$210,000 – addition of Holcomb Woods Restroom Facility
 - \$370,000 – addition of Veterans Park Improvements
 - \$200,000 – addition of Parking Lot expansion at Stallings Park
 - \$4,500,000 – addition of land acquisition costs for park expansions

Five-year budgeted expenditures:

CAPITAL PROJECTS FUND - RECREATION	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
EXPENDITURES					
Fixed charges and other services	\$ 540,000	\$ 540,000	\$ -	\$ -	\$ 20,000
Capital outlay	11,033,000	10,933,000	4,000,000	-	5,260,000
Total expenditures	\$ 11,573,000	\$ 11,473,000	\$ 4,000,000	\$ -	\$ 5,280,000

	BUDGET V. ACTUAL				
	FY2021	FY2022	FY2023	FY2024	FY2025
Budget	\$ 11,573,000	\$ 11,473,000	\$ 4,000,000	\$ -	\$ 5,280,000
Actual	4,092,129	168,306	-	-	



CAPITAL PROJECTS FUND – ECONOMIC DEVELOPMENT

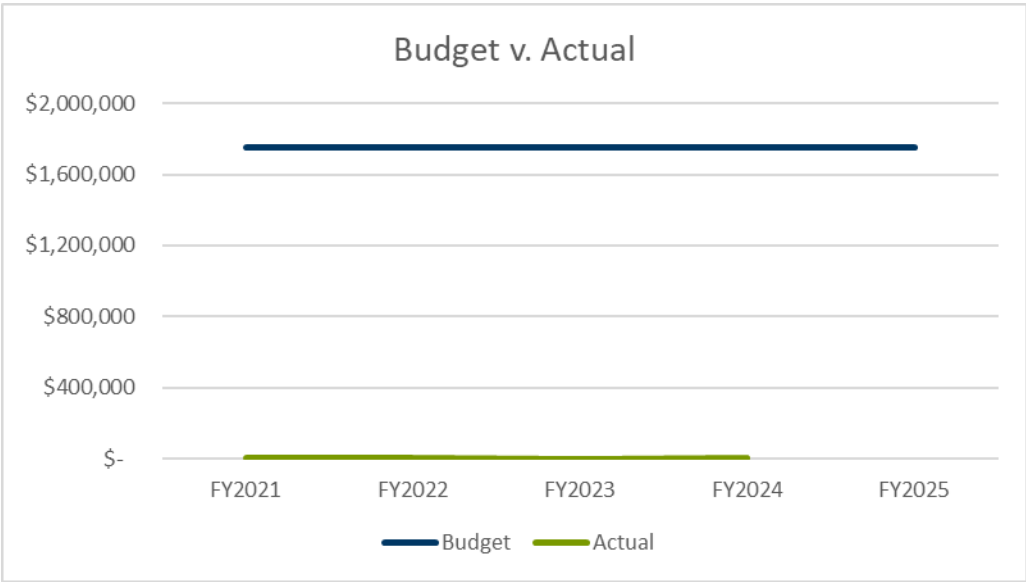
Overview:
This fund was established to account for the costs associated with the construction of the Harrisburg Train Station.

- Notable changes:**
- No notable changes

Five-year budgeted expenditures:

CAPITAL PROJECTS FUND - ECON DEV.	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
EXPENDITURES					
Capital outlay	\$ 1,750,000	\$ 1,750,000	\$ 1,750,000	\$ 1,750,000	\$ 1,750,000
Total expenditures	\$ 1,750,000	\$ 1,750,000	\$ 1,750,000	\$ 1,750,000	\$ 1,750,000

	BUDGET V. ACTUAL				
	FY2021	FY2022	FY2023	FY2024	FY2025
Budget	\$ 1,750,000	\$ 1,750,000	\$ 1,750,000	\$ 1,750,000	\$ 1,750,000
Actual	50	350	-	400	



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:

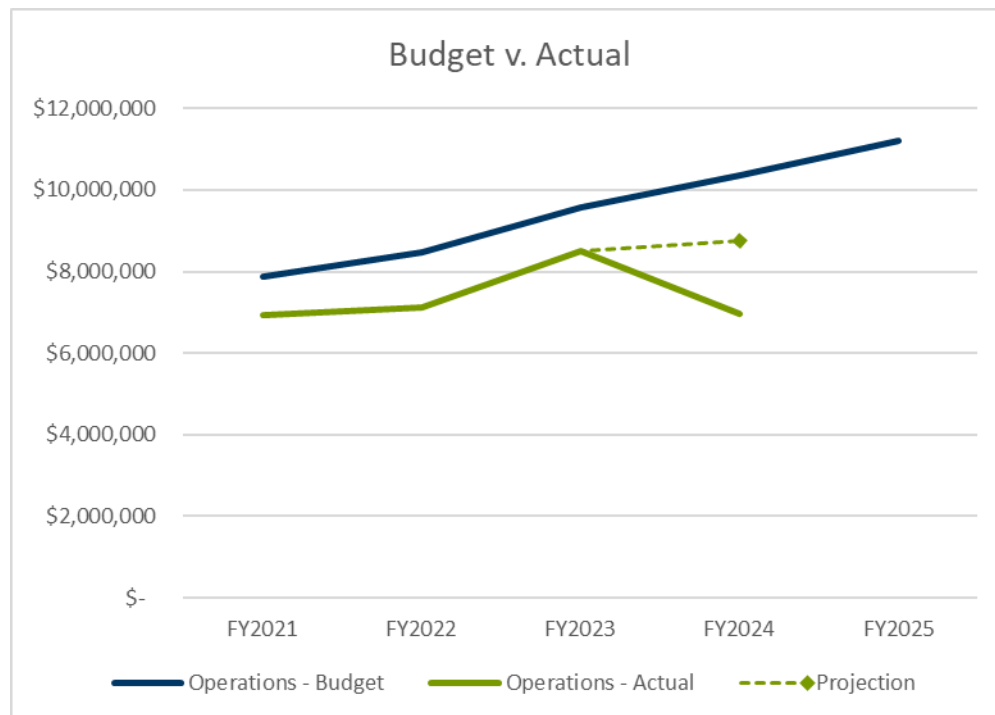
- \$63,375 – addition of Maintenance Worker position (cost only reflects Water Sewer-portion only)
- \$74,000 – increase in new and replacement smart water meters
- \$43,000 – increase in utility billing software and credit card processing fees
- \$25,000 – addition of Well #3 upgrade
- \$198,000 – increase in water purchases
- \$354,200 – increase in sewer treatment (rate increase)
- \$6,200 – addition of UCMR5 water sampling
- \$8,300 – increase in insurance costs
- (\$23,000) – reduction in vehicle repairs from a FY2024 insurance claim
- (\$400,000) – removal of water model and asset inventory projects from FY2024
- (\$495,000) – reduction in debt service due to paying off a loan in FY2024
- Capital outlay includes:
 - \$100,000 – Abbington Generator replacement
 - \$45,000 – Trench Roller Equipment
 - \$35,000 – Replace shop Air Compressor
 - \$600,000 – Replace Sewer Jetter truck
 - \$25,000 – Kamstrup Meter Collection Antenna
 - \$170,000 – Replacement Freightliner Dump Truck
 - \$70,000 – Replace Water Technician Truck
 - \$75,000 – Town Hall Generator (50% GF)

WATER AND SEWER FUND (continued)

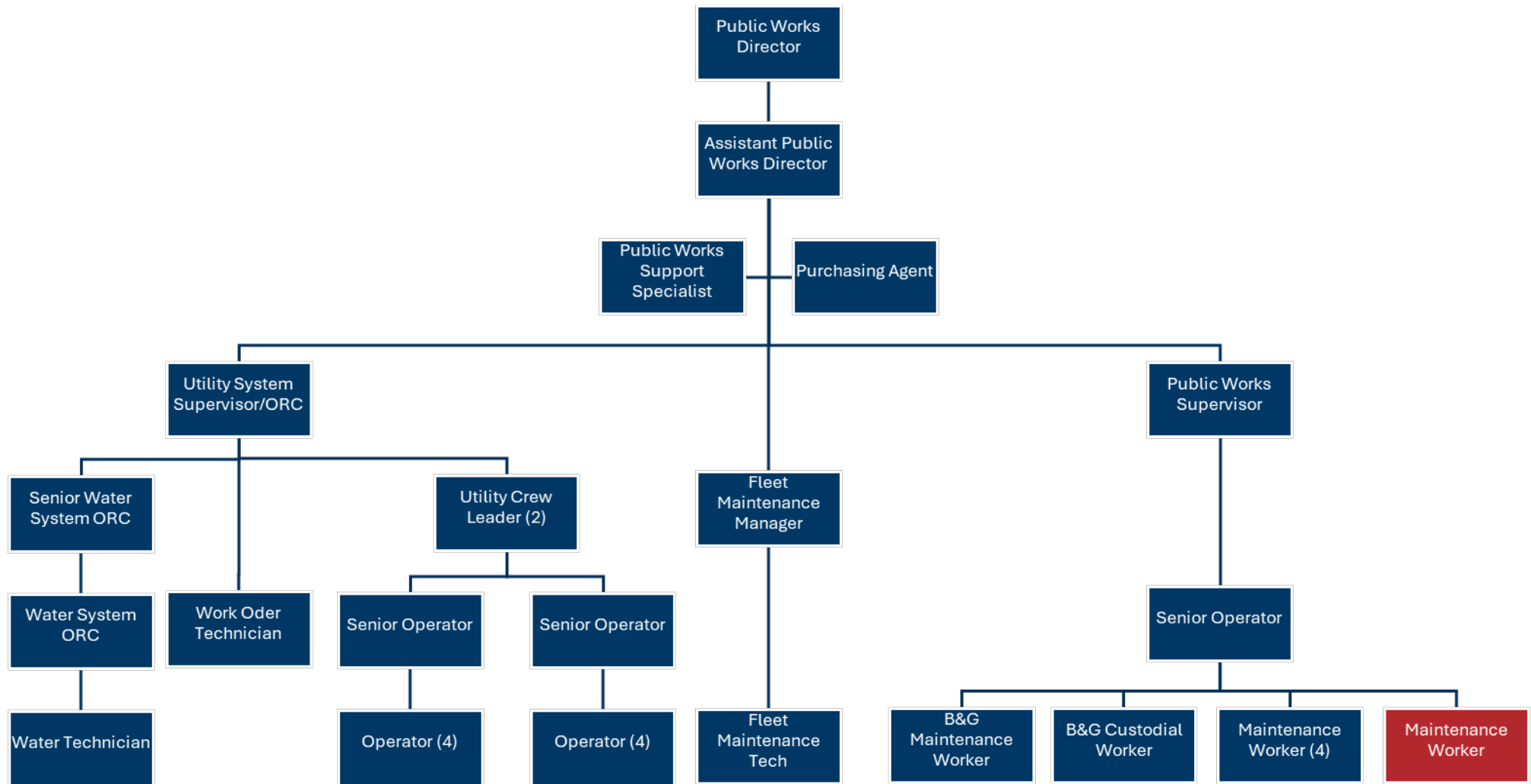
Five-year budgeted expenditures:

WATER AND SEWER	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
EXPENDITURES					
Personal services	\$ 2,407,100	\$ 2,464,900	\$ 3,008,000	\$ 3,246,300	\$ 3,892,650
Employee relations and education	19,550	15,050	13,900	27,950	33,000
Supplies and materials	336,850	356,895	347,880	322,214	344,950
Current obligations and services	4,446,330	5,072,960	5,410,894	5,509,316	6,164,480
Fixed charges and other services	379,800	261,606	503,580	894,850	417,610
Indirect cost allocation	278,551	288,135	291,070	344,465	348,720
Capital outlay	627,000	602,799	450,500	893,826	1,120,000
Debt service	9,372,200	2,192,550	1,965,750	1,956,300	1,445,250
Transfers	1,450,526	1,859,464	601,550	870,095	1,575,600
Contingency	103,893	252,456	305,200	541,500	336,000
Total expenditures	\$ 19,421,800	\$ 13,366,816	\$ 12,898,324	\$ 14,606,817	\$ 15,678,260

	BUDGET V. ACTUAL - OPERATIONS				
	FY2021	FY2022	FY2023	FY2024	FY2025
Operations - Budget	\$ 7,868,181	\$ 8,459,546	\$ 9,575,324	\$ 10,345,095	\$ 11,201,410
Operations - Actual	6,927,784	7,115,711	8,515,069	6,975,543	



**WATER AND SEWER
ORGANIZATION CHART**



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CAPITAL RESERVE FUND – WATER AND SEWER

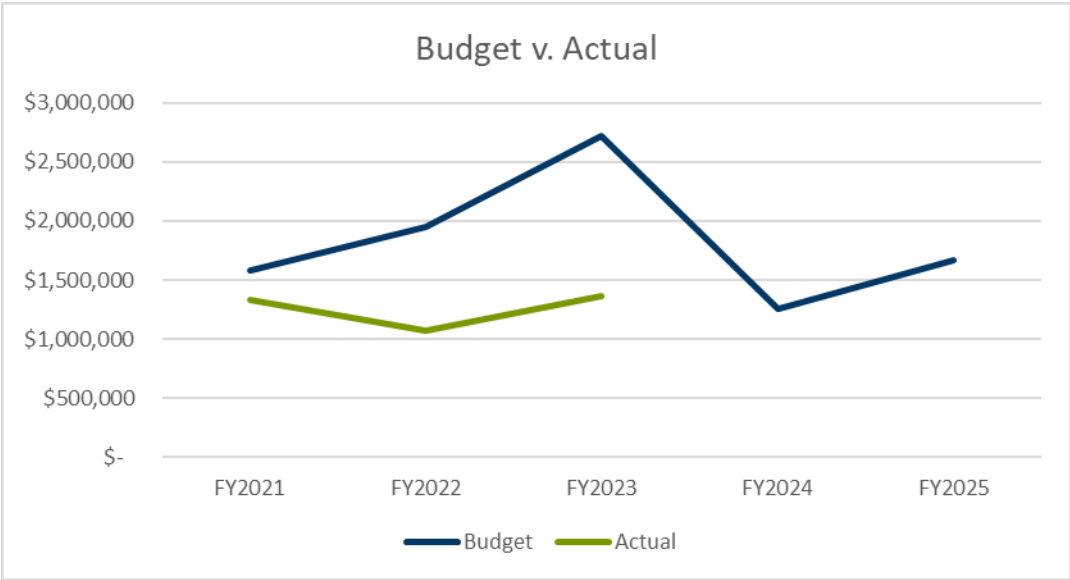
Overview:
This fund’s only expenses are to transfer funds to the Water and Sewer Fund and Capital Projects Fund – Water and Sewer to cover the costs of capital outlay.

- Notable changes:**
- \$1,670,000 –Transfers for capital outlay and projects

Five-year budgeted expenditures:

CAPITAL RESERVE FUND - WATER & SEWER	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
EXPENDITURES					
Transfers	\$ 1,587,350	\$ 1,954,000	\$ 2,725,000	\$ 1,252,000	\$ 1,670,000
Total expenditures	\$ 1,587,350	\$ 1,954,000	\$ 2,725,000	\$ 1,252,000	\$ 1,670,000

	BUDGET V. ACTUAL				
	FY2021	FY2022	FY2023	FY2024	FY2025
Budget	\$ 1,587,350	\$ 1,954,000	\$ 2,725,000	\$ 1,252,000	\$ 1,670,000
Actual	1,333,843	1,074,702	1,369,689		



CAPITAL RESERVE FUND – WATER AND SEWER – EXPANSION

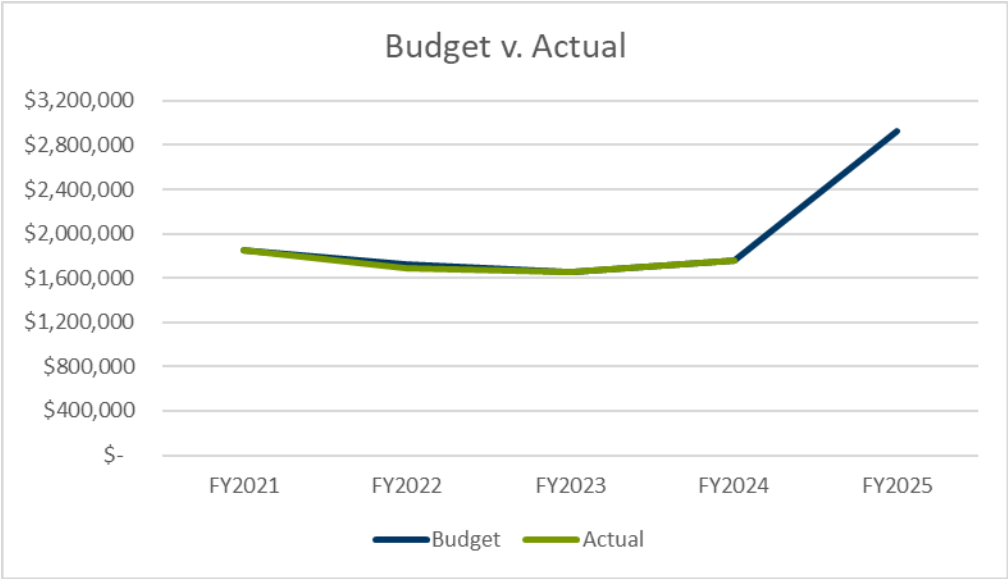
Overview:
This fund’s only expense is to transfer funds to the Water and Sewer Fund and the Capital Projects Fund – Water and Sewer to cover the costs of capital outlay and debt service for expansion-related projects.

- Notable changes:**
- \$2,925,000 – Transfers to Water and Sewer Fund for capital purchases and debt service payments relating to water and sewer expansion projects

Five-year budgeted expenditures:

CAPITAL RESERVE FUND - WSF - EXPANSION	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
EXPENDITURES					
Transfers	\$ 1,850,500	\$ 1,729,000	\$ 1,650,750	\$ 1,755,000	\$ 2,925,000
Total expenditures	\$ 1,850,500	\$ 1,729,000	\$ 1,650,750	\$ 1,755,000	\$ 2,925,000

	BUDGET V. ACTUAL				
	FY2021	FY2022	FY2023	FY2024	FY2025
Budget	\$ 1,850,500	\$ 1,729,000	\$ 1,650,750	\$ 1,755,000	\$ 2,925,000
Actual	1,850,000	1,688,945	1,650,750	1,755,000	



CAPITAL PROJECTS FUND – WATER AND SEWER

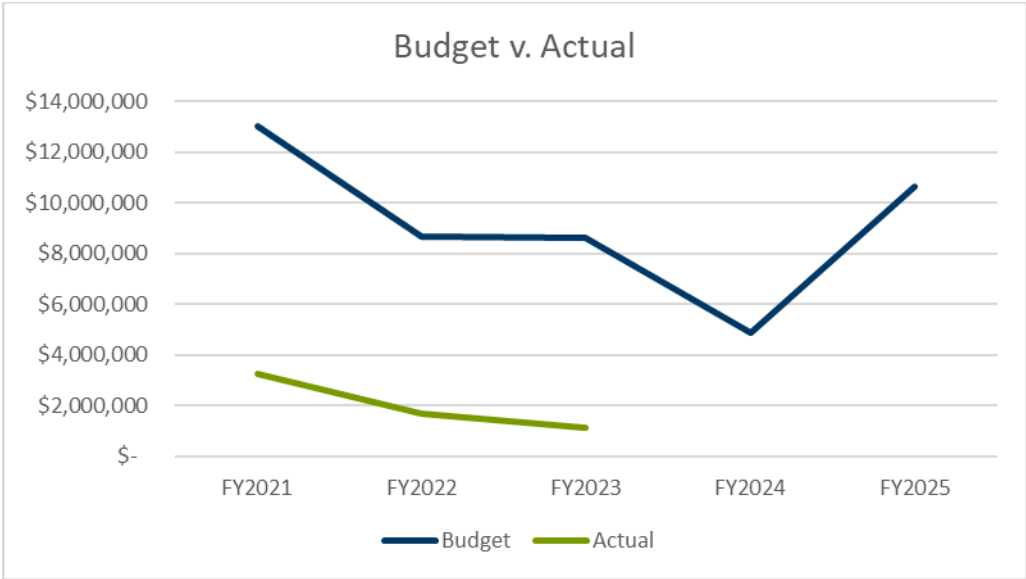
Overview:
This fund was established to account for the costs associated with capital projects that span multiple years relating to water and sewer.

- Notable changes:**
- \$5,777,780 – addition of Cabarrus Woods waterline project

Five-year budgeted expenditures:

CAPITAL PROJECTS FUND - WATER AND SEWER	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
EXPENDITURES					
Fixed charges and other services	\$ 2,127,000	\$ 1,255,000	\$ 1,375,000	\$ 450,000	\$ 931,480
Capital outlay	10,912,000	7,411,000	7,231,000	4,400,000	9,696,300
Total expenditures	\$ 13,039,000	\$ 8,666,000	\$ 8,606,000	\$ 4,850,000	\$ 10,627,780

	BUDGET V. ACTUAL				
	FY2021	FY2022	FY2023	FY2024	FY2025
Budget	\$ 13,039,000	\$ 8,666,000	\$ 8,606,000	\$ 4,850,000	\$ 10,627,780
Actual	3,275,374	1,705,269	1,135,281		



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STORM WATER FUND

Overview:

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

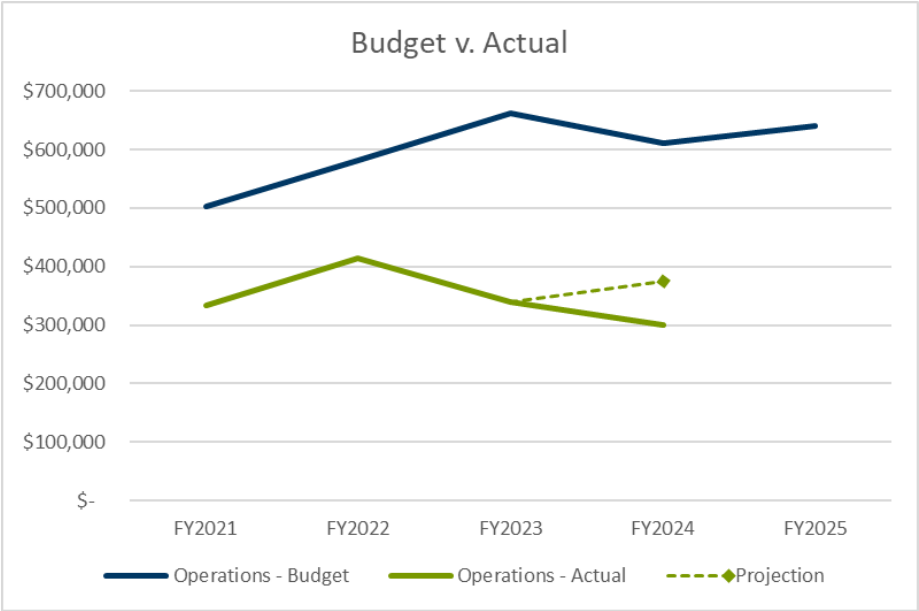
Notable changes:

- (\$30,000) – reduction in phase II storm water permit compliance services
- (\$280,000) – Removal of FY2024 capital outlay – Street Sweeper replacement

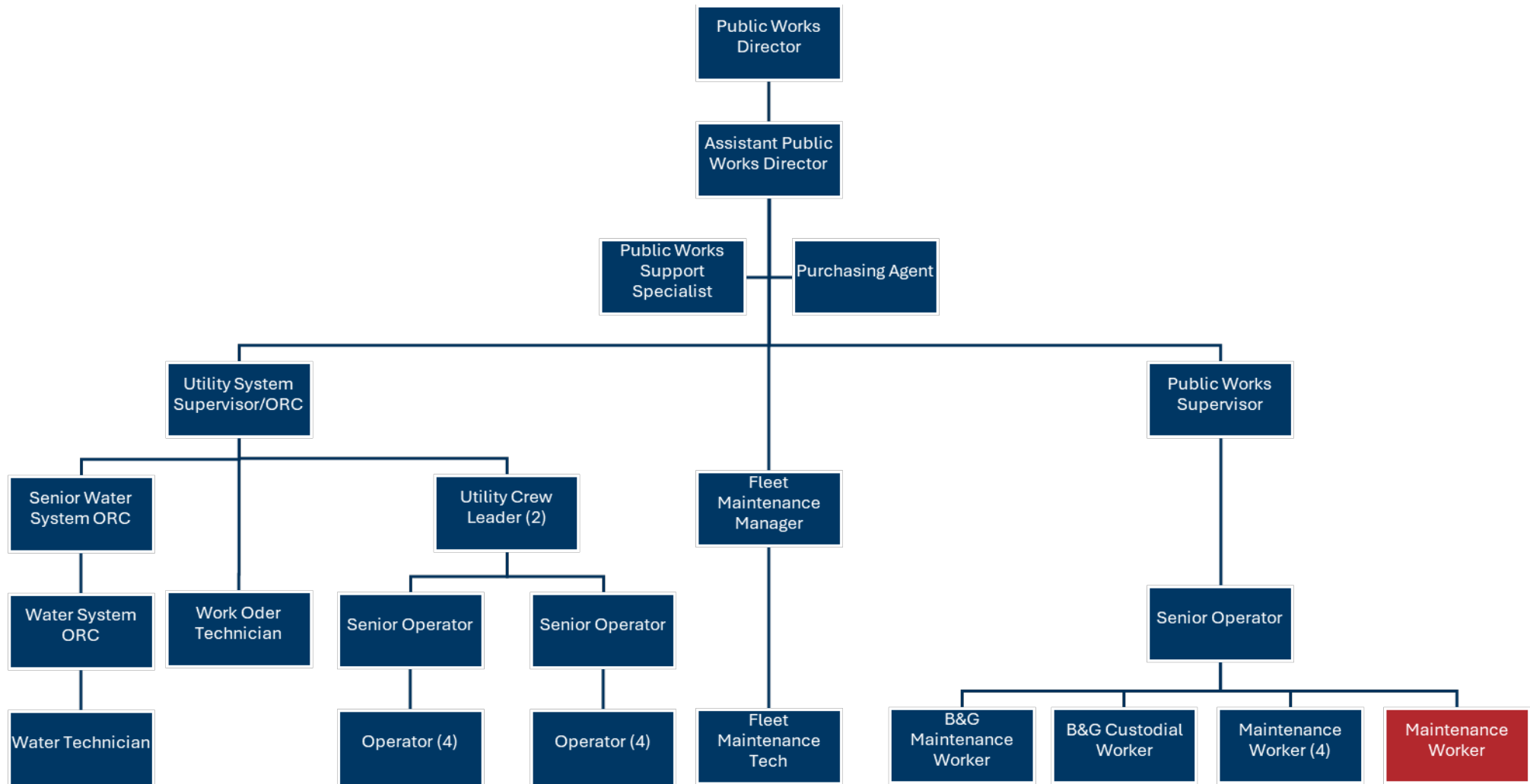
Five-year budgeted expenditures:

STORM WATER	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
EXPENDITURES					
Personal services	\$ 218,600	\$ 245,100	\$ 304,500	\$ 342,050	\$ 438,350
Employee relations and education	4,600	-	-	2,250	2,250
Supplies and materials	6,400	6,150	8,000	8,250	7,250
Current obligations and services	87,650	87,650	89,750	63,150	60,450
Fixed charges and other services	155,915	212,833	227,375	157,212	91,450
Indirect cost allocation	29,675	30,730	32,555	38,880	40,160
Capital outlay	-	-	100,000	477,086	150,000
Transfers	1,507,552	351,283	192,145	148,770	141,090
Contingency	14,873	16,387	18,000	16,000	19,000
Total expenditures	\$ 2,025,265	\$ 950,133	\$ 972,325	\$ 1,253,648	\$ 950,000

	BUDGET V. ACTUAL - OPERATIONS				
	FY2021	FY2022	FY2023	FY2024	FY2025
Operations - Budget	\$ 502,840	\$ 582,463	\$ 662,180	\$ 611,792	\$ 639,910
Operations - Actual	333,873	414,334	339,546	299,215	



**STORM WATER
ORGANIZATION CHART**



CAPITAL RESERVE FUND – STORM WATER FUND

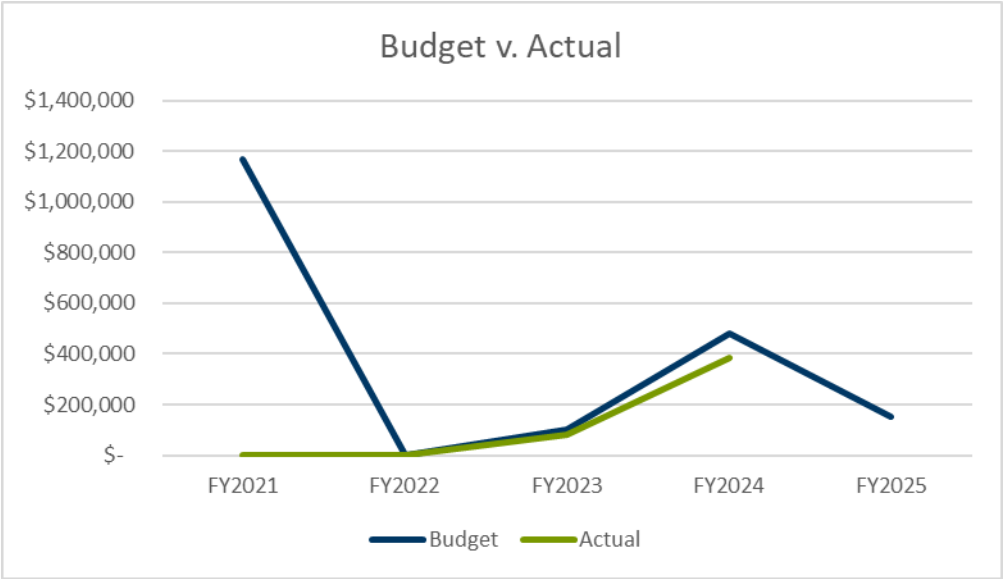
Overview:
This fund’s only expense is to transfer funds to the Storm Water Fund and Capital Projects Fund – Storm Water to cover the costs of capital outlay.

- Notable changes:**
- \$150,000 – Transfers to the Storm Water Fund for capital outlay

Five-year budgeted expenditures:

CAPITAL RESERVE FUND - STORM WATER	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
EXPENDITURES					
Storm Water	\$ 1,046,302	\$ -	\$ -	\$ -	\$ -
Transfers	120,000	-	100,000	480,000	150,000
Total expenditures	\$ 1,166,302	\$ -	\$ 100,000	\$ 480,000	\$ 150,000

	BUDGET V. ACTUAL				
	FY2021	FY2022	FY2023	FY2024	FY2025
Budget	\$ 1,166,302	\$ -	\$ 100,000	\$ 480,000	\$ 150,000
Actual	-	-	83,491	383,387	



INTERNAL SERVICE FUND – HRA

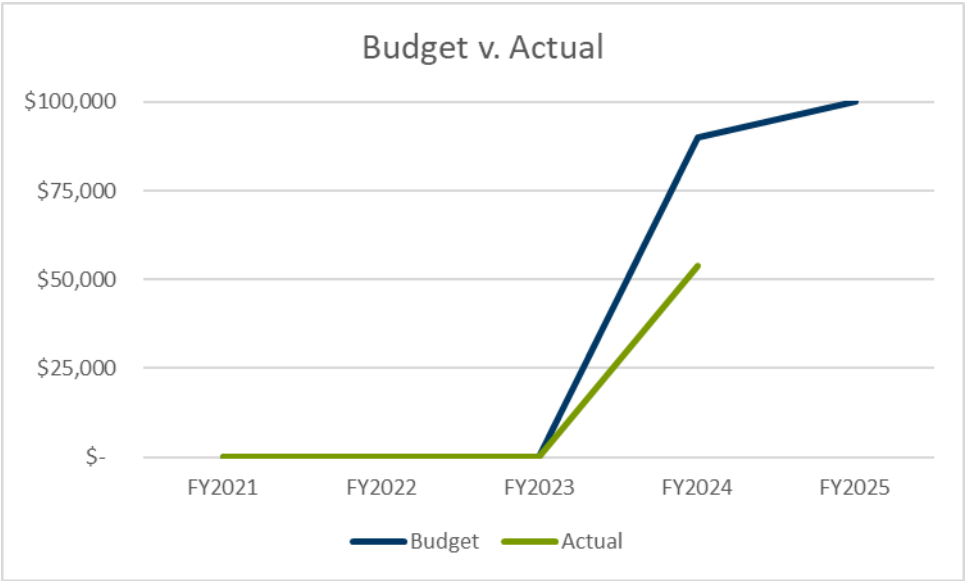
Overview:
This Fund was established to provide the Town with a mechanism to fund its Health Reimbursement Account expenditures for covered employees. Costs reimbursed to employees through this fund will be replenished by the employees’ respective operating funds without distorting the annual reporting and analysis of those funds.

- Notable changes:**
- \$100,000 – employee healthcare reimbursement arrangements

Five-year budgeted expenditures:

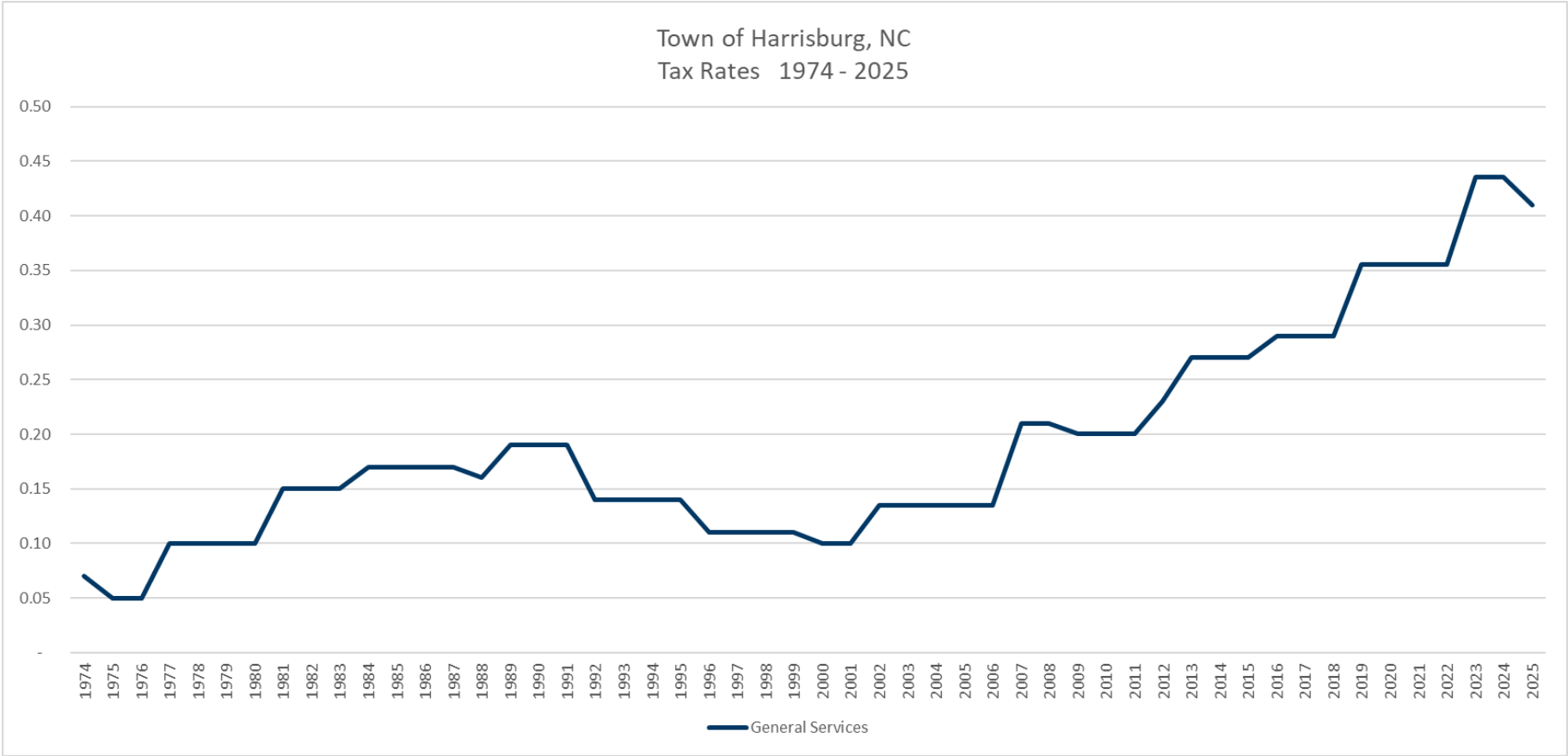
INTERNAL SERVICE FUND - HRA	BUDGET				
	FY2021	FY2022	FY2023	FY2024	FY2025
EXPENDITURES					
Personal Services	\$ -	\$ -	\$ -	\$ 90,000	\$ 100,000
Total expenditures	\$ -	\$ -	\$ -	\$ 90,000	\$ 100,000

	BUDGET V. ACTUAL				
	FY2021	FY2022	FY2023	FY2024	FY2025
Budget	\$ -	\$ -	\$ -	\$ 90,000	\$ 100,000
Actual	-	-	-	53,883	



Appendix 1: Tax Rates

Historical Tax Rates – FY1974 to FY2024 and Proposed FY2025



Total property valuation for the Town in FY2024 was \$3,162,464,390 and a projected value for FY2025 is \$4,721,007,000. That is approximately a 49% increase in valuation from the prior year due to both natural growth and the 1/1/2024 Cabarrus County Revaluation. The 2024 tax levy for FY2025 is anticipated to be \$19,255,000. This is approximately \$5,520,000 more than FY2024.

The proposed tax rate for FY2025 reflects a decrease of \$0.025 from FY2024, resulting in a rate of \$0.410/\$100 of property valuation.

The value of one cent on the tax rate is calculated at \$472,100.

As an example, a \$350,000 home will generate a Town of Harrisburg tax bill of \$1,435.

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Appendix 2: Debt Service Payments

Below are the debt service payments currently scheduled for all current debt and those capital expenditures in FY2025 that are budgeted to be financed with debt proceeds.

	Fiscal Year								Total
	2025	2026	2027	2028	2029	2030-2034	2035-2039	2040-2041	
General Fund Debt									
Town Hall - FY17 (50% WSF)	\$ 81,384	\$ 79,411	\$ 77,438	\$ 75,464	\$ 73,491	\$ 203,077	\$ -	\$ -	\$ 590,265
Fire Station #2 - FY18	423,264	412,500	401,736	390,972	379,208	1,730,653	1,192,174	-	4,930,507
Harrisburg Park Redevelopment									
Phase 1 - FY20	721,389	707,123	692,114	677,869	663,625	3,104,454	2,748,339	506,934	9,821,847
Fire Engine #2 - FY21	68,656	67,577	66,498	65,419	62,349	91,566	-	-	422,065
Fire Refunding Series 2021 - FY21	143,852	136,194	122,409	121,730	95,127	225,505	-	-	844,817
Transportation Bonds - FY21	119,386	117,216	115,046	112,877	110,707	520,988	466,744	171,509	1,734,473
107' Ladder Truck - FY22	169,840	165,969	162,098	158,227	154,356	578,711	-	-	1,389,201
	1,727,771	1,685,990	1,637,339	1,602,558	1,538,863	6,454,954	4,407,257	678,443	19,733,175
Water and Sewer Fund									
Town Hall - FY17 (50% GF)	81,384	79,411	77,438	75,464	73,491	203,077	-	-	590,265
W&S Lines - FY13	110,801	107,598	104,394	30,793	-	-	-	-	353,586
Elevated Water Storage Tank - FY20	235,534	230,876	225,975	221,324	216,673	1,013,604	897,333	165,514	3,206,833
Refunding Series 2021 - FY21	874,443	827,892	744,097	739,971	578,256	1,370,791	-	-	5,135,450
2021 Series Revenue Bonds - FY21	141,816	139,368	141,920	139,336	141,752	711,192	703,536	286,288	2,405,208
	1,443,978	1,385,145	1,293,824	1,206,888	1,010,172	3,298,664	1,600,869	451,802	11,691,342
Total	\$ 3,171,749	\$ 3,071,135	\$ 2,931,163	\$ 2,809,446	\$ 2,549,035	\$ 9,753,618	\$ 6,008,126	\$ 1,130,245	\$31,424,517

Note: The Town is planning to issue the second and final round of Transportation Bonds in the amount of \$2,350,000 during FY2025. Some projects in the current year may be financed by reimbursement in a future fiscal year.

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Appendix 3: Staffing/FTEs

Below are all of the full-time equivalents (FTEs), per department. The FY2024 column includes all currently funded positions. The proposed positions are based on the FY2025 proposed budget.

Department	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025 Proposed
Town Clerk	1.0	1.0	1.0	1.0	0.5	0.5	0.5
① Administration	4.0	2.0	2.0	2.0	2.5	2.5	4.0
Finance	7.5	7.5	7.5	7.5	7.0	7.0	7.0
Human Resources	1.0	1.0	1.0	1.0	2.5	2.5	2.5
Information Technology	1.0	1.5	2.0	2.0	2.0	2.0	2.0
Communications	1.0	1.0	1.0	1.0	1.0	2.0	2.0
② Planning and Zoning	4.0	4.0	4.0	4.0	5.0	5.0	6.0
③ Economic Development	-	-	-	-	-	-	1.0
④ Engineering	2.5	6.0	6.0	6.0	6.0	6.0	7.0
Fire	47.5	48.0	53.0	54.0	54.0	57.0	57.0
Parks & Recreation	11.0	15.5	15.5	16.0	16.0	17.0	15.0
⑤ Public Works	21.5	25.5	28.0	28.5	29.5	29.0	32.0
	<u>102.0</u>	<u>113.0</u>	<u>121.0</u>	<u>123.0</u>	<u>126.0</u>	<u>130.5</u>	<u>136.0</u>

- ① Addition of Assistant to the Town Manager
- ② Addition of Junior Planner
- ③ Addition of Economic Development Coordinator (mid-year hire)
- ④ Addition of GIS Technician
- ⑤ Addition of Maintenance Worker

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Appendix 4: Budget Ordinance & Fee Schedule



BUDGET ORDINANCE OF THE TOWN OF HARRISBURG FOR THE FISCAL YEAR BEGINNING JULY 1, 2024 AND ENDING JUNE 30, 2025

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, 2024, and ending June 30, 2025, in accordance with the chart of accounts heretofore established for this Town:

General government:	
Town Council	\$ 268,680
Town Clerk	52,250
Administration	442,795
Finance	494,955
Human Resources	229,015
Information Technology	178,920
Communications	184,375
Planning	1,020,545
Economic Development	447,825
Engineering	700,145
Public safety:	
Deputies	3,937,720
Fire	7,009,225
Transportation:	
Powell Bill	640,000
Streets	1,777,200
Environmental protection:	
Public Works	2,658,660
Buildings and Grounds	301,670
Cultural and recreation:	
Parks and Recreation	3,964,625
Employee Benefits	100,000
Debt service	1,730,000
Transfers to:	
Capital Reserve Fund - General Fund	7,253,420
Internal Service Fund - HRA	85,000
Contingency appropriation	750,000
Total appropriations	<u>\$ 34,227,025</u>

SECTION 2. It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2024, and ending June 30, 2025:

Taxes	\$ 19,255,000
Sales and franchise tax	6,138,000
Fire unincorporated taxes	2,315,000
Permits and fees	1,468,125
Sales and services	972,500
Powell Bill	640,000
Other revenues	510,400
Transfers from:	
Capital Reserve Fund - General Fund	2,908,000
Capital Reserve Fund - Economic Development	20,000
Total estimated revenues	<u>\$ 34,227,025</u>

SECTION 3. The following amounts are hereby appropriated in the Capital Reserve Fund – General Fund for the fiscal year beginning July 1, 2024, and ending June 30, 2025 in accordance with the chart of accounts heretofore approved for the Town:

Transfers to:	
General Fund	\$ 2,908,000
Capital Projects Fund - Transportation	1,835,000
Capital Projects Fund - General Government	300,000
General Fund Capital Projects Fund - Recreation	5,090,000
General Fund Capital Projects Fund - Public Safety	1,250,000
Total appropriations	<u>\$ 11,383,000</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, 2024, and ending June 30, 2025:

Interest earnings	\$ 150,000
Transfers from General Fund	7,253,420
Appropriated fund balance	3,979,580
Total estimated revenues	<u>\$ 11,383,000</u>

SECTION 5. The following amounts are hereby appropriated in the Internal Service Fund – HRA for the fiscal year beginning July 1, 2024, and ending June 30, 2025 in accordance with the chart of accounts heretofore approved for the Town:

Administration	\$ 100,000
Total appropriations	<u>\$ 100,000</u>

SECTION 6. It is estimated that the following revenues will be available in the Capital Reserve Fund – General Fund for the fiscal year beginning July 1, 2024, and ending June 30, 2025:

Transfers from:	
General Fund	\$ 80,000
Water & Sewer Fund	20,000
Total estimated revenues	<u>\$ 100,000</u>

SECTION 7. The following amounts are hereby appropriated in the Capital Reserve Fund – Economic Development for the fiscal year beginning July 1, 2024, and ending June 30, 2025 in accordance with the chart of accounts heretofore approved for the Town:

Transfers to General Fund	\$ 20,000
Total appropriations	<u>\$ 20,000</u>

SECTION 8. It is estimated that the following revenues will be available in the Capital Reserve Fund – Economic Development for the fiscal year beginning July 1, 2024, and ending June 30, 2025:

Interest earnings	\$ 20,000
Total estimated revenues	<u>\$ 20,000</u>

SECTION 9. The following amounts are hereby appropriated in the Capital Reserve Fund – Parks & Recreation for the fiscal year beginning July 1, 2023, and ending June 30, 2024 in accordance with the chart of accounts heretofore approved for the Town:

Transfers to General Fund	\$ 20,000
Total appropriations	<u>\$ 20,000</u>

SECTION 10. It is estimated that the following revenues will be available in the Capital Reserve Fund – Parks & Recreation for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

Appropriated fund balance	\$ 20,000
Total estimated revenues	<u>\$ 20,000</u>

SECTION 11. 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 – Public Safety. The project authorized is the Replacement Fire Engine – Pumper, that shall span the fiscal years beginning July 1, 2024 and ending June 30, 2027.

Project - Replacement Fire Engine - Pumper	
Construction	\$ 1,250,000
	<u>\$ 1,250,000</u>

SECTION 12. It is estimated that the following revenues will be available during the fiscal years beginning July 1, 2024 and ending June 30, 2027 as they relate to the Capital Projects Fund – Public Safety:

Project - Replacement Fire Engine - Pumper	
Transfers from Capital Reserve Fund - General Fund	\$ 1,250,000
Total estimated revenues	<u>\$ 1,250,000</u>

SECTION 13. 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 – Transportation. The projects authorized are the Harrisburg Rail Trail and Greenway, Highway 49 Lighting Improvements, and Roberta Rd. and Main St. Roundabout that shall span the fiscal years beginning July 1, 2024 and ending June 30, 2029.

Project - Harrisburg Rail Trail and Greenway:	
Professional Services	\$ 315,000
Construction	1,772,000
Project - Highway 49 Lighting Improvements:	
Construction	600,000
Project -Roberta Rd. and Main St. Roundabout:	
Professional Services	383,000
Construction	2,922,800
	<u>\$ 5,992,800</u>

SECTION 14. It is estimated that the following revenues will be available during the fiscal years beginning July 1, 2024 and ending June 30, 2029 as they relate to Capital Projects Fund – Transportation:

Project - Harrisburg Rail Trail and Greenway:	
Transfers from Capital Reserve Fund - General Fund	\$ 2,087,000
Project - Highway 49 Lighting Improvements:	
Transfers from Capital Reserve Fund - General Fund	600,000
Project -Roberta Rd. and Main St. Roundabout:	
Grant Proceeds	2,644,640
Transfers from Capital Reserve Fund - General Fund	661,160
	<u>\$ 5,992,800</u>

SECTION 15. 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 – Recreation. The projects authorized are the Holcomb Woods Restroom Facility, Veterans Park Improvements, Stallings Park Parking Lot Expansion, and land acquisition of two different parcels that shall span the fiscal years beginning July 1, 2024 and ending June 30, 2026.

