

MINUTES
TOWN OF PITTSBORO
BOARD OF COMMISSIONERS
REGULAR MEETING
MONDAY, JUNE 25, 2012
7:00 PM

Mayor Randolph Voller called the meeting to order and asked for a moment of silence.

ATTENDANCE

Members present: Mayor Randolph Voller, Commissioner Pamela Baldwin, Jay Farrell, Michael Fiocco, Bett Wilson Foley and Beth Turner.

Staff present: Manager Bill Terry, Clerk Alice F. Lloyd, Attorney Paul S. Messick, Jr., Planning Director Stuart Bass and Finance Officer Mandy Cartrette.

Motion made by Commissioner Baldwin seconded by Commissioner Turner to add a Resolution Honoring Rev. Juanita Milliken on her 100th Birthday to the consent agenda.

Vote Aye-5 Nay-0

CONSENT AGENDA

Motion made by Commissioner Fiocco seconded by Commissioner Baldwin to approve the consent agenda with the corrections listed below.

Approve the minutes of the April 30, 2012 Budget Work Session.

Commissioner Fiocco said on page 8, 3rd paragraph should read Economic Development Corporation.

Motion carried. Aye-5 Nay-0

Approve the minutes of the June 19, 2012 recessed meeting from June 11, 2012.

Commissioner Foley said on the last page, next to the last paragraph should also include Powell Place.

Motion carried. Aye-5 Nay-0

Approve Ordinance for a text amendment for Pocket Neighborhoods.

Motion carried. Aye-5 Nay-0

Approve a Resolution Honoring Rev. Juanita Milliken on her 100th Birthday.

Motion carried. Aye-5 Nay-0

Ordinance for a text amendment for Pocket Neighborhoods reads as follows:

Whereas the Board of Commissioners of the Town of Pittsboro has considered a proposed amendment to the Pittsboro Zoning Ordinance with respect to Pocket Neighborhoods; and

Whereas the Board of Commissioners has received and considered the recommendation of the Pittsboro Planning Board concerning the proposed amendment; and

Whereas the Board of Commissioners finds the proposed amendment is reasonable and would advance the public health, safety, and welfare of the Town; and

Now, therefore be it ordained by the Board of Commissioners of the Town of Pittsboro as follows:

That Article 5.2 of the Pittsboro Zoning Ordinance is amended as follows:

5.2.1 Table of Permitted Uses

**SECTION 5.2.1
PERMITTED USE TABLE
Residential**

USE TYPE	R12	R10
Planned unit development (PUD)	S	S
<i>Pocket Neighborhoods</i>	X	X
Rehabilitation homes, such as halfway houses		S

**Permitted Use Table
Town of Pittsboro, N.C.**

**X= permitted by right
S = permitted by SUP only**

That a new Article 5.7 of the Pittsboro Zoning Ordinance be added as follows:

5.7 Pocket Neighborhoods

5.7.1 Purpose and intent

The general purposes of the pocket neighborhood housing development design concept are:

A pocket neighborhood housing development is an alternative type of detached housing providing small residences for households. This is provided as part of the Town's overall housing strategy which intends to encourage affordability, infill development, innovation and variety in housing design and site development while ensuring compatibility with existing neighborhoods, and to promote a variety of housing choices to meet the needs of a population diverse in age, income, household composition and individual needs.

5.7.2 Development Standards

A. Number of Dwelling Units

An individual pocket neighborhood development shall be comprised of at least four (4) (single family dwelling units) with a maximum of twelve (12) (single family dwelling units) per development.

B. Density and minimum lot area

A pocket neighborhood development shall not exceed 12 units per acre, and are not permitted on parcels less than 20,000 square feet. Lots must be a minimum of 2000 square feet. All residential units will count towards the maximum permitted density.

C. Lot coverage and yards

Dwelling unit footprints shall not exceed 60% of lot. The front and rear setbacks must be a minimum of 8 feet. The side setbacks must be a minimum of 5 feet, and no less than 12 feet is permitted between two units.

D. Required open space

A minimum of 500 square feet of common open space per unit is required. At least 50% of the units shall abut common open space, and the common open space shall have dwelling units abutting at least two sides. Common open space shall be a centrally located, shared space that may be used by all occupants of the neighborhood.