Project - Holcomb Woods Restroom Facility:	
Professional Services	\$ 20,000
Construction	190,000
Project - Veterans Park Improvements:	
Construction	370,000
Project - Stallings Park - Parking Lot Expansion:	
Construction	200,000
Project - Land Acquisition - ZMax:	
Construction	500,000
Project - Land Acquisition:	
Construction	4,000,000
Total appropriations	<u>\$ 5,280,000</u>

SECTION 16. It is estimated that the following revenues will be available during the fiscal years beginning July 1, 2024 and ending June 30, 2026 as they relate to Capital Projects Fund – Recreation:

Project - Holcomb Woods Restroom Facility:	
Transfers from Capital Reserve Fund - General Fund	\$ 210,000
Project - Veterans Park Improvements:	
Transfers from Capital Reserve Fund - General Fund	370,000
Project - Stallings Park - Parking Lot Expansion:	
Transfers from Capital Reserve Fund - General Fund	200,000
Project - Land Acquisition - ZMax:	
Transfers from Capital Reserve Fund - General Fund	500,000
Project - Land Acquisition:	
Transfers from Capital Reserve Fund - General Fund	4,000,000
Total appropriations	<u>\$ 5,280,000</u>

SECTION 17. 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, 2024, and ending June 30, 2025, in accordance with the chart of accounts heretofore established for this Town:

Water and sewer operations	\$ 12,321,410
Debt service	1,445,250
Transfers to Capital Reserve Fund - Water and Sewer Fund	1,555,600
Transfers to Internal Service Fund - HRA	20,000
Contingency appropriation	336,000
Total appropriations	<u>\$ 15,678,260</u>

SECTION 18. It is estimated that the following revenues will be available in the Water and Sewer Fund for the fiscal year beginning July 1, 2024, and ending June 30, 2025:

Usage charges:	
Water	\$ 5,870,000
Sewer	4,875,000
Other revenues	888,260
Transfers from:	
Capital Reserve Fund - Water & Sewer Fund	1,120,000
Capital Reserve Fund - Water & Sewer Fund - Expansion	2,925,000
Total estimated revenues	<u>\$ 15,678,260</u>

SECTION 19. 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, 2024, and ending June 30, 2025, in accordance with the chart of accounts heretofore established for this Town:

Storm Water operations	\$ 789,910
Transfers to Capital Reserve Fund - Storm Water Fund	141,090
Contingency appropriation	19,000
Total appropriations	<u>\$ 950,000</u>

SECTION 20. It is estimated that the following revenues will be available in the Storm Water Fund for the fiscal year beginning July 1, 2024, and ending June 30, 2025:

Storm water fees	\$ 793,000
Other revenues	7,000
Transfers from Capital Reserve Fund - Storm Water Fund	150,000
Total estimated revenues	<u>\$ 950,000</u>

SECTION 21. The following amounts are hereby appropriated in the Capital Reserve Fund – Water and Sewer Fund for the fiscal year beginning July 1, 2024, and ending June 30, 2025 in accordance with the chart of accounts heretofore approved for the Town:

Transfers to:	
Water & Sewer Fund	\$ 1,120,000
Capital Projects Fund - Water & Sewer	550,000
Total appropriations	<u>\$ 1,670,000</u>

SECTION 22. 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, 2024, and ending June 30, 2025:

Interest earnings	\$ 90,000
Transfers from Water & Sewer Fund	1,555,600
Appropriated Fund Balance	24,400
Total estimated revenues	<u>\$ 1,670,000</u>

SECTION 23. The following amounts are hereby appropriated in the Capital Reserve Fund – Water and Sewer Fund – Expansion for the fiscal year beginning July 1, 2024, and ending June 30, 2025 in accordance with the chart of accounts heretofore approved for the Town:

Transfers to Water & Sewer Fund	\$ 2,925,000
Total appropriations	<u>\$ 2,925,000</u>

SECTION 24. It is estimated that the following revenues will be available in the Capital Reserve Fund – Water and Sewer Fund – Expansion for the fiscal year beginning July 1, 2024, and ending June 30, 2025:

Permits and fees:	
Water system development charges	\$ 1,712,000
Sewer system development charges	1,188,000
Interest earnings	25,000
Total estimated revenues	<u>\$ 2,925,000</u>

SECTION 25. 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 the Cabarrus Woods Waterline Upgrades and the FY2025 Annual Sanitary Sewer Rehab and shall span the fiscal years beginning July 1, 2024 and ending June 30, 2029.

Project - Cabarrus Woods Waterline Upgrades:	
Professional fees	\$ 481,480
Construction	5,296,300
Project - FY25 Annual Sanitary Sewer Rehab:	
Construction	250,000
Total appropriations	<u>\$ 6,027,780</u>

SECTION 26. It is estimated that the following revenues will be available during the fiscal years beginning July 1, 2024 and ending June 30, 2029 as they relate to the Capital Projects Fund – Water and Sewer:

Project - Cabarrus Woods Waterline Upgrades:	
Proceeds from revenue bond financing	\$ 5,777,780
Project - FY25 Annual Sanitary Sewer Rehab:	
Transfers from Capital Reserve Fund - Water & Sewer	250,000
Total estimated revenues	<u>\$ 6,027,780</u>

SECTION 27. The following amounts are hereby appropriated in the Capital Reserve Fund – Storm Water Fund for the fiscal year beginning July 1, 2024, and ending June 30, 2025 in accordance with the chart of accounts heretofore approved for the Town:

Transfers to Storm Water Fund	\$ 150,000
Total appropriations	<u>\$ 150,000</u>

SECTION 28. 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, 2024, and ending June 30, 2025:

Interest earnings	\$ 8,910
Transfers from Storm Water Fund	141,090
Total estimated revenues	<u>\$ 150,000</u>

SECTION 29. 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, 2024 for the purpose of raising the revenue from current year’s property tax, as set forth in the foregoing estimate of revenue.

General Fund

\$ 0.410

The rate is based on a total valuation of property for the purposes of taxation of \$4,721,007,000 and an estimated rate of collection of 99.46%. The estimated rate of collection is based on historical collection trends.

SECTION 30. Funds appropriated in the FY2023-2024 budget and encumbered at June 30, 2024, shall be authorized as part of the FY2024-2025 budget appropriation by adoption of this budget ordinance.

SECTION 31. 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.
- 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. 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 32. 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 33. 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 34. The accompanying Schedule of Fees for Fiscal Year 2025 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 35. The accompanying Capital Improvement Plan for Fiscal Years 2025 - 2034 is hereby adopted.

SECTION 36. That this ordinance shall be effective upon its passage. Adopted this 10th day of June 2024.

Jennifer Teague, Mayor

ATTEST:

Janet Rackley, Town Clerk

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Town of Harrisburg, North Carolina

Schedule of Fees

Fiscal Year 2025

GENERAL FEES

Copy Machine Fee	\$0.25 per copy
Passport Acceptance Fee	\$35 per Application
Renewal fee	\$7.50 per Application
Electric Vehicle Charging Station Harrisburg Park - 6.6 kW Charger	\$0.80 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

Miscellaneous Zoning Fees

Copy of UDO	\$50
Map Fees	
17" x 22" Maps (ANSI C)	\$15
22" x 34" Maps (ANSI D)	\$20
34" x 44" Maps (ANSI E)	\$25

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

Traffic Control

Temporary traffic control for parades, block parties and special events	
Barricades	\$5/day
Detour signs	\$5/day
Cones	\$0.50 each/day

ENVIRONMENTAL PROTECTION

Residential Solid Waste and Recycling	\$10/month
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PLANNING**Subdivision Case Fees**

Annexation Fee	\$300 per application; additional \$25 per acre for tracts larger than 5 acres
Preliminary Plat Review	\$1,500 plus \$25 per lot
Preliminary Plat - Minor Revision	\$500 (no board hearing required)
Preliminary Plat - Major Revision	\$1,000 (board hearing required)
Final Plat Review - Major Subdivision	\$350 per map sheet (If a third submittal is required an additional review fee will be collected)
Final Plat Review - Minor Subdivision	\$150 per map sheet (If a third submittal is required an additional review fee will be collected)
Exempt Plats	\$150 per map sheet
Time Extension for Plat Approval	\$150
Sketch Plat or Sketch Plan Review	\$450
Construction Plans	\$2,000 plus \$50 per acre

ZONING

Zoning Case Fees

Vested Rights	\$400
Vested Rights Extension	\$150
Conventional Zoning Map Amendment (Residential - less than 10 acres)	\$500 plus \$10 per acre and legal advertising costs
Conventional Zoning Map Amendment (Residential - 10 or more acres)	\$2,500 plus \$25 per acre and legal advertising costs
Combined Residential Rezoning/Preliminary Plat Expedited Request	\$4,000 plus \$25 per lot and legal advertising costs
Conventional Zoning Map Amendment (Non-Residential/Mixed Use)	\$1,500 plus \$25 per acre and legal advertising costs
Text Amendment to UDO	\$500 plus legal advertising costs
Applicant Appeal to Elected Board	\$300 plus advertised costs
Conditional District Rezoning	\$2,500 plus \$25 per acre ¹ and neighborhood notice/legal advertising costs
Appeal to Elected Board by Applicant	\$300 plus advertising costs
Neighborhood Meeting Notices (Adjoining owners within 300 feet)	\$100 plus \$1.00 per mailing address
Public Hearing Notices and Legal Advertising (Adjoining owners within 300 feet)	\$400 plus \$1.00 per mailing address
Re-advertising Cost (due to applicant action)	\$300 plus \$1.00 per mailing address for notices
Architectural Review	\$300
Street Name Change Petition (privately initiated)	\$500 + cost of new street sign(s)
Zoning Site Plan Review - If a third submittal is required, an additional fee will be collected	
Minor Site Plan Review	\$500 plus \$5 per acre
Major Site Plan Review	\$600 plus \$5 per acre
Board of Adjustment Fees	
Special Use Permit Application - Non-Residential	\$600 plus \$25 per acre and legal advertising costs
Special Use Permit Application - Residential	\$500 plus \$5 per acre and legal advertising costs
Variance Application	
Residential	\$500
Non-Residential	\$600
Variance Public Notice	\$100 plus \$1.00 per mailed notice (300-feet of site)
Appeal of Administrator Decision/Interpretation Request	\$300 plus same public notice fee as Variance.

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

ZONING

Zoning Permit Fees

Single, Two Family structures and mobile homes	\$150
Single Family attached/Multi-Family	\$300 plus \$5 per unit
Residential Addition/Accessory Structures	\$100
Commercial, Institutional and Industrial - New Construction or Addition	
1,000 SQ. FT. or less	\$250
1,001 - 5,000 SQ. FT.	\$350
5,001 - 10,000 SQ. FT.	\$450
Greater than 10,000 SQ. FT.	\$450 plus \$0.05 for each SQ. FT. over 10,000
Temporary Zoning Certificate of Compliance (TCOC) - Includes Review of Cost Estimates	\$250
Release of TCOC - Includes Final Inspection	\$150
Temporary Use Permits	\$75
Food Truck Annual Permit (Special Use Permit only)	\$100
Home Occupation Permits	\$75
Administrative Adjustment - Residential	\$100
Administrative Adjustment - Non-Residential	\$300
Zoning Verification Letter	\$100
Certificate of Non-Conformity Adjustment	\$400
Golf Cart Registration	\$25
Floodplain Development Permit - Minor	\$100
Floodplain Development Permit - Major (LOMR/CLOMR)	\$300
Sign Permits	
Permanent Sign	\$100
Master Sign Package	\$250 plus Conditional Zoning Fee (if applicable)
Outdoor Advertising Sign (Billboard)	\$1,000
Permit Re-Issuance - Minor Change	\$25

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 - \$13.79 (first 2,000 gallons) 2,001-6,000 - \$8.46 per additional 1,000 gallons 6,001-9,000 - \$9.81 per additional 1,000 gallons 9,001 and above - \$11.30 per additional 1,000 gallons
Residential Sewer Rates	0-2,000 - \$11.00 (first 2,000 gallons) 2,001 and above - \$9.32 per additional 1,000 gallons
Commercial Water Rates	0-2,000 - \$28.42 (first 2,000 gallons) 2,001-15,000 - \$10.04 per additional 1,000 gallons 15,001 and above - \$11.73 per additional 1,000 gallons
Commercial Sewer Rates	0-2,000 - \$18.94 (first 2,000 gallons) 2,001 and above - \$10.97 per additional 1,000 gallons

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

Residential Water Rates	0-2,000 - \$19.74 (first 2,000 gallons) 2,001 and above - \$13.04 per additional 1,000 gallons
Residential Sewer Rates	0-2,000 - \$16.25 (first 2,000 gallons) 2,001 and above - \$13.29 per additional 1,000 gallons
Commercial Water Rates	0-2,000 - \$40.69 (first 2,000 gallons) 2,001-15,000 - \$12.56 per additional 1,000 gallons 15,001 and above - \$13.75 per additional 1,000 gallons
Commercial Sewer Rates	0-2,000 - \$27.88 (first 2,000 gallons) 2,001 and above - \$14.86 per additional 1,000 gallons
Flat Sewer Rates	\$69.48

Storm Water Charge

Charge Per Equivalent Residential Unit (ERU)* \$5.90 / Month

*One (1) Commercial Property ERU equates to 3,723 SF of impervious area

WATER & SEWER

Other Water and Sewer Charges and Fees

Account Delinquency Fee*

Charge for water/sewer account after delinquency 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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Returned Item Fee

After customer has been charged a returned item fee three times, the Town will no longer accept checks from that customer	\$35
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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)	\$30

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 reconnections	\$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 (When Applicable)

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

** 50% of the account delinquency fee can be credited back to the customer one time for the life of the account if the past due balance and all fees are paid in full before service is disconnected*

WATER & SEWER

Water Charges

Meter Size (in.)	Water System Development Charges	Facility Charge	Water Meter Delivery Charge	Total	Connection Charge ¹
5/8	\$4,280	\$590	\$0	\$4,870	\$1,220
1	\$10,750	\$820	\$0	\$11,570	\$1,280
1 1/2	\$21,500	\$1,050	\$0	\$22,550	\$2,070
2	\$34,400	\$1,550	\$0	\$35,950	\$2,350
3	\$68,830	Cost + 10%	\$100	To Be Determined	To Be Determined
4	\$107,560	Cost + 10%	\$100	To Be Determined	To Be Determined
6	\$215,130	Cost + 10%	\$100	To Be Determined	To Be Determined
8	\$344,230	Cost + 10%	\$100	To Be Determined	To Be Determined

¹Time and Materials. 50% of the charges can be waived if connections and services are 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 ¹
5/8	4	\$2,970	\$1,220
1	4	\$7,430	\$1,280
1 1/2	4	\$14,880	\$2,070
2	4	\$23,820	\$2,350
3	4	\$47,640	To Be Determined
4	4	\$74,440	To Be Determined
6	4	\$148,890	To Be Determined
8	4	\$238,230	To Be Determined

¹Time and Materials. 50% of the charges can be waived if connections and services are 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	\$4,280	\$590	\$0	\$4,870	\$0
5'8	\$4,280	\$590	\$0	\$4,870	\$1,220
1	\$10,750	\$820	\$0	\$11,570	\$1,280
1 1/2	\$21,500	\$1,050	\$0	\$22,550	\$2,070
2	\$34,400	\$1,550	\$0	\$35,950	\$2,350
3	\$68,830	Cost + 10%	\$100	To Be Determined	To Be Determined
4	\$107,560	Cost + 10%	\$100	To Be Determined	To Be Determined
6	\$215,130	Cost + 10%	\$100	To Be Determined	To Be Determined
8	\$344,230	Cost + 10%	\$100	To Be Determined	To Be Determined

¹Time and Materials. 50% of the charges can be waived if connections and services are 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	\$60.00
4	\$60.00
6	\$110.00
8	\$160.00
10	\$240.00
12	\$380.00

ENGINEERING

Residential & Commercial Construction Plans

Water and Sewer	\$3,100 plus \$100 per acre of entire site
Roadway and Storm Water System	\$3,100 plus \$100 per acre of entire site
Storm Water Quality and Detention	\$2,600 plus \$100 per acre of entire site
Grading and Erosion Control	\$1,200 plus \$100 per acre of entire site

Other Engineering Review & Inspection Fees

Expedited Review Fee	\$2,500 Minor Commercial Plan ¹ \$6,750 Residential Subdivision/Major Commercial Plan
Revision to Approved Plan	20% of original review fee
Harrisburg Encroachment Application Review	\$250
NCDOT Utility Encroachment Application Review	\$150
NCDOT Driveway Permit Review	\$100
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
Letter of Credit Review - Includes Partial Release Request	\$250 + Engineer's cost
Conditional Re-zoning Plat Review	\$500
Preliminary Plat Review	\$300
Annual Storm Water BMP Inspection/Certification Review	\$350
Town of Harrisburg Inspection (Failure to submit report)	Actual cost incurred by Town plus 2x the certification fee
Infrastructure Inspections	
Roadway	\$1.50 per LF
Storm Sewer	\$1.50 per LF
Water Line	\$1.50 per LF
Sanitary Sewer	\$1.50 per LF
Final Grading	\$75 per acre
Bridge or Culvert, 42" or greater	\$20 per LF
Greenway	\$1.00 per LF
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.

¹ *In addition to the standard review costs.*

PARKS & RECREATION

For all Parks and Recreation fees, "Resident" refers to participants who are taxpayers of the Town of Harrisburg.

Athletics

	Town ¹	
	Resident ²	Non-Resident
Pewee Sports (Age 3/4)	\$45	\$95
Baseball	\$90	\$140
Basketball	\$90	\$140
Cheerleading	\$200	\$250
Flag Football (Age 5/6)	\$90	\$140
Football	\$250	\$300
Soccer	\$90	\$140
Adult Team Registration	\$450	\$450
Late Registration Fee	\$25	\$25

¹ Refunds of registration fees are subject to a \$10 administrative fee and only credited toward a future registration.

² There is a \$270 per family, per season maximum for all sports registration fees. This \$270 maximum does not apply to Pop Warner registration or Out-of-Town residents.

Facilities Rental³

	Town	
	Resident	Non-Resident
SplashPad		
Two (2) Hour Individual Pass	\$0.00	\$3.00
Group Rental - per person	\$3.00	\$3.00
Shelter Rental		
Hourly Rate	\$30	\$40
Half Day	\$100	\$140
Full Day	\$140	\$200
Field Rental		
Field Rental Per Field Hourly Rate	\$50	\$100
Light Fee per Field	\$15	\$25

³ Refunds of rental fees are subject to a \$10 administrative fee.

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)	\$100
ABC Permit Inspection	\$150

Commercial Building and Site Plan Review Fees¹

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

Less than 5,000	\$350
5,000 to 9,999	\$400
10,000 to 24,999	\$500
25,000 to 49,000	\$650
50,000 or greater	\$0.020 per Sq Ft
Fire Site Review for Rezoning Commercial/Subdivisions	\$250
Fire Site Review for Commercial / Subdivisions	\$300
Fire Certificate of Occupancy (Final Inspection)	\$100

¹For Multi-Tenant Buildings, Fees are per Tenant

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

Plan Review¹

Fixed Fire Suppression System (Hood Systems- Ansul)	\$200 - plus \$100 performance test
Fire Alarm System	\$300 - plus \$100 performance test
Sprinkler System	\$300 - 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

¹For 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.

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Appendix 5: Capital Improvement Plan

The following pages include the ten-year capital improvement plan from FY2025 – FY2034. The projects in FY2025 have been included in this budget.

Item	Fiscal Year										Totals
	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
Project and acquisition expenditures by function:											
General Fund	10,200,050	7,797,750	6,352,000	5,866,000	19,265,000	6,732,000	1,705,000	2,272,000	1,283,000	12,310,000	73,782,800
Water and Sewer Fund	1,851,480	3,783,800	8,545,100	3,537,400	3,065,000	6,395,000	3,326,000	2,832,000	755,000	815,000	34,905,780
Storm Water Fund	150,000	150,000	215,000	120,000	620,000	620,000	810,000	200,000	75,000	-	2,960,000
Total project expenditures	12,201,530	11,731,550	15,112,100	9,523,400	22,950,000	13,747,000	5,841,000	5,304,000	2,113,000	13,125,000	111,648,580
Financing Sources:											
Capital Reserve Fund	4,178,000	4,709,000	2,997,000	2,086,000	2,435,000	2,737,000	2,565,000	3,254,000	1,863,000	1,875,000	28,699,000
Capital Reserve Fund - Capital Project Fund	2,038,410	2,564,750	3,003,000	2,790,000	2,065,000	8,260,000	3,276,000	2,050,000	250,000	4,250,000	30,547,160
Capital Reserve Fund - Parks & Rec	5,090,000	1,540,000	1,000,000	2,000,000	1,150,000	1,250,000	-	-	-	-	12,030,000
Grants	413,640	351,000	1,880,000	-	-	-	-	-	-	-	2,644,640
Revenue Bond financing	481,480	2,566,800	6,232,100	997,400	1,500,000	1,500,000	-	-	-	-	13,277,780
Installment financing	-	-	-	1,650,000	15,800,000	-	-	-	-	7,000,000	24,450,000
Total financing sources	12,201,530	11,731,550	15,112,100	9,523,400	22,950,000	13,747,000	5,841,000	5,304,000	2,113,000	13,125,000	111,648,580

Appendix 5: Capital Improvement Plan (continued)

General Fund

Item	Fiscal Year										Totals
	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
Project and acquisition expenditures by function:											
Admin	-	-	30,000	-	-	75,000	-	-	35,000	-	140,000
IT	-	-	45,000	30,000	25,000	45,000	35,000	-	50,000	40,000	270,000
Engineering	217,000	75,000	65,000	140,000	70,000	70,000	75,000	150,000	75,000	240,000	1,177,000
Total General Government	217,000	75,000	140,000	170,000	95,000	190,000	110,000	150,000	160,000	280,000	1,587,000
Planning	-	45,000	-	-	-	60,000	-	50,000	-	-	155,000
Economic Development	-	-	-	-	-	-	-	-	-	-	-
Deputies	380,000	340,000	490,000	270,000	665,000	380,000	380,000	425,000	500,000	300,000	4,130,000
Fire	1,442,000	783,500	516,000	2,655,000	16,497,000	2,320,000	200,000	525,000	145,000	9,290,000	34,373,500
Environmental Protection	350,000	265,000	22,000	72,000	155,000	-	605,000	280,000	-	-	1,749,000
Buildings and Grounds	75,000	-	-	42,000	-	-	-	-	-	45,000	162,000
Streets and Transportation	2,165,050	3,340,750	3,940,000	615,000	670,000	2,350,000	350,000	550,000	350,000	2,350,000	16,680,800
Parks and Recreation	5,571,000	2,948,500	1,244,000	2,042,000	1,183,000	1,432,000	60,000	292,000	128,000	45,000	14,945,500
Total project expenditures	10,200,050	7,797,750	6,352,000	5,866,000	19,265,000	6,732,000	1,705,000	2,272,000	1,283,000	12,310,000	73,782,800
Financing Sources:											
Capital Reserve Fund	2,908,000	3,927,000	1,882,000	1,496,000	1,995,000	2,132,000	1,705,000	2,072,000	1,283,000	1,310,000	20,710,000
Capital Reserve Fund - Capital Project Fund	1,788,410	1,979,750	1,590,000	720,000	320,000	3,350,000	-	200,000	-	4,000,000	13,948,160
Capital Reserve Fund - Parks & Rec	5,090,000	1,540,000	1,000,000	2,000,000	1,150,000	1,250,000	-	-	-	-	12,030,000
Grants	413,640	351,000	1,880,000	-	-	-	-	-	-	-	2,644,640
Installment financing	-	-	-	1,650,000	15,800,000	-	-	-	-	7,000,000	24,450,000
Total financing sources	10,200,050	7,797,750	6,352,000	5,866,000	19,265,000	6,732,000	1,705,000	2,272,000	1,283,000	12,310,000	73,782,800

Appendix 5: Capital Improvement Plan (continued)

Administration

Item	Project Number	Fiscal Year										Totals
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
Project and acquisition expenditures by function:												
Vehicles												
xxxx New Ford Explorer - Admin (50% WSF) ^[1]		-	-	30,000	-	-	-	-	-	35,000	-	65,000
1015 2023 Ford F150 - Town Manager TH (50% WSF) ^[2]		-	-	-	-	-	40,000	-	-	-	-	40,000
1016 Ford Explorer (Rep 1002) - Admin (50% WSF) ^[3]		-	-	-	-	-	35,000	-	-	-	-	35,000
1002 2013 Ford Explorer (will be sold)		-	-	-	-	-	-	-	-	-	-	-
1003 2013 Dodge Charger (will be sold)		-	-	-	-	-	-	-	-	-	-	-
Subtotal		-	-	30,000	-	-	75,000	-	-	35,000	-	140,000
Total project expenditures		-	-	30,000	-	-	75,000	-	-	35,000	-	140,000
Financing Sources:												
Capital Reserve Fund		-	-	30,000	-	-	75,000	-	-	35,000	-	140,000
Capital Reserve Fund - Capital Project Fund		-	-	-	-	-	-	-	-	-	-	-
Installment financing		-	-	-	-	-	-	-	-	-	-	-
Total financing sources		-	-	30,000	-	-	75,000	-	-	35,000	-	140,000
Projects split between General Fund and Water & Sewer Fund												
^[1] \$60,000 tota in FY2027; \$70,000 total in FY2033												
^[2] \$80,000 total in FY2030												
^[3] \$70,000 total in FY2030												

Appendix 5: Capital Improvement Plan (continued)

Information Technology

Item	Project Number	Fiscal Year										Totals
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
Project and acquisition expenditures by function:												
Equipment												
Backup & Disaster Recovery (50% WSF) ^[1]		-	-	45,000	-	-	45,000	-	-	50,000	-	140,000
Server Replacement (50% WSF) ^[2]		-	-	-	30,000	-	-	35,000	-	-	40,000	105,000
Subtotal		-	-	45,000	30,000	-	45,000	35,000	-	50,000	40,000	245,000
Vehicles												
1014 2019 Ford Transit Van (50% WSF) ^[3]		-	-	-	-	25,000	-	-	-	-	-	25,000
Subtotal		-	-	-	-	25,000	-	-	-	-	-	25,000
Total project expenditures		-	-	45,000	30,000	25,000	45,000	35,000	-	50,000	40,000	270,000
Financing Sources:												
Capital Reserve Fund		-	-	45,000	30,000	25,000	45,000	35,000	-	50,000	40,000	270,000
Installment financing		-	-	-	-	-	-	-	-	-	-	-
Total financing sources		-	-	45,000	30,000	25,000	45,000	35,000	-	50,000	40,000	270,000
Projects split between General Fund and Water & Sewer Fund												
^[1] \$90,000 total in FY2027; \$90,000 total in FY2030; \$100,000 total in FY2033												
^[2] \$60,000 total in FY2028; \$70,000 total in FY2031												
^[3] \$50,000 total in FY2028; \$60,000 total in FY2034												

Appendix 5: Capital Improvement Plan (continued)

Planning

Item	Project Number	Fiscal Year										Totals
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
Project and acquisition expenditures by function:												
Vehicles												
1401 2018 Chevrolet Silverado 1500 - Code Enforcement		-	45,000	-	-	-	-	-	50,000	-	-	95,000
1404 Ford Explorer [Rep 1403] - Planning		-	-	-	-	-	60,000	-	-	-	-	60,000
1403 2014 Ford Taurus - Planning [will be sold FY24]		-	-	-	-	-	-	-	-	-	-	-
Subtotal		-	45,000	-	-	-	60,000	-	50,000	-	-	155,000
Total project expenditures		-	45,000	-	-	-	60,000	-	50,000	-	-	155,000
Financing Sources:												
Capital Reserve Fund		-	45,000	-	-	-	60,000	-	50,000	-	-	155,000
Installment financing		-	-	-	-	-	-	-	-	-	-	-
Total financing sources		-	45,000	-	-	-	60,000	-	50,000	-	-	155,000

Appendix 5: Capital Improvement Plan (continued)

Engineering

Item	Project Number	Fiscal Year										Totals
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
Project and acquisition expenditures by function:												
Buildings and Grounds												
Branded Gateway Sign - Rocky River Road	2025-1500-001	150,000	-	-	-	-	-	-	-	-	-	150,000
Subtotal		150,000	-	-	-	-	-	-	-	-	-	150,000
Equipment												
Survey Equipment	2025-1500-002	12,000	-	-	-	-	-	-	-	-	-	12,000
1505 Plotter - Printer/Scanner (50% WSF) ^[1]		-	10,000	-	-	-	-	-	-	-	-	10,000
Subtotal		12,000	10,000	-	-	-	-	-	-	-	-	22,000
Vehicles												
1509 Chevrolet Silverado 1500 - Grading Inspector [Rep 1504]	2025-1500-003	55,000	-	-	-	-	-	75,000	-	-	-	130,000
1502 2017 Ford Explorer - Public Works Director		-	65,000	-	-	-	-	-	75,000	-	-	140,000
1501 2019 Ford F150 - Project Manager		-	-	65,000	-	-	-	-	-	75,000	-	140,000
6077 2021 Ford F150 - Town Manager		-	-	-	70,000	-	-	-	-	-	80,000	150,000
1506 2023 Chevrolet 1500 Ext Cab - Construction Inspector		-	-	-	70,000	-	-	-	-	-	80,000	150,000
xxxx New Chevrolet Silverado 1500 - New Position Const. Inspect.		-	-	-	-	70,000	-	-	-	-	-	70,000
1507 2024 Ford F150 - Town Engineer		-	-	-	-	-	70,000	-	-	-	-	70,000
xxxx New Chevrolet Silverado 1500 - New Position EIT		-	-	-	-	-	-	-	75,000	-	-	75,000
xxxx New Chevrolet Silverado 1500 - New Position Const. Inspect.		-	-	-	-	-	-	-	-	-	80,000	80,000
1508 2018 Ford Explorer [will be sold FY25]		-	-	-	-	-	-	-	-	-	-	-
1504 2018 Chevrolet Colorado - [will be sold FY25]		-	-	-	-	-	-	-	-	-	-	-
1503 2017 Chevrolet 1500 Ext Cab - [will be sold FY24]		-	-	-	-	-	-	-	-	-	-	-
Subtotal		55,000	65,000	65,000	140,000	70,000	70,000	75,000	150,000	75,000	240,000	1,005,000
Total project expenditures		217,000	75,000	65,000	140,000	70,000	70,000	75,000	150,000	75,000	240,000	1,177,000
Financing Sources:												
Capital Reserve Fund		217,000	75,000	65,000	140,000	70,000	70,000	75,000	150,000	75,000	240,000	1,177,000
Capital Reserve Fund - Capital Project Fund		-	-	-	-	-	-	-	-	-	-	-
Installment financing		-	-	-	-	-	-	-	-	-	-	-
Total financing sources		217,000	75,000	65,000	140,000	70,000	70,000	75,000	150,000	75,000	240,000	1,177,000
Projects split between General Fund and Water & Sewer Fund												
^[1] \$20,000 total in FY2026												

Appendix 5: Capital Improvement Plan (continued)

Deputies

Item	Project Number	Fiscal Year										Totals
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
Project and acquisition expenditures by function:												
Equipment												
20002 Radar Trailer (2)	2025-2000-001	40,000	-	-	-	-	-	-	-	-	-	40,000
Subtotal		40,000	-	-	-	-	-	-	-	-	-	40,000
Vehicles												
xxxx 2020 Ford Interceptor [rep 9231]	2026-2000-001	85,000	-	-	-	-	-	95,000	-	-	-	180,000
xxxx 2020 Ford Interceptor [rep 9232]	2026-2000-002	85,000	-	-	-	-	-	95,000	-	-	-	180,000
xxxx 2020 Ford Interceptor [rep 9236]	2026-2000-003	85,000	-	-	-	-	-	95,000	-	-	-	180,000
xxxx 2020 Ford Interceptor [rep 9237]	2026-2000-004	85,000	-	-	-	-	-	95,000	-	-	-	180,000
8652 2021 Ford Interceptor		-	85,000	-	-	-	-	-	95,000	-	-	180,000
8653 2021 Ford Interceptor		-	85,000	-	-	-	-	-	95,000	-	-	180,000
8664 2021 Ford Interceptor		-	85,000	-	-	-	-	-	95,000	-	-	180,000
8665 2021 Ford Interceptor		-	85,000	-	-	-	-	-	95,000	-	-	180,000
xxxx 2023 BMW Motorcycle		-	-	40,000	-	-	-	-	45,000	-	-	85,000
8745 2022 Ford Interceptor		-	-	90,000	-	-	-	-	-	100,000	-	190,000
8746 2022 Ford Interceptor		-	-	90,000	-	-	-	-	-	100,000	-	190,000
8782 2022 Ford Interceptor		-	-	90,000	-	-	-	-	-	100,000	-	190,000
8783 2022 Ford Interceptor		-	-	90,000	-	-	-	-	-	100,000	-	190,000
8790 2022 Ford Interceptor		-	-	90,000	-	-	-	-	-	100,000	-	190,000
8885 2023 Ford F150		-	-	-	90,000	-	-	-	-	-	100,000	190,000
8886 2023 Ford F150		-	-	-	90,000	-	-	-	-	-	100,000	190,000
8887 2023 Ford F150		-	-	-	90,000	-	-	-	-	-	100,000	190,000
xxxx 2024 Vehicle		-	-	-	-	95,000	-	-	-	-	-	95,000
xxxx 2024 Vehicle		-	-	-	-	95,000	-	-	-	-	-	95,000
xxxx 2024 Vehicle		-	-	-	-	95,000	-	-	-	-	-	95,000
xxxx 2024 Vehicle		-	-	-	-	95,000	-	-	-	-	-	95,000
xxxx 2024 Ford F150		-	-	-	-	95,000	-	-	-	-	-	95,000
xxxx 2024 Ford F150		-	-	-	-	95,000	-	-	-	-	-	95,000
xxxx 2024 Ford Interceptor		-	-	-	-	95,000	-	-	-	-	-	95,000
xxxx 2025 Vehicle		-	-	-	-	-	95,000	-	-	-	-	95,000
xxxx 2025 Vehicle		-	-	-	-	-	95,000	-	-	-	-	95,000
xxxx 2025 Vehicle		-	-	-	-	-	95,000	-	-	-	-	95,000
xxxx 2025 Vehicle		-	-	-	-	-	95,000	-	-	-	-	95,000
Subtotal		340,000	340,000	490,000	270,000	665,000	380,000	380,000	425,000	500,000	300,000	4,090,000
Total project expenditures		380,000	340,000	490,000	270,000	665,000	380,000	380,000	425,000	500,000	300,000	4,130,000
Financing Sources:												
Capital Reserve Fund		380,000	340,000	490,000	270,000	665,000	380,000	380,000	425,000	500,000	300,000	4,130,000
Capital Reserve Fund - Capital Project Fund		-	-	-	-	-	-	-	-	-	-	-
Installment financing		-	-	-	-	-	-	-	-	-	-	-
Total financing sources		380,000	340,000	490,000	270,000	665,000	380,000	380,000	425,000	500,000	300,000	4,130,000

Appendix 5: Capital Improvement Plan (continued)

Fire

Item		Project Number	Fiscal Year										Totals
			2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
Project and acquisition expenditures by function:													
Buildings & Grounds													
Station #1 Windows and Doors	2025-2100-001	30,000	-	-	-	-	-	-	-	-	-	30,000	
Fire Station #3 Warning Light	2025-2100-002	85,000	-	-	-	-	-	-	-	-	-	85,000	
Landscaping and Pond Restoration - Station #2	2025-2100-003	50,000	-	-	-	-	-	-	-	-	-	50,000	
Roof and Drainage Repair - Jackson Park		-	40,000	-	-	-	-	-	-	-	-	40,000	
Dehumidifiers - Station #1 & #2		-	13,500	-	-	-	-	-	-	-	-	13,500	
Fire Station #1 Equipment Building		-	-	80,000	-	-	-	-	-	-	-	80,000	
Subtotal		165,000	53,500	80,000	-	-	-	-	-	-	-	298,500	
Vehides													
FD708 Ford Explorer - Fire Chief TH [Rep FD708R]		-	85,000	-	-	-	-	-	100,000	-	-	185,000	
FD901 2003 Ford F450 Utility - SRT		-	130,000	-	-	-	-	-	150,000	-	-	280,000	
FD702 2013 Chevrolet Silverado - SRT		-	-	125,000	-	-	-	-	-	145,000	-	270,000	
FD705 2014 Chevrolet Suburban - Inspector		-	-	-	125,000	-	-	-	-	-	145,000	270,000	
FD701 2021 Chevrolet Suburban LS - Operations Chief TH		-	-	-	125,000	-	-	-	-	-	145,000	270,000	
FD603 2022 Chevrolet 2500 - Logistics TH		-	-	-	-	135,000	-	-	-	-	-	135,000	
FD710 2022 Chevrolet 2500 - Admin Chief TH		-	-	-	-	135,000	-	-	-	-	-	135,000	
FD601 2022 Chevrolet 2500 - Training Chief TH		-	-	-	-	135,000	-	-	-	-	-	135,000	
FD709 2022 Chevrolet 2500 - Battalion Chief		-	-	-	-	135,000	-	-	-	-	-	135,000	
FD602 2015 Chevrolet Silverado - Planning Chief		-	-	-	-	-	135,000	-	-	-	-	135,000	
FD706 2016 Chevrolet Silverado - Battalion Reserve		-	-	-	-	-	150,000	-	-	-	-	150,000	
FD707 2024 Chevrolet Tahoe - Fire Marshall TH		-	-	-	-	-	135,000	-	-	-	-	135,000	
FD802 2016 Chevrolet Silverado - Staff Reserve		-	-	-	-	-	135,000	-	-	-	-	135,000	
FD704 1997 Ford F350 - Staff Reserve		-	-	-	-	-	-	-	-	-	-	-	
FD707R 2017 Chevrolet Tahoe - Fire Marshall TH [will be sold FY24]		-	-	-	-	-	-	-	-	-	-	-	
FD708R 2019 Dodge Charger - Fire Chief TH [will be sold/transferred FY25]		-	-	-	-	-	-	-	-	-	-	-	
FD901R 1999 Ford E450 Medical Transport - Out of Service [will be sold FY23]		-	-	-	-	-	-	-	-	-	-	-	
Subtotal		-	215,000	125,000	250,000	540,000	555,000	-	250,000	145,000	290,000	2,370,000	

Appendix 5: Capital Improvement Plan (continued)

Fire (continued)

Item		Project Number	Fiscal Year										Totals
			2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
Project and acquisition expenditures by function:													
Equipment													
FD791	Lawn Mower Station #1	2025-2100-004	12,000	-	-	-	-	-	-	-	-	12,000	
21044	Turnout Gear Washer Extractor [Rep 21006] - Station #1	2025-2100-005	15,000	-	-	-	-	-	-	-	-	15,000	
xxxxx	Replace Air Lifting Bags		-	85,000	-	-	-	-	-	-	-	85,000	
xxxxx	SCBA Cascade System (Station 1)		-	175,000	-	-	-	-	-	-	-	175,000	
xxxxx	Replace Self-Contained BA (2 years)		-	200,000	200,000	-	-	-	-	-	-	400,000	
xxxxx	Replace Struts Rescue		-	25,000	-	-	-	-	-	-	-	25,000	
FD572	2005 Continental Trailer - Special Operations SRT		-	30,000	-	-	-	-	-	-	-	30,000	
xxxxx	Gas Monitor Replacement		-	-	25,000	-	-	-	-	-	-	25,000	
xxxxx	Thermal Imaging Camera Replacement		-	-	80,000	-	-	-	-	-	-	80,000	
xxxxx	Ice Machine - Station #3		-	-	6,000	-	-	-	-	-	-	6,000	
21028	Portable Radios (5 years)		-	-	-	110,000	120,000	130,000	140,000	150,000	-	650,000	
FD552	1999 Diahatso Mini Truck Utility Vehicle/Golf Cart		-	-	-	30,000	-	-	-	-	-	30,000	
FD792	2010 Exmark Lawn Mower Station 3		-	-	-	15,000	-	-	-	-	-	15,000	
FD573	2004 Wells Cargo Trailer - Decon		-	-	-	-	30,000	-	-	-	-	30,000	
xxxxx	Ice Machine - Station #2		-	-	-	-	7,000	-	-	-	-	7,000	
xxxxx	Replace all Battery Extrication Equipment		-	-	-	-	-	250,000	-	-	-	250,000	
xxxxx	Turnout Gear Washer Extractor - Station #3		-	-	-	-	-	20,000	-	-	-	20,000	
FD551	2005 Yamaha Bruin 350 ATV		-	-	-	-	-	15,000	-	-	-	15,000	
xxxxx	Replace AEDs		-	-	-	-	-	-	60,000	-	-	60,000	
xxxxx	Replace SRT Boats		-	-	-	-	-	-	-	60,000	-	60,000	
FD793	2017 Snapper Lawn Mower Station 2		-	-	-	-	-	-	-	15,000	-	15,000	
FD553	2021 Polaris Ranger 500 UTV		-	-	-	-	-	-	-	30,000	-	30,000	
xxxxx	Turnout Gear Washer Extractor - Station #2		-	-	-	-	-	-	-	20,000	-	20,000	
Subtotal			27,000	515,000	311,000	155,000	157,000	415,000	200,000	275,000	-	2,055,000	
Total project expenditures			192,000	783,500	516,000	405,000	697,000	970,000	200,000	525,000	145,000	290,000	4,723,500

Appendix 5: Capital Improvement Plan (continued)

Fire (continued)

Item	Project Number	Fiscal Year										Totals
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
Project and acquisition expenditures by function:												
Buildings & Grounds												
Fire Station #1 & Admin Complex		-	-	-	600,000	14,000,000	-	-	-	-	-	14,600,000
Logistics Building Remodel (Old Station 1)		-	-	-	-	-	150,000	-	-	-	-	150,000
New Fire Station 4		-	-	-	-	-	-	-	-	-	7,000,000	7,000,000
Subtotal		-	-	-	600,000	14,000,000	150,000	-	-	-	7,000,000	21,750,000
Fire Apparatus												
FD101 Pumper - Station 1 - [Rep FD101R]	2025-2100-006	1,250,000	-	-	-	-	-	-	-	-	-	1,250,000
FD301 Rescue - Station 2 - 2008 Spartan - Front Line		-	-	-	1,650,000	-	-	-	-	-	-	1,650,000
FD201 Ladder - Station 2 - 2005 Spartan 2000 105' - Reserve		-	-	-	-	1,800,000	-	-	-	-	-	1,800,000
FD103 Pumper - Station 3 - 2017 Spartan Engine 2000 - Front Line		-	-	-	-	-	1,200,000	-	-	-	-	1,200,000
FDxxx Ladder - Station 4 - New		-	-	-	-	-	-	-	-	-	2,000,000	2,000,000
FD102 Pumper - Station 2 - 2020 Spartan Engine 2000 - Front Line		-	-	-	-	-	-	-	-	-	-	-
FD202 Ladder - Station 1 - 2022 Spartan 107' - Front Line		-	-	-	-	-	-	-	-	-	-	-
FD401 Brush Truck - Station 3 - Chevrolet 3500 - Front Line		-	-	-	-	-	-	-	-	-	-	-
FD106 Pumper - Station 2 - 2013 Spartan Engine 2000 - Reserve		-	-	-	-	-	-	-	-	-	-	-
FD101R Pumper - Station 1 - 2005 Engine 2000 - Reserve		-	-	-	-	-	-	-	-	-	-	-
FD104 Pumper - Out of Service - 1988 Ford Engine		-	-	-	-	-	-	-	-	-	-	-
FD401R Brush Truck - Station 3 - 2007 Chevrolet 3500 [will be sold FY24]		-	-	-	-	-	-	-	-	-	-	-
Subtotal		1,250,000	-	-	1,650,000	1,800,000	1,200,000	-	-	-	2,000,000	7,900,000
Total project expenditures		1,250,000	-	-	2,250,000	15,800,000	1,350,000	-	-	-	9,000,000	29,650,000
Financing Sources:												
Capital Reserve Fund		1,250,000	-	-	600,000	-	1,350,000	-	-	-	2,000,000	5,200,000
Installment financing		-	-	-	1,650,000	15,800,000	-	-	-	-	7,000,000	24,450,000
Grant		-	-	-	-	-	-	-	-	-	-	-
Total financing sources		1,250,000	-	-	2,250,000	15,800,000	1,350,000	-	-	-	9,000,000	29,650,000

Appendix 5: Capital Improvement Plan (continued)

Streets

Item	Project Number	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	Totals
Project and acquisition expenditures by function:												
Transportation Improvements												
Median Improvements	2024-3001-003	73,000	-	-	-	-	-	-	-	-	-	73,000
Back Creek Greenway & Trailhead	2024-3001-010	220,000	-	-	-	-	-	-	-	-	-	220,000
Fuda Creek Greenway	2024-3001-011	220,000	-	-	-	-	-	-	-	-	-	220,000
Robinson Church Road Improvements	2024-3001-012	100,000	-	-	-	-	-	-	-	-	-	100,000
Annual ADA Sidewalk Program	2025-3001-001	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	1,000,000
Annual Greenway Program	2025-3001-002	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	2,500,000
Pedestrian Facility for Oakley Drive	2025-3001-003	250,000	-	-	-	-	-	-	-	-	-	250,000
Robinson Church Rd Roadway Improvements		-	500,000	-	-	-	-	-	-	-	-	500,000
Oakley & Sims Turn Lanes - Harrisburg Park Mitigation		-	160,000	-	-	-	-	-	-	-	-	160,000
Harris Depot & Oakley Turn Lane - Harrisburg Park Mitigation		-	-	120,000	-	-	-	-	-	-	-	120,000
Veterans & School Circle Turn Lanes - Harrisburg Park Mitigation		-	-	-	145,000	-	-	-	-	-	-	145,000
Subtotal		1,213,000	1,010,000	470,000	495,000	350,000	350,000	350,000	350,000	350,000	350,000	5,288,000
Capital Projects Fund												
Harrisburg Rail Trail & Greenway	2025-3001-004	315,000	1,772,000	-	-	-	-	-	-	-	-	2,087,000
Highway 49 Lighting Improvements Phases I-VI	2025-3001-005	120,000	120,000	120,000	120,000	120,000	-	-	-	-	-	600,000
Roberta Road & Main St. Roundabout	2025-3001-006	517,050	438,750	2,350,000	-	-	-	-	-	-	-	3,305,800
Highway 49 & Roberta Road Mitigation		-	-	1,000,000	-	-	-	-	-	-	-	1,000,000
Highway 49 Improvements - Phase IV - Patricia to Roberta		-	-	-	-	200,000	2,000,000	-	-	-	-	2,200,000
Highway 49 Improvements - Phase V - Caldwell to Cedar		-	-	-	-	-	-	-	200,000	-	2,000,000	2,200,000
Subtotal		952,050	2,330,750	3,470,000	120,000	320,000	2,000,000	-	200,000	-	2,000,000	11,392,800
Total project expenditures		2,165,050	3,340,750	3,940,000	615,000	670,000	2,350,000	350,000	550,000	350,000	2,350,000	16,680,800
Financing Sources:												
Capital Reserve Fund		1,213,000	1,010,000	470,000	495,000	350,000	350,000	350,000	350,000	350,000	350,000	5,288,000
Capital Reserve Fund - Capital Project Fund		538,410	1,979,750	1,590,000	120,000	320,000	2,000,000	-	200,000	-	2,000,000	8,748,160
Grants		413,640	351,000	1,880,000	-	-	-	-	-	-	-	2,644,640
Installment financing		-	-	-	-	-	-	-	-	-	-	-
Total financing sources		2,165,050	3,340,750	3,940,000	615,000	670,000	2,350,000	350,000	550,000	350,000	2,350,000	16,680,800
CPF - The budget and funding for these projects will be shown in the General Fund Capital Projects Fund.												

Appendix 5: Capital Improvement Plan (continued)

Environmental Protection (Public Works)

Item	Project Number	Fiscal Year										Totals
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
Project and acquisition expenditures by function:												
Equipment - Mowers												
4108 2007 Toro 72" Diesel Zero-Turn Mower		-	-	22,000	-	-	-	-	-	-	-	22,000
4111 2019 Exmark 60" Zero-Turn Mower		-	-	-	-	23,000	-	-	-	-	-	23,000
4114 2021 Kubota Tractor (50% WSF) ^[1]		-	-	-	-	-	-	70,000	-	-	-	70,000
4117 2021 Hustler 60" Zero-Turn Mower		-	-	-	-	-	-	25,000	-	-	-	25,000
Subtotal		-	-	22,000	-	23,000	-	95,000	-	-	-	140,000
Vehicles - Leaf Truck												
4123 Freightliner Leaf Truck [rep 4102]	2025-4100-001	350,000	-	-	-	-	-	-	-	-	-	350,000
4115 2020 Freightliner M21 Leaf Truck		-	-	-	-	-	-	400,000	-	-	-	400,000
4102 2016 Freightliner Leaf Truck (will be sold)		-	-	-	-	-	-	-	-	-	-	-
Subtotal		350,000	-	-	-	-	-	400,000	-	-	-	750,000
Vehicles - Limb and Brush Truck												
4110 2018 Freightliner M2 Brush Truck		-	265,000	-	-	-	-	-	-	-	-	265,000
4113 2021 International Brush Hawg Boom Truck		-	-	-	-	-	-	-	280,000	-	-	280,000
4105 2004 Freightliner Brush Truck [will be sold FY24]		-	-	-	-	-	-	-	-	-	-	-
Subtotal		-	265,000	-	-	-	-	-	280,000	-	-	545,000
Vehicles - Other												
4122 Ford F-550 Dump Truck [Rep 4116]		-	-	-	-	-	-	110,000	-	-	-	110,000
4103 2021 Chevrolet Silverado		-	-	-	72,000	-	-	-	-	-	-	72,000
4112 Chevrolet Silverado 2500 Crew Cab [Rep 4101]		-	-	-	-	72,000	-	-	-	-	-	72,000
4104 2012 Ford F550 Bucket Truck (50% WSF) ^[2]		-	-	-	-	60,000	-	-	-	-	-	60,000
4101 2015 Chevrolet Silverado 3500 Crew Cab [will be sold]		-	-	-	-	-	-	-	-	-	-	-
4116 2013 Ford F-550 Dump Truck w/ Gate [will be sold]		-	-	-	-	-	-	-	-	-	-	-
Subtotal		-	-	-	72,000	132,000	-	110,000	-	-	-	314,000
Total project expenditures		350,000	265,000	22,000	72,000	155,000	-	605,000	280,000	-	-	1,749,000
Financing Sources:												
Capital Reserve Fund		350,000	265,000	22,000	72,000	155,000	-	605,000	280,000	-	-	1,749,000
Capital Reserve Fund - Capital Project Fund		-	-	-	-	-	-	-	-	-	-	-
Installment Financing		-	-	-	-	-	-	-	-	-	-	-
Total financing sources		350,000	265,000	22,000	72,000	155,000	-	605,000	280,000	-	-	1,749,000
Projects split between General Fund and Water & Sewer Fund												
^[1] \$140,000 total in FY2031												
^[2] \$120,000 total in FY2029												

Appendix 5: Capital Improvement Plan (continued)

Buildings & Grounds

Item	Project Number	Fiscal Year										Totals
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
Project and acquisition expenditures by function:												
Buildings & Grounds												
4200 Town Hall Generator (50% WSF) ⁽¹⁾	2025-4200-001	75,000	-	-	-	-	-	-	-	-	-	75,000
Subtotal		75,000	-	-	-	-	-	-	-	-	-	75,000
Vehicles												
5011 2021 Chevrolet Silverado 1500 - Custodial Worker		-	-	-	42,000	-	-	-	-	-	45,000	87,000
Subtotal		-	-	-	42,000	-	-	-	-	-	45,000	87,000
Total project expenditures		75,000	-	-	42,000	-	-	-	-	-	45,000	162,000
Financing Sources:												
Capital Reserve Fund		75,000	-	-	42,000	-	-	-	-	-	45,000	162,000
Capital Reserve Fund - Capital Project Fund		-	-	-	-	-	-	-	-	-	-	-
Installment financing		-	-	-	-	-	-	-	-	-	-	-
Total financing sources		75,000	-	-	42,000	-	-	-	-	-	45,000	162,000
Projects split between General Fund and Water & Sewer Fund												
⁽¹⁾ \$150,000 total in FY2025												

Appendix 5: Capital Improvement Plan (continued)

Parks & Recreation

Item	Project Number	Fiscal Year										Totals
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
Project and acquisition expenditures by function:												
Park & Facility Improvements												
Picnic Tables - Harrisburg Park and Harris Depot Park	2025-5000-001	40,000	50,000	-	-	-	-	-	-	-	-	90,000
Restrooms Flooring	2025-5000-002	11,000	-	-	-	-	-	-	-	-	-	11,000
Log Cabin ADA Improvements - Harris Depot Park	2025-5000-003	15,500	-	-	-	-	-	-	-	-	-	15,500
Storm Water & Playground Improvements - Harrisburg Park	2025-5000-004	285,000	-	-	-	-	-	-	-	-	-	285,000
Harris Depot Parking Lot Chip Seal	2025-5000-005	40,000	-	-	-	-	-	-	-	-	-	40,000
Historic Pharr Mill Reconstruction		-	200,000	-	-	-	-	-	-	-	-	200,000
Christmas Decorations - Harrisburg Park		-	400,000	-	-	-	-	-	-	-	-	400,000
Christmas Wreaths		-	55,000	-	-	-	-	-	-	-	-	55,000
Infield Renovation - Stallings Park (4 of 8 Fields each year)		-	40,000	40,000	-	-	-	-	-	-	-	80,000
Parking Lot Resurfacing - Pharr Mill Park		-	125,000	-	-	-	-	-	-	-	-	125,000
Tennis Court Lights LED Conversion - Stallings Park		-	30,000	-	-	-	-	-	-	-	-	30,000
Automatic Gate - Harrisburg Park		-	-	40,000	-	-	-	-	-	-	-	40,000
Irrigation - Harrisburg Park		-	-	-	-	-	-	-	-	25,000	-	25,000
Subtotal		391,500	900,000	80,000	-	-	-	-	-	25,000	-	1,396,500
Heavy Equipment - Mowers												
5052 Ex-Mark Walk Behind Mower [Rep 5026]	2025-5000-006	10,500	-	-	-	13,000	-	-	-	14,000	-	37,500
xxxx Grounds Master 4500 Deck Mower		-	97,500	-	-	-	-	-	105,000	-	-	202,500
5028 2018 Zero Turn Mower 60"		-	15,000	-	-	-	18,000	-	-	-	-	33,000
5035 2019 Zero Turn Mower 72"		-	18,000	-	-	-	-	20,000	-	-	-	38,000
5051 2010 Skid Steer Caterpillar 277C w/Bucket		-	95,000	-	-	-	-	-	-	-	-	95,000
5029 2020 Zero Turn Mower 60"		-	15,000	-	-	-	-	-	-	-	-	15,000
5047 2023 Wright Zero Turn Mower 60"		-	21,000	-	-	-	21,000	-	-	-	-	42,000
5040 2022 Wright Zero Turn Mower		-	-	-	-	20,000	-	-	-	-	-	20,000
5027 2018 Zero Turn Mower 60" [will be sold FY24]		-	-	-	-	-	-	-	-	-	-	-
5026 2015 Ex-Mark Walk Behind Mower [will be sold FY25]		-	-	-	-	-	-	-	-	-	-	-
5023 2017 Zero Turn Mower [will be sold]		-	-	-	-	-	-	-	-	-	-	-
Subtotal		10,500	261,500	-	-	33,000	39,000	20,000	105,000	14,000	-	483,000

Appendix 5: Capital Improvement Plan (continued)

Parks & Recreation (continued)

Item	Project Number	Fiscal Year											Totals
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034		
Project and acquisition expenditures by function:													
Heavy Equipment - Other													
5053 Aera-vator Tractor Implement	2025-5000-007	12,500	-	-	-	-	-	-	-	-	-	12,500	
5054 Fertilizer Spreader for Tractor	2025-5000-008	6,000	-	-	-	-	-	-	-	-	-	6,000	
5055 Pull Behind Sprayer	2025-5000-009	12,500	-	-	-	-	55,000	-	-	-	-	67,500	
5056 Pro Pass 200 Wireless Top Dresser	2025-5000-010	24,000	-	-	-	-	-	-	-	-	-	24,000	
5057 Verticutter with Roller	2025-5000-011	14,000	-	-	-	-	-	-	-	-	-	14,000	
5058 Bullseye Quick Groomer Attachment	2025-5000-012	10,000	-	-	-	-	-	-	-	-	-	10,000	
xxxx 2005 John Deere Loader [Rep 5013 attachment]		-	75,000	-	-	-	-	-	-	-	-	75,000	
xxxx Boom Lift		-	-	60,000	-	-	-	-	-	-	-	60,000	
5031 2020 Clubcar Golf Cart		-	-	12,000	-	-	-	-	-	-	-	12,000	
5032 2020 Clubcar Golf Cart		-	-	12,000	-	-	-	-	-	-	-	12,000	
5042 RTV 900		-	-	-	-	-	-	20,000	-	-	-	20,000	
5050 RTV 900		-	-	-	-	-	-	20,000	-	-	-	20,000	
5048 Billy Goat Ride-On Blower		-	-	-	-	-	-	-	-	-	-	-	
5041 2024 John Deere Tractor		-	-	-	-	-	-	-	-	-	-	-	
5004 2002 John Deere Backhoe		-	-	-	-	-	-	-	-	-	-	-	
5021 2015 John Deere Gator		-	-	-	-	-	-	-	-	-	-	-	
5036 2016 John Deere Infield Groomer		-	-	-	-	-	-	-	-	-	-	-	
5019 2021 John Deere Infield Groomer		-	-	-	-	-	-	-	-	-	-	-	
5013 2005 John Deere Tractor		-	-	-	-	-	-	-	-	-	-	-	
5017 2014 Kubota Tractor [will be sold FY25]		-	-	-	-	-	-	-	-	-	-	-	
5014 2006 Kubota RTV 900 [will be sold FY24]		-	-	-	-	-	-	-	-	-	-	-	
Subtotal		79,000	75,000	84,000	-	-	55,000	40,000	-	-	-	333,000	
Vehicles													
5003 2015 Ford-250 - FM Specialist		-	42,000	-	-	-	-	-	44,000	-	-	86,000	
5008 2018 Ford F150 - Rec Coordinator		-	38,000	-	-	-	-	-	44,000	-	-	82,000	
5009 2019 Chevrolet 3500 Dump Truck		-	52,000	-	-	-	-	-	55,000	-	-	107,000	
5006 2016 Chevrolet Silverado 1500 - FM Specialist		-	40,000	-	-	-	-	-	44,000	-	-	84,000	
5005 2016 Ford Explorer - Admin		-	-	40,000	-	-	-	-	-	44,000	-	84,000	
5010 2021 Chevrolet Silverado 1500 - FM Supervisor		-	-	40,000	-	-	-	-	-	45,000	-	85,000	
5012 2021 Chevrolet Silverado 1500 - Superintendent		-	-	-	42,000	-	-	-	-	-	45,000	87,000	
5049 Ford F-250 - FM Specialist		-	-	-	-	-	44,000	-	-	-	-	44,000	
5043 Ford F-250 - FM Specialist		-	-	-	-	-	44,000	-	-	-	-	44,000	
5015 2007 Chevrolet Silverado 1500 - Park Attendant [will be sold FY24]		-	-	-	-	-	-	-	-	-	-	-	
5002 2014 Ford F-250 [will be sold FY24]		-	-	-	-	-	-	-	-	-	-	-	
5001 2014 Ford F-250 - FM Specialist [will be sold FY24?]		-	-	-	-	-	-	-	-	-	-	-	
Subtotal		-	172,000	80,000	42,000	-	88,000	-	187,000	89,000	45,000	703,000	
Total project expenditures		481,000	1,408,500	244,000	42,000	33,000	182,000	60,000	292,000	128,000	45,000	2,915,500	
Financing Sources:													
Capital Reserve Fund		481,000	1,408,500	244,000	42,000	33,000	182,000	60,000	292,000	128,000	45,000	2,915,500	
Installment financing		-	-	-	-	-	-	-	-	-	-	-	
Total financing sources		481,000	1,408,500	244,000	42,000	33,000	182,000	60,000	292,000	128,000	45,000	2,915,500	

Appendix 5: Capital Improvement Plan (continued)

Parks & Recreation (continued)

Item	Project Number	Fiscal Year										Totals
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
Project and acquisition expenditures by function:												
Park & Facility Improvements												
Holcomb Woods Park Restroom Facility	2025-5000-013	20,000	190,000	-	-	-	-	-	-	-	-	210,000
Concrete Work/Improvements - Veterans Park	2025-5000-014	370,000	-	-	-	-	-	-	-	-	-	370,000
Parking Lot Expansion - Stallings Park	2025-5000-015	200,000	-	-	-	-	-	-	-	-	-	200,000
Land Acquisition - Zmax Property	2025-5000-016	500,000	-	-	-	-	-	-	-	-	-	500,000
Land Acquisition	2025-5000-017	4,000,000	-	-	-	-	-	-	-	-	-	4,000,000
Holcomb Woods Park Lights		-	450,000	-	-	-	-	-	-	-	-	450,000
Pharr Mill Park Enhancement		-	700,000	-	-	-	-	-	-	-	-	700,000
Announcer Booth/Storage Room - Harrisburg Park		-	200,000	-	-	-	-	-	-	-	-	200,000
Boardwalk and Pier - Pharr Mill Park		-	-	1,000,000	-	-	-	-	-	-	-	1,000,000
Maintenance Building		-	-	-	2,000,000	-	-	-	-	-	-	2,000,000
Athletics Turf Fields		-	-	-	-	900,000	-	-	-	-	-	900,000
Town Center Park Improvement		-	-	-	-	250,000	-	-	-	-	-	250,000
Library Building Renovations		-	-	-	-	-	1,250,000	-	-	-	-	1,250,000
Total project expenditures		5,090,000	1,540,000	1,000,000	2,000,000	1,150,000	1,250,000	-	-	-	-	12,030,000
Financing Sources:												
Capital Reserve Fund		5,090,000	1,540,000	1,000,000	2,000,000	1,150,000	1,250,000	-	-	-	-	12,030,000
Installment financing		-	-	-	-	-	-	-	-	-	-	-
Total financing sources		5,090,000	1,540,000	1,000,000	2,000,000	1,150,000	1,250,000	-	-	-	-	12,030,000

Appendix 5: Capital Improvement Plan (continued)

Water and Sewer

Item	Project Number	Fiscal Year										Totals
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
Project and acquisition expenditures by function:												
Water Projects												
Cabarrus Woods WL Upgrades (CPF)	2025-6000-001	481,480	2,566,800	1,732,100	997,400	-	-	-	-	-	-	5,777,780
FY27/28 WL Upgrades (CPF) - Harrisburg Estates		-	-	100,000	1,000,000	-	-	-	-	-	-	1,100,000
FY29/30 WL Upgrades (CPF) - Hillcrest, Willow, Tall Tree, Leatherwood		-	-	-	-	200,000	2,000,000	-	-	-	-	2,200,000
FY30/31 WL Upgrades (CPF) - Robinson Ave, School, Martha Melvin, Alexander Hills		-	-	-	-	-	140,000	1,400,000	-	-	-	1,540,000
FY32/33 WL Upgrades (CPF) - Oakley, Harris Depot, Henderson, Gamble		-	-	-	-	-	-	160,000	1,600,000	-	-	1,760,000
Subtotal		481,480	2,566,800	1,832,100	1,997,400	200,000	2,140,000	1,560,000	1,600,000	-	-	12,377,780
Water Expansion Projects												
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
Subtotal		-	-	-	-	-	540,000	516,000	-	-	-	1,056,000
Sewer Projects												
Annual Sanitary Sewer Rehabilitation (Collection System Improvements Projects) (CPF)	2025-6000-002	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	2,500,000
Sequoia Hills Sewer (8,500 LF of gravity) (CPF)		-	335,000	913,000	-	-	-	-	-	-	-	1,248,000
Abbingtion Pump Station Decommissioning (2,200 LF of 8-inch gravity line) (CPF)		-	-	150,000	650,000	-	-	-	-	-	-	800,000
Morehead West Sewer Phase I (CPF)		-	-	4,500,000	-	-	-	-	-	-	-	4,500,000
Orchard Park Pump Station Decommissioning (CPF)		-	-	-	50,000	150,000	-	-	-	-	-	200,000
Morehead West Sewer Phase II (CPF)		-	-	-	-	525,000	1,280,000	-	-	-	-	1,805,000
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
Kensington Pump Station Decommissioning (1,500 LF of 8-inch gravity line) (CPF)		-	-	-	-	-	80,000	450,000	-	-	-	530,000
Harmony Pump Station Decommissioning (Developer Driven)		-	-	-	-	-	-	-	-	-	-	-
Subtotal		250,000	585,000	5,813,000	950,000	2,425,000	3,110,000	700,000	250,000	250,000	250,000	14,583,000
Equipment - Generators												
6088 Abbingtion Generator 5/2006 Olympian G100F3 NG	2025-6000-003	100,000	-	-	-	-	-	-	-	-	-	100,000
xxxx Heatherstone Well Generator 7/2006 Olympian G80F3 NG		-	80,000	-	-	-	-	-	-	-	-	80,000
xxxx Town Center Generator 8/2007 Olympian G30F3 NG		-	60,000	-	-	-	-	-	-	-	-	60,000
xxxx Well #3 Generator 3/2009 Cummins GGLB 150 NG		-	80,000	-	-	-	-	-	-	-	-	80,000
xxxx 2000 Kohler 135 Generator (Tagalong) [Rep 4104]		-	-	100,000	-	-	-	-	-	-	-	100,000
xxxx Stalling Glenn Generator Olympian G30F3 NG		-	-	60,000	-	-	-	-	-	-	-	60,000
xxxx Well #1 Generator 3/2012 Generac SG175 NG		-	-	100,000	-	-	-	-	-	-	-	100,000
xxxx Kensington Generator 1/2005 Olympian D50P3 Diesel (if Sewer CPF is not performed)		-	-	-	65,000	-	-	-	-	-	-	65,000
Subtotal		100,000	220,000	260,000	65,000	-	-	-	-	-	-	645,000

Appendix 5: Capital Improvement Plan (continued)

Water and Sewer (continued)

Item	Project Number	Fiscal Year										Totals
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
Project and acquisition expenditures by function:												
Equipment - Other												
6089 Wacker Trench Roller [Rep 6008]	2025-6000-004	45,000	-	-	-	-	-	-	-	-	-	45,000
6090 Air Compressor Sullair 185 [Rep 4109]	2025-6000-005	35,000	-	-	-	-	-	-	-	-	-	35,000
6091 Jetter/Sewer Vac Truck [Rep 6011 & 6026]	2025-6000-006	600,000	-	-	-	-	-	-	-	-	-	600,000
6095 Kamstrup Meter Collector Antenna	2025-6000-007	25,000	-	-	-	-	-	-	-	-	-	25,000
6016 2016 Hudson Trailer 20' HTD18C 12 Ton		-	24,000	-	-	-	-	-	-	-	-	24,000
6012 2013 Volvo DD15 Compactor Double Drum		-	-	-	40,000	-	-	-	-	-	-	40,000
6017 2012 Doosan Forklift Model G25P5		-	-	-	60,000	-	-	-	-	-	-	60,000
6025 2018 Hudson Trailer 20' HTD18C 12 Ton		-	-	-	30,000	-	-	-	-	-	-	30,000
6045 2021 Bravo Aires Pathfinder Camera & Trailer		-	-	-	-	-	140,000	-	-	-	-	140,000
6028 2019 DYNA-VAC RH-750 Easement Machine		-	-	-	-	-	-	80,000	-	-	-	80,000
6034 2021 Kubota RTV-900 4x4		-	-	-	-	-	-	35,000	-	-	-	35,000
6039 2017 Caterpillar 914M Compact Wheel Loader		-	-	-	-	-	-	-	150,000	-	-	150,000
6078 2021 305 CAT Mini Excavator		-	-	-	-	-	-	-	130,000	-	-	130,000
6047 2021 Ditch Witch Vacuum & Trailer		-	-	-	-	-	-	-	90,000	-	-	90,000
6050 2021 Kaufman 22' Trailer		-	-	-	-	-	-	-	12,000	-	-	12,000
6001 2004 Series 2 Sewer Jet Rodder Machine		-	-	-	-	-	-	-	100,000	-	-	100,000
6027 2019 Caterpillar 305.E2 Excavator		-	-	-	-	-	-	-	-	90,000	-	90,000
6029 2019 Skid Steer Caterpillar 289D2		-	-	-	-	-	-	-	-	-	80,000	80,000
6079 2023 308 CAT Excavator		-	-	-	-	175,000	-	-	-	-	-	175,000
6080 2280 Mahle Articpro R1234VF AC Machine		-	-	-	-	10,000	-	-	-	-	-	10,000
6002 2006 Kubota RTV-900		-	20,000	-	-	-	-	-	-	-	-	20,000
6035 2021 Caterpillar Compactor		-	-	-	-	-	-	-	80,000	-	-	80,000
6014 2015 Look Vision Trailer - Safety Trailer		-	-	-	-	-	-	-	-	-	25,000	25,000
6021 2016 Caterpillar 308 Excavator [will be sold FY24]		-	-	-	-	-	-	-	-	-	-	-
4109 2011 Air Compressor Sullair 185 [will be sold FY25]		-	-	-	-	-	-	-	-	-	-	-
6008 2011 Wacker RT 82-SC 32" Trench Roller [will be sold FY25]		-	-	-	-	-	-	-	-	-	-	-
6011 2013 FX-30 Ditch Witch Vacuum [will be sold FY25]		-	-	-	-	-	-	-	-	-	-	-
6026 2019 Kenworth T440 w/800-HPR-ECO Sewer Jet Machine [will be sold FY25]		-	-	-	-	-	-	-	-	-	-	-
Subtotal		705,000	44,000	-	130,000	185,000	140,000	115,000	562,000	90,000	105,000	2,076,000

Appendix 5: Capital Improvement Plan (continued)

Water and Sewer (continued)

Item	Project Number	Fiscal Year										Totals
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
Project and acquisition expenditures by function:												
Vehicles												
6092 Freightliner Dump Truck [Rep 6042]	2025-6000-008	170,000	-	-	-	-	-	185,000	-	-	-	355,000
6093 Chevrolet Silverado 2500 Crew Cab - Water Technician [Rep 6007]	2025-6000-009	70,000	-	-	-	-	-	80,000	-	-	-	150,000
xxxx New Public Works Director Vehicle		-	58,000	-	-	-	-	65,000	-	-	-	123,000
6019 2016 Chevrolet 2500 - WS Secondary Crew Truck		-	75,000	-	-	-	-	-	80,000	-	-	155,000
6044 2019 F450 Crew Truck - Utility Crew Leader		-	85,000	-	-	-	-	-	90,000	-	-	175,000
6023 2017 Chevrolet 2500 Reg Cab Service Bed - Utility System Operator		-	70,000	-	-	-	-	-	80,000	-	-	150,000
6022 2017 Chevrolet 1500 Reg Cab Short Bed - Water System ORC		-	70,000	-	-	-	-	-	80,000	-	-	150,000
6024 2018 Freightliner M2106 Diesel Dump Truck		-	-	180,000	-	-	-	-	-	-	-	180,000
6031 2020 Chevrolet Silverado 3500 Reg Cab Crane Body - Utility System Operator		-	-	85,000	-	-	-	-	-	90,000	-	175,000
6032 2020 Chevrolet Silverado 2500 Reg Cab 4x4 Service Body - Senior Water System ORC		-	-	75,000	-	-	-	-	-	80,000	-	155,000
6033 2021 Chevrolet 2500 Crew Cab - Purchasing Agent		-	-	75,000	-	-	-	-	-	80,000	-	155,000
6010 2012 Ford F-150 Reg Cab - Spare		-	-	75,000	-	-	-	-	-	80,000	-	155,000
6015 2015 Chevrolet Silverado 2500 - Spare		-	-	75,000	-	-	-	-	-	-	-	75,000
6040 2021 Chevrolet 3500 Crew Cab - Fleet Maintenance Manager		-	-	-	80,000	-	-	-	-	-	85,000	165,000
6030 2020 Freightliner M2 Dump Truck		-	-	-	180,000	-	-	-	-	-	190,000	370,000
6074 2022 Chevrolet Silverado 2500 - Utility Supervisor		-	-	-	80,000	-	-	-	-	-	85,000	165,000
6081 2014 Ford F-550 Super Duty Dump Truck [Rep 6041]		-	-	-	-	120,000	-	-	-	-	-	120,000
6075 2022 Chevrolet Silverado 2500 - Assistant PW Director		-	-	-	-	75,000	-	-	-	-	-	75,000
6082 Freightliner M2106 Dump Truck [Rep 6043]		-	-	-	-	-	180,000	-	-	-	-	180,000
6083 Ford F-450 Diesel Crew Cab - Utility Crew Leader [Rep 6018]		-	-	-	-	-	90,000	-	-	-	-	90,000
6084 Ford F-350 - On Call [Rep 6020]		-	-	-	-	-	75,000	-	-	-	-	75,000
6018 2016 Ford F-450 Diesel Crew Cab - Utility Crew Leader		-	-	-	-	-	-	-	90,000	-	-	90,000
6042 2015 Freightliner Dump Truck [will be sold FY25]		-	-	-	-	-	-	-	-	-	-	-
6007 2011 Chevrolet Silverado 2500 Reg Cab - Water Technician [will be sold FY25]		-	-	-	-	-	-	-	-	-	-	-
6043 2016 Freightliner M2106 Dump Truck [will be sold FY24]		-	-	-	-	-	-	-	-	-	-	-
6020 2016 Ford F-350 Reg Cab - On Call [will be sold FY24]		-	-	-	-	-	-	-	-	-	-	-
6041 2014 Ford F-550 Super Duty Reg Cab Dump Truck [will be sold FY24]		-	-	-	-	-	-	-	-	-	-	-
Subtotal		240,000	358,000	565,000	340,000	195,000	345,000	330,000	420,000	330,000	360,000	3,483,000

Appendix 5: Capital Improvement Plan (continued)

Water and Sewer (continued)

Item	Project Number	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	Totals
Project and acquisition expenditures by function:												
Cost Share - General Fund Assets												
6094 Town Hall Generator (50% GF) ^[1]	2025-6000-010	75,000	-	-	-	-	-	-	-	-	-	75,000
6060 Plotter - Printer/Scanner (50% GF) ^[2]		-	10,000	-	-	-	-	-	-	-	-	10,000
xxxx New Ford Explorer - Admin (50% GF) ^[3]		-	-	30,000	-	-	-	-	-	35,000	-	65,000
Backup & Disaster Recovery (50% GF) ^[4]		-	-	45,000	-	-	45,000	-	-	50,000	-	140,000
Server Replacement (50% GF) ^[5]		-	-	-	30,000	-	-	35,000	-	-	40,000	105,000
6072 2019 Ford Transit Van (50% GF) ^[6]		-	-	-	25,000	-	-	-	-	-	60,000	85,000
6065 2012 Ford F550 Bucket Truck (50% GF) ^[7]		-	-	-	-	60,000	-	-	-	-	-	60,000
6086 2023 Ford F150 - Town Manager (50% GF) ^[8]		-	-	-	-	-	40,000	-	-	-	-	40,000
6085 Ford Explorer [Rep 1002] (50% GF) ^[9]		-	-	-	-	-	35,000	-	-	-	-	35,000
6054 2021 Kubota Tractor (50% GF) ^[10]		-	-	-	-	-	-	70,000	-	-	-	70,000
Subtotal		75,000	10,000	75,000	55,000	60,000	120,000	105,000	-	85,000	100,000	685,000
Total project expenditures		1,851,480	3,783,800	8,545,100	3,537,400	3,065,000	6,395,000	3,326,000	2,832,000	755,000	815,000	34,905,780
Financing Sources:												
Capital Reserve Fund - Operating Capital		1,120,000	632,000	900,000	590,000	440,000	605,000	550,000	982,000	505,000	565,000	6,889,000
Capital Reserve Fund - Capital Project Fund		250,000	585,000	1,413,000	1,950,000	1,125,000	4,290,000	2,776,000	1,850,000	250,000	250,000	14,739,000
Installment Loan Financing		-	-	-	-	-	-	-	-	-	-	-
Revenue Bond Financing		481,480	2,566,800	6,232,100	997,400	1,500,000	1,500,000	-	-	-	-	13,277,780
Total financing sources		1,851,480	3,783,800	8,545,100	3,537,400	3,065,000	6,395,000	3,326,000	2,832,000	755,000	815,000	34,905,780
CPF - The budget and funding for these projects will be shown in the Water and Sewer Capital Projects Fund.												
Projects split between General Fund and Water & Sewer Fund												
^[1] \$150,000 total in FY2025												
^[2] \$20,000 total in FY2026												
^[3] \$60,000 tota in FY2027; \$70,000 total in FY2033												
^[4] \$90,000 total in FY2027; \$90,000 total in FY2030; \$100,000 total in FY2033												
^[5] \$60,000 total in FY2028; \$70,000 total in FY2031; \$80,000 in FY2034												
^[6] \$50,000 total in FY2028; \$60,000 total in FY2034												
^[7] \$120,000 total in FY2029												
^[8] \$80,000 total in FY2030												
^[9] \$70,000 total in FY2030												
^[10] \$140,000 total in FY2031												

Appendix 5: Capital Improvement Plan (continued)

Storm Water

Item	Project Number	Fiscal Year										Totals
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
Project and acquisition expenditures by function:												
Storm water projects												
Storm Drain Maintenance Spot Improvements	2025-7000-001	150,000	150,000	150,000	-	-	-	-	-	-	-	450,000
Stream Restoration (CPF)		-	-	-	120,000	620,000	620,000	500,000	-	-	-	1,860,000
Floodplain and Wetland Mitigation		-	-	-	-	-	-	-	200,000	-	-	200,000
Storm Water Improvements - System B - Phase 1 (CPF)		-	-	-	-	-	-	-	-	-	-	-
Subtotal		150,000	150,000	150,000	120,000	620,000	620,000	500,000	200,000	-	-	2,510,000
Vehicles												
xxxx New Chevrolet Silverado 1500 - New Position SW Admin		-	-	65,000	-	-	-	-	-	75,000	-	140,000
7003 Freightliner Street Sweeper [Rep 7002]		-	-	-	-	-	-	310,000	-	-	-	310,000
7002 2013 Freightliner Street Sweeper [will be sold]		-	-	-	-	-	-	-	-	-	-	-
Subtotal		-	-	65,000	-	-	-	310,000	-	75,000	-	450,000
Total project expenditures		150,000	150,000	215,000	120,000	620,000	620,000	810,000	200,000	75,000	-	2,960,000
Financing Sources:												
Capital Reserve Fund		150,000	150,000	215,000	-	-	-	310,000	200,000	75,000	-	1,100,000
Capital Reserve Fund - Capital Project Fund		-	-	-	120,000	620,000	620,000	500,000	-	-	-	1,860,000
Installment financing		-	-	-	-	-	-	-	-	-	-	-
Total financing sources		150,000	150,000	215,000	120,000	620,000	620,000	810,000	200,000	75,000	-	2,960,000
CPF - The budget and funding for these projects will be shown in the Storm Water Capital Projects Fund.												





BUDGET ORDINANCE OF THE TOWN OF HARRISBURG FOR THE FISCAL YEAR BEGINNING JULY 1, 2024 AND ENDING JUNE 30, 2025

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, 2024, and ending June 30, 2025, in accordance with the chart of accounts heretofore established for this Town:

General government:	
Town Council	\$ 268,680
Town Clerk	52,800
Administration	441,895
Finance	479,405
Human Resources	247,365
Information Technology	179,820
Communications	181,125
Planning	1,076,895
Economic Development	448,725
Engineering	683,445
Public safety:	
Deputies	3,937,720
Fire	7,017,325
Transportation:	
Powell Bill	640,000
Streets	1,777,200
Environmental protection:	
Public Works	2,659,610
Buildings and Grounds	302,070
Cultural and recreation:	
Parks and Recreation	3,970,625
Employee Benefits	100,000
Debt service	1,730,000
Transfers to:	
Capital Reserve Fund - General Fund	7,197,320
Internal Service Fund - HRA	85,000
Contingency appropriation	750,000
Total appropriations	<u>\$ 34,227,025</u>

SECTION 2. It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2024, and ending June 30, 2025:

Taxes	\$ 19,255,000
Sales and franchise tax	6,138,000
Fire unincorporated taxes	2,315,000
Permits and fees	1,468,125
Sales and services	972,500
Powell Bill	640,000
Other revenues	510,400
Transfers from:	
Capital Reserve Fund - General Fund	2,908,000
Capital Reserve Fund - Economic Development	20,000
Total estimated revenues	<u>\$ 34,227,025</u>

SECTION 3. The following amounts are hereby appropriated in the Capital Reserve Fund – General Fund for the fiscal year beginning July 1, 2024, and ending June 30, 2025 in accordance with the chart of accounts heretofore approved for the Town:

Transfers to:	
General Fund	\$ 2,908,000
Capital Projects Fund - Transportation	1,835,000
Capital Projects Fund - General Government	300,000
General Fund Capital Projects Fund - Recreation	5,090,000
General Fund Capital Projects Fund - Public Safety	1,250,000
Total appropriations	<u>\$ 11,383,000</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, 2024, and ending June 30, 2025:

Interest earnings	\$ 150,000
Transfers from General Fund	7,197,320
Appropriated fund balance	4,035,680
Total estimated revenues	<u>\$ 11,383,000</u>

SECTION 5. The following amounts are hereby appropriated in the Internal Service Fund – HRA for the fiscal year beginning July 1, 2024, and ending June 30, 2025 in accordance with the chart of accounts heretofore approved for the Town:

Administration	\$ 105,000
Total appropriations	<u>\$ 105,000</u>

SECTION 6. It is estimated that the following revenues will be available in the Capital Reserve Fund – General Fund for the fiscal year beginning July 1, 2024, and ending June 30, 2025:

Transfers from:	
General Fund	\$ 85,000
Water & Sewer Fund	20,000
Total estimated revenues	<u>\$ 105,000</u>

SECTION 7. The following amounts are hereby appropriated in the Capital Reserve Fund – Economic Development for the fiscal year beginning July 1, 2024, and ending June 30, 2025 in accordance with the chart of accounts heretofore approved for the Town:

Transfers to General Fund	<u>\$ 20,000</u>
Total appropriations	<u><u>\$ 20,000</u></u>

SECTION 8. It is estimated that the following revenues will be available in the Capital Reserve Fund – Economic Development for the fiscal year beginning July 1, 2024, and ending June 30, 2025:

Interest earnings	<u>\$ 20,000</u>
Total estimated revenues	<u><u>\$ 20,000</u></u>

SECTION 9. 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 – Public Safety. The project authorized is the Replacement Fire Engine – Pumper, that shall span the fiscal years beginning July 1, 2024 and ending June 30, 2027.

Project - Replacement Fire Engine - Pumper	
Construction	<u>\$ 1,250,000</u>
	<u><u>\$ 1,250,000</u></u>

SECTION 10. It is estimated that the following revenues will be available during the fiscal years beginning July 1, 2024 and ending June 30, 2027 as they relate to the Capital Projects Fund – Public Safety:

Project - Replacement Fire Engine - Pumper	
Transfers from Capital Reserve Fund - General Fund	<u>\$ 1,250,000</u>
Total estimated revenues	<u><u>\$ 1,250,000</u></u>

SECTION 11. 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 – Transportation. The projects authorized are the Harrisburg Rail Trail and Greenway, Highway 49 Lighting Improvements, and Roberta Rd. and Main St. Roundabout that shall span the fiscal years beginning July 1, 2024 and ending June 30, 2029.

Project - Harrisburg Rail Trail and Greenway:	
Professional Services	\$ 315,000
Construction	1,772,000
Project - Highway 49 Lighting Improvements:	
Construction	600,000
Project - Roberta Rd. and Main St. Roundabout:	
Professional Services	383,000
Construction	2,922,800
	<u>\$ 5,992,800</u>

SECTION 12. It is estimated that the following revenues will be available during the fiscal years beginning July 1, 2024 and ending June 30, 2029 as they relate to Capital Projects Fund – Transportation:

Project - Harrisburg Rail Trail and Greenway:	
Transfers from Capital Reserve Fund - General Fund	\$ 2,087,000
Project - Highway 49 Lighting Improvements:	
Transfers from Capital Reserve Fund - General Fund	600,000
Project - Roberta Rd. and Main St. Roundabout:	
Grant Proceeds	2,644,640
Transfers from Capital Reserve Fund - General Fund	661,160
	<u>\$ 5,992,800</u>

SECTION 13. 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 – Recreation. The projects authorized are the Holcomb Woods Restroom Facility, Veterans Park Improvements, Stallings Park Parking Lot Expansion, and land acquisition of two different parcels that shall span the fiscal years beginning July 1, 2024 and ending June 30, 2026.

Project - Holcomb Woods Restroom Facility:	
Professional Services	\$ 20,000
Construction	190,000
Project - Veterans Park Improvements:	
Construction	370,000
Project - Stallings Park - Parking Lot Expansion:	
Construction	200,000
Project - Land Acquisition - ZMax:	
Construction	500,000
Project - Land Acquisition:	
Construction	4,000,000
Total appropriations	<u>\$ 5,280,000</u>

SECTION 14. It is estimated that the following revenues will be available during the fiscal years beginning July 1, 2024 and ending June 30, 2026 as they relate to Capital Projects Fund – Recreation:

Project - Holcomb Woods Restroom Facility:	
Transfers from Capital Reserve Fund - General Fund	\$ 210,000
Project - Veterans Park Improvements:	
Transfers from Capital Reserve Fund - General Fund	370,000
Project - Stallings Park - Parking Lot Expansion:	
Transfers from Capital Reserve Fund - General Fund	200,000
Project - Land Acquisition - ZMax:	
Transfers from Capital Reserve Fund - General Fund	500,000
Project - Land Acquisition:	
Transfers from Capital Reserve Fund - General Fund	4,000,000
Total appropriations	<u>\$ 5,280,000</u>

SECTION 15. 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, 2024, and ending June 30, 2025, in accordance with the chart of accounts heretofore established for this Town:

Water and sewer operations	\$ 12,308,910
Debt service	1,453,950
Transfers to Capital Reserve Fund - Water and Sewer Fund	1,559,400
Transfers to Internal Service Fund - HRA	20,000
Contingency appropriation	336,000
Total appropriations	<u>\$ 15,678,260</u>

SECTION 16. It is estimated that the following revenues will be available in the Water and Sewer Fund for the fiscal year beginning July 1, 2024, and ending June 30, 2025:

Usage charges:	
Water	\$ 5,870,000
Sewer	4,875,000
Other revenues	888,260
Transfers from:	
Capital Reserve Fund - Water & Sewer Fund	1,120,000
Capital Reserve Fund - Water & Sewer Fund - Expansion	2,925,000
Total estimated revenues	<u>\$ 15,678,260</u>

SECTION 17. 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, 2024, and ending June 30, 2025, in accordance with the chart of accounts heretofore established for this Town:

Storm Water operations	\$ 785,610
Transfers to Capital Reserve Fund - Storm Water Fund	145,390
Contingency appropriation	19,000
Total appropriations	<u>\$ 950,000</u>

SECTION 18. It is estimated that the following revenues will be available in the Storm Water Fund for the fiscal year beginning July 1, 2024, and ending June 30, 2025:

Storm water fees	\$ 793,000
Other revenues	7,000
Transfers from Capital Reserve Fund - Storm Water Fund	<u>150,000</u>
Total estimated revenues	<u>\$ 950,000</u>

SECTION 19. The following amounts are hereby appropriated in the Capital Reserve Fund – Water and Sewer Fund for the fiscal year beginning July 1, 2024, and ending June 30, 2025 in accordance with the chart of accounts heretofore approved for the Town:

Transfers to:	
Water & Sewer Fund	\$ 1,120,000
Capital Projects Fund - Water & Sewer	<u>550,000</u>
Total appropriations	<u>\$ 1,670,000</u>

SECTION 20. 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, 2024, and ending June 30, 2025:

Interest earnings	\$ 90,000
Transfers from Water & Sewer Fund	1,559,400
Appropriated Fund Balance	<u>20,600</u>
Total estimated revenues	<u>\$ 1,670,000</u>

SECTION 21. The following amounts are hereby appropriated in the Capital Reserve Fund – Water and Sewer Fund – Expansion for the fiscal year beginning July 1, 2024, and ending June 30, 2025 in accordance with the chart of accounts heretofore approved for the Town:

Transfers to Water & Sewer Fund	\$ 2,925,000
Total appropriations	<u>\$ 2,925,000</u>

SECTION 22. It is estimated that the following revenues will be available in the Capital Reserve Fund – Water and Sewer Fund – Expansion for the fiscal year beginning July 1, 2024, and ending June 30, 2025:

Permits and fees:	
Water system development charges	\$ 1,712,000
Sewer system development charges	1,188,000
Interest earnings	<u>25,000</u>
Total estimated revenues	<u>\$ 2,925,000</u>

SECTION 23. 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 the Cabarrus Woods Waterline Upgrades and the FY2025 Annual Sanitary Sewer Rehab and shall span the fiscal years beginning July 1, 2024 and ending June 30, 2029.

Project - Cabarrus Woods Waterline Upgrades:	
Professional fees	\$ 481,480
Construction	5,296,300
Project - FY25 Annual Sanitary Sewer Rehab:	
Construction	<u>250,000</u>
Total appropriations	<u><u>\$ 6,027,780</u></u>

SECTION 24. It is estimated that the following revenues will be available during the fiscal years beginning July 1, 2024 and ending June 30, 2029 as they relate to the Capital Projects Fund – Water and Sewer:

Project - Cabarrus Woods Waterline Upgrades:	
Proceeds from revenue bond financing	\$ 5,777,780
Project - FY25 Annual Sanitary Sewer Rehab:	
Transfers from Capital Reserve Fund - Water & Sewer	<u>250,000</u>
Total estimated revenues	<u><u>\$ 6,027,780</u></u>

SECTION 25. The following amounts are hereby appropriated in the Capital Reserve Fund – Storm Water Fund for the fiscal year beginning July 1, 2024, and ending June 30, 2025 in accordance with the chart of accounts heretofore approved for the Town:

Transfers to Storm Water Fund	<u>\$ 150,000</u>
Total appropriations	<u><u>\$ 150,000</u></u>

SECTION 26. 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, 2024, and ending June 30, 2025:

Interest earnings	\$ 4,610
Transfers from Storm Water Fund	<u>145,390</u>
Total estimated revenues	<u><u>\$ 150,000</u></u>

SECTION 27. 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, 2024 for the purpose of raising the revenue from current year's property tax, as set forth in the foregoing estimate of revenue.

General Fund

 \$ 0.410

The rate is based on a total valuation of property for the purposes of taxation of \$4,721,007,000 and an estimated rate of collection of 99.59%. The estimated rate of collection is based on historical collection trends.

SECTION 28. Funds appropriated in the FY2023-2024 budget and encumbered at June 30, 2024, shall be authorized as part of the FY2024-2025 budget appropriation by adoption of this budget ordinance.

SECTION 29. 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.
- 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. 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 30. 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 31. 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 32. The accompanying Schedule of Fees for Fiscal Year 2025 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 33. The accompanying Capital Improvement Plan for Fiscal Years 2025 - 2034 is hereby adopted.

SECTION 34. That this ordinance shall be effective upon its passage. Adopted this 10th day of June 2024.

Jennifer Teague, Mayor

ATTEST:

Janet Rackley, Town Clerk



TOWN OF HARRISBURG

Agenda Item Details

Title:

Public Hearing for Consideration of an Ordinance to Extend the Harrisburg - Midland Annexation Agreement

Presenting Personnel:

Zachary Gordon, Planning Director

Suggested Motion or Action:

Note: Under the current Town Council policy for public hearings, this one qualifies to be heard and a vote taken in the same meeting, if Town Council so chooses.

If approved,

Motion to approve the accompanying Ordinance extending the Harrisburg-Midland Annexation Agreement for ten (10) years.

Description/Background:

The Town Council considered and approved a ten-year extension of an Annexation Agreement between Harrisburg and Midland on September 11, 2023. The approved agreement was forwarded to the Town of Midland for its consideration and approval. The Midland Town Council approved the ten-year extension at its May 14, 2024, meeting. To finalize the annexation agreement extension, the Town Council is required to conduct a public hearing to approve the agreement extension by ordinance, and authorize the Mayor to sign the agreement as provided herein.

Recommendation:

Staff recommends the Council conduct the public hearing and adopt the ordinance approving the extension of the annexation agreement with Midland.

Fiscal Impact:

None

Attachments:

1. Town of Midland Ordinance Approving Annexation Agreement between Town of Harrisburg and Town of Midland - Signed by Mayor of Midland
2. Annexation Agreement Amendment Between Harrisburg & Midland - Signed 05.14.2024 by Town of Midland Mayor; to be Signed by Mayor of Harrisburg
3. Town of Harrisburg Ordinance Approving Annexation Agreement between Town of Harrisburg and Town of Midland - To be Signed by Mayor of Harrisburg

Ordinance



Town Council
Town of Midland
North Carolina

Ordinance #2024-306A

An Ordinance Approving Annexation Agreement Between the Town of Midland and the Town of Harrisburg

WHEREAS, all the prerequisites to adoption of this ordinance prescribed in G.S. Chapter 160A-58.24 have been met; and

WHEREAS, the Town Council of the Town of Midland has taken into consideration the statements presented at the public hearing held on May 14th, 2024, concerning the proposed Annexation Agreement; and

WHEREAS, the Town Council has concluded and hereby declares that it is appropriate and desirable for the Town of Midland to enter into the Agreement;

NOW, THEREFORE, BE IT ORDAINED by the Town Council of the Town of Midland, that:

Section 1. The proposed Annexation Agreement between the Town of Midland and the Town of Harrisburg is hereby approved and ratified, and the Mayor of Midland is directed to execute the Agreement with the Mayor of Harrisburg as soon as possible, to become effective as provided therein.

Section 2. The approved Agreement is attached to this ordinance and is incorporated herein, and this ordinance and the executed Agreement shall be spread upon the minutes of this meeting.

Section 3. This approving ordinance is effective upon adoption.

Adopted this 14th day of May 2024.

ATTEST:

Savannah Suggs

Savannah Suggs, Town Clerk



John Crump

John Crump, Mayor



TOWN OF MIDLAND

May 14, 2024

MEMORANDUM

To: Mayor & Town Council

From: Craig Thomas, Planning, Zoning & Subdivision Administrator

Re: **Annexation Agreement with the Town of Harrisburg**

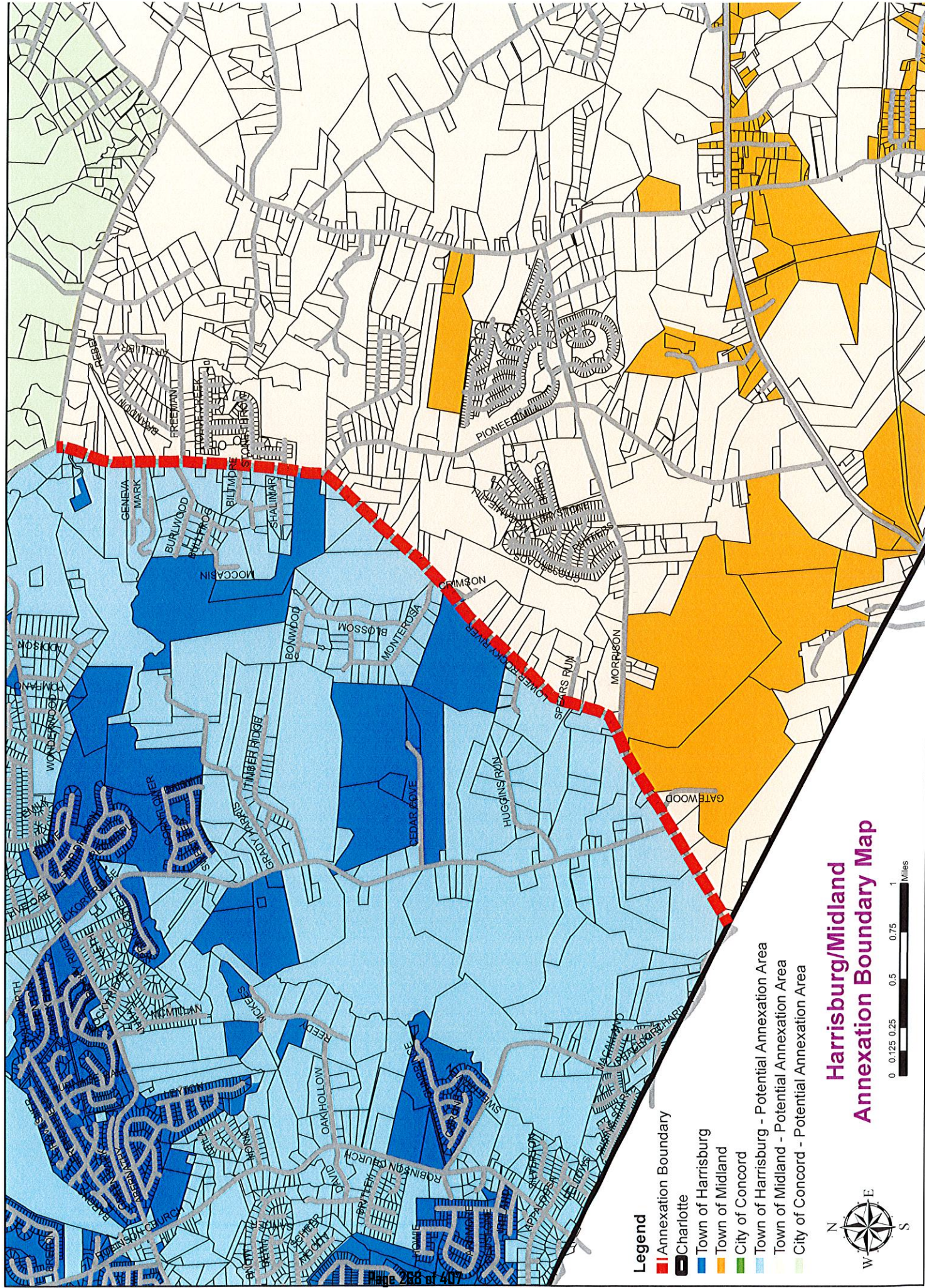
BACKGROUND

As a result of continued efforts to work with adjacent municipalities to outline parameters for future orderly growth, Midland and Harrisburg staff members have collaborated on an annexation agreement to: 1) reflect acknowledgements of areas each respective jurisdiction will not be annexing into within the duration of the agreement; and 2) to enter into the agreement for a ten-year period, which would extend the agreement to July 12, 2034.

RECOMMENDED ACTION BY COUNCIL

1. Hold a public hearing to receive citizen input and comments.
2. Motion to approve the ten-year annexation agreement.
3. Adopt Ordinance #2024-306A.

EXHIBIT A: Harrisburg-Midland 2024-2034 Annexation Agreement Map



Legend

Annexation Boundary

Charlotte

Town of Harrisburg

Town of Midland

City of Concord

Town of Harrisburg - Potential Annexation Area

Town of Midland - Potential Annexation Area

City of Concord - Potential Annexation Area

**Harrisburg/Midland
Annexation Boundary Map**



**AMENDMENT TO AND EXTENSION OF ANNEXATION
AGREEMENT BETWEEN HARRISBURG AND MIDLAND**

This **AMENDMENT TO AND EXTENSION OF ANNEXATION AGREEMENT BETWEEN HARRISBURG AND MIDLAND** (this "Extension") is hereby made and entered into as of the date of execution by the latter of the two parties, by and between the **TOWN OF HARRISBURG** ("Harrisburg") and the **TOWN OF MIDLAND** ("Midland").

WHEREAS, Harrisburg and Midland previously entered into that certain Annexation Agreement ("Agreement") having an execution date of July 12, 2004, pertaining to future annexation between the two North Carolina municipal corporations in order to enhance orderly planning by them and the residents and property owners in the areas adjacent to the municipalities.

WHEREAS, Chapter 160A-58.24 of the North Carolina General Statutes authorizes annexation agreements and extensions of this type.

WHEREAS, Harrisburg and Midland mutually desire to amend and extend the Agreement.

NOW, THEREFORE, in consideration of the following mutual covenants and agreements herein set forth and other good and valuable consideration, the receipt, and sufficiency of which are hereby acknowledged, the parties hereby execute this Extension to the Agreement and modify and amend the Agreement upon the following terms and conditions:

1. **Extension of the Agreement.** The parties agree to extend the Agreement from July 12, 2024 to July 12, 2034. The parties also agree to approve this Extension by ordinance after public hearing as required by N. C. Gen. Stat. § 160A-31(c).

2. **Agreement Map.** The parties agree that the map attached to this Extension shall replace the Harrisburg/Midland Agreement Map attached to the Agreement.

3. **General.** Any defined term not otherwise defined or modified herein shall have the meaning provided in the Agreement. Except as amended by this Extension, the Agreement continues in full force and effect, and Harrisburg and Midland hereby ratify and confirm the Agreement, as amended hereby. The parties agree that this Amendment may be executed and delivered by electronic signature and transmission.

IN WITNESS, Harrisburg and Midland have caused this Amendment to be duly executed as of the day, month and year first above written.