E. Parking

Parking spaces at .75 spaces per bedroom per dwelling unit shall be required. Parking must be located within the pocket neighborhood property.

F. Housing Type

Housing types are limited to single family residential dwelling units.

G. Accessory Dwelling Units

New accessory dwelling units (ADUs) are not permitted in pocket neighborhood housing developments.

H. Private open space

Each residential unit shall be provided an area of private open space. The private open space shall separate the primary entrance to the dwelling unit from the common open space to create a sense of privacy and shall be oriented to take advantage of solar orientation and other natural features to create a small but pleasant private yard area. The private open space shall be separated from the common open space with a small hedge, picket fence, or other similar visual separation to create a sense of separate ownership.

(1) Each unit shall be provided with a minimum of 200 square feet of usable private open space oriented towards the primary entrance and separated from the common open space by a hedge or fence, or other similar visual separation not to exceed 36 inches in height.

(2) No dimension of the private open space shall be less than eight feet.

I. Tree conservation

Pocket neighborhood developments shall be designed to incorporate existing trees to the extent practicable. New trees shall be located to create amenities in the common open space, private open space, provide shade where appropriate, to create separation between buildings when desired, and to screen and soften the perimeter of parking areas and street facing sides of the housing developments. Native trees and other vegetation shall be preserved to the extent practicable and the overall site design shall take advantage of the location of existing trees as well as natural openings or clearings on forested sites. A Landscape Plan for the neighborhood shall be provided for review and approval as part of the development process.

That Article 12.1 of the Pittsboro Zoning Ordinance is amended as follows:

12.1 Definitions

Pocket Neighborhood - a residential development arranged on at least two sides of a shared community common open space.

AN ORDINANCE AMENDING THE PITTSBORO ZONING ORDINANCE IS RECORDED IN THE BOOK OF ORDINANCES NUMBER ONE, PAGES 16-19

Resolution honoring Rev. Juanita Milliken reads as follows:

RESOLUTION HONORING REV. JUANITA MILLIKEN

WHEREAS, Rev. Frances “Juanita” Milliken will be honored by friends and relatives on the occasion of her 100th birthday on July 15, 2012; and

WHEREAS, Rev. Juanita Milliken was born in Chatham County, North Carolina on July 16, 1912 and has been a resident of Pittsboro, North Carolina her entire life; and

WHEREAS, Rev. Milliken became the wife of the late Sol Milliken and this marriage was blessed with four children, seven grandchildren, thirty great-grandchildren, ten great, great grandchildren and one great, great, great grandchild; and

WHEREAS, in addition to being a wife, mother, grandmother, sister, aunt, and friend, Rev. Juanita Milliken has been an active/lifetime member of Mitchell Chapel AME Zion Church, Member and Officer of the Chatham County Fair Association, Member of Chatham County NCAAP, Member and Officer of the Milliken Home Demonstration club, Member and Officer of the Pittsboro Bible Band, Member and Officer of the Pittsboro Helping Hand Club and Superannuated Minister in the Central North Carolina Annual Conference; and

WHEREAS, Rev. Juanita Milliken was employed by Chatham County School Systems for 40 years; she served as Pastor of Belmont AME Zion Church for 11 years and as a cook for the Pittsboro Lions Club for many years; and

WHEREAS, during a long productive lifetime, Rev. Milliken has demonstrated her dedication to the welfare of others in countless ways and has earned the respect and affection of people from all walks of life and all ages; and

WHEREAS, Rev. Juanita Milliken has lived during the most eventful century of this world’s history; and in her quiet way has been a force for good and a stabilizing influence on those around her during turbulent years;

NOW, THEREFORE BE IT RESOLVED by the Town of Pittsboro Board of Commissioners, on the occasion of the 100th birthday of Rev. Juanita Milliken, that July 15, 2012 is declared as “**Rev. Frances Juanita Milliken Day in the Town of Pittsboro**”.

A RESOLUTION HONORING REV. JUANITA MILLIKEN IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGE 31

Motion made by Commissioner Fiocco seconded by Commissioner Turner to approve the regular agenda as submitted.