(Signatures on the next page)

TOWN OF HARRISBURG

By: _____
Jennifer Teague
Mayor

ATTEST:

Janet Rackley
Town Clerk

TOWN OF MIDLAND

By: John Crump
John Crump
Mayor

ATTEST:

Savannah Suggs
Savannah Suggs
Town Clerk

(CORPORATE SEAL)



**AMENDMENT TO AND EXTENSION OF ANNEXATION
AGREEMENT BETWEEN HARRISBURG AND MIDLAND**

This **AMENDMENT TO AND EXTENSION OF ANNEXATION AGREEMENT BETWEEN HARRISBURG AND MIDLAND** (this "Extension") is hereby made and entered into as of the date of execution by the latter of the two parties, by and between the **TOWN OF HARRISBURG** ("Harrisburg") and the **TOWN OF MIDLAND** ("Midland").

WHEREAS, Harrisburg and Midland previously entered into that certain Annexation Agreement ("Agreement") having an execution date of July 12, 2004, pertaining to future annexation between the two North Carolina municipal corporations in order to enhance orderly planning by them and the residents and property owners in the areas adjacent to the municipalities.

WHEREAS, Chapter 160A-58.24 of the North Carolina General Statutes authorizes annexation agreements and extensions of this type.

WHEREAS, Harrisburg and Midland mutually desire to amend and extend the Agreement.

NOW, THEREFORE, in consideration of the following mutual covenants and agreements herein set forth and other good and valuable consideration, the receipt, and sufficiency of which are hereby acknowledged, the parties hereby execute this Extension to the Agreement and modify and amend the Agreement upon the following terms and conditions:

1. **Extension of the Agreement.** The parties agree to extend the Agreement from July 12, 2024 to July 12, 2034. The parties also agree to approve this Extension by ordinance after public hearing as required by N. C. Gen. Stat. § 160A-31(c).

2. **Agreement Map.** The parties agree that the map attached to this Extension shall replace the Harrisburg/Midland Agreement Map attached to the Agreement.

3. **General.** Any defined term not otherwise defined or modified herein shall have the meaning provided in the Agreement. Except as amended by this Extension, the Agreement continues in full force and effect, and Harrisburg and Midland hereby ratify and confirm the Agreement, as amended hereby. The parties agree that this Amendment may be executed and delivered by electronic signature and transmission.

IN WITNESS, Harrisburg and Midland have caused this Amendment to be duly executed as of the day, month and year first above written.

(Signatures on the next page)

TOWN OF HARRISBURG

By: _____
Jennifer Teague
Mayor

ATTEST:

Janet Rackley
Town Clerk

TOWN OF MIDLAND

By: John Crump
John Crump
Mayor

ATTEST:

Savannah Suggs
Savannah Suggs
Town Clerk

(CORPORATE SEAL)





**An Ordinance Approving Annexation Agreement
Between the Town of Harrisburg and the Town of Midland**

WHEREAS, all the prerequisites to adoption of this ordinance prescribed in N. C. Gen. Stat. Chapter 160A, Article 4A, Part 6 have been met; and

WHEREAS, the Town Council of the Town of Harrisburg has taken into consideration the statements presented at the public hearing held on June 10, 2024, concerning the proposed Annexation Agreement; and

WHEREAS, the Town Council has concluded and hereby declares that it is appropriate and desirable for the Town of Harrisburg to enter into the Agreement;

NOW, THEREFORE, BE IT ORDAINED by the Town Council of the Town of Harrisburg, that:

Section 1. The proposed Annexation Agreement between the Town of Harrisburg and the Town of Midland is hereby approved and ratified and the Mayor of Harrisburg is directed to execute the Agreement with the Mayor of Midland as soon as possible, to become effective as provided therein.

Section 2. The approved Agreement is attached to this ordinance and is incorporated herein, and this ordinance and the executed Agreement shall be spread upon the minutes of this meeting.

Section 3. The approving ordinance is effective upon adoption.

Adopted this 10th day of June, 2024.

Jennifer Teague
Mayor

Janet Rackley
Town Clerk



TOWN OF HARRISBURG

Agenda Item Details

Title:

H-2024-01-R Farmington PUD Conditional Zoning District

Presenting Personnel:

Shelley DeHart, Assistant Planning Director

Suggested Motion or Action:

Motion to:

- Approve H-2024-01 amending the approved Farmington PUD Conditional Zoning district by adding the Master Sign Program as presented; and
- Find the map amendment a reasonable request and consistent with the goals of the Harrisburg Area Land Use Plan (HALUP) as presented.

Description/Background:

MPV Properties, the managing company for the Farmington commercial village area, is proposing to amend the approved conditional zoning district for the Farmington Planned Unit Development (PUD) for the purpose of establishing a Master Sign Program (MSP) for the commercial area of the development. A master sign plan will enhance a cohesive sense of place throughout the development by requiring high quality sign types, materials, lighting, and branding. The public hearing for this case was held at the April 8, 2024, Town Council meeting. During deliberations, a question arose related to the sign design, the base of the monument signs, that required additional evaluation.

Since the public hearing in April, staff has been working with applicant to update some of the building materials in the signs that were discussed at the last meeting. The applicant and staff support the proposed modified sign material as presented in the report.

Recommendation:

Approve H-2024-01 amending the approved Farmington PUD Conditional Zoning district by adding the Master Sign Program as presented; and

Make the required findings: The Town Council finds this map amendment is consistent with the applicable Common Decision Criteria found within Section 145.01.07 and 145.03.03 (E) of the UDO and the HALUP because:

- The map amendment, adding a Master Sign Program to an approved Planned Unit Development known as Farmington, is a reasonable request and is consistent with the following goals of the HALUP:
 - LU-6 This amendment focuses on a higher level of development, improving the overall appearance of quality designed signs within a high-profile development utilizing flexibility in the program to enhance placemaking.
 - ED-3 This amendment supports high-quality retail development in a mixed-use walkable location by establishing a sign program that meets the needs of businesses while reducing the potential for sign clutter.

Fiscal Impact:

N/A

Attachments:

1. H-2024-01-PUD-Farmington_TC Report_2
2. Attachment A_Brick Base
3. Attachment B- H-2024-01- R_Draft Ordinance
4. Attachment C - Original_H-2024-01-PUD-Farmington_TC Report



Planning and Zoning Department

**Staff Report – Town Council
Rezoning H-2024-01-(R)**

DATE: May 28, 2024

SUBJECT: H-2024-01-R-Farmington PUD Amendment

Request to amend the Planned Unit Development (PUD) zoning district for the purpose of adopting a Master Sign Program for the mixed-use development.

APPLICANT: Rocky River Road Associates, LLC
Represented by Morgan Lucas of MVP

Staff Report Prepared by: Shelley DeHart, Assistant Planning Director

Neighborhood Meeting: N/A

BACKGROUND:

The Town Council held the public hearing for the subject petition at its April 8, 2024, meeting. After receiving report, public comments, and deliberations, the Council continued to item to its May meeting to allow additional time for staff and the applicant to evaluate:

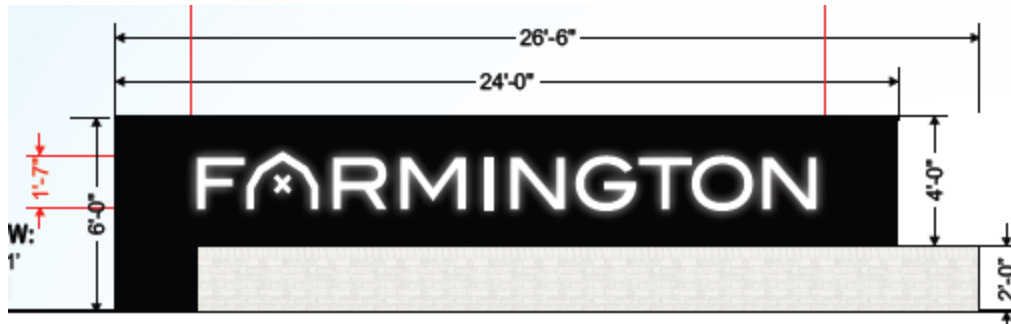
1. Base material for the proposed signs; and
2. Town branding opportunities within the development.

Staff requested a continuance of the item at the May 12th, Council meeting to allow additional time to explore all material options.

ANALYSIS:

Concerns were voiced at the public hearing regarding the concrete base of the proposed monument signs. The applicant described the base as stamped concrete to give the illusion of wood planks. Design discussions between the development team and town staff have continued over the past month and a half, evaluating the overall development, and commercial architecture, to determine the appropriate sign base material.

The monument sign design is now proposed to be modified to have black cabinets, as originally proposed, and a white brick base. The colors palette for these signs is intended to be an extension of the modern farmhouse architectural style of Farmington development. The image of the modified sign is provided on the next page and in Attachment A of this report. The applicant and staff support the proposed modified base material.



The remaining topic heard at the public hearing was related to opportunities for branding. At this point in time, staff identified light post banners as a branding opportunity. The existing light posts within Farmington are located primarily within the roadway rights-of-way maintained by the Town, therefore no special agreement is needed to install Town branded banners.

STAFF AND PLANNING AND ZONING BOARD AMENDED RECOMMENDATION:

Having heard this request in a public meeting March 19, 2024, and additional information at the June 10, 2024, meeting, it is recommended that the proposed conditional zoning petition H-2024-01-R be approved with the following conditions:

1. The applicant shall comply with all conditions of approval established in the previously approved conditional zoning petition for the Farmington Planned Unit Development.
2. Signs proposed within the right-of-way shall require approval of an encroachment permit from the Town. Sign locations are subject to adjustments based on field locations of utilities and sight requirements.
3. Signage at Rocky River Road intersections shall comply with NCDOT sight-triangles.
4. Permitting and compliance is required with all local, state, or federal agencies.
5. The digital sign component authorized for the fuel station parcel (5506-13-2178) shall be limited to a ground monument sign in compliance with the UDO.
6. The base for individual and combined monument signs shall be constructed with white brick material to be consistent with the architectural color palette of Farmington as found in the amendment sign program attached to the decision ordinance. The proposed brick material shall be presented to the Town for inspection and approval prior to issuance of individual sign permits. Approved brick material shall be used as the base material for all monument signs proposed within the development.

TOWN COUNCIL ACTION

Receive the report, public comment, and after deliberations:

- Motion to as presented by staff; and
- Make the required finding for reasonableness and consistency with the HALUP as follows:

The Town Council finds this map amendment is consistent with the applicable Common Decision Criteria found within Section 145.01.07 and 145.03.03 (E) of the UDO and the HALUP because:



The map amendment, adding a Master Sign Program to an approved Planned Unit Development known as Farmington, is a reasonable request and is consistent with the following goals of the HALUP:

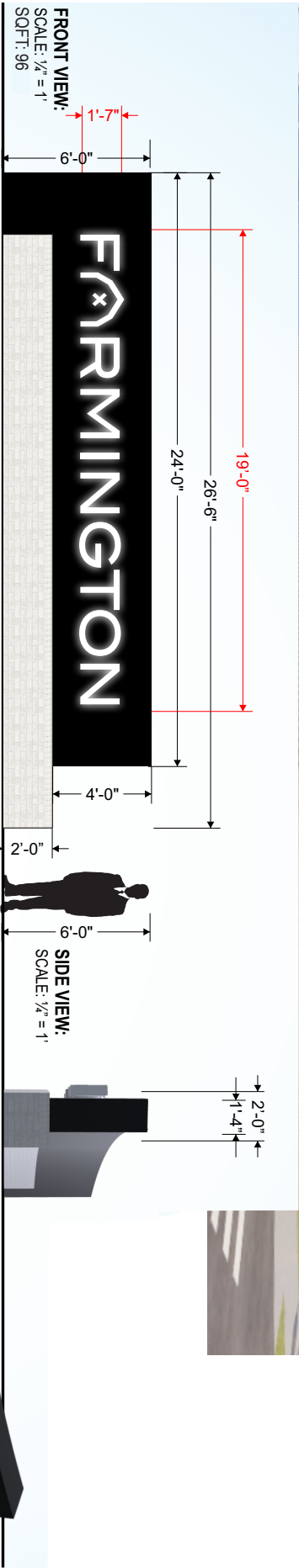
- LU-6 This amendment focuses on a higher level of development, improving the overall appearance of quality designed signs within a high-profile development utilizing flexibility in the program to enhance placemaking.
- ED-3 This amendment supports high-quality retail development in a mixed-use walkable location by establishing a sign program that meets the needs of businesses while reducing the potential for sign clutter.

Attachment A – Color render of modified Sign Base

Attachment B - Draft Ordinance with Amended Sign Program

Attachment C – Original April 8, 2024, Staff Report w/application attachments.

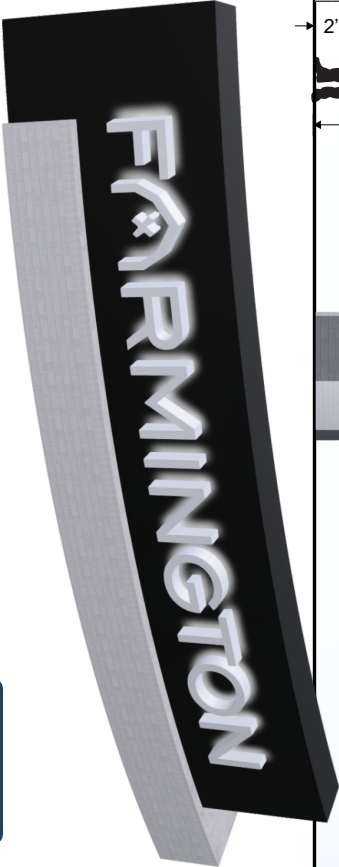
Main Subdivision Entry Sign



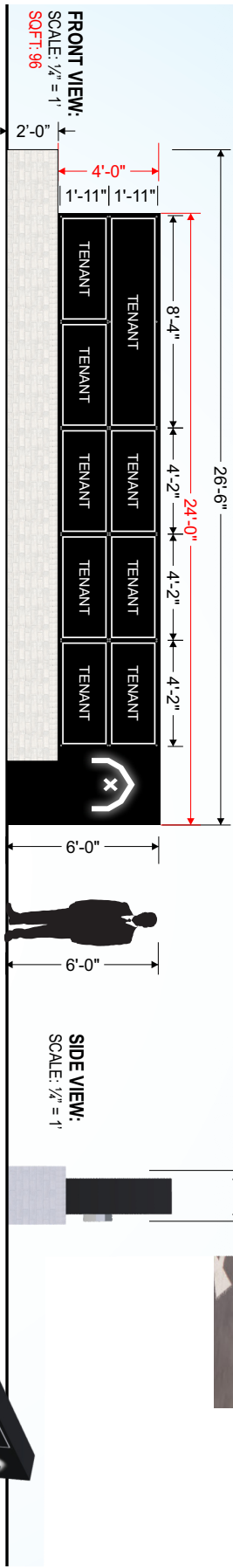
SIGN SPECIFICATION

QTY: 1

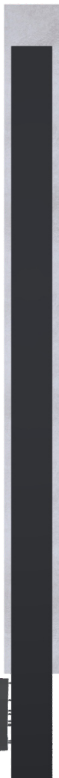
Aluminum Construction Cabinet
Reverse (Halo Lit) Channel Lettering
Cabinet Mounted on Brick Masonry, Spreader & Rowlock Topper
Sign cabinet to be painted Black (Satin Finish)
Brick color: Taylor Clay Products Executive White



Main Combined Development Sign



TOP VIEW:
SCALE: 1/4" = 1'



SIGN SPECIFICATION

QTY: 1

Aluminum Construction Cabinet

Sign cabinet to be painted Black (Satin Finish)

QTY: 6 23"x50" Tenant Panels

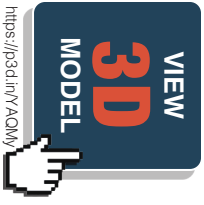
QTY: 1 23"x100" Tenant Panels

Tenant Panels will be routed letter backed with white acrylic, internally illuminated with Cool White LEDs with vinyl border applied First Surface

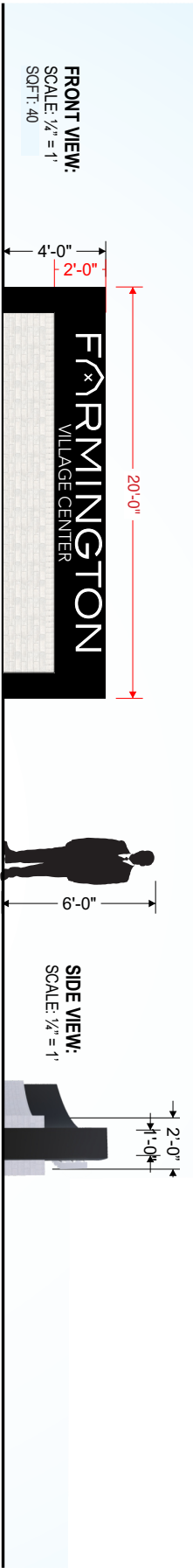
Farmington Logo: Reverse (Halo Lit) Channel Letter

Cabinet Mounted on Brick Masonry, Spreader & Rowlock Topper

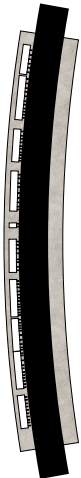
Brick color: Taylor Clay Products Executive White



Subdivision Entry Sign



TOP VIEW:
SCALE: 1/4" = 1'



SIGN SPECIFICATION

QTY: 2

Aluminum Construction Cabinet

"FARMINGTON": Reverse (Halo Lit) Channel Letter

"VILLAGE CENTER" will be routed letter backed with white acrylic, internally illuminated with Cool White LEDs

Cabinet Mounted on Brick Masonry, Spreader & Rowlock Topper

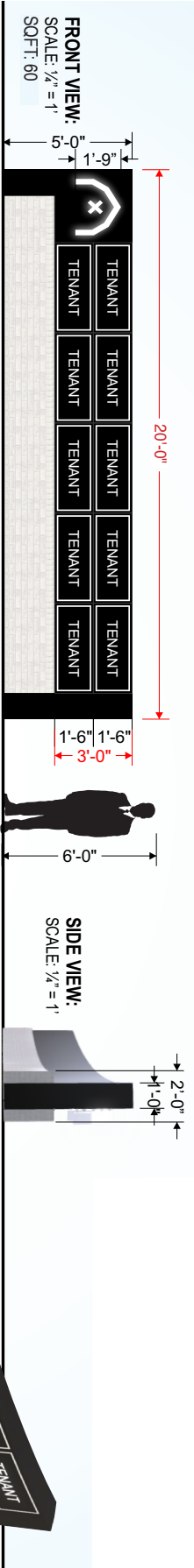
Sign cabinet to be painted Black (Satin Finish)

Brick color: Taylor Clay Products Executive White



FARMINGTON

Combined Development Sign



TOP VIEW:
SCALE: 1/4" = 1'



SIGN SPECIFICATION
QTY: 2

Aluminum Construction Cabinet

10 15"x40" Tenant Panels

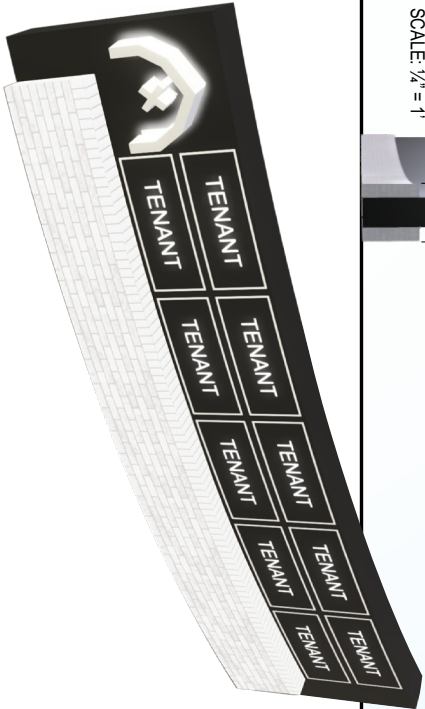
Tenant Panels will be routed letter backed with white acrylic, internally illuminated with Cool White LEDs with vinyl border applied First Surface

Farmington Logo: Reverse (Halo Lit) Channel Letter

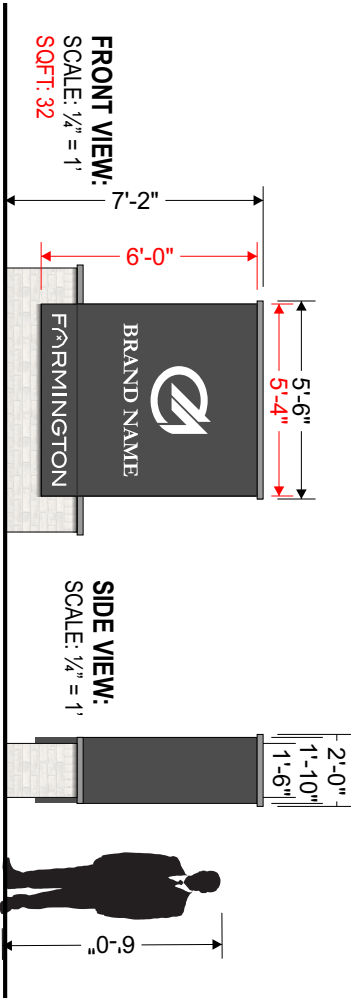
Cabinet Mounted on Brick Masonry, Spreader & Rowlock Topper

Sign cabinet to be painted Black (Satin Finish)

Brick color: Taylor Clay Products Executive White



Individual Occupant (Outparcel) Sign



SIGN SPECIFICATION

QTY: TBD

Aluminum Construction Cabinet

Routed Aluminum Faces, Backed With Acrylic

Internally Illuminated

Cabinet Mounted on Brick Masonry, Spreader & Rowlock Topper

Sign cabinets to be painted to be painted Black

(Satin Finish) , Cap Color TBD

Brick color: Taylor Clay Products Executive White



FARMINGTON



ORDINANCE TO AMEND THE TOWN OF HARRISBURG OFFICIAL ZONING MAP

WHEREAS, the Town of Harrisburg has a Unified Development Ordinance (UDO) and Official Zoning Map that provides for various rules and operational framework for how land can be used and developed within Harrisburg's planning and zoning jurisdiction; and

WHEREAS, Rocky River Road Associates, LLC and MVP Properties, applicant, and property owner of record, submitted for a zoning map amendment (H-2024-01-R) to amend an existing PUD conditional use zoning district for the Farmington Planned Unit Development (PUD) to incorporate a master sign program; and

WHEREAS, the public hearing for this text amendment has been noticed in compliance with North Carolina General Statutes; and

WHEREAS, the Planning and Zoning Advisory Board reviewed this zoning map amendment petition (H-2024-01-R) at its March 19, 2024 public meeting and voted 5-0 to recommend approval to the Town Council finding the amendment consistent with the Common Decision Criteria found in Sections 145.01.07 and Specific Review Criteria found in Section 145.03.03 (E) of the UDO, and with the goals of the Harrisburg Area Land Use Plan (HALUP); and

WHEREAS, the Harrisburg Town Council held the public hearing on April 8, 2024, and continued the meeting to May 13, 2024 and June 10, 2024, and after considering the testimony in the public hearing and deliberations made the finding that this petition is consistent with Common Decision Criteria found within Section 145.01.07 and 145.03.03(E) of the UDO and the HALUP because:

The proposed zoning amendment adding a Master Sign Program to an approved Planned Unit Development known as Farmington is a reasonable request and is consistent with the following Goals of the HALUP:

LU-6 This amendment focuses on a higher level of development improving the overall appearance of quality designed signs within a high-profile development utilizing flexibility in the program to enhance placemaking.

ED-3 This amendment supports high-quality retail development in a mixed-use walkable location by establishing a sign program that meets the needs of businesses while reducing the potential for sign clutter.

NOW, THEREFORE, BE IT ORDAINED by the Town Council of the Town of Harrisburg, North Carolina, that the existing conditional zoning district for the Farmington PUD (CZ-PUD) be amended incorporating the Master Sign Program, as described on Exhibit A (attached herein), and fully enforced from the time this ordinance is adopted as conditioned below:

1. The applicant shall comply with all conditions of approval established in the previously approved conditional zoning petition for the Farmington Planned Unit Development.
2. Signs proposed within the right-of-way shall require approval of an encroachment permit from the Town. Sign locations are subject to adjustments based on field locations of utilities and sight requirements.
3. Signage at Rocky River Road intersections shall comply with NCDOT sight-triangles.
4. Permitting and compliance is required with all local, state, or federal agencies.

5. The digital sign component authorized for the fuel station parcel (5506-13-2178) shall be limited to a ground monument sign in compliance with the UDO.
6. The base for individual and combined monument signs shall be constructed with white brick material to be consistent with the architectural color palette of Farmington as found in the amendment sign program attached to the decision ordinance. The proposed brick material shall be presented to the Town for inspection and approval prior to issuance of individual sign permits. Approved brick material shall be used as the base material for all monument signs proposed within the development.

PASSED and ADOPTED this 10th day of June 2024.

Jennifer Teague, Mayor

ATTEST:

Janet Rackley, Town Clerk

FARMINGTON

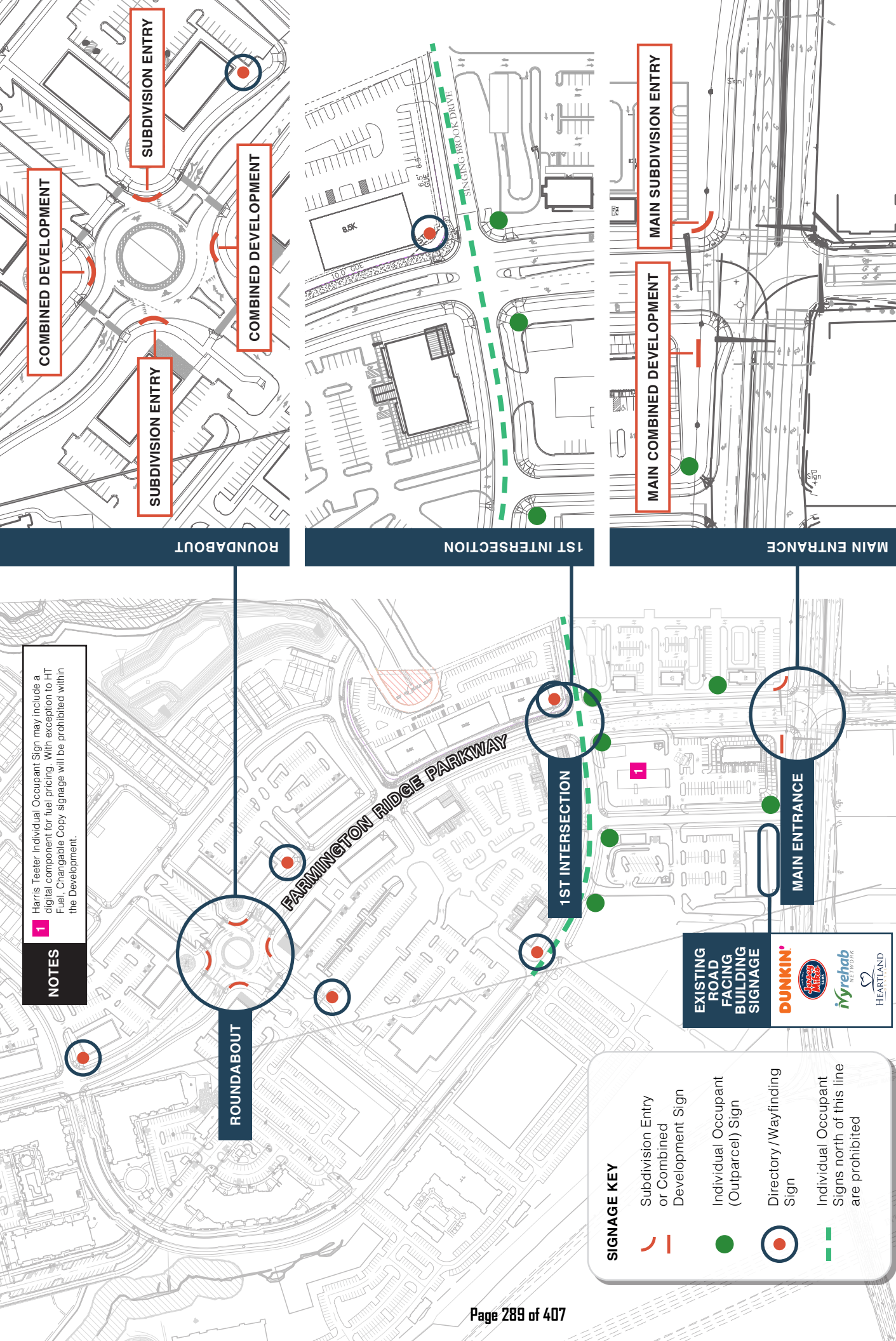
MASTER SIGN PROGRAM



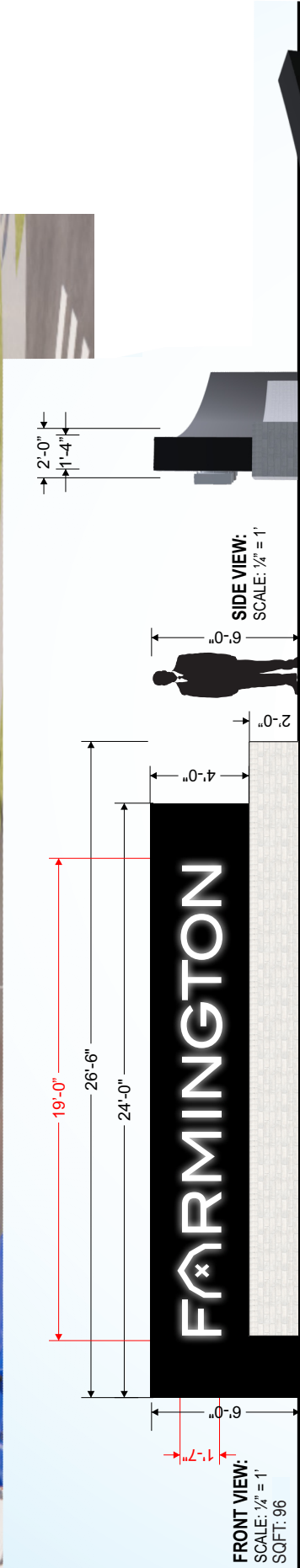
03	STATEMENT OF PURPOSE
04	COMMERCIAL MASTER PLAN
05	SIGN SPECIFICATIONS
	04 MAIN SUBDIVISION ENTRY SIGN
	05 MAIN COMBINED DEVELOPMENT SIGN
	06 SUBDIVISION ENTRY SIGN
	07 COMBINED DEVELOPMENT SIGN
	08 INDIVIDUAL OCCUPANT (OUTPARCEL) SIGN
	09 FARMINGTON VILLAGE CENTER TENANT SIGN PRECEDENT
	10 DIRECTORY / WAYFINDING & INCIDENTAL SIGNS
12	RENDERINGS
14	EXHIBIT A

Statement of Purpose

The Farmington Master Sign Program (Program) attached herein will enhance a cohesive sense of place across Farmington ("Development"). The intent of the Program is to maintain visual consistency among all signs, and it aims to complement the overall architectural design of the Development. By adhering to established guidelines for signage materials, framework, illumination, and background, the Program will not only enhance Farmington's visual environment but also reduce confusion and contribute to a distinct sense of place. The Owner (Declarant) will amend the recorded master Declaration for Farmington to include a reference to the Program, which will govern the installation of signs within the Development going forward. Additionally, the Program will comply with the Town of Harrisburg and City of Charlotte respective zoning and signage ordinances.



Main Subdivision Entry Sign



TOP VIEW:
SCALE: $\frac{1}{4}" = 1'$

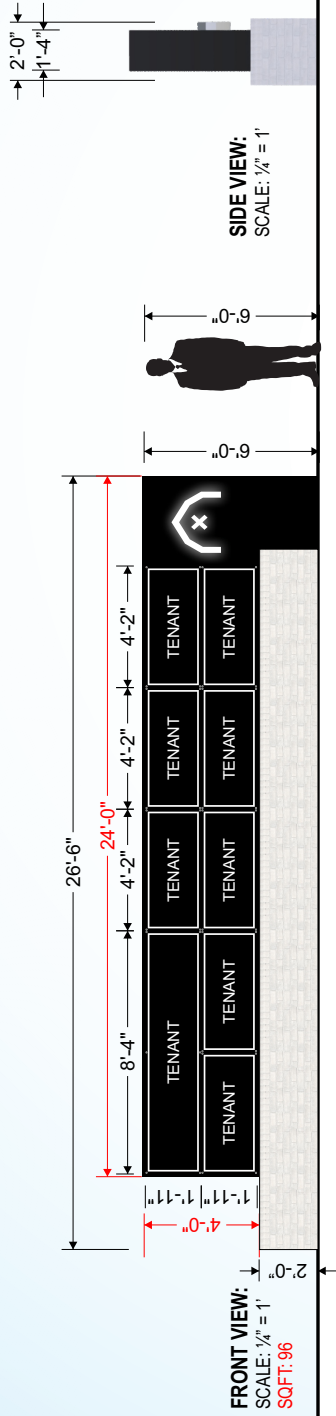


SIGN SPECIFICATION QTY: 1

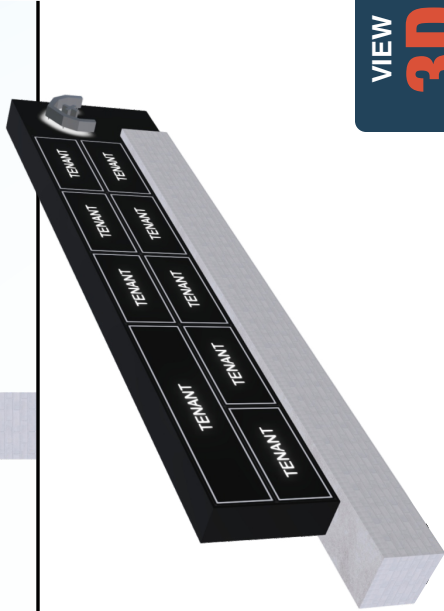
Aluminum Construction Cabinet
Reverse (Halo Lit) Channel Lettering
Cabinet Mounted on Brick Masonry, Spreader & Rowlock Topper
Sign cabinet to be painted Black (Satin Finish)
Brick color: Taylor Clay Products Executive White



Main Combined Development Sign



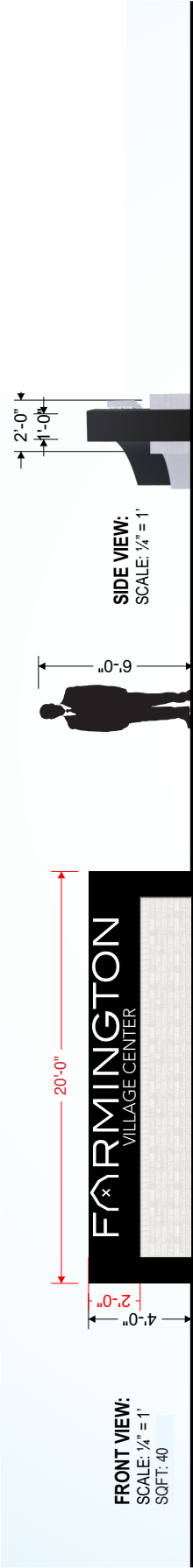
TOP VIEW:
SCALE: 1/4" = 1'



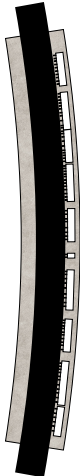
SIGN SPECIFICATION QTY: 1

Aluminum Construction Cabinet
Sign cabinet to be painted Black (Satin Finish)
QTY: 6 23"x50" Tenant Panels
QTY: 1 23"x100" Tenant Panels
Tenant Panels will be routed letter backed with white acrylic, internally illuminated with Cool White LEDs with vinyl border applied First Surface
Farmington Logo: Reverse (Halo Lit) Channel Letter
Cabinet Mounted on Brick Masonry, Spreader & Rowlock Topper
Brick color: Taylor Clay Products Executive White

Subdivision Entry Sign



Curve calculated using 44.5' radius for approximate match to curb curvatures from plans



SIGN SPECIFICATION

QTY: 2

Aluminum Construction Cabinet

"FARMINGTON": Reverse (Halo Lit) Channel Letter

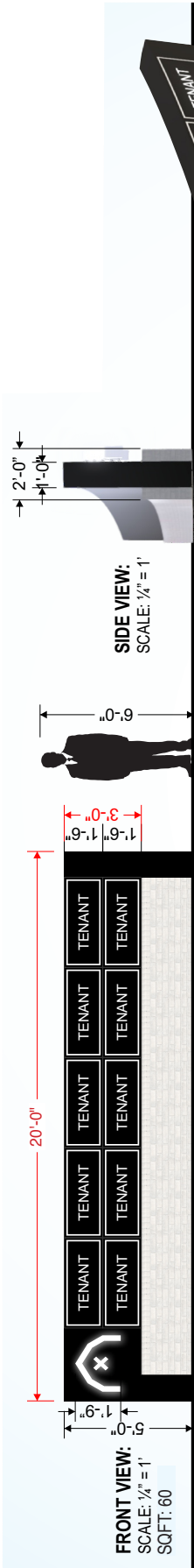
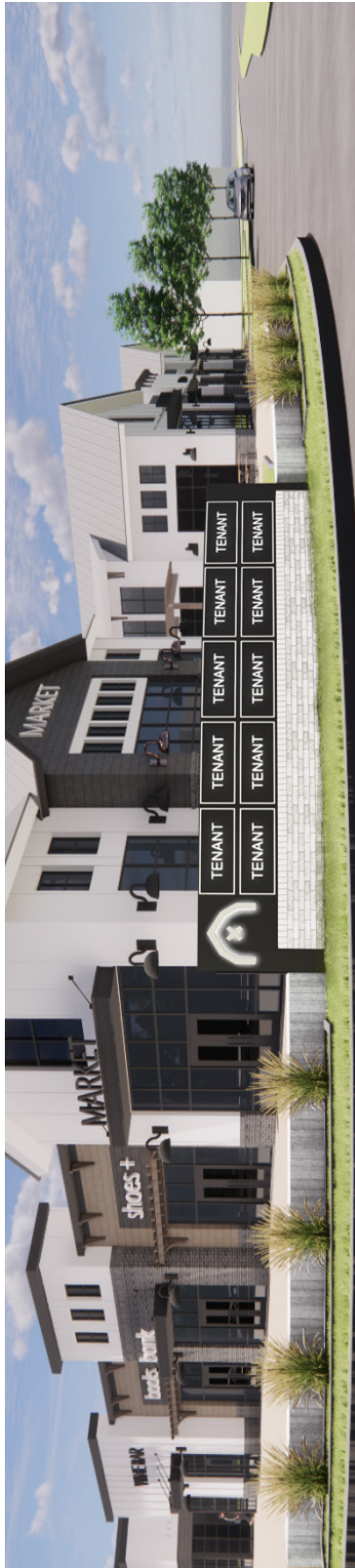
"VILLAGE CENTER" will be routed letter backed with white acrylic, internally illuminated with Cool White LEDs

Cabinet Mounted on Brick Masonry, Spreader & Rowlock Topper

Sign cabinet to be painted Black (Satin Finish)

Brick color: Taylor Clay Products Executive White

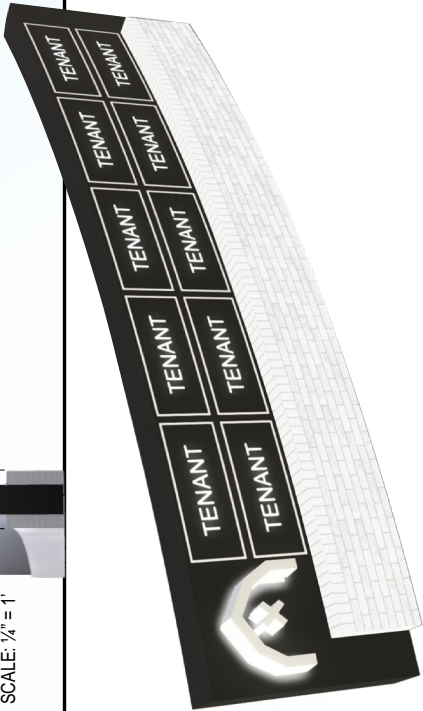
Combined Development Sign



Curve calculated using 44.5' radius for approximate match to curb curvatures from plans



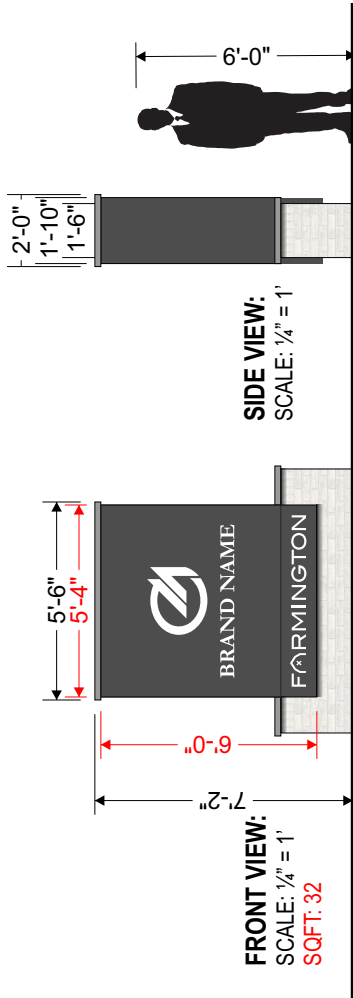
TOP VIEW:
SCALE: 1/4" = 1'



SIGN SPECIFICATION QTY: 2

Aluminum Construction Cabinet
10 15"x40" Tenant Panels
Tenant Panels will be routed letter backed with white acrylic, internally illuminated with Cool White LEDs with vinyl border applied First Surface
Farmington Logo: Reverse (Halo Lit) Channel Letter
Cabinet Mounted on Brick Masonry, Spreader & Rowlock Topper
Sign cabinet to be painted Black (Satin Finish)
Brick color: Taylor Clay Products Executive White

Individual Occupant (Outparcel) Sign



SIGN SPECIFICATION

QTY: TBD
Aluminum Construction Cabinet
Routed Aluminum Faces, Backed With Acrylic
Internally Illuminated
Cabinet Mounted on Brick Masonry, Spreader & Rowlock Topper
Sign cabinets to be painted to be painted Black
(Satin Finish) , Cap Color TBD
Brick color: Taylor Clay Products Executive White

Farmington Village Center Tenant Sign Precedent

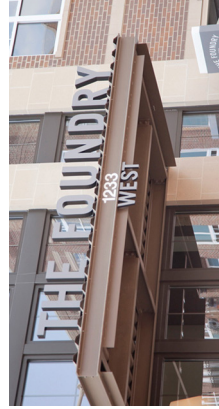
WALL SIGN



PROJECTING SIGN



CANOPY SIGN

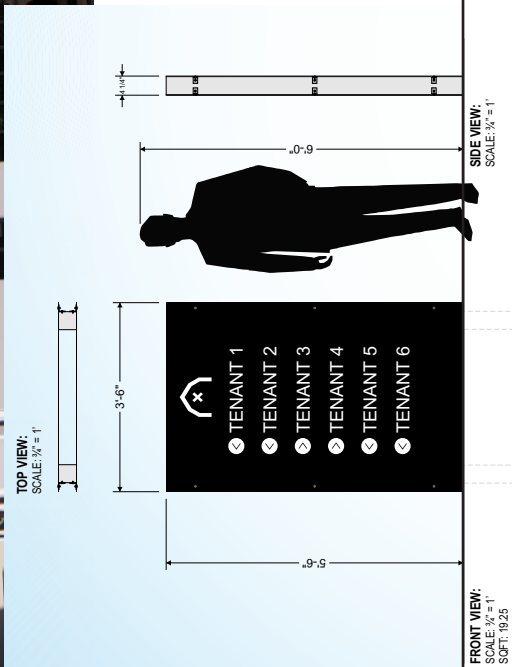


SUSPENDED CANOPY SIGN



See "Exhibit A" for Landlord signage criteria. All tenant signs are subject to both government and Landlord approval.

Directory / Wayfinding & Incidental Signs



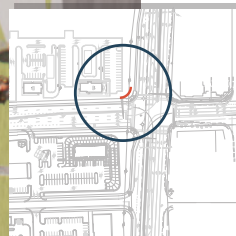
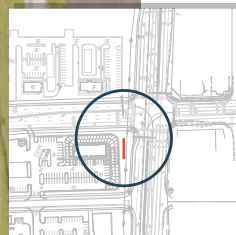
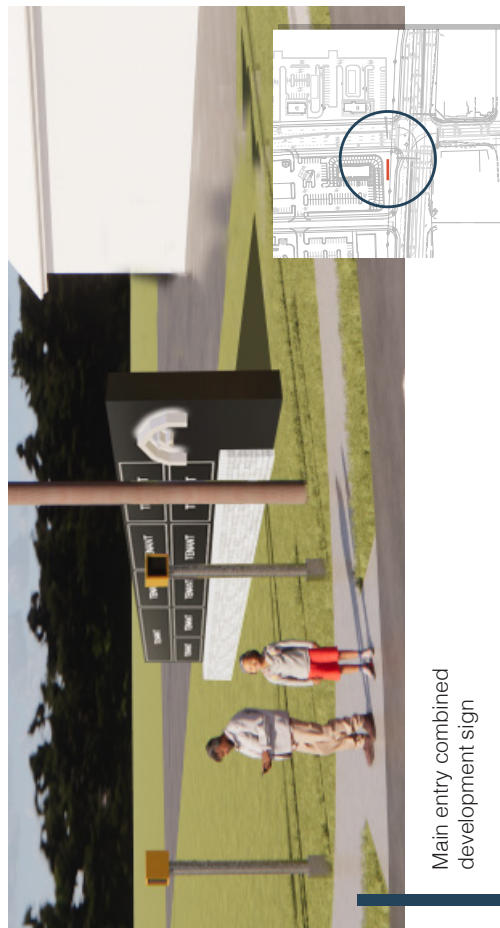
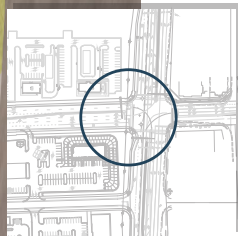
INCIDENTAL SIGN PRECEDENT



SIGN SPECIFICATION

QTY: TBD

- Double Sided
- Aluminum Construction Post & Panel Sign
- .125" Aluminum Faces
- Reflective White Vinyl applied 1st Surface
- 4" Square Tube Supports Non-Illuminated
- 90 Degree Clip Screw Attachment, Counter Sunk Holes on Face
- Sign cabinet to be painted Black (Satin Finish)





Roundabout along Farmington Ridge Parkway



Subdivision entry sign at roundabout



Combined development sign at roundabout

Exhibit D

TENANT BUILDING SIGNAGE CRITERIA

The following sign guidelines shall govern the design, color, size, illumination, location and manner of installation of all Tenant's signs to be placed on or near the Premises and/or the Shopping Center. The design, size and location of all signs must be approved in writing by Landlord, in its sole discretion. Landlord's approval of Tenant's sign shall not constitute the assumption of any liability on the part of Landlord with respect to accuracy or conformity with any zoning, building or signage code or other governmental or regulatory requirements. Tenant shall be solely responsible, at its sole cost, for its sign plan and obtaining all permits and approvals from all appropriate governmental and regulatory bodies. Tenant is required to use professional environmental graphic designers and signage companies to determine sign design and specifications.

Tenant's signage shall be subject to Landlord's approval in accordance with Landlord's Tenant Building Signage Criteria (which may be modified from time to time as Landlord may elect) a copy of which will be made available to Tenant before the execution of any Lease and will be thereafter provided to Tenant by Landlord at any time following Tenant's request for the same. Tenant hereby acknowledges having had the opportunity to review the Landlord's Tenant Building Signage Criteria and either has reviewed it or has elected not to review it.

1. Tenant is permitted to install wall, canopy, projecting or suspended signage in accordance with Article 12 Sign Standards of the Town of Harrisburg UDO. **All signs are subject to both government and Landlord approvals, in Landlord's sole discretion.**
2. All Tenants are required to have a unique identity. If Tenant does not have an identity, the Landlord will refer the Tenant to a preferred professional designer to establish an identity. Generic business names like "Cleaners," "Bank," "Diner," etc. are not allowed.
3. Only signs that carry Underwriters Laboratory (UL) listing will be permitted. The following sign types are not permitted (without written approval by Landlord, in Landlord's sole discretion):
 - a. Signs of the flashing, rotating, moving, blinking or animated type
 - b. Signs with red, green or yellow as a primary color (includes material finish & illumination)
 - c. Signs with exposed neon tubing, exposed lamps, or any exposed sign illumination or illuminated sign cabinets
 - d. Roof-mounted signs

4. Tenant shall submit sign working drawings to Landlord within the timeframe required by the Lease and no sign shall be installed until Landlord's written approval has been granted in Landlord's sole discretion. Tenant shall provide Landlord a copy of the sign permit prior to sign installation. All drawings should show actual construction of the sign. No standard details will be acceptable. The sign working drawings must include the following:
 - a. Shopping center name
 - b. Store name
 - c. Space number
 - d. Complete address
 - e. Type and size of all lettering
 - f. Elevation view of storefront showing sign (drawn to scale) with overall height and width dimensions of sign, overall square footage of sign, detail dimensions of major sign elements (graphics, letterforms, etc) and the linear dimension of the allowable areas of Tenant's presentation.
 - g. A technical section (to scale) through the sign and storefront showing all pertinent construction details. Describe all fastener and weld details. Show attachment detail to building.
 - h. Colors and finishes of all materials
 - i. Wattage and light intensity by lamping type
 - j. Location of penetrations for conduit and sleeves, etc.. required for sign installation
 - k. A photograph of the storefront with sign locations shown to scale
5. Tenant's sign shall be located above the storefront of the Premises and within the limits of the area designated by Landlord as the "sign band." Tenant's sign shall be centered vertically within said sign band and horizontally within the lineal front footage of the Premises.
6. Major Tenant signage will be regulated by Landlord and the size and location will be at the discretion and approval of Landlord and governmental regulations.
7. All Tenant signage shall be installed in accordance with Landlord provided Signage & Display Criteria. These criteria also provide direction and character images for window signs, graphics and displays, in addition to A-frame signs, outdoor furniture and awnings. These design elements must be approved by the Landlord in its sole discretion in order to maintain a first-class shopping experience. Additionally, any such signage shall be in conformance with all governmental regulations.