Vote Aye-5 Nay-0

REGULAR MEETING AGENDA

Citizens Matters

None

PUBLIC HEARING

Motion made by Commissioner Baldwin seconded by Commissioner Turner to go into public hearing.

Vote Aye-5 Nay-0

Chatham County Rezoning Request REZ-2012-05

Planner Bass stated Chatham County Government is proposing to rezone .69 acres on South Small Street from C-2 to O&I.

He stated the Planning Board is forwarding this proposal with a positive recommendation for the proposed rezoning.

Planner Bass went over the staff analysis of the request:

**STAFF ANALYSIS
REZ-2012-05
Public Hearing**

APPLICANT: Chatham County Government
PO Box 910
Pittsboro, NC
27312

**RELATIONSHIP
TO PROPERTY:** Property Owner

LOCATION: 50, 68, & 82 South Small Street

EXISTING USE: Historic (relocated) residential houses, currently vacant.

AREA: Approximately .69 acres total, (three separate lots).

EXISTING ZONING: C-2 (Highway Commercial)

PROPOSED ZONING: O&I (Office and Institutional)

ADJACENT LAND USES: North – Commercial properties along Business 64 East, primarily office uses in the immediate vicinity, zoned C-2.

South – Chandler Cement Company zoned M-1 Light Industrial. Property; further south along Small Street is zoned R-12M (Medium density residential, mobile home park) and is primarily residential.

West – Vacant, undeveloped property, zoned C-2. Approved site plan for commercial office (Maple Leaf Construction).

East – Office building and Southern States Country Farm and Home Supply, (zoned M-1, Light Industrial).

ZONING

HISTORY: The C-2 zoning shown dates back to at least 1989.

ANALYSIS: The following staff analysis is structured to address the information that should be considered for a map amendment as outlined in the Zoning Ordinance and city zoning enabling statutes for the State of North Carolina.

1. Relationship of the proposed map amendment to the Land Use Plan and Future Land Use Map.

The Subject property is designated as Traditional Neighborhood on the Future Land Use Map (August 2001). This category describes existing areas of Pittsboro that include a mix of uses in close proximity to each other. Infill uses including single family, duplex, multifamily, mixed use, and businesses that complement existing uses are appropriate in these areas.

The property is also within the designated Transportation Overlay District. The Major Transportation Corridor District is an overlay zone that is intended to enhance the economic and aesthetic appeal and orderly

development of lands adjacent to major transportation corridors in the Town of Pittsboro zoning jurisdiction. The Major Transportation Corridor District extends 1,250 feet from the right-of-way boundary on both sides of the roadway.

2. Suitability of proposed zoning district classification.

The current zoning, C-2, is defined as certain areas that are primarily designed for citizens using the major highways that run through or around the City. The district is customarily located along the major arterial highways. This district is intended to provide retail, office and service areas for the benefit of residents in nearby areas and non-residents. This district accommodates intensive commercial uses such as shopping centers and strip centers as well as free-standing, highway-oriented business establishments. Included also are certain functions, such as warehousing, that are compatible with the primary uses.

The proposed zoning, O&I, is defined as certain land areas with structures that provide office spaces for professional services and for certain institutional functions; and residential accommodations, usually medium or high density. The district is normally small, and may include older homes undergoing conversion. The district is usually situated between business and residential districts, and the regulations are designed to permit development of the enumerated functions and still protect and be compatible with nearby residential districts.

3. Availability of public facilities.

All public facilities and services rendered by the Town of Pittsboro are available to the site.

4. Population change.

Population change would be minimal.

5. Transportation patterns.

The properties in question front on South Small Street, just off of East Street. This is a local town maintained street. Access is by individual driveway entrance.

East Street (US Business 64) is a Major Thoroughfare. The most recent NCDOT traffic count near these properties show an average daily traffic volume of 9,800 in 2010.

STAFF RECOMMENDATION:

Staff recommends approval of the proposed rezoning. The proposed rezoning is consistent with the current Land Use Plan and other applicable adopted plans, policies and documents. The site is in a reasonable location for such uses as allowed in the O&I District. As described, this district is appropriate and would allow flexibility for the adaptive reuse of these historic structures. The structures were previously located where the new Chatham County Justice Center facility is currently being constructed, but were relocated to these lots instead of being demolished. This location is also within the Town's National Register District (established May 5, 2000). Along with professional offices and institutional uses, a single family detached residence is a permitted use by right in the O&I District.

PLANNING BOARD RECOMMENDATION: The Planning Board recommended approval of the proposed rezoning at its regularly scheduled meeting on June 4, 2012.

Public Comments:

None

The following letter was submitted for the record:

Hon. Randy Voller, Mayor
Town of Pittsboro
P.O. Box 759
Pittsboro, NC 27312

Dear Mayor Voller,

It is my pleasure to write in support of the application to re-zone the three historic houses on South Small St. in Pittsboro from C2 to Office/Institutional. As you may be aware, Preservation NC has been working with Chatham County to find preservation-minded buyers for these architecturally significant properties. I believe that the change in zoning to Office/Institutional will vastly improve the marketability of the properties by allowing for compatible commercial, as well as residential uses.

Preservation NC has worked very closely with Chatham County and the State Historic Preservation Office to ensure that the buyers of these properties would be eligible for historic tax credits. We will be selling them subject to protective covenants and rehabilitation agreements which will ensure their long term preservation.

I am happy to report that the historic Patrick St. Lawrence House is currently under contract and is scheduled to close the end of this week. The buyers plan to restore the house as their home. This latest development in combination with the re-zoning change should help us find new owners for the McClenahan House and the Terry-Taylor House.

I respectfully ask that the Town Board of Commissioners approve this application for re-zoning from C2 to Office/Institutional and am certain that this will contribute to the positive change anticipated for this area of Pittsboro's Historic District.

Respectfully,
Cathleen Turner, Regional Director
Preservation NC Piedmont Office

A COPY OF THE LETTER FROM NC PRESERVATION IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGE 32

Motion made by Commissioner Fiocco seconded by Commissioner Baldwin to go out of public hearing.

Vote Aye-5 Nay-0

Motion made by Commissioner Fiocco seconded by Commissioner Baldwin to go into public hearing.

Vote Aye-5 Nay-0

Powell Partnerships I, II, III Ltd. Rezoning Request REZ-2012-06

Planner Bass stated Powell Partnerships I, II, III Ltd. is proposing to rezone 2.91 acres of vacant, undeveloped property off of US 15-501 from RA-2 to C2.

Planner Bass said he was not going to go into great detail because it is the same as Ricky Spoon submitted last meeting.

The Planning Board is forwarding this proposal with a positive recommendation for the proposed rezoning.

Planner Bass went over the staff analysis:

**STAFF ANALYSIS
REZ-2012-06
Public Hearing**

APPLICANT: Powell Partnerships I, II, III Ltd.
% Wade Barber
803 Greenwood Drive
Chapel Hill, NC 27514

**RELATIONSHIP
TO PROPERTY:** Property Owners

LOCATION: Portion of Northwest Quadrant, US 64 and US 15-501

EXISTING USE: Vacant, undeveloped property

AREA: Approximately 2.91 acres

**EXISTING
ZONING:**

RA-2 (Residential – Agricultural)

**PROPOSED
ZONING:**

C-2 (Highway Commercial)

**ADJACENT
LAND USES:**

North – Vacant undeveloped property, Northwood High School
South – US 64, Powell Place Development
West – Vacant, undeveloped property
East – Vacant, undeveloped property

ZONING

HISTORY: The RA-2 zoning shown dates back to at least 1989.

American Asset Corporation rezoned a 46.77 acres tract from R-A2 to C-2CD, Highway Commercial Conditional Use District, on May 13, 2008. The property is north of the proposed rezoning on the east side of US 64.

ANALYSIS: The following staff analysis is structured to address the information that should be considered for a map amendment as outlined in the Zoning Ordinance and city zoning enabling statutes for the State of North Carolina.