8. Illumination shall be internal to the sign (exposed neon within letterforms, halo-illuminated) or by external front lighting. Light sources shall not cause glare hazardous to pedestrians or vehicle drivers. Lighting is to be white. Colored lamps shall not be permitted without express Landlord approval.
9. Face illumination to only consist of day/night type face material so that face reads as solid element during the day and illuminates at night. Illumination to be consistent with no shadows or hot spots. Standard type acrylic faced letters/signs with colored faces are prohibited.
10. Non-illuminated storefront façade signage prohibited without express Landlord approval.
11. All tenant signs must be new and custom-made. Restored vintage or reused signs are acceptable if approved by Landlord.
12. No sign shall be placed in final position without Landlord approval. Poor quality materials or construction will not be approved. Final installation will be subject to approval and must conform to criteria and drawings provided, as well as to local building codes.
13. If applicable, Tenant shall provide a dedicated circuit for the Tenant's signage illumination and shall coordinate and utilize Landlord-provided master switching relay system for all illuminated signage.
14. Service/rear egress/delivery doors to Tenant areas will have standard identification (Tenant's name and address number) designed and installed by Landlord at the Tenant's expense. No other signage or graphic is permitted at the service entrance.
15. The signage contractor shall perform all cutting and patching of existing surfaces where required for installation of the signage work included herein. The procedures proposed for the accomplishment of cutting and patching work shall be submitted by the sign contractor to the Landlord for approval. Submission to also include work schedule showing start of work, finish date and any other important dates within project timeline.
16. All penetrations of the building structure required for sign installation shall be neatly sealed in a watertight manner.
17. All signs shall be individually pin-mounted or, if canopy mounted, on a raceway (not to be larger than 4'x4') pre-finished to match building or per individual development standard.
18. Landlord is not responsible for cost incurred for replacement or construction of signs that do not conform to these sign guidelines.
19. Sign company names or stamps shall be concealed if permitted by code.
20. Public safety decals on glass in minimum sizes, subject to the approval of Landlord, may be used, as required by building codes or other governmental regulations.

21. Prohibited sign materials include, but are not limited to the following:
- a. Flashing lights
 - b. Animated components
 - c. Vinyl trim caps on letterform/sign face or return. See note J for face material limitations. Use of minimal size aluminum retainers or other low profile retainers for letterform/sign face are encouraged.
 - d. Cabinet signs with illuminated translucent background and silhouette letters
 - e. Vacuum-formed plastic letters
 - f. Paper, cardboard, stickers, or decals applied to or located behind the storefront glazing
 - g. Sandblasted wood signs in natural wood finish with painted, raised letters and/or logos
 - h. Advertising placards, banners, pennants, names, insignia, trademarks, or other descriptive or promotional material not designed as part of Tenant's overall presentation and brand identity may not be affixed or maintained on windows, glass fixtures, equipment or another area of the storefront without Landlord approval.
 - i. Exposed raceways, exposed ballast boxes or electrical transformers. If raceway is used, it must be integrated into design of sign. Note applies to wall/façade and canopy signs.
 - j. Acrylic faced letterforms and sign cabinet. Only allowed acrylic faced elements are day/night type where face appears a solid color during the day and illuminates white at night. See note C for trim cap limitations.



FARMINGTON





Planning and Zoning Department

**Staff Report – Town Council
Rezoning H-2024-01-(R)**

DATE: March 28, 2024

SUBJECT: H-2024-01-R-Farmington PUD Amendment

Request to amend the Planned Unit Development (PUD) zoning district for the purpose of adopting a Master Sign Program for the mixed-use development.

APPLICANT: Rocky River Road Associates, LLC
Represented by Morgan Lucas of MVP

Staff Report Prepared by: Shelley DeHart, Assistant Planning Director

Neighborhood Meeting: N/A

BACKGROUND:

The Farmington development is a 185-acre master planned unit development (PUD) situated partly in the Town of Harrisburg and the City of Charlotte, located just east of the 485 loop at Rocky River Road. The master plan consists of a planned commercial village and a mix of residential housing types representing approximately 600 homes and 275,000 SF of commercial space. This project has been the subject of many zoning actions by both the City of Charlotte and Town of Harrisburg.

The applicant is requesting to amend the PUD zoning district establishing a master sign program (MSP) for the Farmington Village portion of the development through this conditional zoning action (Attachment A). The intent of a master sign plan is to provide a sign program that will enhance a cohesive sense of place throughout a master planned community or development. These types of plans are typical and required in most communities to ensure the vision for the community is realized. The applicant is also requesting flexibility within the proposed master sign program to achieve their vision for the development as it relates to ground signs while operating within the spirit of the Town's sign regulations.

The Planning & Zoning Board heard this request at its March 19, 2024, public meeting. After receiving the report, public comment, and deliberations, the board unanimously recommends approval of the zoning petition amending the Farmington PUD to add the Master Sign Program.

ANALYSIS:

The subject development site was originally approved as area "C" in the Brookdale PUD-Conditional Use District in 2002 and has been the subject of various zoning amendments. Amendments of the PUD include increasing the size of area "C," change in allowable uses and underlying zoning district, changes in building types, and changes to use area labels.

The Unified Development Ordinance (UDO), states existing PUD zoned properties shall follow the PUD regulations associated with its approval.

The UDO in place at the time of conditional zoning approval divides PUD sign regulations into tables associated with residential districts and commercial districts. Review of the PUD sign table below outlines the permissible ground mounted signs for the commercial PUD.

Table 12.1-6 Standards for Permanent Signage in C-1 and PUD Zoning District

Sign Type	Number Allowed	Max. Sign Area	Max. Height	Sign Location
<u>Ground Signs*</u>	1 per frontage			Outside of street
Individual Business	per section 12.5.4.1	32 square feet	8 ft.	right-of-way and site triangle
Combined Development	1 per frontage per section 12.5.4.1	32 square feet plus 8 sf per additional tenant upto a maximum of 64 sf	8 ft.	Outside of street right-of-way and site triangle
Subdivision Entrance Sign	1 per entrance road	32 square feet	8feet	Outside of street right-of-way and site triangle

It must be noted that the original approved PUD did limit the uses to C-1 under the PUD, however, the mix of zoning classifications within the subject commercial area (Area 1 on attachment B) were modified over time through zoning amendments and signs were not addressed. The zoning classifications are within this PUD:

- C-2 General Commercial
- B-1 Neighborhood Commercial
- O-I Office/Institutional

Based on the history of amendments, staff believes it is appropriate to adopt a master sign program establishing sign performance standards for the commercial area under the conditional zoning process incorporating the plan within the PUD. The sign information used for the analysis is a mix of the table provided above (C-1 & PUD) and the C-2 (General Commercial) table below.

Table 12.1-1 Standards for Permanent Signage in C-2 Zoning District

Sign Type	Number Allowed	Max. Sign Area	Max. Height	Sign Location
<u>Ground Signs*</u>	1 per frontage			Outside of street
Individual Business	per section 12.5.4.1	50 square feet	8ft.	right-of-way and site triangle
Combined Development	1 per frontage per section 12.5.4.1	50 square feet plus 10 sf per additional tenant upto a maximum of 100 sf	10 ft.	Outside of street right-of-way and site triangle
Subdivision Entrance Sign	1 per entrance road	32 square feet	8feet	Outside of street right-of-way and site triangle



Master Sign Program- See Attachment C

1. A large, combined development sign (Pg 6) at the main entrance of Farmington Ridge and Rocky River Road (west corner). The applicant is requesting a 100 sq. ft. allocation.
 - a. A 96 sq. ft sign area is proposed (exceeds the 64 sq. ft. maximum for PUD but within range of a standard C-2 General Commercial zoning District).
 - b. Six (6) feet in height (under the maximum allowed – 8 to 10 feet).
 - c. Halo lit Logo with Routed white acrylic logo backing internally illuminated (Enhanced illumination sign).
 - d. Sign is proposed to be placed within a **sign easement** on an outparcel.

The applicant is proposing to off-set the larger combined development sign square footage by **reducing the number** of overall ground mounted signs adjacent to Farmington Ridge Parkway.

The applicant has also agreed **to prohibit digital electronic message board type** of signage on this sign and throughout the development **except** the Harris Teeter Fueling Station.

2. A subdivision entrance sign (Pg 5) located on the east corner of the main entrance at Farmington Ridge and Rocky River Road. The applicant is requesting flexibility with:
 - a. The PUD subdivision sign is proposed at 100 sq. ft. in the sign area (96 sq. ft. per plan) to match the size and bulk of the combined development sign. This **exceeds** the maximum permitted sign area for subdivision monument signs (32 sq. ft. in area).
 - b. The sign is proposed to be six-feet in height (below the maximum height of 8-ft).
 - c. Halo lit lighting (enhanced illumination sign).

The applicant is proposing to off-set the larger combined development sign square footage by **reducing the number** of overall ground mounted signs adjacent to Farmington Ridge Parkway.

3. Two Village Center branding signs (Pg 7) to be located at the roundabout. They are proposed to be:
 - a. 40 sq. feet in size (exceeds the 32 sq. ft. maximum).
 - b. Four (4) feet in height (under maximum allowed)
 - c. Located within the public right-of-way (signs required to be on private property)
 - d. Halo lit sign (enhanced illumination sign).

These signs identify not only the subdivision but the village center of the master planned unit development and serve more as a “place making” branding sign than a subdivision sign. These signs are not unusual for large master planned communities. Staff is of the opinion that these proposed signs are reasonable and will enhance the aesthetics of the roundabout. Again, they are proposing to reduce the number of monument signs on Farmington Parkway in exchange for flexibility with other signs.

4. Two additional combined development signs (Pg 8) to be located at the roundabout. They are proposed to be:
 - a. Approximately 60 sq. ft. in size (under 64 sq. ft. maximum in PUD/C-2 zoning).
 - b. Five (5) feet in height (under the 8-foot maximum).
 - c. Located within the public right-of-way (signs required to be on private property).
 - d. Halo lit/ LED routed letters & border (Enhanced illumination sign).

These signs are proposed to balance the signs at the roundabout provide interest to commercial designations within the development. An encroachment permit would be required to locate signs within the right-of-way.

5. Individual ground mounted signs (Pg 9) for individual use outparcels located south of the intersection of Farmington Ridge and Dutch Creek Drive (first main intersection).
 - a. Thirty-two sq. ft. in sign area (in compliance).
 - b. Seven feet in height (in compliance).
 - c. Routed and LED lit (In compliance).
 - d. Located on private property.
6. Directory – Wayfinding Signs (Pg 11): The town’s sign regulations do not address these types of signs for master planned communities (PUDs, Medical, or Educational Campus). The applicant is proposing:
 - a. Five wayfinding signs
 - b. Located within the landscaped area between the multi-use path and the curb within the Town maintained right-of-way.
 - c. Five and a half (5 ½) feet in height
 - d. Just under 20 sq. feet in sign area.
 - e. Non-illuminated.

These signs are proposed to be located at strategic locations to help guide the public to their destination listing tenants and directional arrows. Based on their proposed location an encroachment permit would be required for all signs proposed within a right-of-way. The applicant is proposing wayfinding sign in-lieu of individual ground signs on Farmington Ridge Parkway.

7. Wall, Projecting, Canop, and Suspended Signs are proposed to follow Harrisburg sign regulations and will be governed by style, materials, and illumination by the master plan and landlord approval.

Master Sign Program Signage Limitation Proposal

In exchange in flexibility associated with this proposal, the master sign program will include the following limitations:

1. Eliminate Individual Occupant signs north of Dutch Creek Drive & Farmington Ridge Parkway intersection. See illustration on page 4 of the master sign plan.
2. Prohibit electronic message board (EMBs/any digital electronic signage within the development, with the exception to the Harris Teeter Fuel Station site.



We asked the development team to provide an exhibit that would compare the proposed sign limitations with the proposed ground mounted signs requesting flexibility (Attachment D). Using the most conservative regulations (C-1/PUD), the comparison results reflect:

- The total proposed sign area allocation is less than what could be approved by right.
- The number of ground mounted signs proposed is one less than what would be permitted by right.

SPECIFIC REVIEW CRITERIA: Pursuant to the UDO, a conditional zoning petition shall meet the requirements of Section 145.03.03 (E) and the common decision criteria in Section 145.01.07. This petition meets the common decision criteria found in the UDO as follows:

1. The proposed zoning amendment substantially conforms to the prior approvals for the Farmington Planned Unit Development as well as promotes the purpose of the Unified Development Ordinance.
2. The proposed zoning amendment adding a Master Sign Program, as conditioned, will not be detrimental to or endanger the public health, safety, or welfare, and does not affect public or private facility needs.
3. This amendment is following the public hearing process as provided within the UDO.
4. The amendment demonstrates compatibility with the character of the Planned Unit Development known as Farmington and enhances the visual aesthetics by reducing the potential of sign clutter and establishing high quality sign standards within the community.

Criteria in Section 145.03.03 (E):

1. *Use and Location.* The proposed CZ District uses appropriateness for its proposed location and consistency with the purposes, goals, objectives, and policies of the HALUP.

This amendment to add a master sign program to an existing Planned Unit Development does not affect existing approved uses at this location and further enhances the goal of promoting high-quality development as found in LU-6 of the HALUP.

2. *Eligible Uses.* The use(s) requested are among those listed as eligible permitted use, permitted use with limitations, or special use in the general use district as included in the CZ Zoning Map Amendment request.

There is no proposal to amend permissible uses within this conditional zoning district.

3. *Nuisance Mitigation.* The design of the proposed CZ District use's minimization of adverse effects, including visual impact of the proposed use on adjacent lands; and avoidance of significant adverse impacts on surrounding lands regarding trash, traffic, service delivery, parking and loading, odors, noise, glare and vibration and not create a nuisance.

The amendment does not propose a change in the design of the approved planned use development. This amendment does propose standardizing signs within the development creating a high-quality sign program with a focus on reducing sign clutter.

4. *Reasonableness.* The use limitations and conditions as proposed and/or imposed for the requested district can reasonably be implemented and enforced for the subject property. *The proposed sign program can be implemented and enforced through the Town's sign permitting process and encroachment permit process.*

5. *Improvement from General Zoning District.* When implemented the proposed and/or imposed use limitations and conditions will mitigate specific land development issues that would likely result if the subject property were zoned to accommodate all the uses and the minimum standards of the corresponding general zoning district;

The conditional zoning district is subject to all other conditions of approval established by the Town in addition to conditions placed on the subject amendment related to the proposed master sign program.

6. *Greater Standards.* If any standards are proposed that are different from the underlying zoning district, the applicant must clearly demonstrate that the overall resultant project is greater than that which is typically allowed by the general district.

The applicant has demonstrated that although the Master Sign Program requests some flexibility, the overall allocated sign area and number of ground mounted signs is slightly less than permitted by right in the underlying zone. Further demonstrated are the higher quality performance standards such as design, material, and illumination that what is permitted by right.

7. *Applicant's Agreement.* The applicant has agreed to accept the use limitations and conditions as proposed and/or imposed for the requested district.

The applicant has agreed to abide by the existing and proposed conditions of approval associated with this CZ-PUD for Farmington.

8. *Town Statement.* For approval, the Town Council shall adopt a consistency statement that the amendment being considered is either consistent or inconsistent with the HALUP and that the Town Council considers the action to be reasonable and in the public interest.

The proposed zoning amendment is to add a Master Sign Program to an approved Planned Unit Development known as Farmington. This amendment is consistent with the following Goals of the HALUP:

LU-6 This amendment focuses on a higher level of development improving the overall appearance of quality designed signs within a high-profile development utilizing flexibility in the program to enhance placemaking.

ED-3 This amendment supports high-quality retail development in a mixed-use walkable location by establishing a sign program that meets the needs of businesses while reducing the potential for sign clutter.



STAFF AND PLANNING AND ZONING BOARD RECOMMENDATION:

Having heard this request in a public meeting March 19, 2024, staff and the board recommends the proposed conditional zoning petition H-2024-01-R be approved with the following conditions:

1. The applicant shall comply with all conditions of approval established in the previously approved conditional zoning petition for the Farmington Planned Unit Development.
2. Signs proposed within the right-of-way shall require approval of an encroachment permit from the Town. Sign locations are subject to adjustments based on field locations of utilities and sight requirements.
3. Signage at Rocky River Road intersections shall comply with NCDOT sight-triangles.
4. Permitting and compliance is required with all local, state, or federal agencies.

TOWN COUNCIL ACTION

Conduct the public hearing receiving the report, public comment, and deliberations, and

- Motion to Approve, approve with modifications, or disapprove the zoning amendment; and
- Make the required finding for reasonableness and consistency with the HALUP.

Attachment A – Letter of Intent and Application
Attachment B – 2017 CZ Farmington Master Plan
Attachment C – Farmington Master Sign Program
Attachment D – Sign Comparison Exhibit
Attachment E – Draft Ordinance



March 4th, 2024

Shelley DeHart
Assistant Planning Director
4100 Main Street
Harrisburg, NC 28075
Via Email: sdehart@harrisburgnc.org

Re: Farming Master Sign Program and PUD Amendment

Dear Shelley:

Thank you for meeting with the MPV team and me (“Owner”) last week regarding Farmington and specifically signage allowances currently permitted by the Town of Harrisburg UDO and the approved PUD. As we discussed in the meeting, the Farmington development is unique in Harrisburg given its size, configuration, and mixed-use components. The Town of Harrisburg signage ordinance has limitations that make Tenant identification and wayfinding problematic for a project of Farmington’s scale. The Owner seeks to amend its PUD to allow for some minor variations in the size and location of certain sign types permitted by the ordinance. Such amendments to the PUD will include a commitment by the Owner to implement a Master Sign Program for Farmington, which Owner describes as follows:

Master Sign Program Proposal

The Farmington Master Sign Program (Program) attached herein will enhance a cohesive sense of place across Farmington (“Development”). The intent of the Program is to maintain visual consistency among all signs, and it aims to complement the overall architectural design of the Development. By adhering to established guidelines for signage materials, framework, illumination, and background, the Program will not only enhance Farmington's visual environment but also reduce confusion and contribute to a distinct sense of place. The Owner (Declarant) will amend the recorded master Declaration for Farmington to include a reference to the Program, which will govern the installation of signs within the Development going forward. Additionally, the Program will comply with the Town of Harrisburg and City of Charlotte respective zoning and signage ordinances.

PUD Amendment Request 1 - Combined Development Sign Location and Sizing Flexibility

The requested amendments to the PUD address “*Combined Development Signage*” and “*Subdivision Entry Signage*” dimensions and locations within the Development. Like most developments of this type, the commercial sections of Farmington include distinct property lines separating outparcels and other major components. Most large, mixed-used developments and commercial projects have multi-tenant signs

(“*Combined Development Sign*” as defined in Farmington UDO) at major road frontages and main entrances to provide vehicular and pedestrian traffic with information about a development, its tenants and amenities. Waverly and Birkdale Village are two such examples in the region. The Town of Harrisburg UDO does not technically permit the installation of *Combined Development Signs* on outparcels of mixed-use developments, which often separate the interior mass of commercial development from the main road frontages (ie. Rocky River Road and Farmington Ridge Parkway). **Specifically, the Owner seeks to amend the PUD to permit “*Combined Development Signs*” within recorded sign easements on road frontages that feature tenant/owners residing on different legal lots within the unified Development.**

Additionally, under the prevailing PUD ordinance, *Combined Development Signs* are limited to a maximum sign area of 64 square feet. Again, this square footage is very small and limiting when one considers the following:

- Size and Scale of the Farmington Development
- Number of Tenants and Components that will comprise Farmington
- Visibility on a major Road frontage like Rocky River Road
- Creating a sense of arrival at a significant mixed-use development

As part of the PUD Amendment request, the Owner requests to increase the size of this sign at the intersection of Rocky River Road and Farmington Ridge Parkway (entrance to Farmington) to 100 square feet. The C-2 zoning district allows for this square footage of signage on a *Combined Development Sign*. While Farmington is zoned as a PUD, the commercial section of Farmington is designated as C-2, so this signage allowance seems appropriate.

PUD Amendment Request 2 - Subdivision Entry Sign Location and Sizing Flexibility

Given Farmington’s Scale and mixed-use components, the Owner desires to establish a Farmington brand that will facilitate a cohesive and unique sense of place for residents, tenants, visitors, and passersby. Per the UDO, the Development is only permitted to install one (1) “*Subdivision Entry Sign*” sign totaling 32 square feet. **Owner seeks to install a 96 square foot subdivision entry sign at the Rocky River Road main entrance mirroring the *Combined Development Sign*, of the same size, across the street (refer to Master Sign Program proposal for location and placement of these signs).** Owner believes that a sign of this size is more appropriate, and a better aesthetic given the size of the Development, width of intersection, and setback from right-of-way.

Additionally, Owner seeks permission to install two (2) 40 square foot *Subdivision Entry Signs* at the roundabout (RAB) internal to the project. Again, the UDO only permits one sign per entrance road at 32 square feet each. The unique geometric nature of the RAB presents distinct challenges and opportunities for visibility and wayfinding. Placing two symmetrical architectural signage features at this location ensures maximum visibility from all directions, thus enhancing overall development branding and cohesiveness. These signs are low profile, symmetrical, and provide an interesting and quality aesthetic at the RAB located in the center of the Development (refer to Master Sign Program proposal for location and placement of these signs).

Master Sign Program Signage Limitation Proposal

To reduce clutter and signage, the Program proposes to eliminate the following:

1. *“Individual Occupant Signs”* north of Dutch Creek Drive/Farmington Ridge Parkway intersection.
2. Prohibit electronic message board (“EMBs”)/any digital electronic signage within the development, with exception to Harris Teeter Fuel.

PER YOUR REQUEST, A SUMMARY OF THE PROPOSED SIGNS AND AMENDMENTS TO THE PUD ARE INCLUDED IN THE ATTACHED TABLE.

Shelley, thanks again for Zac’s and your time and consideration. We look forward to working together on these signage modifications and allowances, and I believe that they are consistent with what was discussed in the meeting last week. Please let me know if you have any questions or comments.

Sincerely,

George Macon
Managing Partner

Legislative Approval Application

1. Application Type (select all that apply)

- ☐ UDO Text Amendment ☐ Zoning Map Amendment (rezoning) ☒ Conditional Zoning Approval
☐ Certificate of Appropriateness

2. Project Information

- a. Project Name: Farmington
- b. Project Location/Address: Petition # H2019-02 (R)
- c. Tax Map and Parcel Number (PIN): 5506 | 407290000
- d. Zoning: Existing: _____ Proposed: _____
- e. Land Use: Existing: _____ Proposed: _____
- g. Description of Request (attach separate sheet if needed):

Owner is requesting that the proposed Farmington Master Sign Program (attached) be approved for the project's existing zoning (PUD) through a conditional zoning action.

3. Contact Information

- a. Project Manager/Contact Person: Morgan Lucas
Company: MPV Properties
Address: 2400 South Boulevard, Ste 300 City, State, Zip: Charlotte, NC 28203
Phone Number: 704-248-2103 Email Address: mlucas@mpvre.com
- b. Applicant Name (if different than above): _____
Company: _____
Address: _____ City, State, Zip: _____
Phone Number: _____ Email Address: _____
- c. Owner Name: Rocky River Road Associates, LLC
Company: _____
Address: 2400 South Boulevard, Ste 300 City, State, Zip: Charlotte, NC 28203
Phone Number: _____ Email Address: _____

4. Owner's Consent

Rocky River Road Associates, LLC ("Owner") certifies that it is the owner of the property located at Farmington ("Subject Property") and expressly consents to the use of the Subject Property as described in this application and to all conditions that may be agreed to as a part of the approval of this application, which may be imposed by the decision making board.

Owner hereby authorizes, Morgan Lucas as agent, to file this application and represent Owner at any and all meetings and hearings required for the approval of this application.

Owner's Signature:  Date: 1/02/2024

5. Affidavit of Completeness and Accuracy (to be completed by the individual submitting the application)

Project Name: Farmington Submittal Date: 1/4/2024

STATEMENT OF COMPLETENESS AND ACCURACY:

I hereby certify all property owners have full knowledge the property they own is the subject of this application. I hereby certify the statements or information made in any paper or plans submitted herewith are true and correct to the best of my knowledge. I understand this application, related application material and all attachments become official records of the Planning and Zoning Department of Harrisburg, North Carolina, and will not be returned.

I understand that any knowingly false, inaccurate or incomplete information provided by me will result in the denial, revocation or administrative withdrawal of this application, request, approval or permit. I further acknowledge that additional information may be required to process this application. I further consent to the Town of Harrisburg to publish, copy or reproduce any copyrighted documents submitted as a part of this application for any third party. I further agree to all terms and conditions, which may be imposed as part of the approval of this application.

Applicant Name: Morgan Lucas

Applicant Signature: Morgan Lucas

6. Staff Use Only:

Record of Process

Date Received: January 2, 2024

Application Number: H2024-01-PUD

Is Application Complete? ☒ Yes ☐ No

Public Hearing Date(s): TBD

Published Notice Date: _____

Mailed Notice Date: _____

Posted Notice Date: _____

Final Action Applicant Notification Mailed Date: _____

Town Staff Signature: _____
Shelley DeHart, AICP Shelley DeHart is a member of the American Institute of Certified Planners (AICP). She is also a member of the American Planning Association (APA) and the American Planning Council (APC).

Record of Decision

Reviewed By: _____

Recommendation: ☐ Approve ☐ Deny

Final Action: ☐ Approve ☐ Deny

7. Required Attachments

All development application submittals must be accompanied by:

- Applicable fee(s) (see Master Fee Schedule in Appendix B of the Development Guidebook);
- Attachments listed in under the pertinent application;
- Case numbers of other related development applications; and
- Any additional information or attachments required by the Town Attorney, Director or other Town staff, Historic Preservation Commission, Planning and Zoning Board, Board of Adjustment, or Town Council.

Consult staff during pre-application meeting for any required paper copies consult staff during pre-application meeting for any required paper copies.

Conditional Zoning Approval

1. List of all abutting property owners' name, mailing address, and PINs
2. Recent survey or legal description of property requested to be rezoned
3. Copies of the invitation letter, minutes, and sign-up sheet from required neighborhood meeting
4. If determined required at the pre-application meeting:
 - a. Copies of the Traffic Impact Analysis (TIA)
 - b. Proposed site plan
 - c. Landscape plan (with number, location, and type of proposed plantings)
 - d. Proposed building elevations
5. A digital (PDF) copy of a complete site-specific development plan
6. List of specific proposed permitted uses (chosen from permitted used of proposed district)
7. Any specific conditions willing to be imposed as part of application (e.g. no outside storage, increased buffer width, etc.)

Zoning Map Amendment (rezoning)

1. List of all abutting property owners' name, mailing address, and PINs
2. Recent survey or legal description of property requested to be rezoned
3. Copies of the invitation letter, minutes, and sign-up sheet from required neighborhood meeting.
4. If determined required at the pre-application meeting:
 - a. Copies of the Traffic Impact Analysis (TIA)
 - b. Proposed site plan
 - c. Landscape plan (with number, location, and type of proposed plantings)
 - d. Proposed building elevations

UDO Text Amendment

1. Proposed text of amendment ordinance
2. Written rationale for the change



TOWN OF HARRISBURG

Agenda Item Details

Title:

Consideration of Contract with Wastepro for the Collection of Solid Waste and Recycling

Presenting Personnel:

Mallory Hodgson, Public Works Director

Suggested Motion or Action:

If approved,

Motion to award a Contract to Wastepro for the Collection of Solid Waste and Recycling for the period of July 1, 2024 to June 30, 2029, as presented.

Description/Background:

In November 2023, the Town advertised a Request for Proposals to renew its solid waste contract, which expires in June of 2024. The Town received bids and has compared bidders and options and presented the results to Town Council in February 2024. The Town has since negotiated the contract with Wastepro for the Collection of Solid Waste and Recycling, as well as a contract with Cascade Engineering for the assembly and delivery of refuse and recycling bins. The Town and Wastepro have negotiated to continue the same service provisions within the original, or existing, contract for the next five years. The contract will also have an option to renew after five years. Wastepro will continue to provide collection of solid waste on a weekly basis and recycling on a bi-weekly basis. The contract will require that the Town use Wastepro's work order system for bulk pickup, which will still be offered on a weekly basis on the normal trash pickup day.

Recommendation:

Staff recommends approval of the attached contract with Wastepro.

Fiscal Impact:

The fiscal impact of this contract is dependent on the number of homes served, which will be updated on a quarterly basis. The Town anticipates approximately 400 new homes per year based on trends over the last few years and the number of approved, but unbuilt homes. The cost in year-one of the contract amounts to approximately \$1.35M in total based on an estimated number of homes served with a monthly cost of approximately \$16 per household and \$31.47 per HOA's. The Town has sufficiently budgeted for this waste collection contract for FY2025.

The attached contract has been approved by the Town attorney.

Attachments:

1. FY25 - Wastepro Service Contract - Final - 6-3-2024



FY25 Solid Waste Services Contract

COLLECTION AND DISPOSAL OF RESIDENTIAL GARBAGE, BULKY ITEMS & RECYCLABLES

THIS **CONTRACT** was made and entered into this ____ day of _____ 2024 by and between the **Town of Harrisburg (the "Town")**, acting by and through their Town Manager, and **Waste Pro of North Carolina, Inc. (Waste Pro)** (the "Company").

WITNESSETH:

WHEREAS, the Town is desirous of securing the services of the Company to provide equipment, personnel, and management of each Town collection, transportation, and disposal of the Town Municipal Solid Waste (MSW), Bulk Waste, and other additional collection services, including the processing of the Recyclables at an acceptable processing center for Recyclables;

WHEREAS, the Company desires to provide these Services for the Town, having experience in the collection, transportation, and disposal of MSW and household Garbage to appropriate EPA and NCDEQ-approved Subtitle D Landfill Facilities and the transportation and delivery of collected Recyclables to the designated Company designated Materials Recovery Facilities ("MRF") operations;

NOW, THEREFORE, IT IS HEREBY AGREED AS FOLLOWS:

1. Definitions

- (1) Area Miss – Multiple Valid Misses at multiple Units that generally occur along a street block, in a neighborhood/subdivision, in a section of a street and/or a neighborhood/subdivision, and/or a combination of the preceding.
- (2) Bin – A plastic receptacle for the storage of recycled material that is eighteen (18) gallons, only to be provided to customers where space is limited such that two ninety-six (96) gallon cans would not be accommodated, and as approved by the Town. All Bins are provided by the Town.
- (3) Bulky Items – Large general residential debris not defined in "Item 10 – Garbage" items such as furniture, white goods, mattresses, and other oversized waste whose large size precludes or complicates their handling by standard solid waste collection disposal methods. Bulky items do not include construction or renovation materials or products, even if produced by the homeowner.

- (4) Cart - A ninety-six (96) gallon storage Cart with two (2) wheels and an axle and as a receiving receptacle for Garbage or Recyclables. The cart is also equipped with a top lid constructed of special plastic that allows the cart to be pushed or pulled to the curb of the street. It is designed to accommodate household garbage and MSW or recyclables. All Carts are provided by the Town.
- (5) Construction Debris - Waste resulting solely from construction, remodeling, repair, or demolition operations on buildings or other structures, but not inert debris, land-clearing debris, yard debris, or used asphalt, asphalt mixed with dirt, sand, gravel, rock, concrete, or similar non-hazardous material.
- (6) Contract Documents – The Contract, Contractor’s Proposal, General Specifications, the Contract Performance Bond, and any addenda or changes to the foregoing documents agreed to by the Town and the Contractor.
- (7) Contractor - The person, corporation or partnership performing collection and disposal under contract with the Town.
- (8) Damage – A fee levied by the Town upon the Contractor for a circumstance as mentioned in these General Specifications, in a dollar (\$) amount as specified in these General Specifications.
- (9) Disposal Site - A refuse depository including but not limited to sanitary landfills, transfer stations, and waste processing/separation centers licensed, permitted, or approved by all governmental bodies and agencies having jurisdiction and requiring such licenses, permits, or approvals to receive refuse for processing or final disposal. The disposal or processing facility for any or all the materials collected may change to meet the needs and contractual obligations of the Town.
- (10) Garbage - Dead animals of less than ten (10) pounds in weight except those that have been slaughtered for human consumption; every accumulation of waste (animal, vegetable, or other matter) that results from the preparation, processing, consumption, Dealing in, handling, packing, canning, storage, transportation, decay or decomposition of meats, fish, fowl, birds, fruits, grains, or other animal or vegetable matter, including, but not limited to, foods or containers of food; all putrescible or easily decomposable waste; animal or vegetable matter likely to attract flies or rodents, but excluding sewage and human waste, pasteboard, rags, used and discarded clothing, used and discarded shoes, and other products such as are used for packaging or wrapping, floor sweepings, glass, and similar waste materials, except (in all cases) any matter included in the definition of Construction Debris, Hazardous Waste, Special Waste, or Yard Debris.
- (11) Hazardous Waste - Waste in any amount defined, characterized, or designated as hazardous by the United States Environmental Protection Agency or appropriate State agency by or pursuant to Federal or State law, or waste in any amount regulated under Federal or State law. For purposes of this Contract, the term Hazardous Waste shall also include motor oil, gasoline, paint, paint cans, and items containing Freon or chlorofluorocarbons.

- (12) Leaf and Leaves — Vegetative matter resulting from landscaping and lawn maintenance is limited to leaves from trees and shrubs, exclusive of limbs, stumps, etc.
- (13) Medical Waste — Any Solid Waste that is generated in the diagnosis, treatment, or immunization of human beings or animals, in research pertaining thereto, or in the production or testing of biological, but does not include any hazardous waste or those substances excluded from the definition of Solid Waste.
- (14) Municipal Solid Waste — Solid Waste resulting from the operation of residential, commercial, industrial, governmental, or institutional establishments that would typically be collected, processed, and disposed of through a public or private solid waste management service. Municipal Solid Waste ("MSW") does not include Hazardous Waste, Special Waste, or solid waste from mining or agricultural operations.
- (15) Recyclable Material(s) or Recyclables - Items that are acceptable by the Town include newspapers and their inserts, computer paper, white office paper and junk mail, magazines, envelopes, cereal boxes and boxes for crackers, cookies, and other similar foods, plastic soft drink bottles, plastic water and milk jugs, aluminum food cans, bi-metal and steel food cans, old corrugated cardboard boxes that are flattened, cut to 18" by 18" for placement inside the Designated Cart, and other recyclables acceptable for processing at the MRF as mutually agreed by the Town and the Company. Items to be recycled may be changed upon mutual agreement by the Town and the Company based on current market conditions for such goods. Recyclable materials may change based on the ability of the local processing facilities to process such goods. The recyclable materials to be accepted as of July 1, 2024, are shown in **Appendix C**. These materials may be modified from time to time.
- (16) Residential Unit - An occupied dwelling (whether a single-family home or a multi-family unit) within the corporate limits of the Town requiring curbside collection. A Residential Unit shall be deemed occupied when either water or domestic light and power services are being supplied thereto.
- (17) Repeat Missed Collection - For a Unit, a Request for Service or a Valid Miss that occurs more than once in a thirty (30) day period may also refer to a Repeat Missed Collection in an Area Miss.
- (18) Request for Service - A "Request for Service" means any reported or any discovered missed collection from any one (1) location at the time it is reported or discovered. Once any route has been completed or is scheduled to have been completed, any Unit missed will be designated as a Request for Service, regardless of the time of day.
- (19) Solid Waste — All solid and semi-solid Garbage and Refuse, but never (a) Hazardous Waste materials, (b) the other items excluded under the Exclusions paragraph of this Contract, (c) solid or dissolved materials in domestic sewage, (d) solid or dissolved materials in irrigation return flows, (e) industrial discharges which are point sources subject to permits under Section 402 of the Federal Water Pollution Control Act as amended (86 STAT.880), and (f) source, special nuclear, or by-product materials as defined by the Atomic energy Act of 1954 as amended (68 STAT.923)
- (20) Special Waste — Solid Waste requiring special handling and management, including White Goods, whole tires, used motor oil, lead-acid batteries, and Medical Wastes.

Also, all treated/de-characterized (formerly hazardous) wastes, polychlorinated biphenyl ("PCB") wastes, industrial process wastes, asbestos-containing material, chemical-containing equipment, demolition debris, incinerator ash; medical wastes; off-spec chemicals, sludge; spill-cleanup wastes; underground storage tank (UST) soils; and wastes from service industries.

- (21) Town - Town of Harrisburg, North Carolina.
- (22) Unacceptable Waste – Highly flammable substances, Hazardous Waste, Special Waste, liquid wastes(wastewater, fats, oils or grease (FOG), used oil, and hazardous liquids), biological and pathological wastes, explosives, toxic materials, radioactive materials, materials that the disposal facility is not authorized to receive or disposal of, and other materials deemed by state, federal, or local law, or in the reasonable discretion of the Company, to be dangerous or threatening to health or the environment, or which cannot be legally accepted at the disposal facility.
- (23) Unit - A residential unit as defined herein.
- (24) Valid Miss – A Request for Service that has not been collected by the times specified in **Section 4.6**, and that upon investigation by Town employees, is determined that it was missed by Contractor negligence or omission.
- (25) Vector - An organism, typically a biting insect or tick that transmits a pathogen, disease, or parasite from one animal or plant to another.
- (26) White Goods – Refrigerators and freezers must be empty and drained of freon and tagged by a certified professional, ranges, stoves, drained water heaters, SCRAP METAL, copper, and other similar domestic appliances.
- (27) Yard Wastes - All vegetative matter resulting from landscaping or yard maintenance. Yard Waste shall not include Unacceptable Waste. Contractor-generated yard waste and land clearing are not included in this definition. Yard Waste Collection is not serviced under this contract by this Contractor.

2. Scope of Work

The work under this *Contract* shall consist of the items contained in the proposal, including all the supervision, materials, equipment, labor, and all other items necessary to complete said work in accordance with the Contract Documents. Actual quantities for collection shall be adjusted during the first month of the contract and shall be based upon a unit count survey, which will be coordinated and/or conducted concurrently by both the Contractor and the Town. The Contractor may also adjust the unit count quarterly to accommodate new residents in new homes upon approval from the Town. The Contractor shall transmit a list of these additions to the Town along with the corresponding invoice.

3. Type of Collection

3.1 Service Provided - Residential Garbage, Bulky Items, & Recyclables Collection within the town limits of the Town of Harrisburg.

A. Residential Garbage Collection (Curbside 1/week) - To collect curbside waste

at residential and townhome units from inside the carts one time each week on a schedule. The Company will not be responsible for collecting overflow outside of the cart except for the weeks following Thanksgiving, Christmas, and New Year's.

If the Unit requests an additional cart for garbage, the Town shall provide this additional cart to the customer. The Contractor shall provide collection of the additional cart(s) at the current Town rate covered by this contract and shall be billed by the contractor directly to the customer.

- B. Residential and Townhome Recycling - To collect curbside recyclable materials at residential and townhome units from carts on a bi-weekly schedule; and at townhome units in Rocky River Crossing and Town Center from bins on a weekly schedule; the Company will not be responsible for collecting overflow outside of the cart except for the weeks following Thanksgiving, Christmas, and New Year's.

If the Unit requests an additional cart for recyclable materials, the Town shall provide this additional cart to the customer. The Contractor shall provide collection of the additional cart(s) at the current Town rate covered by this contract and shall be billed by the contractor directly to the customer.

The Contractor will be responsible for providing to Town residents regarding the recycling and waste collection program. The Contractor will assist in promoting and/or advertising the program and will submit an outline of this program for approval. This program should include, but will not be limited to, door hangers, radio and newspaper advertising, etc. The Contractor will also assist in targeting their advertising to groups showing lower participation rates to get the whole community involved in the program instead of just those willing to participate at the onset.

- C. Bulk Items - The Company shall provide weekly curbside collection of White Goods and Bulk Waste of large items of solid waste such as furniture, mattresses, and other oversized waste whose large size precludes or complicates their handling by normal solid waste collection processing or disposal methods. On-Call, scheduled collection of White Goods and Bulk Waste shall include the removal of all White Goods and Bulk Waste material that is properly prepared by the customer. The Company shall collect White Goods, Bulk Waste, and other compliant materials placed at the curb on collection day provided to the resident. These items shall be free of freon by a certified license or any other liquid. The Company shall collect up to five (5) items per household per scheduled event. The Company shall not collect White Goods and Bulk Waste from small businesses. The Company shall dispose of White Goods and Bulk Waste collected at the Designated Disposal Facility.

3.2 Municipal Service Locations - Included as part of this Agreement, the Contractor shall provide and collect garbage and recycling service at no additional charge once each week or as otherwise agreed to. There will be no additional charge for the following municipal

sites or any additional municipal sites that commence operation during this contract period. The Contractor shall also provide adequate quantities of Port-a-Johns for all Town events, listed in **Appendix B**.

Location	Trash	Recycling
Town Hall	4-yd Dumpster	2 Carts
Fire Station 1	2-yd Dumpster	2 Carts
Fire Station 2	2-yd dumpster	2 Carts
Fire Station 3	2-yd dumpster	2 Carts
Public Works	4-yd dumpster	2 Carts
Harrisburg Park	4-yd dumpster, 20 Carts	12 Carts
Stallings Road Park	8 Carts	3 Carts
Holcomb Woods Athletic Complex	4 Carts	2 Carts
Harrisburg Elementary Baseball Fields	18 Carts	4 Carts
Parks Maintenance Shop	10-yd Dumpster	2 Carts
Pharr Mill Park	4-yd Dumpster	2 Carts

3.3 Location of Materials for Collection - All Garbage and Recyclable Materials shall be containerized and shall be placed curbside along with Bulk Waste for collection. Curbside refers to that portion of right-of-way adjacent to paved or traveled Town roadways (including alleys). Carts and Bins shall be placed as close to the roadway as practicable along with Bulk Waste without interfering with or endangering the movement of vehicles or pedestrians. When construction work is being performed on the right-of-way, Carts shall be placed as close as practicable to an access point for the collection vehicle. The Contractor may decline to collect any item not so placed.

3.4 Reporting - Contractor shall prepare a monthly written report which shall include but not be limited to:

1. Number of Units participating with addresses
2. New service locations with address
3. Weights and/or volumes of each material collected (i.e., garbage, recyclable materials by material)
4. Percent of diversion for recycling services
5. Year-to-date totals for the above

This report should be in a form that can easily be used for meeting the reporting requirements of the North Carolina Solid Waste Management Annual Report.

4. Operation

4.1 Area to be Served - Area within the current corporate limits and any areas annexed during the contract period. The Town currently contains approximately 9 square miles, 6,500 households, 500 townhome units, and an estimated population of more than 20,000 people.

- 4.2 Hours of Operation - Collection shall not start before 7:00 a.m. or continue after 7:00 p.m. on the same day. Exceptions to collection hours shall be effected upon the mutual agreement of the Town and Contractor.
- 4.3 Routes of Collection - Collection routes should be determined by the Town and the Contractor. The Contractor may occasionally propose to the Town for approval changes in routes or days of collection, and such approval shall not be unreasonably withheld. Upon the Town's approval of the proposed changes, the Contractor shall promptly give written or published notice to the affected Residential Units.
- 4.4 Holidays - The following shall be holidays for purposes of this Contract:

New Year's Day	Memorial Day
Independence Day	Labor Day
Thanksgiving Day	Christmas Day

The Holiday collection will shift back one day. All subsequent collection days would also be affected, and a Saturday collection would be required. The regular schedule should be reinstated on the following Monday.

Sample Holiday Schedule

<u>Regular Collection Day</u>	<u>Holiday Collection Day</u>
<u>Monday</u>	<u>Tuesday</u>
<u>Tuesday</u>	<u>Wednesday</u>
<u>Wednesday</u>	<u>Thursday</u>
<u>Thursday</u>	<u>Friday</u>
<u>Friday</u>	<u>Saturday</u>

- 4.5 Complaints - All complaints shall be made directly to the Contractor and shall be given prompt and courteous attention. In the case of alleged missed scheduled collections, the Contractor shall investigate and, if such allegations are verified, shall arrange for the collection of the Refuse or Recyclable Materials not collected within 24 hours after the complaint is received. A full and complete list of all complaints received by the Contractor during the billing period will be submitted monthly to the Town with the reports required under **Section 3.4**, with each billing to the Town by the Contractor.

4.6 Requests for Service

4.6.1 Upon the receipt of a Request for Service, the Town will notify the Contractor immediately, through the issuance of a Request for Service, with the date and address where the Request for Service occurred.

4.6.2 If the Town sends (via electronic, written, or verbal communication) a Request for Service or provides verbal notification of a Request for Service to the Contractor between the hours of 7:00 a.m. to 2:00 p.m. on any given collection day, the

Contractor shall provide collection by 7:00 p.m. on the same day. The Contractor shall collect any Request for Service received after 2:00 p.m. by the end of the following scheduled collection day. Once the Town has sent a Request for Service, the Contractor shall consider it as received.

4.6.3 When the Contractor's equipment operators are collecting solid waste based on Requests for Service, they shall be responsible for checking other locations in the same vicinity for other possible misses to prevent additional calls from other Customers reporting collection misses.

4.6.4 Town employees will investigate each Request for Service and classify it as a Valid Miss if, in their opinion, the reported miss is due to Contractor negligence or omission. Otherwise, it will remain classified as a Request for Service.

4.6.5 Requests for Service and other emergency calls received by the Town on non-collection days and evenings will be conveyed to the Contractor. The Contractor shall respond to such requests in the same timeframe and manner as specified in **Section 4.6** for Requests for Service or as specified in other sections of this Agreement for other requests.

4.6.6 The Contractor shall collect solid waste based on Requests for Service and shall transport the materials to the appropriate and approved disposal facility.

4.6.7 The Contractor shall notify (via electronic communication) the Town, through its response to the Request for Service, of the date and time that collection was completed.

4.6.8 Communication from the Contractor on the status of each day's route completion is vital so that the Town can adequately respond to Customer complaints as they are received. Therefore, the Contractor shall notify (via electronic communication) the Town at the beginning of each collection day of the status of the Contractor collection service, identify any unresolved Requests for Service from the previous day, and plans to resolve these outstanding requests, and any changes or delays in route completion, which occur during the day, shall immediately be reported (via electronic communication) to the Town. This notification includes any open routes not covered in the morning and equipment breakdowns or any other event that could affect the normal time of completion of any route. If the Contractor does not keep the Town so informed, any reported or discovered collection miss for routes that should have been completed for that collection day will be designated as a Valid Miss.

4.6.9 Requests for Service result in additional work for the Town, requiring customer service staff to handle customer service requests and field and office staff to provide follow-up to ensure completion. Therefore, the Contractor shall use its best efforts to minimize the number of Requests for Services. If the Contractor fails to provide collection of a Request for Service by the times specified in **Section 4.6**, the Contractor shall pay the Town Damages in the following amounts:

- i. Two hundred dollars (\$200) for each of the first ten (10) violations of **Section 4.6** during any one (1) calendar month;
- ii. Three hundred dollars (\$300) for each of the eleventh (11) to the twentieth (20) violations of **Section 4.6** during any one (1) calendar month;
- iii. Five hundred dollars (\$500) for each violation from the twenty-first (21) and each successive violation of **Section 4.6** during any one (1) calendar month; and
- iv. In addition to the above, the Contractor shall also pay the Town additional Damages of five thousand dollars (\$5,000) per month for any month in which there are two hundred (200) or more violations of **Section 4.6**

4.6.10 The Contractor shall remain responsible for providing collection. However, if the Contractor fails to pick up the Request for Service by the times specified in **Section 4.6**, the Town may elect to provide the service and charge the Contractor collection damages in the amount of \$500 per missed collection to cover crew mobilization, collection, transport for disposal, and staff costs. This is in addition to damages charged per violation. The intent is to ensure that quality customer service is always provided to each Unit.

4.6.11 Repeat Missed Collections – The Contractor is responsible for avoiding Repeat Missed Collections. Should the Contractor fail to provide immediate collection of a Repeat Missed Collection, the Town may, in its sole discretion, provide the collection service and charge the Contractor Collection Damages of \$500 for each collection point serviced by the Town. The Contractor shall also pay the Town Damages as follows for Repeat Missed Collections:

- i. Five hundred dollars (\$500.00) for the second and third Repeat Missed Collection of any one (1) location during any thirty (30) day period.
- ii. One thousand dollars (\$1,000.00) for each fourth or more Repeat Missed Collection of any one (1) location during any thirty- (30) day period.

4.6.12 Area Miss – The Contractor shall respond to an Area Miss in the same timeframe and manner as specified in **Section 4.6** above. The Contractor shall pay the Town Damages in the amount of two thousand dollars (\$2,000) for the first one hundred (100) locations missed and twenty dollars (\$20) for each location missed over the first one hundred (100) locations.

4.6.13 In addition, if the Contractor fails to provide collection by the times specified in **Section 4.6**, the Town may elect to provide the service and charge the Contractor the Town's fee for such service as specified in **Section 4.6**.