1. Relationship of the proposed map amendment to the Land Use Plan and Future Land Use Map.

The Subject properties are designated as Thoroughfare Business on the Future Land Use Map (August 2001). This category describes areas that are located with convenient access to US 64 businesses and 15-501. Development in these areas should be well planned with street front and interior lot landscaping, coordinated building styles, attractive signage and shared access facilities when appropriate. Encouraged uses are those that benefit from convenient highway access including general commercial, restaurants, building supply, light manufacturing, distribution, and services such as copy centers, banks, and beauty shops. Areas designated as Thoroughfare Business (Long Term) are located near the east and west interchanges of US 64 with Business 64 and on US 15-501 north of US 64 by pass. The properties are also in the designated Transportation Overlay District. The Major Transportation Corridor District is an overlay zone that is intended to enhance the economic and aesthetic appeal and orderly development of lands adjacent to major transportation corridors in the Town of Pittsboro zoning jurisdiction. The Major Transportation Corridor District extends 1,250 feet from the right-of-way boundary on both sides of the roadway.

2. Suitability of proposed zoning district classification.

The current zoning, RA-2, is defined as one to provide land primarily for low density residential development in transitional areas located on the periphery of the urbanized Pittsboro area. These areas are currently served primarily by wells and septic systems but as land are converted from rural to urban uses, public water and sewer service becomes more feasible.

The proposed zoning C-2, is defined as certain areas that are primarily designed for citizens using the major highways that run through or around the City. The district is customarily located along the major arterial highways. This district is intended to provide retail, office and service areas for the benefit of residents in nearby areas and non-residents. This district accommodates intensive commercial uses such as shopping centers and strip centers as well as free-standing, highway-oriented business establishments. Included also are certain functions, such as warehousing, that are compatible with the primary uses.

3. Availability of public facilities.

There is currently a sewer line and a water line along US 15/501 at this location. There may be capacity issues with the sewer line and formal engineering studies would be required prior to any site development.

4. Population change.

Population change would be limited to the activity associated with commercial development, as opposed to permanent dwelling units.

5. Transportation patterns.

The properties in question front on US 15-501. This is a primary north/south transportation corridor and is designated as a Principal Arterial. The latest traffic counts provided by NCDOT indicate approximately an Annual Average Daily Traffic count of 14,000 vehicle trips per day. Access onto 15-501 would be an important issue during the consideration of site development and would require approval from NCDOT.

STAFF RECOMMENDATION:

Staff recommends approval of the proposed rezoning. The proposed rezoning is consistent with the current Land Use Plan and other applicable adopted plans, policies and documents. A rezoning of this parcel would allow for an increase in the intensity of use and be a significant change for the area. However, the site is a reasonable location for such uses as allowed in the C-2 District. This is strictly a legislative rezoning and all the possible uses allowed in C-2 would be permitted.

Please note that this is a small property that is adjacent to the previous rezoning request by Ricky Spoon Builders, LLC (REZ-2012-03) and would likely be a part of any overall development proposal for this area.

PLANNING BOARD RECOMMENDATION: The Planning Board recommended approval of the proposed rezoning at its regularly scheduled meeting on June 4, 2012.

Mayor Voller said that was before what took place at the last meeting. Planner Bass said that is correct.

PUBLIC COMMENTS:

Wade Barber stated the little 2.9 parcel was once part of a 150 acre tract. When 64 Bypass was built his family could have no input into the location, so it took 1,600 ft. of their 1,900 ft. of road frontage and in the process it left this little sliver. He didn't know Mr. Spoon was requesting rezoning of the other property but he thinks it is important that all of that property be zoned in the same manner. He just heard on Friday, from Mr. Bass what the board's actions with regards to Mr. Spoon's request. He understands that you want a CU or some mixed use and he concurs with that and if you are not rezoning the other at this time that the board takes no action on this request.

Secondly, he would ask if the board comes back to anything up there, he would recommend a Multi Use Plan District so that it is in conformity so the town can make it attractive, so all the property owners share in it. There are four property owners of five tracts over there. It would be disastrous to have all that chopped up. He would hope the town would look at all that land between Northwood Road and 64 Bypass/15-501 as one unit. That it all is zoned together and he would suggest that it be done as a Multi Use Plan District.

Mr. Barber said they would appreciate any suggestions regarding what can be done regarding commercial development at Powell Place. He stated they sold (5-6 years ago) two of the three commercial parcels and the owner of that property wants very much to move the property. They would like for that to go because they have been sitting on a large portion of the remaining commercial property every since so if there is anything they can do to help along those line please let them know.

Commissioner Fiocco asked Mr. Barber if he would consider joining Mr. Spoon's request for Conditional Use Zoning. Mr. Barber said yes.

Commissioner Fiocco asked Mr. Barber where was the control access to the property (do you have a driveway?) Mr. Barber said no.

Motion made by Commissioner Fiocco seconded by Commissioner Farrell to go out of public hearing.

Vote Aye-5 Nay-0

OLD BUSINESS

Manager's Recommended Budget for Fiscal Year 2012-2013

Manager Terry stated that he had included in their agenda package a summary of all the changes that were made to the proposed budget. Manager Terry went over the memorandum below:

The purpose of this memorandum is to submit the revised fiscal year 2012-2013 Manager's Recommended Budget for approval by the Mayor and the Board of Commissioners. Adoption of the attached ordinance would approve the budget for fiscal year 2012-2013. Adoption of the attached resolution would approve the fiscal year 2012-2017 Capital Improvement Plan.

DISCUSSION

The Manager's Recommended Budget for fiscal year 2012-2013 was submitted to the Board of Commissioners on April 23, 2012 and several budget work sessions were conducted by the Board of Commissioners between April 30, 2012 and June 19, 2012. A public hearing was held on the fiscal year 2012-2013 budget on May 14 2012. At the June 19, 2012 budget work session, the Board of Commissioners provided their final guidance to the Manager with respect to the tax rate, utility rates and other adjustments to the Manager's Recommended Budget.

The original Manager's Recommended Budget included \$3,150,957 in the General Fund and \$2,676,599 in the Utility Enterprise Fund. The revised budget increases the General Fund budget by \$119,169 up to \$3,270,126 and increases the Enterprise Fund budget by \$28,989 to \$2,705,588. The changes incorporated into the budget after the budget working sessions and the public hearing are summarized in the table at Exhibit (A).

Impact on Fund Balances.

a. General Fund. The original Manager's Recommended Budget required \$259,298 from the General Fund to balance the budget. The revised budget will reduce the fund balance contribution by \$34,870 for a total of \$224,428 to balance the budget.

b. Enterprise Fund. The original Manager's Recommended Budget required \$172,499 from the Enterprise Fund to balance the budget. The revised budget will require an additional \$265,889 for a total of \$438,388 to balance the budget.

Rate Adjustments. The attached budget includes rate adjustments presented to the Board of Commissioners during various budget work sessions, including:

a. Tax Rate. The Manager's Recommended Budget included a recommendation for a \$0.04 increase in the ad valorem tax rate. The final budget includes an ad valorem tax rate increase of

\$0.0653 in order to cover the cost of additions to the budget including funding a Town Engineer for six months and \$35,000 in funding of for the Small Town Main Street Program.

b. Utility Rate Adjustments. The Board of Commissioners decided not to increase utility rates in fiscal year 2012-2013; however, the Board agreed to revisit the issue of increasing utility rates with an effective date of October 1, 2012.

c. Solid Waste Services Rates. The residential rate charged to the tax bill was increased from \$150 to \$165 (10%), primarily in anticipation of increased fuel costs in fiscal year 2012-2013. Commercial collections fees are also increase by about 10% in anticipation of increased fuel costs.

d. Other Fees. All other fees in the budget ordinance are generally increased by about 3-5% to keep pace with inflation. A summary of the increases is attached as Exhibit (B).

RECOMMENDATIONS

1. That the Board of Commissioners adopt the attached budget ordinance approving the fiscal year 2012-2013 operating budget for the General Fund and the Enterprise Fund.
2. That the Board of Commissioners adopt the attached resolution approving the fiscal year 2012-2017 Capital Improvement Plan.