4.7 Collection Equipment - The Contractor shall provide adequate vehicles for regular collection services.

- 4.8 Collection Vehicle Cleaning- All collection vehicles must be kept clean, in sanitary condition, and in good repair. The Contractor shall ensure that all collection vehicles are washed as required to reduce possible odor and vector problems. The Contractor's collection vehicles shall also be empty of all Garbage and Bulky Items prior to collection of Recyclables and shall be empty of all Recyclables prior to collection of Garbage and Bulk Waste. The Contractor's equipment operators shall clean out the area behind the packer blades after each load has been removed.
- 4.9 Vehicle Leaks & Spills - Minimizing hydraulic fluid and oil leaks and spills on public or private streets and parking lots is a high priority for the Town of Harrisburg. The Contractor shall maintain equipment in top mechanical condition, and the operator shall exercise vigilance in observing for leaks and spills that may develop during the collection day and take immediate corrective action to stop the leak or spill and call for a cleanup of hydraulic fluid or oil present upon the public or private streets or parking lots in accordance with the following standards.
- 4.9.1 The Contractor's collection vehicles shall be repaired or removed from service immediately if any spill or leak is a result of a mechanical problem. The Contractor shall be responsible for applying absorbent materials, clean up, and disposal in a manner which complies with any federal, state, and local laws and regulations, of all oil spills and hydraulic fluid or other leaks associated with its provision of services. In the event of a spill or leak, the Contractor shall immediately notify the Town and shall send a representative to the location of the incident. If the spill or leak is in a street location and/or is a public safety hazard, the Contractor shall also immediately notify the Town and/or other required public safety personnel. The Town and the Contractor will evaluate the spill or leak to determine proper handling. The Town must approve the Contractor's recommended clean-up plan, which may require steam cleaning. The cleanup must commence as soon as possible but no later than two (2) hours following the spill or leak. After the application of absorbent materials is complete, the Contractor is responsible for removing the absorbent material and/or cleaning the street, if necessary. The Contractor shall notify the Town when the clean-up is completed so that a follow-up inspection can be conducted to ensure that the clean-up has been completed to the satisfaction of the Town. Any fluids associated with the spill or the cleanup shall be recovered for proper disposal and shall **NOT** be released into the stormwater system.
- 4.9.2 In the event the vehicle operator fails to remove the leaking vehicle from service or calls for the on-call mechanic to make field repairs and continues on collecting the route, spreading hydraulic fluid or oil throughout the subdivision road system, the Contractor shall be subject to Damages in the amount of three thousand dollars (\$3,000.)
- 4.9.3 If the Contractor does not clean up any spill or leak within the time specified above, the Contractor shall be subject to Damages in the amount of one thousand five hundred dollars (\$1,500) for each such occurrence.

The Contractor shall endeavor to prevent such occurrences by whatever means possible.

4.9.4 If the Contractor fails to initiate proactive measures necessary to reduce the frequency and severity of vehicle leaks or spills, the Contractor shall, in addition to the Damages described above, be subject to the following Damages:

- i. One thousand dollars (\$1,000.00) for each leak or spill during any one- (1) month period in which there were one (1) to five (5) leaks or spills;
- ii. One thousand five hundred dollars (\$1,500.00) for each leak or spill during any one- (1) month period in which there were six (6) or more leaks or spills.

5.0 Vehicle Identification - Each Contractor vehicle will be clearly identified with the Contractor's name, a vehicle number, and the Contractor's telephone number that can be clearly read from a distance of 100 feet.

5.1 Property Damage - As between the Town and the Contractor, the Contractor shall retain full responsibility for all claims of damage to private property caused by the negligence or willful misconduct of the Contractor. In the event of any property damage caused by the Contractor, the Contractor shall:

5.1.1 Immediately notify the Town by telephone, followed by electronic communication.

5.1.2 Leave a written notice at the time of the damage at the location where the damage occurred, informing the Customer of the damage and the telephone number of the Contractor to call for follow-up.

5.1.3 Provide a written explanation to the Town of the circumstances, investigation results, and claim disposition.

5.1.4 If the customer submits a claim of damage to private property to the Contractor, the contractor shall notify the Customer within ten (10) working days in writing of the disposition of the claim and provide a copy to the Town. If the Contractor assumes responsibility for the damages, the notification shall include a date by which remedial action will be completed.

5.1.5 The Contractor shall use its best efforts to resolve claims promptly and expeditiously. In the event that the Contractor denies responsibility for damages and the Customer pursues a remedy, the Town may investigate. If the Town believes that the Contractor is responsible and the Contractor continues to deny responsibility, the Town may pursue, and the Contractor shall present evidence to the Town supporting its denial, whereby a Contractor's representative and the Town Manager will meet and resolve the claim. If the Contractor does not notify the Town of damages, the Contractor shall pay Damages to the Town in the amount of \$2,000.00.

5.2 Accidents – The Contractor shall immediately notify the Town by telephone of all vehicular accidents in which there is serious personal injury or a fatality.

5.3 Uniforms - The Contractor shall at all times provide uniforms, with identification of company and employee, for all drivers and attendants.

- 5.4 Office - The Contractor shall maintain an office or such other facilities through which it can be contacted. This office shall have a local telephone number upon which the Contractor can be reached, and it shall be equipped with sufficient telephones and staff and shall have responsible individuals in charge from 8:00 a.m. to 5:00 p.m. on regular collection days. The responsible individuals shall be knowledgeable about the Town of Harrisburg's collection policies and be courteous and responsive to all residents. The Contractor shall also provide a phone number where the Contractor may be contacted at all other times. The phone number of the Contractor's supervisor of operation must be supplied to the Town.

During non-working hours, the Contractor shall provide an answering machine, answering service, voice mail, or other means by which a message from a residential unit can be left with the Contractor during non-business hours.

- 5.5 Drug-Free Workplace - The Contractor agrees to make a good faith effort to establish and maintain a drug-free workplace in connection with the performance of this contract.
- 5.6 Hauling - All collected materials hauled by the Contractor shall be so contained, tied, or enclosed that leaking, spilling, or blowing are prevented.
- 5.7 Disposal - All Garbage and Recyclable Material shall be disposed of in accordance with the rules and laws of Cabarrus County and the State of North Carolina at the sites and locations designated by Cabarrus County. Unless otherwise approved by the Town of Harrisburg, disposal sites will be mandated under the attached interlocal agreement between the Town of Harrisburg and Cabarrus County. The Contractor shall never intermingle material in its collection vehicles collected within the Town of Harrisburg with material collected outside the corporate limits of the Town of Harrisburg. The Contractor shall be responsible for paying all landfill disposal charges.
- 5.8 Point of Contract - All dealings, contacts, etc., between the Contractor and the Town shall be directed to the Contractor's local designee for Town contact and to the Town Manager or his/her designee.
- 5.9 Delays in Route Collection - Any cause for delay in route collection, including but not limited to staffing issues, equipment failures, unexpected landfill closures, and/or excessive wait times at the landfill, should be communicated immediately to the Town to notify our residents via the Cartology app or another method of communication deemed appropriate by the Town.

6. Compliance With Laws

The Contractor shall conduct operations under this Contract in compliance with all applicable laws, provided, however, that the General Specifications shall govern the obligations of the Contractor. If the collection of any Garbage or Recyclable Materials or the disposal of Garbage at a sanitary landfill shall become restricted or prohibited by any applicable law, rule, or regulation, such item of Refuse or Recyclable Material shall be eliminated from this Contract.

7. Nondiscrimination

The Contractor shall not discriminate against any person because of race, sex, age, creed, color, religion, or national origin and shall comply with all applicable provisions of the Americans with Disabilities Act. Any complaints of discrimination against the Contractor must be fully investigated by the Contractor's management and if involving a recipient of service, the report must be provided to the Town.

8. Indemnity

The Contractor will indemnify and hold harmless the Town, its officers, agents, servants, and employees from and against any and all suits, actions, legal proceedings, claims, demands, damages, costs, expenses, and attorney's fees incurred by its officers, agents, servants and employees arising out of the negligent act or omission or willful misconduct of Contractor or out of Contractor's performance of this Contract; provided, however, that the Contractor shall not be liable for any suits, actions, legal proceedings, claims, demands, damages, costs, expenses and attorney's fees arising out of the award of the Contract or the willful misconduct or negligent act or omission of the Town, its officers, agents, servants and employees.

9. Licenses and Taxes

The Contractor shall obtain all licenses and permits (other than the license and permit granted by the Contract) and promptly pay all taxes owed by the Contractor required by the Town, State of North Carolina, Cabarrus County.

10. Term

The Contract shall be for five (5) years, beginning on July 1, 2024. The Term of this Contract shall automatically extend for an additional five (5) year terms unless one party advises the other in writing at least one hundred eighty (180) days before the expiration of the then-current term of the Contract. Any such written notice shall be served by certified or registered mail return receipt requested. In no event shall the term of this Contract extend beyond that allowed by Applicable North Carolina State Law. Nothing herein shall prevent the Town and the Company from mutually agreeing upon the selection of an extension term subsequent to the initial term of the Contract.

11. Insurance

The Contractor shall at all times during the contract maintain in full force and effect Employer's Liability, Workmen's Compensation, Public Liability, and Property Damage insurance, including contractual liability coverage, and shall file such certificates on an annual basis with the Town. The Contractor agrees to furnish the Town certificates of insurance or other evidence satisfactory to the Town to the effect that such insurance or other evidence satisfactory to the Town to the effect that such insurance has been procured and is in force. The required insurance coverage amounts are as follows:

Coverage	Limits of Liability
Workmen's Compensation	Statutory
Employer's Liability	\$5,000,000
Bodily Injury Liability except Automobile	\$5,000,000 each occurrence
Property Damage Liability except Automobile	\$5,000,000 each aggregate
Automobile Bodily Injury	\$5,000,000 each person
Liability	\$5,000,000 each occurrence
Automobile Property Damage Liability	\$5,000,000 each occurrence
Excess Umbrella Liability	\$10,000,000 each occurrence

For the purpose of the Contract, the Contractor shall carry insurance per the specifications of the Cabarrus County Health Department as part of the issuance of the required Garbage Haulers Permit. In addition, the Contractor shall be required to obtain a Garbage Haulers License from the Cabarrus County Engineering and Building Standards Department.

To the extent permitted by law, all or any part of any required insurance coverages may be provided under a plan or plans of self-insurance. The coverages may be provided by the Contractor's parent corporation.

In addition to all Cabarrus County requirements, the Contractor shall name the Town of Harrisburg as an additional insured on all applicable insurance policies.

12. Bond

12.1 Performance Bond

- (a) The Contractor will be required to furnish a corporate surety bond as security for the performance of this *Contract*. Said surety bond must be in the amount of 100% of the Contract amount.
- (b) The premium for the bond(s) described above shall be paid by the Contractor. A certificate from the surety showing that the bond premiums are paid in full shall accompany the bond.
- (c) The surety on the bond shall be duly authorized corporate surety company authorized to do business in the State of North Carolina.

12.2 Power of Attorney - Attorneys-in-fact who sign performance bonds or contract bonds must file with each bond a certified and effectively dated copy of their power of attorney.

13. Termination

- 13.1 Should the Town Council of the Town determine, in its sole discretion, that the level and quality of service being provided by the Contractor is inadequate, written notice of the fact shall be provided to the Contractor by the Town. Should the Contractor fail to correct the deficiency to the satisfaction of the Town Council of the Town within thirty (30) days after the mailing of written notice or the delivery of same to the Contractor's local representative in that event, the Town may cancel the Contract by providing the Contractor three (3) months' notice of such termination.

- 13.2 In addition, if the Contractor should fail to provide service hereunder for a period of

seven (7) consecutive working days, the Town may, at its option, immediately and without notice to the Contractor, provide the collection service for which the Contractor is responsible.

- 13.3 Further, the Town shall be allowed to make demand for its damages under the terms and provisions of the Performance Bond, and further, shall be allowed to pursue whatever alternative legal and equitable remedies are available under the laws of the United States and the State of North Carolina.

14. Basis and Method of Payment

- 14.1 Rates - For collection services required to be performed pursuant, the Contractor shall charge the Town the rates as stated in **Appendix A** on an audited per unit charge due twenty (20) days following the month of service.

14.2 Modification to Rates

- (a) The fees which may be charged by the Contractor to the Town for the second and subsequent years of the term hereof shall be adjusted upward to reflect the exact changes in the Consumer Price Index (the "C.P.I.") during the preceding twelve months or (8%) per annum, whichever is less. For purposes of this Contract, C.P.I. shall mean the Consumer Price Index for the U.S. City Average, Garbage and Trash, All Items (1982-84=100) The initial rate adjustment shall take effect on the first-anniversary date of the Contract and any successive rate increases on the succeeding year throughout the term. Monthly rate payments shall be adjusted to compensate for annual rate increases.
- (b) Landfill Charges, Fees, Taxes: In addition to the foregoing, the fees which may be charged by the Contractor may, from time to time be increased or decreased, as the case may be, to reflect increases or decreases in landfill charges; increases in Contractor's costs of operation in the event that Garbage must be transported to an alternate disposal site; or increases resulting from the imposition of, or any increase in, any fees or taxes of any governmental authority, any changes in applicable laws, rules or regulations of any governmental authority, or changes in interpretation thereof.
- (c) Other unusual changes: In addition, the Contractor may petition the Town for a rate increase on the basis of other unusual changes in the Contractor's cost of operations, including those resulting from an increase in the number of Residential Units from growth or annexations or required changes in the method of collection, upon written request with written justification and agreed to and approved by the Town, provided that the Town will not withhold any approval unreasonably.

The Contractor may request a fuel surcharge (in writing to the Town), and the Town will not withhold any approval unreasonably. The fuel surcharge

request shall not exceed one-half percent (0.5%) of each monthly invoice amount for every twenty cent (\$0.20) increase in diesel fuel cost as determined by the Department of Energy's Weekly Retail on Highway Diesel Prices for the "Lower Atlantic" ("DOE Price") over the base rate of \$3.45 per gallon, which surcharge will be adjusted quarterly based on the three month average price of diesel fuel on the first Monday prior to the end of each month of the quarter (or first business day thereafter if such Monday is a federal holiday) and billed under separate line item in the Company's invoice each month based on that quarter's average price. Further, in the event a fuel surcharge is granted and there is a subsequent decrease in fuel costs, the Town shall be entitled to a decrease in any fuel surcharges previously granted. Documentation of any surcharges shall be submitted to the Town at its request.

- 14.3 Contractor Billings to Town - The Contractor shall bill the Town within ten (10) days following the end of each month for services rendered. The Town shall pay the Contractor within 30 days of receipt of a valid invoice from the Contractor. Such billing and payment shall be based on the rates and number of units set forth in the *Contract Documents*. All bills shall be accompanied by a number of units, any new units and their service addresses, weights and/or volumes of each material collected (i.e., garbage, recyclable materials by material), percent of diversion for recycling services, and year-to-date totals for the above. Billing shall be based on the current number of single-family dwelling units as agreed upon by the Contractor and the Town at the beginning of the quarter, as referenced in **Section 2 – Scope of Work**. Any added Units shall be submitted and confirmed by the Town during that quarter and certified by the Contractor before approval by the Town.

The Town will verify the number of new dwelling units and will notify the Contractor of the increase in the Contract amount. This notification shall include the nature of any disagreement, the address of the unit in question, the type of service being provided, and the date such service began or ended. The Town or its designee will investigate all reported discrepancies and confirm or deny the Contractor's request. The Town will notify the Contractor of their decision in writing by the 15th day of the month. The Contractor will submit an invoice for payment based on the corrected listing.

15. Storm and Other Disasters

The work under this Contract does not include the collection and disposal of any increased volume resulting from a flood, hurricane, or other Act of God or any other event over which the Contractor has no control. In the event of such a flood, hurricane, or other Act or event, the Town shall grant the Contractor variances in routes and schedules as may be deemed necessary by the Contractor and agreed to by the Town. In addition, the Town and the Contractor shall negotiate the amounts to be paid to the Contractor for services to be performed as a result of increased volumes resulting from such Act or event.

16. Pandemic / Epidemic

The parties acknowledge that the financial impacts of a pandemic or epidemic would be uncertain. They understand that those effects, as they become known, would constitute

“unusual changes.”

17. Force Majeure

The Company shall be relieved of its obligations hereunder when acts of God, war or public enemy, civil commotion, strike, terrorism, inclement weather, riot or insurrection, epidemic, pandemic, governmental interference, or any other event beyond the control of the Company render its performance hereunder substantially impossible. During such periods, a mutually agreed reduction in charges reflecting the decrease in service shall be made. The Company shall make all reasonable efforts to resume Service as expeditiously as possible.

18. Transferability of Contract

The *Contract* shall not be assigned in whole or in part by the Contractor without the express written consent of the Town. Further, an assignment of the *Contract* shall not release the Contractor from liability of its obligations and duties stated herein unless agreed to in writing by the Town. Such approval shall not unreasonably be withheld.

19. Title

The Company shall collect the Town’s MSW and Recyclables, and the title shall remain with the Town during the Company receipt and transportation to the designated Subtitle D Landfill Facility or Recycling MRF for ultimate disposal of the MSW and processing of the Recyclables at the Town’s designated Materials Recycling Facility (MRF).

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IN WITNESS WHEREOF, this Contract was executed in duplicate on the day and in the year mentioned above. The execution by the Town shall be made pursuant to the authority granted to the Town Manager by the Town’s elected Board. The Town Municipal corporate seal shall be affixed by the Town Manager and attested by the Town Clerk, and Waste Pro of North Carolina, as Company, has set their hand herein below.

Town of Harrisburg, NC

By: _____

Rob Donham, Town Manager

Attest: _____

Janet Rackley, Town Clerk

WASTE PRO of NORTH CAROLINA, INC. (Waste Pro)

By: _____

Malinda Barkley,
Regional Director of Government Affairs

By: _____

Chip Gingles,
Regional Vice President

This instrument has been pre-audited in the manner required by the “Local Government Budget and Fiscal Control Act.”

Brian Lee, Finance Director

Appendix A - Rates

	<u>Per Unit Per Month</u>
Residential Solid Waste 96-Gallon Cart, Once Weekly	\$9.46
Recycle 96-Gallon Cart, Every-Other-Week	\$4.59
Recycle 18 Gallon Bins, Once Weekly	\$4.70
Bulk, Once Weekly	\$1.95
HOA Solid Waste, Once Weekly	\$31.47
<i>Town of Harrisburg Provides all Carts</i>	

The total cost for Year 1 of the agreement, based on estimated house counts, is as follows:

<u>Service Description</u>	<u>Monthly Rate</u>	<u>Projected July 1, 2024 House Count</u>	<u>Annual Cost</u>
Monthly Residential Solid Waste Service, 96-Gallon cart, Once Weekly	9.46	7,005	\$ 795,208
Monthly Residential Recycle Service 96-Gallon cart, Once Bi-Weekly	4.59	6,700	369,036
Monthly Residential Recycle Service 18-Gallon bin, Once Weekly	4.70	305	17,202
Monthly Residential Bulk Service, Once Weekly	1.95	7,005	163,917
HOA Solid Waste Service, 96-Gallon cart, Once Weekly	31.47	23	8,686
		Total:	<u><u>\$ 1,354,048</u></u>

Appendix B – Municipal Locations & Town Events

Location	Trash	Recycling
Town Hall	4-yd Dumpster	2 Carts
Fire Station 1	2-yd Dumpster	2 Carts
Fire Station 2	2-yd dumpster	2 Carts
Fire Station 3	2-yd dumpster	2 Carts
Public Works	4-yd dumpster	2 Carts
Harrisburg Park	4-yd dumpster, 20 Carts	12 Carts
Stallings Road Park	8 Carts	3 Carts
Holcomb Woods Athletic Complex	4 Carts	2 Carts
Harrisburg Elementary Baseball Fields	18 Carts	4 Carts
Parks Maintenance Shop	10-yd Dumpster	2 Carts
Pharr Mill Park	4-yd Dumpster	2 Carts

Rockin' the Burg Community Concert Series Monthly Event May-October July 4th Celebration Event Halloween Trick or Treat in the Park Harrisburg Christmas Tree Lighting Portable Services / Municipal Discount Rate for Weekend Event Standard \$63.00 each Handicap \$79.00 each

Appendix C – Curbside Recycling Acceptable Materials

What Can Go In My Curbside Recycling Container?

Aerosol Cans (empty)					
Aluminum Cans					
Cardboard (flattened)					
Cereal Boxes					
Glass Bottles & Jars					
Magazines & Phone Books					
Metal Cans					
Milk & Juice Cartons					
Paper, Junk Mail & Newspaper					
Pizza Boxes					
Plastic Bottles & Jugs (Leave the caps on)		These items can also be taken to any County Recycling Center, as listed on page 8.			
Spiral Paper Cans					



TOWN OF HARRISBURG

Agenda Item Details

Title:

Consideration of Contract with Cascade Engineering for the Purchase of Waste and Recycling Bins for Town Residents

Presenting Personnel:

Mallory Hodgson, Public Works Director

Suggested Motion or Action:

If approved,

Motion to approve the Contract with Cascade Engineering in an amount not to exceed \$775,000, plus tax, for the Purchase of Waste and Recycling bins, as presented, as well as authorize the Town Manager to make necessary minor administrative changes.

Description/Background:

The Town continuously seeks to analyze its services to be cost effective and provide excellent levels of service to its residents. In 2023, staff began preparing for the expiration of the agreement with WastePro for the collection of trash and recycling. Per the contract, WastePro provided the trash and recycling containers. The Town analyzed the capability of moving services in-house and self administering the entirety or portions of the waste collection program. After reviewing multiple options and evaluating various bid proposals, the Town determined it was most economical to continue to partner with a service provider for the collection of solid waste but to self-administer the purchase, assembly, and delivery of new containers. The Town utilized the Sourcewell government contracting program to find a reliable company from which to purchase carts.

The Town met with several companies but the pricing, availability, warranties, and continued partnership for administration of the carts on an ongoing basis offered by Cascade made them the best option. The Town seeks to execute the contract in June and anticipates delivery of the new carts to occur in August/September and will be closely coordinated with WastePro for the collection of the old carts. For new developments, new home-builds, or replacement requests, carts will be delivered, owned and maintained by the Town of Harrisburg.

Recommendation:

Staff recommends approval of the attached contract with Cascade Engineering in the amount of \$771,889.40, plus tax.

Fiscal Impact:

The fiscal impact of this contract is an initial upfront purchase of \$771,889.40. Per WastePro's response to the RFP the Town issued for Waste services, the annual contract with carts provided was approximately \$1.64M and without carts was \$1.34M, a difference of \$300,000 a year. The Town will break even on the expense of purchasing and owning the carts early into the five-year term of the WastePro contract, and within five years will realize a total cost savings of approximately \$725k.

The related FY2024 Budget Ordinance Amendment appropriates \$775,000 from the Capital Reserve Fund - General Fund to facilitate this purchase. The balance of the Reserve Fund is projected to reach approximately \$13M at June 30, 2024, and based on the financial model, will not decrease to a concerning level within the first five years due to this use of funds. The balance will be restored over time with the savings realized annually on the service contract.

This purchase is part of the Sourcewell Government Contracting program, which exempts the purchase from formal bidding procedures.

The contract has been approved by the Town attorney.

Attachments:

1. Cascade Engineering Assembly Delivery Agreement - Final
2. Amendment - GF - Trash and Recycling Carts 06102024
3. Amendment - CRF-GF - Trash and Recycling Carts 06102024



HarrisburgNC

Assembly and Delivery Agreement

This Assembly and Delivery Agreement is entered into as of the 22nd day of May, 2024, between the Town of Harrisburg (Town), with offices at 4100 Main Street, Suite 101, Harrisburg, NC 28075 and Cascade Engineering, Inc. (Cascade), with offices located at 4950 37th Street SE, Grand Rapids, MI 49512.

WHEREAS Cascade desires to provide the services of assembling and delivery of high plastic refuse and recycling containers on a set delivery schedule as dictated by the Town of Harrisburg, and

WHEREAS Cascade was awarded a Sourcewell Contract, identified as Contract Number 041521-CEI, for the sale of Plastic refuse and recycling containers that the Town intends to utilize,

WHEREAS all provisions of the Sourcewell contract not varied by the assembly and delivery agreement provisions are herein incorporated by reference,

NOW THEREFORE, the Town and Cascade hereby agree as follows:

1. Cascade Engineering, Inc. shall perform assembly and delivery of plastic refuse and recycling containers to the specifications outlined by the Town of Harrisburg and Sourcewell Contract Number 041521-CEI.
2. Cascade Engineering, Inc. will only proceed with the tasks only as approved by the designated representative (Director of Public Works) of the Town of Harrisburg
3. Additional tasks not listed may be added to the Services upon mutual agreement and may be subject to additional compensation.
4. The Town agrees to pay Cascade the total amount outlined in the quote provided by Cascade, as specified in the Sourcewell Contract and provided herein as Exhibit A, as compensation for the Services to be rendered. The Town will pay Cascade only when the assembly and delivery of plastic refuse and recycling containers meets the expected delivery and quality conditions outlined by the Town of Harrisburg.
5. The delivery date and timeline shall be provided to Cascade by the Town in the Notice to Proceed. The Town agrees to provide, at a minimum, 6 weeks for completion from the issuance of the Notice to Proceed. Failure to meet the mutually agreed upon delivery conditions specified in the Notice to Proceed will result in a penalty of \$1000 per day until project is substantially complete. Substantial completion shall be defined as the stage in progress where all products have been delivered and assembled.

6. Cascade agrees to coordinate with the Town's current cart supplier to provide a seamless collection of existing containers and delivery and assembly of the new containers.
7. Cascade Engineering, Inc. shall invoice in accordance with the terms and conditions of the Town of Harrisburg.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed by their respective authorized officers as of the date and year first above written.

Cascade Engineering, Inc.

Town of Harrisburg NC

By: 

By: _____

Name: SCOTT D. DOWNER

Names: _____

Title: Director

Title: _____

EXHIBIT A



QUOTE

Sourcewell Contract 041521-CEI

4950 37th Street SE, Grand Rapids, MI 49512

Date: May 1, 2024

QUOTE PREPARED FOR:	SHIP TO:
Mr. Monty Jordan Town Of Harrisburg, NC 4100 Main ST. Harrisburg, NC 28075	Harrisburg, NC

ITEM DESCRIPTION	QUANTITY	UNIT PRICE	EXTENDED PRICE
96-Gallon Evolution Series Trash and Recycle Cart - Freight and A&D Included ; Color TBD	15,000	\$51.30	\$769,500.00
18 Gallon Bins	260	\$9.19	\$2,389.40
Subtotal			\$771,889.40
Freight			
Sales Tax (if applicable)	TBD		
Total			\$771,889.40

ADDITIONAL INFORMATION

Freight Info: Included In Cart Price

Wheel Size: 10"

Leadtime: TBD

Payment Terms: NET45

Warranty: 10 year non-prorated

Quote Valid Until: 6/30/24

Taxes: All applicable taxes to be paid by buyer unless tax exemption certificate is provided

PRESENTED BY:

ACCEPTED BY:

Cliff Conway

Cascade Engineering, Inc.

4950 37th Street SE

Grand Rapids, MI 49512

Phone: 540-623-0511

Fax: 616-975-4902

Email: cliff.conway@cascadeng.com

Sign and Print Name

Date

Title

Phone

Please return signed acceptance to Cliff Conway at the email or fax number above.

**Solicitation Number: RFP #041521****CONTRACT**

This Contract is between Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 (Sourcewell) and Cascade Engineering, Inc., 3400 Innovation Court SE, Grand Rapids, MI 49512 (Vendor).

Sourcewell is a State of Minnesota local government agency and service cooperative created under the laws of the State of Minnesota (Minnesota Statutes Section 123A.21) that offers cooperative procurement solutions to government entities. Participation is open to federal, state/province, and municipal governmental entities, higher education, K-12 education, nonprofit, tribal government, and other public entities located in the United States and Canada. Sourcewell issued a public solicitation for Plastic Refuse and Recycling Containers with Related Technology Solutions from which Vendor was awarded a contract.

Vendor desires to contract with Sourcewell to provide equipment, products, or services to Sourcewell and the entities that access Sourcewell's cooperative purchasing contracts (Participating Entities).

1. TERM OF CONTRACT

- A. **EFFECTIVE DATE.** This Contract is effective upon the date of the final signature below.
- B. **EXPIRATION DATE AND EXTENSION.** This Contract expires May 28, 2025, unless it is cancelled sooner pursuant to Article 22. This Contract may be extended up to one additional one-year period upon request of Sourcewell and with written agreement by Vendor.
- C. **SURVIVAL OF TERMS.** Articles 11 through 14 survive the expiration or cancellation of this Contract.

2. EQUIPMENT, PRODUCTS, OR SERVICES

- A. **EQUIPMENT, PRODUCTS, OR SERVICES.** Vendor will provide the Equipment, Products, or Services as stated in its Proposal submitted under the Solicitation Number listed above. Vendor's Equipment, Products, or Services Proposal (Proposal) is attached and incorporated into this Contract.

All Equipment and Products provided under this Contract must be new/current model. Vendor may offer close-out or refurbished Equipment or Products if they are clearly indicated in Vendor's product and pricing list. Unless agreed to by the Participating Entities in advance, Equipment or Products must be delivered as operational to the Participating Entity's site.

This Contract offers an indefinite quantity of sales, and while substantial volume is anticipated, sales and sales volume are not guaranteed.

B. **WARRANTY.** Vendor warrants that all Equipment, Products, and Services furnished are free from liens and encumbrances, and are free from defects in design, materials, and workmanship. In addition, Vendor warrants the Equipment, Products, and Services are suitable for and will perform in accordance with the ordinary use for which they are intended. Vendor's dealers and distributors must agree to assist the Participating Entity in reaching a resolution in any dispute over warranty terms with the manufacturer. Any manufacturer's warranty that is effective past the expiration of the Vendor's warranty will be passed on to the Participating Entity.

C. **DEALERS, DISTRIBUTORS, AND/OR RESELLERS.** Upon Contract execution, Vendor will make available to Sourcewell a means to validate or authenticate Vendor's authorized dealers, distributors, and/or resellers relative to the Equipment, Products, and Services related to this Contract. This list may be updated from time-to-time and is incorporated into this Contract by reference. It is the Vendor's responsibility to ensure Sourcewell receives the most current version of this list.

3. PRICING

All Equipment, Products, or Services under this Contract will be priced as stated in Vendor's Proposal.

When providing pricing quotes to Participating Entities, all pricing quoted must reflect a Participating Entity's total cost of acquisition. This means that the quoted cost is for delivered Equipment, Products, and Services that are operational for their intended purpose, and includes all costs to the Participating Entity's requested delivery location.

Regardless of the payment method chosen by the Participating Entity, the total cost associated with any purchase option of the Equipment, Products, or Services must always be disclosed in the pricing quote to the applicable Participating Entity at the time of purchase.

A. **SHIPPING AND SHIPPING COSTS.** All delivered Equipment and Products must be properly packaged. Damaged Equipment and Products may be rejected. If the damage is not readily apparent at the time of delivery, Vendor must permit the Equipment and Products to be returned within a reasonable time at no cost to Sourcewell or its Participating Entities. Participating Entities reserve the right to inspect the Equipment and Products at a reasonable

time after delivery where circumstances or conditions prevent effective inspection of the Equipment and Products at the time of delivery.

Vendor must arrange for and pay for the return shipment on Equipment and Products that arrive in a defective or inoperable condition.

Sourcwell may declare the Vendor in breach of this Contract if the Vendor intentionally delivers substandard or inferior Equipment or Products. In the event of the delivery of nonconforming Equipment and Products, the Participating Entity will notify the Vendor as soon as possible and the Vendor will replace nonconforming Equipment and Products with conforming Equipment and Products that are acceptable to the Participating Entity.

B. SALES TAX. Each Participating Entity is responsible for supplying the Vendor with valid tax-exemption certification(s). When ordering, a Participating Entity must indicate if it is a tax-exempt entity.

C. HOT LIST PRICING. At any time during this Contract, Vendor may offer a specific selection of Equipment, Products, or Services at discounts greater than those listed in the Contract. When Vendor determines it will offer Hot List Pricing, it must be submitted electronically to Sourcwell in a line-item format. Equipment, Products, or Services may be added or removed from the Hot List at any time through a Sourcwell Price and Product Change Form as defined in Article 4 below.

Hot List program and pricing may also be used to discount and liquidate close-out and discontinued Equipment and Products as long as those close-out and discontinued items are clearly identified as such. Current ordering process and administrative fees apply. Hot List Pricing must be published and made available to all Participating Entities.

4. PRODUCT AND PRICING CHANGE REQUESTS

Vendor may request Equipment, Product, or Service changes, additions, or deletions at any time. All requests must be made in writing by submitting a signed Sourcwell Price and Product Change Request Form to the assigned Sourcwell Contract Administrator. This form is available from the assigned Sourcwell Contract Administrator. At a minimum, the request must:

- Identify the applicable Sourcwell contract number;
- Clearly specify the requested change;
- Provide sufficient detail to justify the requested change;
- Individually list all Equipment, Products, or Services affected by the requested change, along with the requested change (e.g., addition, deletion, price change); and
- Include a complete restatement of pricing documentation in Microsoft Excel with the effective date of the modified pricing, or product addition or deletion. The new pricing

restatement must include all Equipment, Products, and Services offered, even for those items where pricing remains unchanged.

A fully executed Sourcewell Price and Product Request Form will become an amendment to this Contract and be incorporated by reference.

5. PARTICIPATION, CONTRACT ACCESS, AND PARTICIPATING ENTITY REQUIREMENTS

A. PARTICIPATION. Sourcewell's cooperative contracts are available and open to public and nonprofit entities across the United States and Canada; such as federal, state/province, municipal, K-12 and higher education, tribal government, and other public entities.

The benefits of this Contract should be available to all Participating Entities that can legally access the Equipment, Products, or Services under this Contract. A Participating Entity's authority to access this Contract is determined through its cooperative purchasing, interlocal, or joint powers laws. Any entity accessing benefits of this Contract will be considered a Service Member of Sourcewell during such time of access. Vendor understands that a Participating Entity's use of this Contract is at the Participating Entity's sole convenience and Participating Entities reserve the right to obtain like Equipment, Products, or Services from any other source.

Vendor is responsible for familiarizing its sales and service forces with Sourcewell contract use eligibility requirements and documentation and will encourage potential participating entities to join Sourcewell. Sourcewell reserves the right to add and remove Participating Entities to its roster during the term of this Contract.

B. PUBLIC FACILITIES. Vendor's employees may be required to perform work at government-owned facilities, including schools. Vendor's employees and agents must conduct themselves in a professional manner while on the premises, and in accordance with Participating Entity policies and procedures, and all applicable laws.

6. PARTICIPATING ENTITY USE AND PURCHASING

A. ORDERS AND PAYMENT. To access the contracted Equipment, Products, or Services under this Contract, a Participating Entity must clearly indicate to Vendor that it intends to access this Contract; however, order flow and procedure will be developed jointly between Sourcewell and Vendor. Typically, a Participating Entity will issue an order directly to Vendor. If a Participating Entity issues a purchase order, it may use its own forms, but the purchase order should clearly note the applicable Sourcewell contract number. All Participating Entity orders under this Contract must be issued prior to expiration of this Contract; however, Vendor performance, Participating Entity payment, and any applicable warranty periods or other Vendor or Participating Entity obligations may extend beyond the term of this Contract.

Vendor's acceptable forms of payment are included in Attachment A. Participating Entities will be solely responsible for payment and Sourcewell will have no liability for any unpaid invoice of any Participating Entity.

B. **ADDITIONAL TERMS AND CONDITIONS/PARTICIPATING ADDENDUM.** Additional terms and conditions to a purchase order, or other required transaction documentation, may be negotiated between a Participating Entity and Vendor, such as job or industry-specific requirements, legal requirements (e.g., affirmative action or immigration status requirements), or specific local policy requirements. Some Participating Entities may require the use of a Participating Addendum; the terms of which will be worked out directly between the Participating Entity and the Vendor. Any negotiated additional terms and conditions must never be less favorable to the Participating Entity than what is contained in this Contract.

C. **SPECIALIZED SERVICE REQUIREMENTS.** In the event that the Participating Entity requires service or specialized performance requirements (such as e-commerce specifications, specialized delivery requirements, or other specifications and requirements) not addressed in this Contract, the Participating Entity and the Vendor may enter into a separate, standalone agreement, apart from this Contract. Sourcewell, including its agents and employees, will not be made a party to a claim for breach of such agreement.

D. **TERMINATION OF ORDERS.** Participating Entities may terminate an order, in whole or in part, immediately upon notice to Vendor in the event of any of the following events:

1. The Participating Entity fails to receive funding or appropriation from its governing body at levels sufficient to pay for the goods to be purchased;
2. Federal, state, or provincial laws or regulations prohibit the purchase or change the Participating Entity's requirements; or
3. Vendor commits any material breach of this Contract or the additional terms agreed to between the Vendor and a Participating Entity.

E. **GOVERNING LAW AND VENUE.** The governing law and venue for any action related to a Participating Entity's order will be determined by the Participating Entity making the purchase.

7. CUSTOMER SERVICE

A. **PRIMARY ACCOUNT REPRESENTATIVE.** Vendor will assign an Account Representative to Sourcewell for this Contract and must provide prompt notice to Sourcewell if that person is changed. The Account Representative will be responsible for:

- Maintenance and management of this Contract;
- Timely response to all Sourcewell and Participating Entity inquiries; and
- Business reviews to Sourcewell and Participating Entities, if applicable.

B. **BUSINESS REVIEWS.** Vendor must perform a minimum of one business review with Sourcewell per contract year. The business review will cover sales to Participating Entities, pricing and contract terms, administrative fees, supply issues, customer issues, and any other necessary information.

8. REPORT ON CONTRACT SALES ACTIVITY AND ADMINISTRATIVE FEE PAYMENT

A. **CONTRACT SALES ACTIVITY REPORT.** Each calendar quarter, Vendor must provide a contract sales activity report (Report) to the Sourcewell Contract Administrator assigned to this Contract. A Report must be provided regardless of the number or amount of sales during that quarter (i.e., if there are no sales, Vendor must submit a report indicating no sales were made).

The Report must contain the following fields:

- Customer Name (e.g., City of Staples Highway Department);
- Customer Physical Street Address;
- Customer City;
- Customer State/Province;
- Customer Zip Code;
- Customer Contact Name;
- Customer Contact Email Address;
- Customer Contact Telephone Number;
- Sourcewell Assigned Entity/Participating Entity Number;
- Item Purchased Description;
- Item Purchased Price;
- Sourcewell Administrative Fee Applied; and
- Date Purchase was invoiced/sale was recognized as revenue by Vendor.

B. **ADMINISTRATIVE FEE.** In consideration for the support and services provided by Sourcewell, the Vendor will pay an administrative fee to Sourcewell on all Equipment, Products, and Services provided to Participating Entities. The Administrative Fee must be included in, and not added to, the pricing. Vendor may not charge Participating Entities more than the contracted price to offset the Administrative Fee.

The Vendor will submit payment to Sourcewell for the percentage of administrative fee stated in the Proposal multiplied by the total sales of all Equipment, Products, and Services purchased by Participating Entities under this Contract during each calendar quarter. Payments should note the Vendor's name and Sourcewell-assigned contract number in the memo; and must be mailed to the address above "Attn: Accounts Receivable" or remitted electronically to Sourcewell's banking institution per Sourcewell's Finance department instructions. Payments must be received no later than 45 calendar days after the end of each calendar quarter.

Vendor agrees to cooperate with Sourcewell in auditing transactions under this Contract to ensure that the administrative fee is paid on all items purchased under this Contract.

In the event the Vendor is delinquent in any undisputed administrative fees, Sourcewell reserves the right to cancel this Contract and reject any proposal submitted by the Vendor in any subsequent solicitation. In the event this Contract is cancelled by either party prior to the Contract's expiration date, the administrative fee payment will be due no more than 30 days from the cancellation date.

9. AUTHORIZED REPRESENTATIVE

Sourcewell's Authorized Representative is its Chief Procurement Officer.

Vendor's Authorized Representative is the person named in the Vendor's Proposal. If Vendor's Authorized Representative changes at any time during this Contract, Vendor must promptly notify Sourcewell in writing.

10. AUDIT, ASSIGNMENT, AMENDMENTS, WAIVER, AND CONTRACT COMPLETE

A. **AUDIT.** Pursuant to Minnesota Statutes Section 16C.05, subdivision 5, the books, records, documents, and accounting procedures and practices relevant this Agreement are subject to examination by Sourcewell or the Minnesota State Auditor for a minimum of six years from the end of this Contract. This clause extends to Participating Entities as it relates to business conducted by that Participating Entity under this Contract.

B. **ASSIGNMENT.** Neither the Vendor nor Sourcewell may assign or transfer any rights or obligations under this Contract without the prior consent of the parties and a fully executed assignment agreement. Such consent will not be unreasonably withheld.

C. **AMENDMENTS.** Any amendment to this Contract must be in writing and will not be effective until it has been fully executed by the parties.

D. **WAIVER.** If either party fails to enforce any provision of this Contract, that failure does not waive the provision or the right to enforce it.

E. **CONTRACT COMPLETE.** This Contract contains all negotiations and agreements between Sourcewell and Vendor. No other understanding regarding this Contract, whether written or oral, may be used to bind either party. For any conflict between the attached Proposal and the terms set out in Articles 1-22, the terms of Articles 1-22 will govern.

F. **RELATIONSHIP OF THE PARTIES.** The relationship of the parties is one of independent contractors, each free to exercise judgment and discretion with regard to the conduct of their

respective businesses. This Contract does not create a partnership, joint venture, or any other relationship such as master-servant, or principal-agent.

11. LIABILITY

Vendor must indemnify, save, and hold Sourcewell and its Participating Entities, including their agents and employees, harmless from any claims or causes of action, including attorneys' fees, arising out of the performance of this Contract by the Vendor or its agents or employees; this indemnification includes injury or death to person(s) or property alleged to have been caused by some defect in the Equipment, Products, or Services under this Contract to the extent the Equipment, Product, or Service has been used according to its specifications.

12. GOVERNMENT DATA PRACTICES

Vendor and Sourcewell must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by or provided to Sourcewell under this Contract and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Vendor under this Contract.

If the Vendor receives a request to release the data referred to in this article, the Vendor must immediately notify Sourcewell and Sourcewell will assist with how the Vendor should respond to the request.

13. INTELLECTUAL PROPERTY, PUBLICITY, MARKETING, AND ENDORSEMENT

A. INTELLECTUAL PROPERTY

1. *Grant of License.* During the term of this Contract:
 - a. Sourcewell grants to Vendor a royalty-free, worldwide, non-exclusive right and license to use the Trademark(s) provided to Vendor by Sourcewell in advertising and promotional materials for the purpose of marketing Sourcewell's relationship with Vendor.
 - b. Vendor grants to Sourcewell a royalty-free, worldwide, non-exclusive right and license to use Vendor's Trademarks in advertising and promotional materials for the purpose of marketing Vendor's relationship with Sourcewell.
2. *Limited Right of Sublicense.* The right and license granted herein includes a limited right of each party to grant sublicenses to its and their respective distributors, marketing representatives, and agents (collectively "Permitted Sublicensees") in advertising and promotional materials for the purpose of marketing the Parties' relationship to Participating Entities. Any sublicense granted will be subject to the terms and conditions of this Article. Each party will be responsible for any breach of this Article by any of their respective sublicensees.
3. *Use; Quality Control.*

- a. Sourcewell must not alter Vendor's Trademarks from the form provided by Vendor and must comply with Vendor's removal requests as to specific uses of its trademarks or logos.
 - b. Vendor must not alter Sourcewell's Trademarks from the form provided by Sourcewell and must comply with Sourcewell's removal requests as to specific uses of its trademarks or logos.
 - c. Each party agrees to use, and to cause its Permitted Sublicensees to use, the other party's Trademarks only in good faith and in a dignified manner consistent with such party's use of the Trademarks. Upon written notice to the breaching party, the breaching party has 30 days of the date of the written notice to cure the breach or the license will be terminated.
4. As applicable, Vendor agrees to indemnify and hold harmless Sourcewell and its Participating Entities against any and all suits, claims, judgments, and costs instituted or recovered against Sourcewell or Participating Entities by any person on account of the use of any Equipment or Products by Sourcewell or its Participating Entities supplied by Vendor in violation of applicable patent or copyright laws.
5. *Termination.* Upon the termination of this Contract for any reason, each party, including Permitted Sublicensees, will have 30 days to remove all Trademarks from signage, websites, and the like bearing the other party's name or logo (excepting Sourcewell's pre-printed catalog of vendors which may be used until the next printing). Vendor must return all marketing and promotional materials, including signage, provided by Sourcewell, or dispose of it according to Sourcewell's written directions.

B. **PUBLICITY.** Any publicity regarding the subject matter of this Contract must not be released without prior written approval from the Authorized Representatives. Publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Vendor individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this Contract.

C. **MARKETING.** Any direct advertising, marketing, or offers with Participating Entities must be approved by Sourcewell. Materials should be sent to the Sourcewell Contract Administrator assigned to this Contract.

D. **ENDORSEMENT.** The Vendor must not claim that Sourcewell endorses its Equipment, Products, or Services.

14. GOVERNING LAW, JURISDICTION, AND VENUE

Minnesota law governs this Contract. Venue for all legal proceedings out of this Contract, or its breach, must be in the appropriate state court in Todd County or federal court in Fergus Falls, Minnesota.

15. FORCE MAJEURE

Neither party to this Contract will be held responsible for delay or default caused by acts of God or other conditions that are beyond that party's reasonable control. A party defaulting under this provision must provide the other party prompt written notice of the default.

16. SEVERABILITY

If any provision of this Contract is found to be illegal, unenforceable, or void then both Sourcewell and Vendor will be relieved of all obligations arising under such provisions. If the remainder of this Contract is capable of performance, it will not be affected by such declaration or finding and must be fully performed.

17. PERFORMANCE, DEFAULT, AND REMEDIES

A. **PERFORMANCE.** During the term of this Contract, the parties will monitor performance and address unresolved contract issues as follows:

1. *Notification.* The parties must promptly notify each other of any known dispute and work in good faith to resolve such dispute within a reasonable period of time. If necessary, Sourcewell and the Vendor will jointly develop a short briefing document that describes the issue(s), relevant impact, and positions of both parties.
2. *Escalation.* If parties are unable to resolve the issue in a timely manner, as specified above, either Sourcewell or Vendor may escalate the resolution of the issue to a higher level of management. The Vendor will have 30 calendar days to cure an outstanding issue.
3. *Performance while Dispute is Pending.* Notwithstanding the existence of a dispute, the Vendor must continue without delay to carry out all of its responsibilities under the Contract that are not affected by the dispute. If the Vendor fails to continue without delay to perform its responsibilities under the Contract, in the accomplishment of all undisputed work, any additional costs incurred by Sourcewell and/or its Participating Entities as a result of such failure to proceed will be borne by the Vendor.

B. **DEFAULT AND REMEDIES.** Either of the following constitutes cause to declare this Contract, or any Participating Entity order under this Contract, in default:

1. Nonperformance of contractual requirements, or
2. A material breach of any term or condition of this Contract.

Written notice of default and a reasonable opportunity to cure must be issued by the party claiming default. Time allowed for cure will not diminish or eliminate any liability for liquidated or other damages. If the default remains after the opportunity for cure, the non-defaulting party may:

- Exercise any remedy provided by law or equity, or
- Terminate the Contract or any portion thereof, including any orders issued against the Contract.

18. INSURANCE

A. REQUIREMENTS. At its own expense, Vendor must maintain insurance policy(ies) in effect at all times during the performance of this Contract with insurance company(ies) licensed or authorized to do business in the State of Minnesota having an "AM BEST" rating of A- or better, with coverage and limits of insurance not less than the following:

1. *Workers' Compensation and Employer's Liability.*

Workers' Compensation: As required by any applicable law or regulation.

Employer's Liability Insurance: must be provided in amounts not less than listed below:

Minimum limits:

\$500,000 each accident for bodily injury by accident

\$500,000 policy limit for bodily injury by disease

\$500,000 each employee for bodily injury by disease

2. *Commercial General Liability Insurance.* Vendor will maintain insurance covering its operations, with coverage on an occurrence basis, and must be subject to terms no less broad than the Insurance Services Office ("ISO") Commercial General Liability Form CG0001 (2001 or newer edition), or equivalent. At a minimum, coverage must include liability arising from premises, operations, bodily injury and property damage, independent contractors, products-completed operations including construction defect, contractual liability, blanket contractual liability, and personal injury and advertising injury. All required limits, terms and conditions of coverage must be maintained during the term of this Contract.

Minimum Limits:

\$1,000,000 each occurrence Bodily Injury and Property Damage

\$1,000,000 Personal and Advertising Injury

\$2,000,000 aggregate for Products-Completed operations

\$2,000,000 general aggregate

3. *Commercial Automobile Liability Insurance.* During the term of this Contract, Vendor will maintain insurance covering all owned, hired, and non-owned automobiles in limits of liability not less than indicated below. The coverage must be subject to terms no less broad than ISO Business Auto Coverage Form CA 0001 (2010 edition or newer), or equivalent.

Minimum Limits:

\$1,000,000 each accident, combined single limit

4. *Umbrella Insurance.* During the term of this Contract, Vendor will maintain umbrella coverage over Workers' Compensation, Commercial General Liability, and Commercial Automobile.

Minimum Limits:

\$2,000,000

5. *Network Security and Privacy Liability Insurance.* During the term of this Contract, Vendor will maintain coverage for network security and privacy liability. The coverage may be endorsed on another form of liability coverage or written on a standalone policy. The insurance must cover claims which may arise from failure of Vendor's security resulting in, but not limited to, computer attacks, unauthorized access, disclosure of not public data – including but not limited to, confidential or private information, transmission of a computer virus, or denial of service.

Minimum limits:

\$1,000,000 per occurrence

\$1,000,000 annual aggregate

Failure of Vendor to maintain the required insurance will constitute a material breach entitling Sourcewell to immediately terminate this Contract for default.

B. CERTIFICATES OF INSURANCE. Prior to commencing under this Contract, Vendor must furnish to Sourcewell a certificate of insurance, as evidence of the insurance required under this Contract. Prior to expiration of the policy(ies), renewal certificates must be mailed to Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 or sent to the Sourcewell Contract Administrator assigned to this Contract. The certificates must be signed by a person authorized by the insurer(s) to bind coverage on their behalf.