Summary of Changes to the Manager's Recommended Budget
Fiscal Year 2012-2013

Change Number	Action Taken	Budgetary Impacts	Net Change General Fund	Net Change Enterprise Fund	Net Change Total
1	Reduce Planning Department Training from \$6,000 to \$5,000.	\$1,000 reduction in Planning Depart.	\$ (1,000.00)		\$ (1,000.00)
2	Reduce Medical Benefit increase from 5% to 1.8 % based on recent communication from Blue Cross.	General Fund reduction of \$5,625, Enterprise Fund reduction of \$4,050, total reduction of \$9,675.	\$ (5,625.00)	\$ (4,050.00)	\$ (9,675.00)
3A	Add Town Engineer for six months.	Add \$89,874 to Engineering Department	\$ 73,346.00	\$ 16,401.00	\$ 89,747.00
3B	Add Town Engineer for six months.	Add \$600 to Planning Telephones, add \$4,900 to Planning Departmental Supplies, add \$6,000 to Planning Office Lease, deduct \$10,000 from Utility Admin Professional Services, deduct \$5,000 from Planning Professional Services.	\$ 6,500.00	\$ (10,000.00)	\$ (3,500.00)
4	Support for Chatham County Historical Society Museum	Add \$3,000 to Contract Services, Recreation Department	\$ 3,000.00		\$ 3,000.00
5	Water Treatment Plant Capital Improvements	Add \$66,000		\$ 66,000.00	\$ 66,000.00
6	Small Town Maint Street Support	Add \$20,000 for Façade Improvement Program and \$15,000 for streetscape furniture. New Budget Lines in Planning.	\$ 35,000.00		\$ 35,000.00
7	Police Policies and Procedures Manual	Add \$15,000 to Police Professional Services	\$ 15,000.00		\$ 15,000.00
8	NRPA Membership for PARAB	Add \$420 to Recreation Dues and Subscriptions	\$ 420.00		\$ 420.00
9	NC Certified Retirement Community Program	Add \$10,000 to Planning Department Budget.	\$ 10,000.00		\$ 10,000.00
10	NC Certified Retirement Community Program	Create an offsetting revenue line for NCCRCP	\$ (10,000.00)		\$ (10,000.00)
11	Increase Elected Board stipend 100%	Add \$12,000 to Elected Board Budget	\$ 12,000.00		\$ 12,000.00
12	Cut replacement of one Police car.	Reduce Police capital equipment budget \$30,000.	\$ (30,000.00)		\$ (30,000.00)
13	WWTP Capital Improvements.	Reduce WWTP Capital Improvements by \$25,000.		\$ (25,000.00)	\$ (25,000.00)
14	Hillsboro Street \$249,000 Installment Loan	Increase Debt Service by \$52,200		\$ 52,200.00	
15	Water Treatment Plant Capital Improvements	Cut \$66,000		\$ (66,000.00)	
16	Police Policies and Procedures Manual	Cut \$15,000 to Police Professional Services	\$ (15,000.00)		
17	Tax Rate Increase of \$0.0653, up \$0.0253	Increase General Fund Revenues by \$280,124	\$ (108,532.00)		
18	Remove Utility Rate Increases	Decrease Enterprise Fund Revenues by \$236,900		\$ 236,900.00	
19	Adjust ABC Revenue Projections.	Increase General Fund Revenues by \$23,000	\$ (23,000.00)		
20	Adjust General Fund balance contribution.	Change from Manager's Recommended Budget	\$ (37,891.00)		
21	Adjust Enterprise Fund balance contribution.	Change from Manager's Recommended Budget		\$ 266,451.00	
22	Total Adjustment From Fund Balance	Change from Manager's Recommended Budget			\$ 228,560.00

Manager Terry stated he would be glad to answer any questions the Board may have.

Mayor Voller stated he would like to make a few comments.

He said we have a signed MOU from Chatham County regarding the Hillsboro Street Water System Improvements.

A COPY OF THE MEMORANDUM OF UNDERSTANDING FOR THE HILLSBORO STREET WATER SYSTEM IMPROVEMENTS IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGE 33

Mayor Voller said during the public hearing the issue about tax exempt property was brought up. He said there are 210 exempt properties in town (attributed to Government, Institutional, Church, Non-Profits and Senior Citizen Exemptions). The total about of property exempted is 10%.

Mayor Voller also stated the subdivisions are a big part of our tax base. Chatham Forest, Potterstone Village and Powell Place contribute 35% to our tax base.

Mayor Voller also went over the tax rates for the last 10 years.

Commissioner Fiocco stated he is glad the County agreed to partner with the Town in the Hillsboro Street Water System Improvements and that a MOU has been signed.