Failure to request certificates of insurance by Sourcewell, or failure of Vendor to provide certificates of insurance, in no way limits or relieves Vendor of its duties and responsibilities in this Contract.

C. ADDITIONAL INSURED ENDORSEMENT AND PRIMARY AND NON-CONTRIBUTORY INSURANCE CLAUSE. Vendor agrees to list Sourcewell and its Participating Entities, including their officers, agents, and employees, as an additional insured under the Vendor's commercial general liability insurance policy with respect to liability arising out of activities, "operations," or "work" performed by or on behalf of Vendor, and products and completed operations of Vendor. The policy provision(s) or endorsement(s) must further provide that coverage is primary and not excess over or contributory with any other valid, applicable, and collectible insurance or self-insurance in force for the additional insureds.

D. WAIVER OF SUBROGATION. Vendor waives and must require (by endorsement or otherwise) all its insurers to waive subrogation rights against Sourcewell and other additional insureds for losses paid under the insurance policies required by this Contract or other

insurance applicable to the Vendor or its subcontractors. The waiver must apply to all deductibles and/or self-insured retentions applicable to the required or any other insurance maintained by the Vendor or its subcontractors. Where permitted by law, Vendor must require similar written express waivers of subrogation and insurance clauses from each of its subcontractors.

E. UMBRELLA/EXCESS LIABILITY/SELF-INSURED RETENTION. The limits required by this Contract can be met by either providing a primary policy or in combination with umbrella/excess liability policy(ies), or self-insured retention.

19. COMPLIANCE

A. LAWS AND REGULATIONS. All Equipment, Products, or Services provided under this Contract must comply fully with applicable federal laws and regulations, and with the laws in the states and provinces in which the Equipment, Products, or Services are sold.

B. LICENSES. Vendor must maintain a valid and current status on all required federal, state/provincial, and local licenses, bonds, and permits required for the operation of the business that the Vendor conducts with Sourcwell and Participating Entities.

20. BANKRUPTCY, DEBARMENT, OR SUSPENSION CERTIFICATION

Vendor certifies and warrants that it is not in bankruptcy or that it has previously disclosed in writing certain information to Sourcwell related to bankruptcy actions. If at any time during this Contract Vendor declares bankruptcy, Vendor must immediately notify Sourcwell in writing.

Vendor certifies and warrants that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated by the State of Minnesota; the United States federal government or the Canadian government, as applicable; or any Participating Entity. Vendor certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this Contract. Vendor further warrants that it will provide immediate written notice to Sourcwell if this certification changes at any time.

21. PROVISIONS FOR NON-UNITED STATES FEDERAL ENTITY PROCUREMENTS UNDER UNITED STATES FEDERAL AWARDS OR OTHER AWARDS

Participating Entities that use United States federal grant or FEMA funds to purchase goods or services from this Contract may be subject to additional requirements including the procurement standards of the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, 2 C.F.R. § 200. Participating Entities may also require additional requirements based on specific funding specifications. Within this Article, all

references to “federal” should be interpreted to mean the United States federal government. The following list only applies when a Participating Entity accesses Vendor’s Equipment, Products, or Services with United States federal funds.

A. **EQUAL EMPLOYMENT OPPORTUNITY.** Except as otherwise provided under 41 C.F.R. § 60, all contracts that meet the definition of “federally assisted construction contract” in 41 C.F.R. § 60-1.3 must include the equal opportunity clause provided under 41 C.F.R. §60-1.4(b), in accordance with Executive Order 11246, “Equal Employment Opportunity” (30 FR 12319, 12935, 3 C.F.R. §, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” and implementing regulations at 41 C.F.R. § 60, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.” The equal opportunity clause is incorporated herein by reference.

B. **DAVIS-BACON ACT, AS AMENDED (40 U.S.C. § 3141-3148).** When required by federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. § 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 C.F.R. § 5, “Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction”). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-federal entity must report all suspected or reported violations to the federal awarding agency. The contracts must also include a provision for compliance with the Copeland “Anti-Kickback” Act (40 U.S.C. § 3145), as supplemented by Department of Labor regulations (29 C.F.R. § 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-federal entity must report all suspected or reported violations to the federal awarding agency. Vendor must be in compliance with all applicable Davis-Bacon Act provisions.

C. **CONTRACT WORK HOURS AND SAFETY STANDARDS ACT (40 U.S.C. § 3701-3708).** Where applicable, all contracts awarded by the non-federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. §§ 3702 and 3704, as supplemented by Department of Labor regulations (29 C.F.R. § 5). Under 40 U.S.C. § 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of

not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. § 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence. This provision is hereby incorporated by reference into this Contract. Vendor certifies that during the term of an award for all contracts by Sourcewell resulting from this procurement process, Vendor must comply with applicable requirements as referenced above.

D. RIGHTS TO INVENTIONS MADE UNDER A CONTRACT OR AGREEMENT. If the federal award meets the definition of “funding agreement” under 37 C.F.R. § 401.2(a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or subrecipient must comply with the requirements of 37 C.F.R. § 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency. Vendor certifies that during the term of an award for all contracts by Sourcewell resulting from this procurement process, Vendor must comply with applicable requirements as referenced above.

E. CLEAN AIR ACT (42 U.S.C. § 7401-7671Q.) AND THE FEDERAL WATER POLLUTION CONTROL ACT (33 U.S.C. § 1251-1387). Contracts and subgrants of amounts in excess of \$150,000 require the non-federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. § 7401- 7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. § 1251- 1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA). Vendor certifies that during the term of this Contract will comply with applicable requirements as referenced above.

F. DEBARMENT AND SUSPENSION (EXECUTIVE ORDERS 12549 AND 12689). A contract award (see 2 C.F.R. § 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 C.F.R. §180 that implement Executive Orders 12549 (3 C.F.R. § 1986 Comp., p. 189) and 12689 (3 C.F.R. § 1989 Comp., p. 235), “Debarment and Suspension.” SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549. Vendor certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency.

G. BYRD ANTI-LOBBYING AMENDMENT, AS AMENDED (31 U.S.C. § 1352). Vendors must file any required certifications. Vendors must not have used federal appropriated funds to pay any

person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Vendors must disclose any lobbying with non-federal funds that takes place in connection with obtaining any federal award. Such disclosures are forwarded from tier to tier up to the non-federal award. Vendors must file all certifications and disclosures required by, and otherwise comply with, the Byrd Anti-Lobbying Amendment (31 U.S.C. § 1352).

H. RECORD RETENTION REQUIREMENTS. To the extent applicable, Vendor must comply with the record retention requirements detailed in 2 C.F.R. § 200.333. The Vendor further certifies that it will retain all records as required by 2 C.F.R. § 200.333 for a period of 3 years after grantees or subgrantees submit final expenditure reports or quarterly or annual financial reports, as applicable, and all other pending matters are closed.

I. ENERGY POLICY AND CONSERVATION ACT COMPLIANCE. To the extent applicable, Vendor must comply with the mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.

J. BUY AMERICAN PROVISIONS COMPLIANCE. To the extent applicable, Vendor must comply with all applicable provisions of the Buy American Act. Purchases made in accordance with the Buy American Act must follow the applicable procurement rules calling for free and open competition.

K. ACCESS TO RECORDS (2 C.F.R. § 200.336). Vendor agrees that duly authorized representatives of a federal agency must have access to any books, documents, papers and records of Vendor that are directly pertinent to Vendor's discharge of its obligations under this Contract for the purpose of making audits, examinations, excerpts, and transcriptions. The right also includes timely and reasonable access to Vendor's personnel for the purpose of interview and discussion relating to such documents.

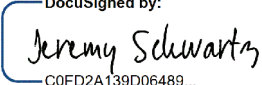
L. PROCUREMENT OF RECOVERED MATERIALS (2 C.F.R. § 200.322). A non-federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. § 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

22. CANCELLATION

Sourcwell or Vendor may cancel this Contract at any time, with or without cause, upon 60 days' written notice to the other party. However, Sourcwell may cancel this Contract immediately upon discovery of a material defect in any certification made in Vendor's Proposal. Cancellation of this Contract does not relieve either party of financial, product, or service obligations incurred or accrued prior to cancellation.

Sourcwell

Cascade Engineering, Inc.

DocuSigned by:

By: C0FD2A139D06489...
Jeremy Schwartz
Title: Chief Procurement Officer
Date: 5/24/2021 | 7:45 PM CDT

DocuSigned by:

By: 6841F59CBF3A404...
Scott Downer
Title: National Sales Director
Date: 5/27/2021 | 5:53 AM PDT

Approved:

DocuSigned by:

By: 7E42B8F817A64CC...
Chad Coauette
Title: Executive Director/CEO
Date: 5/27/2021 | 7:55 AM CDT

RFP 041521 - Plastic Refuse and Recycling Containers with Related Technology Solutions

Vendor Details

Company Name: Cascade Engineering, Inc.

Does your company conduct business under any other name? If yes, please state: Cascade Cart Solutions

Address: 3400 Innovation Court SE
Attn: Carol Hindley - Buursma Plant
Grand Rapids, MI 49512

Contact: Matt Maes

Email: matt.maes@cascadeng.com

Phone: 507-514-1499

Fax: 616-975-4902

HST#: 38-2035180

Submission Details

Created On: Thursday March 25, 2021 14:19:00

Submitted On: Thursday April 15, 2021 09:55:18

Submitted By: Matt Maes

Email: matt.maes@cascadeng.com

Transaction #: 9617f7ab-6a5a-4774-820c-35d748e90fbd

Submitter's IP Address: 174.82.214.35

Specifications

Table 1: Proposer Identity & Authorized Representatives

General Instructions (applies to all Tables) Sourcewell prefers a brief but thorough response to each question. Do not merely attach additional documents to your response without also providing a substantive response. Do not leave answers blank; respond "N/A" if the question does not apply to you (preferably with an explanation).

Line Item	Question	Response *	
1	Proposer Legal Name (and applicable d/b/a, if any):	Cascade Engineering, Inc.	*
2	Proposer Address:	3400 Innovation Court SE Grand Rapids, MI 49512	*
3	Proposer website address:	www.cascadecartsolutions.com	*
4	Proposer's Authorized Representative (name, title, address, email address & phone) (The representative must have authority to sign the "Proposer's Assurance of Compliance" on behalf of the Proposer and, in the event of award, will be expected to execute the resulting contract):	Scott Downer, National Sales Director scott.downer@cascadeng.com phone: office - 616-975-4897 / cell - 616-560-1727	*
5	Proposer's primary contact for this proposal (name, title, address, email address & phone):	Matt Maes, National Sales Manager - Municipal matt.maes@cascadeng.com phone: cell - 507-514-1499	*
6	Proposer's other contacts for this proposal, if any (name, title, address, email address & phone):	N/A	

Table 2: Company Information and Financial Strength

Line Item	Question	Response *	
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7	Provide a brief history of your company, including your company's core values, business philosophy, and industry longevity related to the requested equipment, products or services.	Cascade Engineering Inc. (Cascade) is a "Business With A Different Mindset". Through engineering, manufacturing, and a meaningful culture we're devoted to make things better – people, planet and profit. Cascade, based in Grand Rapids, Michigan, is a privately held, family owned multi-business manufacturer and marketer supporting multiple brands. Cascade is certified by the Great Lakes Women's Business Council (WBENC) as a woman-owned, operated and controlled business. Cascade, the second largest certified "B" corporation in the world, is also a nationally recognized proponent of sustainable business practices that emphasize the key role business can play in building financial, social and environmental capital. Cascade Engineering is part of a growing community of more than 2000 Certified B Corps from 50 countries and over 130 industries, working together to redefine what success in business really means. At Cascade the B Corporation's philosophy is not new; it's what we have been all along - passionate advocates for the positive impact business can make economically, socially and environmentally. We manufacture for and market to a variety of industries including solid waste and recycling, automotive, commercial truck & bus, furniture, material handling, and renewable energy. Employing over 1,000 individuals across 13 facilities worldwide, the common thread weaving our businesses together is a core expertise in large-part plastic injection molding. Since our founding in 1973, Cascade Engineering has grown to become a leading provider of engineered plastics systems and components – and a growing array of sustainability-focused products and services that derive from our unique corporate experience. Today, sustainability is part of virtually all facets of our operations, and a growing share of our customer offering. • Cascade has over 13 North American facilities in Michigan, Ohio, North Carolina, and Texas with additional European operations in Budapest, Hungary. • Cascade has molding operations in: - Grand Rapids, MI - Montpelier, OH - Mount Airy, NC - Brownsville, TX - Grand Prairie, TX • Our facilities represent over 1 million sq. ft. of building space with over 115 injection molding machines ranging in size from 500 ton to 9000 ton. • Cascade currently has 1,600 employees worldwide. Cascade's primary sales office is located in Grand Rapids, Michigan with satellite offices in Arizona, Florida, Illinois, Kentucky, Massachusetts, Minnesota, Mississippi, Missouri, North Carolina, Ohio, Texas, and Washington. Cascade's Cart division was established in 1989 and has been continuously manufacturing carts for semi and fully automated programs for over 30 years at our primary manufacturing campus in Grand Rapids, MI. As one of eleven current business units within the Family of Companies, we benefit from the combined efforts of the entire corporation. Being part of this established manufacturing company, operating for more than 40 years in multiple verticals, we have the advantage of leveraging expertise from centralized departments and supplier relationships. These business efficiencies are extended to our customer relationships thus allowing us the flexibility to collaborate with our customers on projects of all sizes. From small projects of 50 carts to large projects of 300,000 carts, multiple cart sizes, multiple waste streams...we have managed projects with every level of diversity. Since 2008, Cascade has managed the production of over 35 million carts and the curbside assembly and distribution of over 10 million carts, serving over 1,000 communities.
8	What are your company's expectations in the event of an award?	Cascade would be honored to once again be awarded a contract with Sourcewell and it will be our expectation to continue our relationship and work cooperatively with Sourcewell (as we have for our past two contracts, 020613-CEI and 041217-CEI) to bring our products, services, and knowledge of Sourcewell and the benefits of this cooperative purchasing contract to our current and potential customers. With our Sourcewell contract experience and expertise and extensive customer base, we have the ability to introduce customers to Sourcewell and explain the advantages of belonging to the Sourcewell purchasing alliance.
9	Demonstrate your financial strength and stability with meaningful data. This could include such items as financial statements, SEC filings, credit and bond ratings, letters of credit, and detailed reference letters. Upload supporting documents (as applicable) in the document upload section of your response.	See Cascade Engineering's D&B report included in the Documents Section.

10	What is your US market share for the solutions that you are proposing?	As a member of NWRA (National Waste and Recycling Association), Cascade participates in the Market Statistic Program, which began in 1994, and has access to this market share information. Based on submission of confidential information to an independent third party program administrator, Cascade is able to monitor its market share on a quarterly basis. Since 2012 Cascade's market share has averaged 18 to 23%.	*
11	What is your Canadian market share for the solutions that you are proposing?	Cascade is continually seeking opportunities in the Canadian market and will continue to focus on this market area. If awarded a contract, we will work cooperative with Sourcewell to enhance our presence in this North American sector.	*
12	Has your business ever petitioned for bankruptcy protection? If so, explain in detail.	NO	*
13	How is your organization best described: is it a manufacturer, a distributor/dealer/reseller, or a service provider? Answer whichever question (either a) or b) just below) best applies to your organization. a) If your company is best described as a distributor/dealer/reseller (or similar entity), provide your written authorization to act as a distributor/dealer/reseller for the manufacturer of the products proposed in this RFP. If applicable, is your dealer network independent or company owned? b) If your company is best described as a manufacturer or service provider, describe your relationship with your sales and service force and with your dealer network in delivering the products and services proposed in this RFP. Are these individuals your employees, or the employees of a third party?	Cascade is best described as a manufacturer and has been continuously manufacturing carts for semi and fully automated programs for over 30 years at our primary manufacturing campus in Grand Rapids, Michigan. The Cascade Cart Solutions business is a division of Cascade Engineering, Inc. As one of eleven current business units within the Family of Companies, we benefit from the combined efforts of the entire corporation. Being part of this established manufacturing company, operating for more than 48 years in multiple verticals, we have the advantage of leveraging expertise from centralized departments and supplier relationships. These business efficiencies are extended to our customer relationships. Cascade has a strong relationship with its sales/service force and distributor network. The National Sales Director and National Sales Manager-Municipal communicate with team members on a daily basis to discuss opportunities, scheduling, and any concerns/challenges they may have. Members of our sales/service force are employees of Cascade Engineering, Inc. Cascade has an extensive distributor network throughout the United States and Canada. These distributors are not employees of Cascade Engineering; they are independently owned and operated businesses and work with the Regional Sales Manager in their territory to manage their customer base. The Cascade team and our distributor network work together to provide the best products, services and value to our customers via our Sourcewell contract.	*

14	If applicable, provide a detailed explanation outlining the licenses and certifications that are both required to be held, and actually held, by your organization (including third parties and subcontractors that you use) in pursuit of the business contemplated by this RFP.	Cascade Engineering is a manufacturer and as such no certifications or licenses are required to conduct business. However, we believe industry and business certifications are important in being a leader in manufacturing. For these reasons Cascade holds the following certifications: 1. WBE (Women's Business Enterprise) - Cascade Engineering is certified as a WBE through the Women's Business Enterprise National Council (WBENC), the nation's largest third party certifier of businesses owned and operated by women in the US. We recognize the commitment to supplier diversity that is embraced by corporations and government agencies today, and we can add diversity to your supply chain. 2. PRFC (Partners for a Racism Free Community) - The PRFC recognizes Cascade Engineering as a Credentialed Partner, their highest level of certification. We're proud to be the only Michigan manufacturer with this designation. 3. Certified B Corp - As a certified B Corp, we're working to be the best - in the world and for the world. Using business as a force for good, B Corps meet rigorous standards in social and environmental performance, transparency, and legal accountability. We're proud to be part a growing community of more than 2000 Certified B Corps from 50 countries and over 130 industries, working together to redefine what success in business really means. 4. IATF 16949:2016 (International Automotive Task Force) - Cascade Engineering is dedicated to providing quality product to customers through standardized systems and exceeding customer specific requirements. 5. ISO 14001:2015 (International Organization for Standardization) - With constant dedication to our environment, we manage environmental progress and initiatives through our Environmental Management System (EMS), which is accredited to ISO 14001:2015 Standards. 6. ISO 90001:2015 (International Organization for Standardization) - Our Quality management system is in conformance with the International Quality System Standard ISO 9001:2015. 7. ISO/IEC 17025:2017 (A2LA Accreditation) - Our dedicated, in-house team offers material analysis, problem solving, reverse engineering, development, testing, specification, selection, and replacement. From our A2LA accredited laboratory, Cascade Engineering's Materials Engineering Group (MEG) works with spectroscopy, microscopy, mechanical and thermal analysis equipment to formulate ideal material solutions. 8. LEED Certified for Mt. Airy, NC & Grand Rapids, MI locations - Our commitment to sustainability surrounds us every day. Our Corporate Office was awarded Platinum designation in 2007—the highest level within the LEED EB (existing building) rating system. That same year, our Mt. Airy facility was awarded LEED Silver certification for its construction around LEED principles. In addition to the above certifications, Cascade Engineering has a number of design and technology patents both issued and pending.	*
15	Provide all "Suspension or Debarment" information that has applied to your organization during the past ten years.	N/A	*

Table 3: Industry Recognition & Marketplace Success

Line Item	Question	Response *
16	Describe any relevant industry awards or recognition that your company has received in the past five years	2020: - Christina Keller, CEO of Cascade Engineering, Inc. named one of 50 most influential women in West Michigan - Fred Keller, Founder and Chairman of the Board of Cascade Engineering, Inc. received the MSW Management's Legacy Award - Herman Miller Gold Supplier Award 2019: "100 Top Impact Companies" awarded by Real Leaders, Big Path Capital, and B Lab 2018: - Recognition by the Michigan Department of Environmental Quality's Recycling Program for consistently going above and beyond to help increase recycling across the State. - Best Places To Work In West Michigan - Elite Award as the large business "Best of the Best" companies to work for in the West Michigan region. - Pillar of Excellence Award for Empowering Women at Work by Grand Rapids Women's Resource Center - Herman Miller Gold Supplier Status
17	What percentage of your sales are to the governmental sector in the past three years	35%
18	What percentage of your sales are to the education sector in the past three years	3%
19	List any state, provincial, or cooperative purchasing contracts that you hold. What is the annual sales volume for each of these contracts over the past three years?	Cascade is an awarded vendor on the following national and regional cooperative purchasing contracts with the following annual sales volumes for the past three years (2018-2020): SOURCEWELL 2018 - \$7,415,925 2019 - \$4,183,079 2020 - \$4,217,659 Three Year Total - \$15,816,663 MASSACHUSETTS DEPT. ENVIRONMENTAL PROTECTION 2018 - \$1,536,201 2019 - \$394,629 2020 - \$527,219 Three Year Total - \$2,458,049 HOUSTON-GALVESTON AREA COUNCIL OF GOVERNMENTS 2018 - \$434,453 2019 - \$307,974 2020 - \$488,322 Three Year Total - \$1,230,749
20	List any GSA contracts or Standing Offers and Supply Arrangements (SOSA) that you hold. What is the annual sales volume for each of these contracts over the past three years?	Cascade Engineering does not hold any GSA or Standing Offers and Supply Arrangements.

Table 4: References/Testimonials

Line Item 21. Supply reference information from three customers who are eligible to be Sourcewell participating entities.

Entity Name *	Contact Name *	Phone Number *
SOCCRA, MI	Jeff McKeen	248-288-5150
City of Indianapolis, IN	Shawn Brock	317-327-2779
City of Chicago, IL	Chris Sauve	312-774-4616
City of Buffalo, NY	Paul Sullivan	716-392-4181
City of St. Paul, MN	Kris Hageman	651-266-8866

Table 5: Top Five Government or Education Customers

Line Item 22. Provide a list of your top five government, education, or non-profit customers (entity name is optional), including entity type, the state or province the entity is located in, scope of the project(s), size of transaction(s), and dollar volumes from the past three years.

Entity Name	Entity Type *	State / Province *	Scope of Work *	Size of Transactions *	Dollar Volume Past Three Years *	
SOCCRA	Government	Michigan - MI	Manufacture & distribute to individual residents solid waste & recycling containers for fully & semi automated systems. RFID tags were utilized along with an asset management service and CartLogic technology.	Project is on-going since 2017. They have purchased over 110,000 carts.	\$168,417.00	*
City of Indianapolis	Government	Indiana - IN	Manufacture & distribute to individual residents solid waste & recycling containers for fully & semi automated systems. RFID tags were utilized along with an asset management service.	Project is on-going since 2004. They have purchased over 162,000 carts.	\$902,750.00	*
City of Chicago	Government	Illinois - IL	Manufacture & distribute to individual residents solid waste & recycling containers for fully & semi automated systems. RFID tags were utilized along with an asset management service.	Over 1.4 million carts were purchased over 3 contract periods totally 14 years.	\$3,945,364.00	*
City of Buffalo	Government	New York - NY	Manufacture & distribute to individual residents solid waste & recycling containers for fully & semi automated systems. RFID tags were utilized along with an asset management service.	Project is on-going since 2011. They have purchased over 120,000 carts.	\$1,642,573.00	*
City of St. Paul	Government	Minnesota - MN	Manufacture & distribute to individual residents solid waste & recycling containers for fully & semi automated systems. RFID tags were utilized along with an asset management service.	Project is on-going since 2016. They have purchased over 179,000 carts.	\$2,945,570.00	*

Table 6: Ability to Sell and Deliver Service

Describe your company's capability to meet the needs of Sourcwell participating entities across the US and Canada, as applicable. Your response should address in detail at least the following areas: locations of your network of sales and service providers, the number of workers (full-time equivalents) involved in each sector, whether these workers are your direct employees (or employees of a third party), and any overlap between the sales and service functions.

Line Item	Question	Response *	
23	Sales force.	Cascade Engineering's internal sales force consists of a National Municipal Sales Manager based in Minnesota and a National Sales Director based in Michigan. Our sales team is comprised of sales managers located throughout the United States in Arizona, Florida, Kentucky, Massachusetts, Michigan, Minnesota, and Mississippi. Our team is also comprised of a team of 4 customer service representatives based out of our corporate office in Grand Rapids, MI. Our internal team has extensive sales and support experience in both the public and private sector. Cascade's Assembly, Distribution & Recovery Team includes a manager, 2 field services coordinators, 2 operations managers, and a data and analytics manager supporting the distribution and maintenance of the carts. In addition to our internal sales and support team Cascade has an extensive distributor network twenty-two distributors located throughout the United States and Canada.	*

24	Dealer network or other distribution methods.	Cascade has a distributor network of twenty-two distributors throughout the United States and Canada and have worked with them on securing Sourcewell sales. Some of our distributor locations include: Quebec, Arizona, Connecticut, Indiana, Iowa, Kansas, Kentucky, Massachusetts, Michigan, Missouri, New Jersey, New York, Nebraska, North Dakota, Ohio, Pennsylvania, South Dakota, Texas, and Washington. All of our distributors have the capability to process orders, deliver product, and service customers within their geographic territory.	*
25	Service force.	Cascade directly employs the following full-time sales/service personnel located at the manufacturing facility in Grand Rapids, MI. This group works together to manage products and process orders. Products & Services Group: 1 - Customer Service Supervisor 3 - Customer Service Representatives 1 - Services Team comprised of the following: 1 - Assembly, Distribution & Recovery Manager 3 - Assembly, Distribution & Recovery Supervisors Scheduling & Logistics Team comprised of the following: 1 - Scheduler 1 - Logistics/Traffic Manager 1 - Traffic Coordinator 1 - Shipping & Receiving Lead & 7 shipping/receiving technicians 1 - Quality Engineer Twenty-two distributors throughout the U.S. and Canada each employing their own sales team. Cascade has attended sales meetings at the distributor locations to promote our Sourcewell Contract. Technology Group: A technology team with expertise in the following areas: - Product Development - Business Development - Project Leader - Business Analyst - Marketing Analyst Services Group - A services team comprised of the following individuals: - Operations Manager - Sales Manager - Environmental Services Sales Manager A Field Services Crew Leader with a staff comprised of the following: 5 - Field Service Drivers 3 - Field Service Yard Workers 1 - Field Service Crew Leader 1 - Customer Service Representative	*
26	Describe in detail the process and procedure of your customer service program, if applicable. Include your response-time capabilities and commitments, as well as any incentives that help your providers meet your stated service goals or promises.	Cascade's regional sales managers and customer service team work together to ensure the customer's needs are met in a timely manner. Here is a general outline of an order process when an inquiry is submitted by a Sourcewell Member: 1) Cascade team member prepares a quotation based on product request by the Sourcewell Member and send to the Sourcewell member. 2) Sourcewell member submits either a written PO or signed quotation to Cascade. 3) Final artwork, labeling and colors are finalized by Cascade and approved by Sourcewell Member. 4) The order is sent to Cascade's manufacturing team for scheduling & production. 5) Carts are produced and normally ship within 30-45 days after receipt of order and final approved artwork. 6) Cascade logistics team contacts Sourcewell Member to schedule delivery. 7) Order is delivered to Sourcewell Member. 8) Sourcewell Member is invoiced.	*
27	Describe your ability and willingness to provide your products and services to Sourcewell participating entities in the United States.	Cascade has the ability and will provide products and services to Sourcewell participating entities in the United States.	*
28	Describe your ability and willingness to provide your products and services to Sourcewell participating entities in Canada.	Cascade has the ability and will provide products and services to Sourcewell participating entities in Canada.	*
29	Identify any geographic areas of the United States or Canada that you will NOT be fully serving through the proposed contract.	Cascade will fully service all geographic areas of the United States and Canada through this proposed contract.	*

30	Identify any Sourcewell participating entity sectors (i.e., government, education, not-for-profit) that you will NOT be fully serving through the proposed contract. Explain in detail. For example, does your company have only a regional presence, or do other cooperative purchasing contracts limit your ability to promote another contract?	Cascade will fully service all Sourcewell participating entity sectors through this proposed contract.	*
31	Define any specific contract requirements or restrictions that would apply to our participating entities in Hawaii and Alaska and in US Territories.	Cascade does not have any specific contract requirements or restrictions that would apply to participating entities in Hawaii, Alaska, and in US Territories.	*

Table 7: Marketing Plan

Line Item	Question	Response *	
32	Describe your marketing strategy for promoting this contract opportunity. Upload representative samples of your marketing materials (if applicable) in the document upload section of your response.	Cascade will continue to market and promote Sourcewell the following ways: - National Trade Shows - Attend two national tradeshow displaying the Sourcewell banner and Sourcewell marketing materials in our booth. - Regional Trade Shows - Regional Sales Managers attend regional tradeshow displaying the Sourcewell banner and Sourcewell marketing materials in our booth. - Advertising in national industry publications - Direct links and information on the Cascade website - Social Media - LinkedIn, Facebook, YouTube - Sourcewell is promoted in the footer of the Cascade team's email signatures - Customized touch point marketing materials - Electronic mail marketing	*
33	Describe your use of technology and digital data (e.g., social media, metadata usage) to enhance marketing effectiveness.	Cascade uses technology in a multitude of ways to promote the Sourcewell contract. We use: - Direct links to contract purchasing on the Cascade website landing page - Sourcewell is promoted in the footer of the Cascade team's email signatures - Social Media - LinkedIn, Facebook, YouTube -Electronic mail marketing	*
34	In your view, what is Sourcewell's role in promoting contracts arising out of this RFP? How will you integrate a Sourcewell-awarded contract into your sales process?	When Sourcewell contracts are awarded (or extended) via the RFP process, it should be communicated by Sourcewell to all current members via the Sourcewell website, an email to members, or other type of social media announcement. Integration of the Sourcewell contract will be seamless as the Cascade sales teams are very familiar with Sourcewell and it's benefits. The National Municipal Sales Manager and Director of sales will continue to: - Promote and re-emphasize the benefits of utilizing Sourcewell - Encourage both Cascade team members as well as our sales partners to attend Sourcewell trainings such as "Get To Know You" - Work with our Sourcewell representative on other ways Cascade can be better utilizing the power of the Sourcewell contract	*
35	Are your products or services available through an e-procurement ordering process? If so, describe your e-procurement system and how governmental and educational customers have used it.	Cascade currently does not use an e-procurement ordering process. We would be open to discussions with Sourcewell regarding design/implementation of an e-procurement ordering processing that fits the Sourcewell model.	*

Table 8: Value-Added Attributes

Line Item	Question	Response *	
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36	Describe any product, equipment, maintenance, or operator training programs that you offer to Sourcewell participating entities. Include details, such as whether training is standard or optional, who provides training, and any costs that apply.	As needed, Cascade will provide training on its line of solid waste and recycling carts and other products offered in our response. In addition we also offer the following: - Pilot Programs - Design and Implementation - Service Centers - Design, Set-up and Training - Technology Products Training	*
37	Describe any technological advances that your proposed products or services offer.	At Cascade we believe that sustainability drives innovation, and the technologies that we have developed allow our customers to become more sustainable. EcoCart: EcoCart is the world's first cart made from Post Consumer Recycled material picked up at the residential curbside. - Up to combined 50% total PCR (including 10% recovered curbside PCCR) depending on color Additional technological advances include: - Co-injection - Composite Lower Bar - RFID - 10 year warranty on In Mold Labels - Suite of technology products and services	*
38	Describe any "green" initiatives that relate to your company or to your products or services, and include a list of the certifying agency for each.	Zero Waste to Landfill Organization since 2010. All Cascade locations are zero waste to landfill Certified B Corporation Since 2011 - certified by B Lab a non-profit for businesses. Cascade's container recovery / buy back program, a Cascade initiative.	*
39	Identify any third-party issued eco-labels, ratings or certifications that your company has received for the equipment or products included in your Proposal related to energy efficiency or conservation, life-cycle design (cradle-to-cradle), or other green/sustainability factors.	N/A	*
40	Describe any Women or Minority Business Entity (WMBE), Small Business Entity (SBE), or veteran owned business certifications that your company or hub partners have obtained. Upload documentation of certification (as applicable) in the document upload section of your response.	Women's Business Enterprise - Cascade Engineering is the only certified WBE cart manufacturer in the United States. This certification is awarded by the Women's Business Enterprise National Council (WBENC), the nation's largest third party certifier of businesses owned and operated by women in the US. We recognize the commitment to supplier diversity that is embraced by corporations and government agencies today, and we can add diversity to your supply chain. In addition, This is certification helps Sourcewell participating entities meet their M/WBE requirements and goals.	*
41	What unique attributes does your company, your products, or your services offer to Sourcewell participating entities? What makes your proposed solutions unique in your industry as it applies to Sourcewell participating entities?	The following unique attributes differentiate Cascade from other cart manufacturers. WBE Certified (Women Business Enterprise) – Cascade is the only M/WBE cart manufacturer in the United States. This is a vehicle that allows Sourcewell members to meet their M/WBE requirements and goals. EcoCart – Cascade manufactured the first cart made from recycled PCR picked up at the residential curbside. Cascade Engineering has been actively recycling our product at the end of its useful life and incorporating as much PCR as possible in the production of products. Historically, Cascade and other cart manufacturers buy back carts at the end of their life cycle and re-introduce the material into manufacturing of new carts. While this process is a triple bottom line action that we are very proud of, it does not impact the challenges in the residential recycling market today. For this reason, we set out to find a method to utilize plastic materials that were recovered from curbside recycling programs in the manufacture of our carts. We have put significant investment in achieving this goal and have been successful in developing the first cart on the market to contain curbside PCR. Through the manufacture of the EcoCart, containing 10% curbside PCR directly out of curbside recycling programs and into our carts, we are helping to create domestic demand for curbside plastics one cart at a time. RFID Integration – Cascade is the only cart manufacturer to install RFID tags as standard equipment on each cart that is manufactured in our facilities. All carts are factory equipped with an RFID tag that is capable of collecting data on the container's use. In-mold Labeling - Our unique in-mold graphic process allows full color images to be molded directly into the lid, creating a permanent, fade-resistant bond that cannot be scratched off or damaged. In-mold graphics can be used to display safety or care	

instructions, disposal and/or recycling directions, logos, and municipal seals. Not only does Cascade offer the largest in-mold label in the industry (9.5" x 14.5"), our labels are the only in-mold labels in the industry that are backed by a 10 year warranty.

Composite Lower Bar – Cascade uses a composite lower bar that has been proven to be 3.4 times stronger than hollow steel retention bars. It has a "one way" mounting feature and has been designed so it requires no rivets, screws or push pins to hold it in place.

Recycling Products – Cascade offers a complete line of in-home, business, and curbside recycling boxes.

Pink Carts (in cooperation with the American Cancer Society) - In 2009, inspired by one employee's personal story, Cascade started the pink cart program for the purpose of raising awareness and funds in the fight against breast cancer. The carts display the American Cancer Society's ® Making Strides Against Breast Cancer trademarked ribbon logo on the side. There is also a custom in-mold lid label with tips on maintaining good breast health and the importance of early detection of breast cancer as well as information about the American Cancer Society's (ACS) services. A portion of each cart sale goes to support the ACS's breast cancer awareness programs. In the past seven years, we have rolled over 150,000 Pink Carts to the curb across North America and raised over \$750,000 for the cause. Visit www.thepinkcart.com for more information.

Pilot Program Opportunities – Cascade recognizes that sometimes customers are unsure if they want or need to implement a cart program. In such instances, Cascade will work with the customer to develop a pilot program which demonstrates the benefits of curbside collection and allows the customer to "try out" our carts. Generally, a monthly rental fee is charged for the duration of the pilot program. A pilot route will be determined and program start and end dates will be agreed upon. Other parameters of the agreement will be determined and Pilot Program Agreement will be executed by both parties.

Cart Buy Back Program – Cascade is committed to environmental sustainability, helping companies and municipalities reduce their carbon footprint by recycling carts at the end of their useful life. We will recover any brand of HDPE injection molded carts and recycle bins, grind them into flake material and re-pelletize the material which then will be used in new containers made using our co-injection process. We are committed to this closed loop system and will work closely with the customer to take back containers in the most efficient way possible.

Certified B Corporation – Cascade is the first cart manufacturer to join the growing number of Certified B Corporations who are finding collective strength and voice through the power and credibility of the 'B Corp.' brand. Certified B Corporations are a type of corporation that uses the power of business to solve social and environmental problems. At Cascade the B Corporations philosophy is not new, it's what we have been all along - passionate advocates for the positive impact business can make economically, socially and environmentally.

ISO9001 Certified - Cascade Engineering was the first U.S. based cart manufacturer to be ISO9001 registered, which is a standardized quality system recognized internationally and ensures quality products, timely delivery and superior service. We manage environmental progress and initiatives through our Environmental Management System which is accredited to ISO14001 standards. As a member of the Standard Development Subcommittee that drafted the ANSI standards, our carts meet both standards set forth in ANSI Z245.30-2008 and ANSI Z245.60-2008.

Table 9: Warranty

Describe in detail your manufacturer warranty program, including conditions and requirements to qualify, claims procedure, and overall structure. You may upload representative samples of your warranty materials (if applicable) in the document upload section of your response in addition to responding to the questions below.

Line Item	Question	Response *	
42	Do your warranties cover all products, parts, and labor?	Cascade Engineering's 10-year warranty covers the cost of all material and cost associated with producing and shipping replacement parts and containers.	*
43	Do your warranties impose usage restrictions or other limitations that adversely affect coverage?	Cascade Engineering will warranty its carts from functional failure due to defects in plastic materials or faulty workmanship or insufficient resistance to weathering while in normal use for a period of 10 years.	*
44	Do your warranties cover the expense of technicians' travel time and mileage to perform warranty repairs?	Cascade Engineering's warranty covers travel time for a Cascade quality or warranty manager in the event of a large warranty failure or equipment issue.	*
45	Are there any geographic regions of the United States or Canada (as applicable) for which you cannot provide a certified technician to perform warranty repairs? How will Sourcewell participating entities in these regions be provided service for warranty repair?	There are no geographic regions in the United States or Canada where Cascade Engineering cannot supply a Sourcewell member warranty service or technical support. Cascade will work with the participating entity to resolve warranty issues on a case by case basis.	*
46	Will you cover warranty service for items made by other manufacturers that are part of your proposal, or are these warranties issues typically passed on to the original equipment manufacturer?	It is Cascade's policy to manage the warranty process for all products sold by Cascade.	*
47	What are your proposed exchange and return programs and policies?	Cascade does not have an exchange program because most our product is custom orders with City seals or company logo's hot-stamped on the containers. If ever anything has to be returned because of a production error on Cascade's part the customer will not be charged.	*
48	Describe any service contract options for the items included in your proposal.	N/A	*

Table 10: Payment Terms and Financing Options

Line Item	Question	Response *	
49	What are your payment terms (e.g., net 10, net 30)?	Cascade's payment terms are 1% discount if paid within 10 days, net 45 days.	*
50	Describe any leasing or financing options available for use by educational or governmental entities.	Cascade Engineering works with several leasing companies and has the ability to offer leasing or financing options to customers. Lease and finance options will be tailored to meet each customer's individual needs.	*
51	Briefly describe your proposed order process. Include enough detail to support your ability to report quarterly sales to Sourcwell as described in the Contract template. For example, indicate whether your dealer network is included in your response and whether each dealer (or some other entity) will process the Sourcwell participating entities' purchase orders.	Cascade's regional sales managers and customer service team work together to ensure the customer's needs are met in a timely manner. When an inquiry is received, either by the sales manager or customer service, via the customer or distributor, a quote is generated reflecting the customer's requirements. The quote is delivered to the customer and followed up on by the sales manager. When the quote is approved, cart specifics will be determined (color, imprinting, labeling, etc.). The time required to complete this process is driven by the customer. Once all cart specifics are determined, imprinting and labeling dies will be ordered; this is generally a two week process. When sign-offs are received on final approvals, the order will be entered and scheduled into production. A unique project number is assigned to the order indicating that it is a Sourcwell sale (this used to track receivables for quarterly reports). At the end of each calendar quarter, Cascade's Director of Finance will generate a report of receivables for the quarter. The driving factor for this report is the unique project number assigned to the order. Using this information, the Sourcwell report is completed and emailed to Sourcwell. A check will then be issued to Sourcwell for payment of commissions due.	*
52	Do you accept the P-card procurement and payment process? If so, is there any additional cost to Sourcwell participating entities for using this process?	Cascade accepts the P-card procurement system and payment process at no additional cost to Sourcwell participating entities.	*

Table 11: Pricing and Delivery

Provide detailed pricing information in the questions that follow below. Keep in mind that reasonable price and product adjustments can be made during the term of an awarded Contract as described in the RFP, the template Contract, and the Sourcewell Price and Product Change Request Form.

Line Item	Question	Response *	
53	Describe your pricing model (e.g., line-item discounts or product-category discounts). Provide detailed pricing data (including standard or list pricing and the Sourcewell discounted price) on all of the items that you want Sourcewell to consider as part of your RFP response. If applicable, provide a SKU for each item in your proposal. Upload your pricing materials (if applicable) in the document upload section of your response.	Cascade's pricing model is arranged in five sections: 1) Cascade Carts 2) Commercial Containers 3) Specialty Bins and Containers 4) Lifters 5) Technology and Services Within each category there is defined pricing; discounted pricing and order quantity requirements, if necessary. Because most all products that are offered by Cascade are customizable, there is not a SKU system.	*
54	Quantify the pricing discount represented by the pricing proposal in this response. For example, if the pricing in your response represents a percentage discount from MSRP or list, state the percentage or percentage range.	Price discounts range from 5 to 25%.	*
55	Describe any quantity or volume discounts or rebate programs that you offer.	Cascade will offer quantity or volume discounts based on the scope, size, and parameters of individual projects.	*
56	Propose a method of facilitating "sourced" products or related services, which may be referred to as "open market" items or "nonstandard options". For example, you may supply such items "at cost" or "at cost plus a percentage," or you may supply a quote for each such request.	Cascade will provide sourced products and/or services at the sourcing vendors best price plus no more than a 10% markup. Freight charges will be passed along to members at Cascade's cost.	*
57	Identify any element of the total cost of acquisition that is NOT included in the pricing submitted with your response. This includes all additional charges associated with a purchase that are not directly identified as freight or shipping charges. For example, list costs for items like pre-delivery inspection, installation, set up, mandatory training, or initial inspection. Identify any parties that impose such costs and their relationship to the Proposer.	Proposal is FOB manufacturer only and does not include freight or unloading of product. When freight is included in the quote it will only include delivery to the customer's dock or location and does not include unloading. When quoting freight and the assembly and delivery optional pricing then products would qualify for "Total Cost of Acquisition". Some of the Technology products may require installation, training or inspection. Pricing for these services will vary based on the range of services requested as well as the size and scope of the project. If this is required, a quote will be provided at time of inquiry.	*
58	If freight, delivery, or shipping is an additional cost to the Sourcewell participating entity, describe in detail the complete freight, shipping, and delivery program.	All Cascade Engineering pricing is FOB manufacturer. Cascade uses a variety of freight/shipping companies and will always find the least expensive shipping cost for our customers. We will check both OTR and rail quotes to find the least costly method of shipping.	*
59	Specifically describe freight, shipping, and delivery terms or programs available for Alaska, Hawaii, Canada, or any offshore delivery.	All Cascade Engineering pricing is FOB manufacturer. Cascade uses a variety of freight/shipping companies and will always find the least expensive shipping cost for our customers. We will check both OTR and rail quotes to find the least costly method of shipping.	*
60	Describe any unique distribution and/or delivery methods or options offered in your proposal.	Cascade Engineering has a minimum order quantity requirement and usually does not ship orders of less than 54 containers. We understand that some of Sourcewell's 40,000 members are schools, hospitals and other government agencies that will not need to order large quantities of containers. We have set up a small order distribution program with our local Grand Rapids, MI distributor to handle orders from 1 to 53 containers. They will stock all size wheeled containers that can be shipped out in a 2 to 3 day time frame. Depending on how Sourcewell would like to set up this program, Cascade Engineering can handle all orders no matter the quantity or we can set up a small order hot line to go directly to our distributor.	*

Table 12: Pricing Offered

Line Item	The Pricing Offered in this Proposal is: *	Comments
61	c. better than the Proposer typically offers to GPOs, cooperative procurement organizations, or state purchasing departments.	

Table 13: Audit and Administrative Fee

Line Item	Question	Response *
62	Specifically describe any self-audit process or program that you plan to employ to verify compliance with your proposed Contract with Sourcewell. This process includes ensuring that Sourcewell participating entities obtain the proper pricing, that the Vendor reports all sales under the Contract each quarter, and that the Vendor remits the proper administrative fee to Sourcewell.	If awarded a contract, the management and administration of the contract will be the responsibility of the National Municipal Sales Manager. He will be responsible for: • Assisting in and providing quotes to the sales team and customers based on Sourcewell contract pricing. • Working closely with the Finance Director to ensure accurate reporting and submission of required Quarterly Sales Reports. • Authorizing Cascade's Accounting Department to remit payment of administrative fees to Sourcewell. • Monitoring product line offerings and pricing and submitting Product and Price Change Requests for approval as necessary As a current past and current contract awarded vendor, Cascade has met all the requirements of reporting and payment per our contract and has not been negligent on any reporting.
63	Identify a proposed administrative fee that you will pay to Sourcewell for facilitating, managing, and promoting the Sourcewell Contract in the event that you are awarded a Contract. This fee is typically calculated as a percentage of Vendor's sales under the Contract or as a per-unit fee; it is not a line-item addition to the Member's cost of goods. (See the RFP and template Contract for additional details.)	Cascade proposes to pay a 2% administrative fee to Sourcewell. Cascade would like the opportunity to negotiate with Sourcewell a reduced administrative fee larger opportunities.

Table 14A: Depth and Breadth of Offered Equipment Products and Services

Line Item	Question	Response *
64	Provide a detailed description of the equipment, products, and services that you are offering in your proposal.	Waste & Recycling, Organics, and Green Waste Carts: Cascade's injection molded carts have performed in the industry since 1989, and are designed to meet the standards and criteria set forth in the American National Standard ANSI Z245.60-2008 – Waste Containers-Compatibility Dimensions. Cascade's carts are designed for exceptional performance, durability, and functionality. Backed with a ten year warranty, Cascade's carts are guaranteed to the highest standards, meeting or exceeding all ANSI requirements for safety, compatibility, and performance. Our carts are compatible with all ANSI approved automated and semi-automated lifting systems. Cascade is continually looking for ways to improve the design characteristics of our carts to make them more user friendly in all levels of the waste stream. The Cascade Cart comes in four standard sizes - 32, 35, 64 and 96 gallon. Optional 20 and 48-gallon sizes are also available. • All containers have RFID tags installed during the manufacturing process to assist in cart tracking both at the factory level and the customer level. • Factory installed lower lift bar in the cart allows economies of scale in freight charges, no hassle of installing the lift bar when the carts arrive on-site, faster residential set-outs because the crews no longer have to install the bar. • As a result of the factory installed lower lift bar, the body of the organics carts is completely sealed preventing leakage. The Pink Cart: With every purchase of The Pink Cart, \$5 goes directly to the American Cancer Society® to support breast cancer initiatives both locally and nationally. With over 140,000 Pink Carts rolling to curbs each week, Cascade has helped provide ACS with over \$665,000 in funds. EcoCart: Our latest cart, the EcoCart, is the world's first cart made from Post Consumer Recycled material picked up at the residential curbside. The use of recycled materials in our carts is comprehensive, as we maximize the recycled content used without impacting the appearance or durability of the cart. Assembly & Delivery Program: Cascade's assembly & delivery program includes detailed project planning, and professional curbside delivery to your residents. Whether you're looking for basic

assembly & delivery, or simultaneous assignment of carts to addresses, we will provide you with most efficient and coordinated process. We have the ability to deliver 1000 carts per day per crew. No matter how large or small the job, we can flex our team to meet your needs. We provide:

- Dedicated crews and equipment
- On-site program management
- Monday through Saturday dawn to dusk deliveries
- Delivery of literature with each cart
- Electronic assigning of assets to addresses
- Managing of inventory
- Web based daily reporting

Technology:

Cascade Cart Solutions provides a variety of technology and container tracking options to suit your needs, helping to bring visibility to your operations.

- Cart Production

- RFID Integration – Cascade is the only cart manufacturer to install RFID tags as standard equipment on each cart that is manufactured in our facilities. All carts are factory equipped with an RFID tag that is capable of collecting data on the container's use. The benefits of RFID tags at the point of production are:

- Information on production data – a.k.a. "birth certificate"
- Percent of content mix
- Press manufacturing information – date/time
- When/where it shipped

- Cart Curbside Assembly and Delivery

- With the use of handheld mobile readers, we are able to provide the following:

- Assigning a cart ID to an address location
- Provide cart and customer delivery list to create master customer list
- Provide GPS container coordinates to create route information
- Ability to take photos of deliveries

- Curbside Collection

- Through partnerships with 3rd party software companies, collection vehicles can be outfitted with a RFID reading equipment to provide them with the ability to collect information at each pick up and transmit collection data to their back office. As collection vehicles lift the smart container, the RFID equipment reads the RFID tag, which is linked to a customer account while recording the time and GPS location of pick up. With this technology, we can help you better service your customer and make your business more efficient by:

- Confirming collections – collection verification – and reducing Missed

Pick Ups

- Measuring of recycling participation
- Generating information on waste and recycling for the customer
- Determining participation rates and landfill diversion
- Maximizing profits for waste and recycling

Asset Management - Cart Logic:

CartLogic™, designed for you by Cascade Cart Solutions, is a web-based, cloud-managed asset management solution for tracking, maintaining and reporting on your entire cart fleet. Now you can see your cart data from production to the curb, and efficiently manage those assets throughout their useful lives.

As an online tool and mobile solution, CartLogic manages cart service and location information using RFID (radio frequency identification) technology, GPS systems and cloud computing. Each time a delivery, swap, repair, or removal is made the cart's RFID tag is scanned (or a serial number is entered) and the cart's location and type of service provided is recorded, generating a service history log for each cart in your fleet. This information synchronizes with CartLogic's cloud-based platform, storing all cart inventory data conveniently online.

Your cart inventory and service information will be:

- Managed in one place
- Available in real-time from anywhere through your preferred Internet-enabled device (desktop, laptop, tablet, smart phone)
- Accessible to multiple employees within your team simultaneously
- Automatically compiled into downloadable electronic reports to increase inventory transparency and account for services rendered
- Cloud-managed, allowing us to bring you data security and automatic updates without hard installation of hardware/software or scheduled maintenance downtime

65	Within this RFP category there may be subcategories of solutions. List subcategory titles that best describe your products and services.	Other products offered include: Recycle Bins: - Sizes 14, 16, 18, 21, & 24 Gallon Deskside / Office / Home Bins: - 3 Gallon Deskside Recycler - 14, 28, and 41 Quart Wastebasket - 6 Gallon Multi-Recycler - 16, 20 and 23 Gallon Waste Watcher Commercial Front End Load Plastic Containers: - 2, 3, 4, 6 and 8 Yard Size Containers Commercial Rear Load Plastic Containers: - 2 and 3 Yard Size Containers Lifters: - Rotary Actuator and Cylinder Style Lifters - Custom solutions to meet the customers needs Front End Load Steel Containers: - 2, 3 and 4 Yard Sizes Modular Front End Load Steel Containers: - 2, 3 and 4 Yard Sizes Commercial Steel Rear Load Containers: - 1, 1.5, 2, 3, 4, 6 and 8 Yard Sizes Commercial Steel Roll-Off Containers: - 20, 30 and 40 Yard Sizes	*
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Table 14B: Depth and Breadth of Offered Equipment Products and Services

Indicate below if the listed types or classes of equipment, products, and services are offered within your proposal. Provide additional comments in the text box provided, as necessary.

Line Item	Category or Type	Offered *	Comments
66	Residential-sized refuse and recycling containers, collection bins, dumpsters, and carts of principally non-metallic composition	☒ Yes ☐ No	Cascade residential refuse & recycling containers come in four standard sizes - 32, 35, 64 and 96 - gallon. Optional 20 and 48-gallon sizes are also available. - All containers have RFID tags installed during the manufacturing process to assist in cart tracking both at the factory level and the customer level. - Factory installed lower lift bar in the cart allows economies of scale in freight charges, no hassle of installing the lift bar when the carts arrive on-site, faster residential set-outs because the crews no longer have to install the bar. - As a result of the factory installed lower lift bar, the body of the organics carts is completely sealed preventing leakage. Recycle Bins - Sizes 14, 16, 18, 21, & 24 Gallon Deskside / Office / Home Bins - 3 Gallon Deskside Recycler - 14, 28, and 41 Quart Wastebasket - 6 Gallon Multi-Recycler - 16, 20 and 23 Gallon Waste Watcher Commercial Front End Load Plastic Containers - 2, 3, 4, 6 and 8 Yard Size Containers Commercial Rear Load Plastic Containers - 2 and 3 Yard Size Containers

67	Commercial and institutional-sized refuse and recycling containers, collection bins, dumpsters, and carts of principally non-metallic composition	☒ Yes ☐ No	Front End Load Plastic/Poly Containers - 2, 3, 4, 6 and Yard Size Commercial Rear Load Plastic Containers - 2 and 3 Yard Size Containers Modular Front End Load Containers - 2, 3 and 4 Yard Sizes
68	Lift and tipping solutions for stationary carts and dumpsters	☒ Yes ☐ No	Lifters - Rotary Actuator and Cylinder Style Lifter - Custom solutions to meet the customers needs

69	Technology solutions related to the management of, or planning for, collection of refuse and recycling materials from containers of the type described in RFP Section 1. a - b.	☒ Yes ☐ No	Technology: Cascade Cart Solutions provides a variety of technology and container tracking options to suit your needs, helping to bring visibility to your operations. • Cart Production - RFID Integration – Cascade is the only cart manufacturer to install RFID tags as standard equipment on each cart that is manufactured in our facilities. All carts are factory equipped with an RFID tag that is capable of collecting data on the container's use. The benefits of RFID tags at the point of production are: - Information on production data – a.k.a. "birth certificate" - Percent of content mix - Press manufacturing information – date/time - When/where it shipped • Cart Curbside Assembly and Delivery - With the use of handheld mobile readers, we are able to provide the following: - Assigning a cart ID to an address location - Provide cart and customer delivery list to create master customer list - Provide GPS container coordinates to create route information - Ability to take photos of deliveries • Curbside Collection - Through partnerships with 3rd party software companies, collection vehicles can be outfitted with a RFID reading equipment to provide them with the ability to collect information at each pick up and transmit collection data to their back office. As collection vehicles lift the smart container, the RFID equipment reads the RFID tag, which is linked to a customer account while recording the time and GPS location of pick up. With this technology, we can help you better service your customer and make your business more efficient by: - Confirming collections – collection verification – and reducing Missed Pick Ups - Measuring of recycling participation - Generating information on waste and recycling for the customer - Determining participation rates and landfill diversion - Maximizing profits for waste and recycling Asset Management - Cart Logic: CartLogic™, designed for you by Cascade Cart Solutions, is a web-based, cloud-managed asset management solution for tracking, maintaining and reporting on your entire cart fleet. Now you can see your cart data from production to the curb, and efficiently manage those assets throughout their useful lives. As an online tool and mobile solution, CartLogic manages cart service and location information using RFID (radio frequency identification) technology, GPS systems and cloud computing. Each time a delivery, swap, repair, or removal is made the cart's RFID tag is scanned (or a serial number is entered) and the cart's location and type of service provided is recorded, generating a service history log for each cart in your fleet. This information synchronizes with CartLogic's cloud-based platform, storing all cart inventory data conveniently online. Your cart inventory and service information will be: - Managed in one place - Available in real-time from anywhere through your preferred Internet-enabled device (desktop, laptop, tablet, smart phone) - Accessible to multiple employees within your team simultaneously - Automatically compiled into downloadable electronic reports to increase inventory transparency and account for services rendered - Cloud-managed, allowing us to bring you data security and automatic updates without hard installation of hardware/software or scheduled maintenance downtime
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Table 15: Industry Specific Questions

Line Item	Question	Response *
70	If you are awarded a contract, provide a few examples of internal metrics that will be tracked to measure whether you are having success with the contract.	A few examples of how Cascade will measure success with the Sourcewell Contract are: - Leads generated from Sourcewell target marketing. - Leads converted to successful Sourcewell member sales. - Quarterly Sourcewell sales reports.
71	Describe your organization's approach to the collection, storage, usage, ownership, and rights of customer data that is gathered in the normal course of business.	Cascade collects data through mobile devices, web interfaces, application integration, and data transfers. This data is stored in secure, cloud based databases and in on premise storage devices. The data is used to monitor current status, perform service verification, identify operational efficiencies, improve customer service, focus marketing, identify organizational efficiencies, verify service usage, perform historical analysis, perform trend analysis, develop innovative solid waste management programs, and more. We continue to invest in innovation to improve our solutions to better meet the market's needs. The data is owned by the customer and the customer has exclusive rights to their data.
72	Explain your organization's approach to data protection and access.	The data is protected by individual user accounts, SSL for data transmissions and user activity logs. Only necessary Cascade employees and customer identified individuals have access to the data. All individual user access is provided at a predetermined security level that is appropriate to that individual's purpose. All on premise data resides in locked, tightly controlled server rooms which are further protected by multiple layers of cyber security tools, including 24/7 monitored and managed Endpoint Detection and Response (EDR), Multi-factor Authentication (MFA) and malware/anti-virus scanning software. All access is enforced by role-based, privileged access management (PAM) systems and includes a robust complex password management policy, also software enforced and monitored.
73	Describe how your offering encourages increased participation in recycling and diversion programs.	Cascade Carts encourage participation in recycling programs by: - Being user friendly. They are easy to use and roll to the curb. - Helping divert materials from the landfill. - Decreasing overall collection carbon footprint. - Creating higher participation rates. - Improving safety for environmental service operators.

74	Identify if your offered technology solutions are available through mobile device applications and with what operating systems they are compatible.	Cascade Cart Solutions provides a variety of technology and container tracking options to suit your needs, helping to bring visibility to your operations. These solutions include: Cart Production: RFID Integration – Cascade is the only cart manufacturer to install RFID tags as standard equipment on each cart that is manufactured in our facilities. All carts are factory equipped with an RFID tag that is capable of collecting data on the container's use. The benefits of RFID tags at the point of production are: • Information on production data – a.k.a. "birth certificate" • Percent of content mix • Press manufacturing information – date/time • When/where it shipped Cart Curbside Assembly and Delivery: With the use of handheld mobile readers, we are able to provide the following: • Assigning a cart ID to an address location • Provide cart and customer delivery list to create master customer list • Provide GPS container coordinates to create route information • Ability to take photos of deliveries Curbside Collection: Through partnerships with 3rd party software companies, collection vehicles can be outfitted with a RFID reading equipment to provide them with the ability to collect information at each pick up and transmit collection data to their back office. As collection vehicles lift the smart container, the RFID equipment reads the RFID tag, which is linked to a customer account while recording the time and GPS location of pick up. With this technology, we can help you better service your customer and make your business more efficient by: • Confirming collections – collection verification – and reducing Missed Pick Ups (MPUs) • Measuring of recycling participation • Generating information on waste and recycling for the customer • Determining participation rates and landfill diversion • Maximizing profits for waste and recycling Asset Management - Cart Logic: CartLogic™, designed for you by Cascade Cart Solutions, is a web-based, cloud-managed asset management solution for tracking, maintaining and reporting on your entire cart fleet. Now you can see your cart data from production to the curb, and efficiently manage those assets throughout their useful lives. As an online tool and mobile solution, CartLogic manages cart service and location information using RFID (radio frequency identification) technology, GPS systems and cloud computing. Each time a delivery, swap, repair, or removal is made the cart's RFID tag is scanned (or a serial number is entered) and the cart's location and type of service provided is recorded, generating a service history log for each cart in your fleet. This information synchronizes with CartLogic's cloud-based platform, storing all cart inventory data conveniently online. Your cart inventory and service information will be: 1. Managed in one place 2. Available in real-time from anywhere through your preferred Internet-enabled device (desktop, laptop, tablet, smart phone) 3. Accessible to multiple employees within your team simultaneously 4. Automatically compiled into downloadable electronic reports to increase inventory transparency and account for services rendered 5. Cloud-managed, allowing us to bring you data security and automatic updates without hard installation of hardware/software or scheduled maintenance downtime
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75	Describe any design and manufacturing processes or materials utilized that contribute to product attributes such as longevity, ease of use, safety, or reduced life cycle costs.	Cascade Carts are injection molded. This molding process is an extremely versatile method of producing parts and products because it offers several advantages over other methods of plastic molding, is more reliable, and is extremely efficient. Advantages of injection molding include: Recyclability • Injection molded resins are a thermoplastic resin; they can be ground and reused with the addition of simple stabilizers. • The cross linked resins typically used in rotational molded carts are a thermoset resin; when processed, they undergo a chemical change. As a result of this chemical change, they can only be reused as inert fillers, not as part of the structure of the cart. Inert fillers will reduce the physical strength of the cart. The greater the percentage of inert filler, the greater the concern for physical properties. Process Uniformity • Injection molding takes place in an entirely enclosed atmosphere. Processing temperatures and time are computer controlled and monitored. • Injection molding forms both surfaces of the product within the steel mold. This cavity is filled evenly shot, under approximately 20,000 psi shooting pressure, resulting in superior uniformity part to part. • Rotational molding takes place in a hollow mold. Only the outside of the part is fanned by the mold. Since the air and the plastic powder inside the hollow mold are heated simultaneously, the oxygen in the air can destabilize the resin. The resulting loss of durability may not be apparent until the later years of the cart's planned life. Product Wall Section Uniformity and Control • The injection mold forms the inside and the outside surface of an injection molded cart. Thus, the injection molded cart can be thick where it sees higher stresses and thinner where it needs flexibility. Corner thickness can be determined by the requirements of the product design rather than the result of the processing conditions. • Because both the inside and the outside surfaces are formed under pressure in a solid steel mold, the outside can be smooth and shiny for an attractive appearance, and the inside can be smooth and clean to provide superior dumping of the contents. Greater Product Design Flexibility • Injection molding provides superior product design flexibility. Wheel systems can be placed at the best location for a balance between stability and maneuverability. • The underside of an injection molded cart has a molded in wear ring to permanently protect the bottom from abrasion when slid along a driveway or street. In this way, the injection molded cart will ensure watertight integrity for its entire service life. • The design flexibility allows the injection molded cart to provide better handling characteristics. Wheels can be placed so they balance stability and rollability. Handles can be molded in at the right diameter for good ergonomic interface with the user's hand. The lid can be designed with the optimum features for ease of opening. Testing • Cascade containers meet the standards set forth in ANSI 2245.30-2008 and ANSI 2245.60-2008. • Cascade was a member of the Standard Development Subcommittee that drafted both ANSI standards and continues to be an active and participating member of this subcommittee today. • Cascade does extensive in-house testing every day to ensure our products exceed customer expectations. The standards by which we test exceed the standards set forth by ANSI. We have also had extensive testing done by Entela, Inc., an engineering and testing laboratory.
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Exceptions to Terms, Conditions, or Specifications Form

Only those Proposer Exceptions to Terms, Conditions, or Specifications that have been accepted by Sourcewell have been incorporated into the contract text.

Documents

Ensure your submission document(s) conforms to the following:

1. Documents in PDF format are preferred. Documents in Word, Excel, or compatible formats may also be provided.
 2. Documents should NOT have a security password, as Sourcewell may not be able to open the file. It is your sole responsibility to ensure that the uploaded document(s) are not either defective, corrupted or blank and that the documents can be opened and viewed by Sourcewell.
 3. Sourcewell may reject any response where any document(s) cannot be opened and viewed by Sourcewell.
 4. If you need to upload more than one (1) document for a single item, you should combine the documents into one zipped file. If the zipped file contains more than one (1) document, ensure each document is named, in relation to the submission format item responding to. For example, if responding to the Marketing Plan category save the document as "Marketing Plan."
- [Financial Strength and Stability](#) - Cascade Financial Strength-Stability.pdf - Wednesday April 14, 2021 16:50:22
 - [Marketing Plan/Samples](#) - Cascade Marketing Plan.pdf - Wednesday April 14, 2021 16:59:12
 - [WMBE/MBE/SBE or Related Certificates](#) - Cascade WBE-ISO Certification.pdf - Wednesday April 14, 2021 16:57:30
 - [Warranty Information](#) - Cascade Warranty Information.pdf - Thursday April 15, 2021 09:46:11
 - [Pricing](#) - Cascade Pricing.pdf - Thursday April 15, 2021 09:28:11
 - Upload Additional Document (optional)

Proposer's Affidavit**PROPOSER AFFIDAVIT AND ASSURANCE OF COMPLIANCE**

I certify that I am the authorized representative of the Proposer submitting the foregoing Proposal with the legal authority to bind the Proposer to this Affidavit and Assurance of Compliance:

1. The Proposer is submitting this Proposal under its full and complete legal name, and the Proposer legally exists in good standing in the jurisdiction of its residence.
2. The Proposer warrants that the information provided in this Proposal is true, correct, and reliable for purposes of evaluation for contract award.
3. The Proposer, including any person assisting with the creation of this Proposal, has arrived at this Proposal independently and the Proposal has been created without colluding with any other person, company, or parties that have or will submit a proposal under this solicitation; and the Proposal has in all respects been created fairly without any fraud or dishonesty. The Proposer has not directly or indirectly entered into any agreement or arrangement with any person or business in an effort to influence any part of this solicitation or operations of a resulting contract; and the Proposer has not taken any action in restraint of free trade or competitiveness in connection with this solicitation. Additionally, if Proposer has worked with a consultant on the Proposal, the consultant (an individual or a company) has not assisted any other entity that has submitted or will submit a proposal for this solicitation.
4. To the best of its knowledge and belief, and except as otherwise disclosed in the Proposal, there are no relevant facts or circumstances which could give rise to an organizational conflict of interest. An organizational conflict of interest exists when a vendor has an unfair competitive advantage or the vendor's objectivity in performing the contract is, or might be, impaired.
5. The contents of the Proposal have not been communicated by the Proposer or its employees or agents to any person not an employee or legally authorized agent of the Proposer and will not be communicated to any such persons prior to Due Date of this solicitation.
6. If awarded a contract, the Proposer will provide to Sourcewell Participating Entities the equipment, products, and services in accordance with the terms, conditions, and scope of a resulting contract.
7. The Proposer possesses, or will possess before delivering any equipment, products, or services, all applicable licenses or certifications necessary to deliver such equipment, products, or services under any resulting contract.
8. The Proposer agrees to deliver equipment, products, and services through valid contracts, purchase orders, or means that are acceptable to Sourcewell Members. Unless otherwise agreed to, the Proposer must provide only new and first-quality products and related services to Sourcewell Members under an awarded Contract.
9. The Proposer will comply with all applicable provisions of federal, state, and local laws, regulations, rules, and orders.
10. The Proposer understands that Sourcewell will reject RFP proposals that are marked "confidential" (or "nonpublic," etc.), either substantially or in their entirety. Under Minnesota Statutes Section 13.591, subdivision 4, all proposals are considered nonpublic data until the evaluation is complete and a Contract is awarded. At that point, proposals become public data. Minnesota Statutes Section 13.37 permits only certain narrowly defined data to be considered a "trade secret," and thus nonpublic data under Minnesota's Data Practices Act.
11. Proposer its employees, agents, and subcontractors are not:
 1. Included on the "Specially Designated Nationals and Blocked Persons" list maintained by the Office of Foreign Assets Control of the United States Department of the Treasury found at: <https://www.treasury.gov/ofac/downloads/sdnlist.pdf>;
 2. Included on the government-wide exclusions lists in the United States System for Award Management found at: <https://sam.gov/SAM/>; or

3. Presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated by the State of Minnesota; the United States federal government or the Canadian government, as applicable; or any Participating Entity. Vendor certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this solicitation.

☒ By checking this box I acknowledge that I am bound by the terms of the Proposer's Affidavit, have the legal authority to submit this Proposal on behalf of the Proposer, and that this electronic acknowledgment has the same legal effect, validity, and enforceability as if I had hand signed the Proposal. This signature will not be denied such legal effect, validity, or enforceability solely because an electronic signature or electronic record was used in its formation. - Scott Downer, National Sales Director, Cascade Engineering, Inc.

The Proposer declares that there is an actual or potential Conflict of Interest relating to the preparation of its submission, and/or the Proposer foresees an actual or potential Conflict of Interest in performing the contractual obligations contemplated in the bid.

☐ Yes ☒ No

The Bidder acknowledges and agrees that the addendum/addenda below form part of the Bid Document.

Check the box in the column "I have reviewed this addendum" below to acknowledge each of the addenda.

File Name	I have reviewed the below addendum and attachments (if applicable)	Pages
Addendum_4_Plastic_Refuse_Recycling_Containers_RFP_041521 Wed March 17 2021 03:40 PM	☒	1
Addendum_3_Plastic_Refuse_Recycling_Containers_RFP_041521 Mon March 8 2021 09:41 AM	☒	1
Addendum_2_Plastic_Refuse_Recycling_Containers_RFP_041521 Fri March 5 2021 04:19 PM	☒	1
Addendum_1_Plastic_Refuse_Recycling_Containers_RFP_041521 Mon March 1 2021 04:31 PM	☒	1



**AN ORDINANCE AMENDING THE 2023-2024 BUDGET 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 annual budget ordinance for the fiscal year ending June 30, 2024:

Section 1. Amend the General Fund to account for the purchase of trash and recycling carts for Town residents.

Section 2. To amend the General Fund, the appropriations are to be changed as follows:

Increase line item 100-4100-57103	\$ 775,000
Capital Outlay	
2024-4100-002	

Section 3. To amend the General Fund, the revenues are to be changed as follows:

Increase line item 100-49905	\$ 775,000
Transfers In – CRF – General Fund	

Section 4. 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 5. That this ordinance shall be effective upon its passage. Adopted this 10th day of June, 2024.

Jennifer Teague, Mayor

ATTEST:

Janet Rackley, Town Clerk



AN ORDINANCE AMENDING THE 2023-2024 BUDGET 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 annual budget ordinance for the fiscal year ending June 30, 2024:

Section 1. Amend the Capital Reserve Fund - General Fund to account for the purchase of Trash and Recycling Carts for Residents.

Section 2. To amend the Capital Reserve Fund - General Fund, the appropriations are to be changed as follows:

Increase line item 200-8500-59100	\$ 775,000
Transfers Out – General Fund	

Section 3. To amend the Capital Reserve Fund - General Fund, the revenues are to be changed as follows:

Increase line item 200-48599	\$ 775,000
Appropriated Fund Balance	

Section 4. 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 5. That this ordinance shall be effective upon its passage. Adopted this 10th day of June, 2024.

Jennifer Teague, Mayor

ATTEST:

Janet Rackley, Town Clerk



TOWN OF HARRISBURG

Agenda Item Details

Title:

Consideration of Approval of a Contract with B&C Utility Contracting LLC for \$250,000 for the FY2024 Sanitary Sewer Rehabilitation Project

Presenting Personnel:

Mallory Hodgson, Public Works Director

Suggested Motion or Action:

If approved,

Motion to award the contract in the amount of \$250,000 to B&C Utility Contracting LLC for the FY2024 Sewer Rehab Project

Description/Background:

The Town performs sanitary sewer rehabilitation annually and maximizes the efforts of sewer maintenance by utilizing specialized contractors to perform the work. The work this year will repair manholes in the Harrisburg Park Subdivision, the area North of 49, which is an older area of Town experiencing degradation of the sewer utilities in the area. The project will repair approximately 19 manholes by lining them with a cast in place plastic lining which extends the life of the manholes without the need for a costly removal and replacement of the manholes. The project will address inflow and infiltration into the manholes which leads to higher sewer treatment costs due to groundwater and stormwater entering the sanitary sewer system and being treated at the wastewater treatment plant. This can also diminish capacity of the system if left untreated.

The project was formally bid and upon the first bid opening date, no bids were received although the Town had nine qualified bidders on the planholder list. The Town readvertized while clarifying some of the specifications of the work, and two bids were received. The low bidder was B&C Utility Contracting, LLC. The Town has not done work directly with this company before, however, they are a newer company that split off from a company that the Town has worked with in the past. Because of this and their status as a licensed contractor with authorization to perform work in water and sewer utilities, the Town feels confident in their ability to perform the work within the specifications.

Work is expected to be completed bThe delays in bidding and procuring this contract were mainly due to staffing and further delayed by the lack of responses on the first bid.

Recommendation:

Staff recommends approval of the attached contract with B&C Utility Contracting LLC in the amount of \$250,000.

Fiscal Impact:

The fiscal impact to this project is \$250,000 which will utilize the entire budget for the Annual Sanitary Sewer Rehabilitation that was budgeted and accounted for in the FY2024 Budget.

The attached contract has been approved by the Town attorney.

Attachments:

1. 2024-6000-002 - Annual Sanitary Sewer Rehab Project - B&C Utility Contracting LLC

CONTRACT FOR CONSTRUCTION OF FY24 SEWER REHAB

This Contract is by and between The Town of Harrisburg, North Carolina (Owner) and
B&c Utility Contracting LLC (Contractor).

Owner and Contractor hereby agree as follows:

ARTICLE 1 - THE WORK

1.01 Work

- A. Work includes all labor, materials, equipment, services, and documentation necessary to construct the Project defined herein. The Work may include related services such as mobilization, traffic control, testing, start-up, and commissioning, all as required by the Contract Documents.
- B. The Contractor shall complete all Work as specified or indicated in the Contract Documents. The Project is generally described as FY24 Sewer Rehabilitation Project.
 - 1. The Site of the Work includes property, easements, and designated work areas described in greater detail in the Contract Documents but generally located **in the Harrisburg Park Subdivision in the Town of Harrisburg, Cabarrus County, North Carolina.**

ARTICLE 2 - CONTRACT DOCUMENTS

2.01 Contract Documents Defined

- A. The Contract Documents consist of the following documents:
 - 1. This Contract.
 - 2. Performance bond.
 - 3. Payment bond.
 - 4. Specifications listed in the Advertisement to Bidders.
 - 5. Exhibits to this Agreement, Including the Contractor's Bid and adjusted contract scope.
 - 6. Addenda.
 - 7. The following which may be delivered or issued on or after the Effective date of the contract and are not attached hereto:
 - a. Notice To proceed
 - b. Work Change Directives
 - c. Change Orders
 - d. Field Orders

ARTICLE 3 - CONTRACT TIMES

3.01 Contract Times

- A. The Work will be substantially completed within **210** days after the Effective date of the Notice to Proceed.

3.02 Liquidated Damages

- A. Contractor and Owner recognize that time is of the essence in the performance of the Contract, and that Owner will incur damages if Contractor does not complete the Work according to the requirements of Paragraph 3.01. Because such damages for delay would be difficult and costly to determine, Owner and Contractor agree that as liquidated damages for delay (but not as a penalty) Contractor shall pay Owner \$200 for each day that expires after the Contract Time for substantial completion.

3.03 Delays in Contractor's Progress

- A. Contractor shall not be entitled to an adjustment in Contract Price or Contract Times for delay, disruption, or interference caused by or within the control of Contractor or their subcontractors or suppliers.
- B. If Contractor's performance or progress is delayed, disrupted, or interfered with by unanticipated causes not the fault of and beyond the control of Owner, Contractor, and those for which they are responsible, then Contractor shall be entitled to an equitable adjustment in Contract Times.

ARTICLE 4 - CONTRACT PRICE

4.01 Payment

Owner shall pay Contractor in accordance with the Contract Documents at the following unit prices for each unit of Work completed:

Item Number	Item	Quantity	Unit	Unit Price	Total Price
1	Replace Frame & Cover	1	EA	\$1,400.00	\$1,400.00
2	Raise or Reset Frame	10	EA	\$700.00	\$7,000.00
3	Internal Chimney Seal	17	EA	\$750.00	\$12,750.00
4	CIP Manhole Lining	324.4	VF	\$600.00	\$194,640.00
5	Install Inside Drop Connection	9	EA	\$900.00	\$8,100.00
6	Inject Grout Joint	19	EA	\$600.00	\$11,400.00
7	Grout Section Joint	14	EA	\$200.00	\$2,800.00
8	Reform Bench Channel	5	EA	\$1,100.00	\$5,500.00
9	Treat Roots in Manhole	16	EA	\$250.00	\$4,000.00
Subtotal					\$247,590.00
Contingency					\$2,410.00
Total Contract Price					\$250,000.00

Payment will be made in an amount equal to the total of all extended prices for actual Work completed. The extended price is determined by multiplying the unit price times the actual quantity of that Work item completed. Actual quantities installed will be determined by the Owner.

4.02 Supervision and Superintendence

- A. Contractor shall supervise and direct the Work competently and efficiently, devoting such attention thereto and applying such skills and expertise as may be necessary to perform the Work in accordance with the Contract Documents. Contractor shall be solely responsible for the means, methods, techniques, sequences, safety, and procedures of construction.
- B. Contractor shall assign a competent resident superintendent who is to be present at all times during the execution of the Work. This resident superintendent shall not be replaced without written notice to and approval by the Owner except under extraordinary circumstances.
- C. Contractor shall at all times maintain good discipline and order at the Site.
- D. Except as otherwise required for the safety or protection of persons or the Work or property at the Site or adjacent thereto, and except as otherwise stated in the Contract Documents, all Work at the Site shall be performed during regular working hours, Monday through Friday.

4.03 Services, Materials, and Equipment

- A. Unless otherwise specified in the Contract Documents, Contractor shall provide and assume full responsibility for all services, materials, equipment, labor, transportation, construction equipment and machinery, tools, appliances, fuel, power, light, heat, telephone, water, sanitary facilities, temporary facilities, and all other facilities and incidentals necessary for the performance, testing, start up, and completion of the Work, whether or not such items are specifically called for in the Contract Documents.
- B. All materials and equipment incorporated into the Work shall be new, of good quality and shall be stored, applied, installed, connected, erected, protected, used, cleaned, and

conditioned in accordance with instructions of the applicable supplier, except as otherwise may be provided in the Contract Documents.

4.04 Subcontractors and Suppliers

- A. Contractor may retain subcontractors and suppliers for the performance of parts of the Work. Such subcontractors and suppliers must be acceptable to Owner.

4.05 Quality Management

- A. Contractor is fully responsible for the managing quality to ensure Work is completed in accordance with the Contract Documents.

4.06 Laws and Regulations; Taxes

- A. Contractor shall give all notices required by and shall comply with all local, state, and federal Laws and Regulations applicable to the performance of the Work. Except where otherwise expressly required by applicable Laws and Regulations, the Owner shall not be responsible for monitoring Contractor's compliance with any Laws or Regulations.
- B. Contractor shall bear all resulting costs and losses, and shall indemnify and hold harmless Owner, and the officers, directors, members, partners, employees, agents, consultants, and subcontractors of each and any of them from and against all claims, costs, losses, and damages if Contractor performs any Work or takes any other action knowing or having reason to know that it is contrary to Laws or Regulations.
- C. Contractor shall pay all applicable sales, consumer, use, and other similar taxes Contractor is required to pay in accordance with Laws and Regulations.

4.07 Safety and Protection

- A. Contractor shall be solely responsible for initiating, maintaining, and supervising all safety precautions and programs in connection with the Work.
- B. Contractor shall take all necessary precautions for the safety of, and shall provide the necessary protection to prevent damage, injury, or loss to:
 - 1. All persons on the Site or who may be affected by the Work;
 - 2. All the Work and materials and equipment to be incorporated therein, whether in storage on or off the Site; and
 - 3. Other property at the Site or adjacent thereto, including trees, shrubs, lawns, walks, pavements, roadways, structures, other work in progress, utilities, and underground facilities not designated for removal, relocation, or replacement in the course of construction.
- C. All damage, injury, or loss to any property caused, directly or indirectly, in whole or in part, by Contractor, or anyone for whose acts the Contractor may be liable, shall be remedied by Contractor at its expense (except damage or loss attributable to the fault of Contract Documents or to the acts or omissions of the Owner and not attributable, directly or indirectly, in whole or in part, to the fault or negligence of Contractor).
- D. Contractor shall be responsible for coordinating any exchange of material safety data sheets or other hazard communication information required to be made available to or exchanged between or among employers at the Site in accordance with Laws or Regulations.

- E. In emergencies affecting the safety or protection of persons or the Work or property at the Site or adjacent thereto, Contractor shall act to prevent threatened damage, injury, or loss. Contractor shall give Owner prompt written notice if Contractor believes that any significant changes in the Work or variations from the Contract Documents have been caused thereby or are required as a result thereof. If Owner determines that a change in the Contract Documents is required because of the action taken by Contractor in response to such an emergency, a Work Change Directive or Change Order will be issued.

4.08 Warranties and Guarantees

- A. Contractor warrants and guarantees to Owner that all Work will be in accordance with the Contract Documents and will not be defective. Owner and its officers, directors, members, partners, employees, agents, consultants, and subcontractors shall be entitled to rely on Contractor's warranty and guarantee.

4.09 Correction Period

- A. If within one year after the date of substantial completion, any Work is found to be defective, or if the repair of any damages to the Site, adjacent areas that Contractor has arranged to use through construction easements or otherwise, and other adjacent areas used by Contractor as permitted by Laws and Regulations, is found to be defective, then Contractor shall promptly and without cost to Owner, correct such defective Work.

4.10 Indemnification

- A. To the fullest extent permitted by Laws and Regulations, and in addition to any other obligations of Contractor under the Contract or otherwise, Contractor shall indemnify and hold harmless the Owner, and the officers, directors, members, partners, employees, agents, consultants and subcontractors of each and any of them from and against all claims, costs, losses, and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals and all court or arbitration or other dispute resolution costs) arising out of or relating to the performance of the Work, provided that any such claim, cost, loss, or damage is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property (other than the Work itself), including the loss of use resulting therefrom but only to the extent caused by any negligent act or omission of Contractor, any subcontractor, any supplier, or any individual or entity directly or indirectly employed by any of them to perform any of the Work or anyone for whose acts they may be liable.

ARTICLE 5 - OWNER'S RESPONSIBILITIES

5.01 Owner's Responsibilities

- A. Owner shall make payments to Contractor as provided in this Contract.
- B. Owner shall provide Site and easements required to construct the Project.
- C. The Owner shall be responsible for performing inspections and tests required by applicable codes.
- D. The Owner shall not supervise, direct, or have control or authority over, nor be responsible for, Contractor's means, methods, techniques, sequences, or procedures of construction, or the safety precautions and programs, or for any failure of Contractor to comply with Laws

and Regulations applicable to the performance of the Work. Owner will not be responsible for Contractor's failure to perform the Work in accordance with the Contract Documents.

- E. While at the Site, Owner's employees and representatives shall comply with the specific applicable requirements of Contractor's safety programs of which Owner has been informed.

ARTICLE 6 - CHANGES IN THE WORK

6.01 Authority to Change the Work

- A. Without invalidating the Contract and without notice to any surety, Owner may, at any time or from time to time, order additions, deletions, or revisions in the Work.

6.02 Change Orders

- A. Owner and Contractor shall execute appropriate Change Orders covering:
 - 1. Changes in the Contract Price or Contract Times which are agreed to by the parties, including any undisputed sum or amount of time for Work actually performed in accordance with a Work Change Directive.

ARTICLE 7 - TESTS AND INSPECTIONS; CORRECTION OF DEFECTIVE WORK

7.01 Tests and Inspections

- A. Owner will have access to the Site and the Work at reasonable times for their observation, inspection, and testing. Contractor shall provide them proper and safe conditions for such access.
- B. If any Work that is to be inspected, tested, or approved is covered by Contractor without written concurrence of Owner, Contractor shall, if requested by Owner, uncover such Work for observation. Such uncovering shall be at Contractor's expense.

7.02 Defective Work

- A. Contractor shall ensure that the Work is not defective.
- B. Owner has the authority to determine whether Work is defective, and to reject defective Work.
- C. The Contractor shall promptly correct all such defective Work.
- D. When correcting defective Work, Contractor shall take no action that would void or otherwise impair Owner's special warranty and guarantee, if any, on said Work.
- E. If the Work is defective or Contractor fails to supply sufficient skilled workers or suitable materials or equipment, or fails to perform the Work in such a way that the completed Work will conform to the Contract Documents, then Owner may order Contractor to stop the Work, or any portion thereof, until the cause for such order has been eliminated.

ARTICLE 8 - PAYMENTS TO CONTRACTOR

8.01 Progress Payments

- A. The Contractor shall prepare a schedule of values that will serve as the basis for progress payments. The schedule of values will be in a form of application for payment acceptable to

Owner. The unit price breakdown submitted with the bid will be used for unit price work. Break lump sum items into units that will allow for measurement of Work in progress.

8.02 Applications for Payments:

- A. Contractor shall submit an application for payment in a form acceptable to the Owner, no more frequently than monthly, to Owner. Applications for payment will be prepared and signed by Contractor. Contractor shall provide supporting documentation required by the Contract Documents. Payment will be paid for Work completed as of the date of the application for payment.

8.03 Retainage

- A. The Owner shall retain 5% of each progress payment until the Work is substantially complete.

8.04 Substantial Completion

- A. The Contractor shall notify Owner in writing that the Work is substantially complete and request the Owner issue a certificate of substantial completion when Contractor considers the Work ready for its intended use. Contractor shall at the same time submit to the Owner an initial draft of punch list items to be completed or corrected before final payment.

8.05 Final Inspection

- A. Upon written notice from Contractor that the entire Work is complete, Owner will promptly make a final inspection with Contractor and will notify Contractor in writing of all particulars in which this inspection reveals that the Work, or agreed portion thereof, is incomplete or defective. Contractor shall immediately take such measures as are necessary to complete such Work or remedy such deficiencies.

8.06 Final Payment

- A. Contractor may make application for final payment after Contractor has satisfactorily completed all Work defined in the Contract, including providing all maintenance and operating instructions, schedules, guarantees, bonds, certificates or other evidence of insurance, certificates of inspection, annotated record documents and other documents.

8.07 Waiver of Claims

- A. The making of final payment will not constitute a waiver by Owner of claims or rights against Contractor.
- B. The acceptance of final payment by Contractor will constitute a waiver by Contractor of all claims and rights against Owner other than those pending matters that have been duly submitted.

ARTICLE 9 - SUSPENSION OF WORK AND TERMINATION

9.01 Owner May Suspend Work

- A. At any time and without cause, Owner may suspend the Work or any portion thereof for a period of not more than 60 consecutive days by written notice to Contractor. Such notice will fix the date on which Work will be resumed. Contractor shall resume the Work on the date so fixed. Contractor shall be entitled to an adjustment in the Contract Price or an extension of the Contract Times, or both, directly attributable to any such suspension.

9.02 Owner May Terminate for Cause

- A. Contractor's failure to perform the Work in accordance with the Contract Documents or other failure to comply with a material term of the Contract Documents will constitute a default by Contractor and justify termination for cause.
- B. If Contractor defaults in its obligations, then after giving Contractor and any surety ten days written notice that Owner is considering a declaration that Contractor is in default and termination of the Contract, Owner may proceed to:
 - 1. Declare Contractor to be in default, and give Contractor and any surety notice that the Contract is terminated; and
 - 2. Enforce the rights available to Owner under any applicable performance bond.
- C. Owner may not proceed with termination of the Contract under Paragraph 15.02.B if Contractor within seven days of receipt of notice of intent to terminate begins to correct its failure to perform and proceeds diligently to cure such failure.
- D. Subject to the terms and operation of any applicable performance bond, if Owner has terminated the Contract for cause, Owner may exclude Contractor from the Site, take possession of the Work, incorporate in the Work all materials and equipment stored at the Site or for which Owner has paid Contractor but which are stored elsewhere, and complete the Work as Owner may deem expedient.
- E. In the case of a termination for cause, if the cost to complete the Work, including related claims, costs, losses, and damages, exceeds the unpaid contract balance, Contractor shall pay the difference to Owner.

9.03 Owner May Terminate for Convenience

- A. Upon seven days written notice to Contractor, Owner may, without cause and without prejudice to any other right or remedy of Owner, terminate the Contract. In such case, Contractor shall be paid for, without duplication of any items:
 - 1. Completed and acceptable Work executed in accordance with the Contract Documents prior to the effective date of termination, including fair and reasonable sums for overhead and profit on such Work;
 - 2. Expenses sustained prior to the effective date of termination in performing services and furnishing labor, materials, or equipment as required by the Contract Documents in connection with uncompleted Work, plus fair and reasonable sums for overhead and profit on such expenses; and
 - 3. Other reasonable expenses directly attributable to termination, including costs incurred to prepare a termination for convenience cost proposal.
- B. Contractor shall not be paid on account of loss of anticipated overhead, profits, or revenue, or other economic loss arising out of or resulting from such termination.

9.04 Contractor May Stop Work or Terminate

- A. If, through no act or fault of Contractor, (1) the Work is suspended for more than 90 consecutive days by Owner or under an order of court or other public authority, or (2) Owner fails for 30 days to pay Contractor any sum finally determined to be due, then Contractor may, upon seven days written notice to Owner, and provided Owner does not remedy such

suspension or failure within that time, either stop the Work until payment is received, or terminate the Contract and recover payment from the Owner.

ARTICLE 10 - CONTRACTOR'S REPRESENTATIONS

10.01 Contractor Representations

A. Contractor makes the following representations when entering into this Contract:

1. Contractor has examined and carefully studied the Contract Documents, and any data and reference items identified in the Contract Documents.
2. Contractor has visited the Site, conducted a thorough visual examination of the Site and adjacent areas, and become familiar with and is satisfied as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
3. Contractor is familiar with and is satisfied as to all Laws and Regulations that may affect cost, progress, and performance of the Work.
4. Contractor has considered the information known to Contractor itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Contract Documents; and the Site-related reports and drawings identified in the Contract Documents, with respect to the effect of such information, observations, and documents on:
 - a. The cost, progress, and performance of the Work;
 - b. The means, methods, techniques, sequences, and procedures of construction to be employed by Contractor; and
 - c. Contractor's safety precautions and programs.
5. Based on the information and observations referred to in the preceding paragraph, Contractor agrees that no further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract.
6. Contractor is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Contract Documents.
7. Contractor has given Owner written notice of all conflicts, errors, ambiguities, or discrepancies that Contractor has discovered in the Contract Documents, and the written resolution thereof by Owner is acceptable to Contractor.
8. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.
9. Contractor's entry into this Contract constitutes an incontrovertible representation by Contractor that, without exception, all prices in the Contract are premised upon performing and furnishing the Work required by the Contract Documents.

ARTICLE 11 - MISCELLANEOUS

11.01 Cumulative Remedies

- A. The duties and obligations imposed by this Contract and the rights and remedies available hereunder to the parties hereto are in addition to, and are not to be construed in any way as a limitation of, any rights and remedies available to any or all of them which are otherwise imposed or available by Laws or Regulations, by special warranty or guarantee, or by other provisions of the Contract. The provisions of this paragraph will be as effective as if repeated specifically in the Contract Documents in connection with each particular duty, obligation, right, and remedy to which they apply.

11.02 Limitation of Damages

- A. The Owner, nor any of their officers, directors, members, partners, employees, agents, consultants, or subcontractors, shall be liable to Contractor for any claims, costs, losses, or damages sustained by Contractor on or in connection with any other project or anticipated project.

11.03 No Waiver

- A. A party's non-enforcement of any provision shall not constitute a waiver of that provision, nor shall it affect the enforceability of that provision or of the remainder of this Contract.

11.04 Survival of Obligations

- A. All representations, indemnifications, warranties, and guarantees made in, required by, or given in accordance with the Contract, as well as all continuing obligations indicated in the Contract, will survive final payment, completion, and acceptance of the Work or termination or completion of the Contract or termination of the services of Contractor.

11.05 Contractor's Certifications

- A. Contractor certifies that it has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for or in executing the Contract.

11.06 Controlling Law

- A. This Contract is to be governed by the law of the state in which the Project is located.

IN WITNESS WHEREOF, Owner and Contractor have signed this Contract.

This Contract will be effective on _____ (which is the Effective Date of the Contract).

OWNER: Town of Harrisburg, NC

CONTRACTOR: B&C Utility Contracting LLC

By: _____

By: _____

Title: _____

Title: _____

Attest: _____

Attest: _____

Title: _____

Title: _____

Address for giving notices:

Address for giving notices:

4100 Main Street, Suite 101

PO Box 100

Harrisburg, NC 28075

License No.: _____
(where applicable)



TOWN OF HARRISBURG

Agenda Item Details

Title:

Consider Board Appointments for the Planning & Zoning Board and the Board of Adjustment

Presenting Personnel:

Zac Gordon, Planning Director

Suggested Motion or Action:

If approved, the following motions are recommended:

Planning & Zoning Board

Motion to appoint Suzi Schoonmaker to the ETJ seat and Jeremiah Norberg to a regular seat on the Planning and Zoning Board. The term for these appointments is July 1, 2024 to June 30, 2026.

Board of Adjustment

Motion to appoint Steve Larson to the ETJ seat and Sonya Rorie to an alternate member seat on the Board of Adjustment. The term for these appointments is July 1, 2024 to June 30, 2027.

Description/Background:

Pursuant to the Town Board Appointment Policies, the Town advertised upcoming available board seats for the Planning Board and the Board of Adjustment. The upcoming vacancies are:

Planning & Zoning Board

- There are three seats up to be filled for FY2025: Kevin Shaffner (termed out), Kevin Hutchins (chose not to reapply) and the long-vacant ETJ seat.
- ETJ Seat - 2 year term (7/1/2024 to 06/30/26); The ETJ seat may be filled by any type of candidate: an ETJ, Cabarrus County, or Town Resident pursuant to the North Carolina General Statutes and adopted bylaws. Agreement with Cabarrus County is that after defined period of time to provide the Town with an ETJ Board member, the selection reverts back to the Town and can select anyone within the above-noted area.
- 2 Regular Seats - 2 year term (7/1/24 to 06/30/26); Town resident seat

Board of Adjustment

- There are two seats up to be filled for FY2025: Kevin Hutchins (chose not to reapply) and the vacant ETJ seat.
- ETJ Seat - 3 year term (7/1/2024 to 06/30/27); The ETJ seat must be filled by the selected Planning Board ETJ member seat, per bylaws.
- Alternate member Seat - 3 year term (7/1/2024 to 6/30/2027); Town resident seat

Process: The Town received a total of five (5) applications for upcoming vacancies on the Planning & Zoning Board only. Due to the importance of having a full membership on the Board of Adjustment, the committee asked each candidate during the interviews if they were willing to serve on either board and documented their applications accordingly. The interview committee consisted of the Assistant Planning Director, Shelley DeHart, and the Town Council Appointed Liaisons for each Board. Councilmember Mike Thevenin for Planning & Zoning Board and Councilmember Altyn Cotell for the Board of Adjustment. Interviews were conducted on May 16th and May 23rd.

Based on the interview process, Suzi Schoonmaker and Jeremiah Norberg were selected to be recommended for first-year resident terms and Steve Larson was selected as the ETJ seat member.

Recommendation:

The Interview Committee recommends the following appointments:

Planning & Zoning Board

The following candidates are recommended for terms beginning July 1, 2024 and ending June 30, 2026.

- Regular Seat - Suzi Schoonmaker
- Regular Seat - Jeremiah Norberg
- ETJ Seat - Steve Larson

Board of Adjustment

The following candidates are recommended for terms beginning July 1, 2024 and ending June 30, 2027.

- ETJ Seat - Steven Larson
- Alternate member Seat - Sonya Rorie

Fiscal Impact:

N/A

Attachments:

None



TOWN OF HARRISBURG

Agenda Item Details

Title:

Harrisburg Parks & Recreation Advisory Board Appointments

Presenting Personnel:

Jim Spina, Parks and Recreation Director

Suggested Motion or Action:

If approved,

Motion to reappoint Mohammed Idlibi, Hannah Butler, Fred Brillante and Zach Bowman each to a two-year term on the Parks & Recreation Advisory Board starting July 1, 2024, through June 30, 2026.

Description/Background:

The Harrisburg Parks & Recreation Advisory Board has four open seats starting on July 1st. These expiring seats are Hanna Butler, Fred Brillante, Mohammad Idlibi and Zach Bowman. During April's open application period, we received six applications for those four seats. Councilmember and Parks & Recreation liaison Chris Faw and Parks & Recreation Director Jim Spina conducted interviews with the applicants on May 13th. Based on these interviews, incumbents Hannah Butler, Fred Brillante, Mohammed Idlibi, and Zach Bowman are being recommended for reappointment. Hanna Butler, Fred Brillante and Mohammed Idlibi will all term out at the end of this new term. Zach Bowman was appointed to fill the remainder of Councilmember Faw's open seat when he was elected to Town Council. This would be Zach Bowman's first appointed term.

Recommendation:

It is the recommendation of both CouncilMember Faw and Parks & Recreation Director Spina that the Council reappoint Hannah Butler, Fred Brillante, Mohammed Idlibi, and Zach Bowman to two-year terms on the Parks Advisory Board starting July 1, 2024, through June 30, 2026.

Fiscal Impact:

None

Attachments:

None



TOWN OF HARRISBURG

Agenda Item Details

Title:

Consideration of Appointments to Harrisburg Arts, Culture, and Heritage Committee (HACH).

Presenting Personnel:

Jim Spina, Parks and Recreation Director

Suggested Motion or Action:

If approved,

Motion to reappoint Dewayne Lott and Larissa Mervin and appoint Whitney Miller and Latika McLeod each to two-year terms on the Harrisburg Arts, Culture, and Heritage Committee starting on July 1, 2024, through June 30, 2026.

Description/Background:

The Harrisburg Arts, Culture, and Heritage Committee (HACH) has four open seats starting on July 1st. These seats are Karen Andrade, Kimmy Roberts, Dewayne Lott and Larissa Mervin. During April's open application period, we received four applications for those seats. CouncilMember and Parks & Recreation liaison LaTrecia Glover and Parks & Recreation Director Jim Spina conducted interviews with the applicants on May 20th. After those interviews, incumbents Dewayne Lott and Larissa Mervin were recommended to be reappointed and Whitney Miller and Latika McLeod were recommended to be appointed to first time terms. Dewayne Lott and Larissa Mervin were appointed to 1-year terms with the expanded HACH with last year's revisions of board bylaws. Thus, they would both have one term remaining before their term limit is maxed out after this 2-year reappointment term.

Recommendation:

It is the recommendation of both CouncilMember Glover and Parks & Recreation Director Spina that the Council reappoint Dewayne Lott and Larissa Mervin and appoint Whitney Miller and Latika McLeod to two-year terms on the HACH Committee starting July 1, 2024, through June 30, 2026.

Fiscal Impact:

None

Attachments:

None



TOWN OF HARRISBURG

Agenda Item Details

Title:

Consideration of Appointment to the Cabarrus County Public Library Board of Trustees

Presenting Personnel:

Haynes Brigman, Town Manager

Suggested Motion or Action:

Motion to appoint Council selection to the Cabarrus County Public Library Board of Trustees for a three-year term ending August 9, 2026.

Description/Background:

The Town appoints a representative to the Cabarrus County Public Library Board of Trustees every 3 years. Appointees can serve up to 2 consecutive terms, and they are not required to live inside the Town. As this Board is part of Cabarrus County, the County actually receives the applications and presents them to the Town for review and consideration. Therefore, beyond this selection, the Town does not participate in any part of the advertisement or recruitment process.

On August 10, 2020, Ian Freeze was appointed to his first term by Town Council. He is seeking reappointment for a second term. If reappointed, he will not be eligible for a third consecutive term.

There has been one other application submitted to the County, Julianne Hofmann. Their applications will be provided for Council to review.

Recommendation:

As this is not a Town Board and the Library is under the direction of the County, there is no specific recommendation from Town staff.

Fiscal Impact:

None

Attachments:

None