Motion made by Commissioner Baldwin seconded by Commissioner Turner to adopt the Budget Ordinance establishing the Fiscal Year 2012-2013 Operating Budget and adopt the resolution approving the Fiscal Year 2012-2013 Capital Improvement Plan.

Commissioner Fiocco stated he wants to relay his interest in approaching this budget cycle differently the way this budget is established. We have made a lot of investments in the enterprise fund. We have a more healthy general fund for that reason he had hoped we could find a way to generate revenues on the general fund side of the equation and reduce the amount of the increase in tax, he knows that did not carry.

Vote Aye-3 Baldwin/Foley/Turner
Nay-2 Farrell/Fiocco

Budget Ordinance reads as follows:

BUDGET ORDINANCE

Budget Ordinance - Fiscal Year 2012-2013

Be it ordained by the Board of Commissioners of the Town of Pittsboro, North Carolina, this the 25th day of June, 2012, that the following fund revenues and departmental expenditures together with certain restrictions and authorizations are adopted:

Section I. General Fund

<u>A. Revenues Anticipated Source</u>	<u>Amount</u>
Ad valorem Taxes for 2012	\$1,528,300
Ad valorem Taxes (prior years)	26,000
Tax Penalties and Interest	5,000
Local Option Sales Taxes	338,000
Hold Harmless Tax	120,000
Powell Bill	90,000
License and Permits	16,000
Utilities Franchise Taxes.....	118,000
Video Sales Tax	20,000
Interest Earned on Fund Balance	4,000
Solid Waste Revenues.....	359,700
ABC Revenues.....	46,000
Recreation/Community Bldg. Rent.....	16,000
Fund Balance Appropriation.....	224,428
Transfer from Enterprise Fund (Admin. Support)	187,998
Telecommunications Tax.....	36,000
Governor’s Highway Safety Grant	10,000
Federal Community Policing Grant	60,000
Domestic Violence Policing Grant	15,000
Other Revenues	<u>49,700</u>
Total General Fund Revenues.....	\$3,270,126

B. Expenditures authorized by Department

<u>Department</u>	<u>Amount</u>
Governing Board.....	\$ 43,500
Administration	553,982
Legal	27,500
Engineering.....	88,874
Planning	290,052
Police	1,097,116
Fire.....	359,658
Public Works.....	399,624
Sanitation	328,000
Recreation	<u>81,820</u>
Total General Fund Expenditures	\$3,270,126

Section II. Enterprise Fund

Revenues Anticipated

<u>Source</u>	<u>Amount</u>
Water Charges.....	\$ 1,155,200
Reuse Water Charges.....	55,000
Wastewater Charges.....	989,000
Interest Earned on Fund Balance	4,000
Penalties and Reconnect Fees	40,000
Other Revenues.....	24,000
Fund Balance Appropriation.....	<u>438,388</u>
Total Enterprise Fund Revenues.....	\$ 2,705,588

Expenditures Budgeted

<u>Department</u>	<u>Amount</u>
Administration	\$ 217,106
Water Treatment Plant	944,783
Wastewater Treatment Plant	594,601
Public Utility Maintenance	470,638
Debt Service.....	<u>478,460</u>
Total Enterprise Fund Expenditures	\$ 2,705,588

Section III. Capital Reserve Funds

A. General Fund Capital Reserve Revenues

Interest Earned\$ 100

B. General Fund Capital Reserve Expenditures

Reserved for Future Improvements.....\$ 100

C. Enterprise Fund Capital Reserve Revenues

Interest Earned\$ 500

Water Access Charges50,000

Water Capital Recovery Charge40,000

Water Capital Reserve Contribution.....0

Sewer Access Fees.....90,000

Sewer Capital Recovery Charge60,000

Sewer Capital Reserve Contribution.....0

Total Enterprise Fund Capital Reserve Revenues\$240,500

D. Enterprise Fund Capital Reserve Expenditures

Reserved for Future Improvements.....\$240,500

Total of All Funds.....\$6,216,314

Section IV. Capital Improvement Program.

The Town currently has no ongoing capital projects; however, we have several in planning stages including the new 3.2 MGD Wastewater Treatment Plant, the Haw River Intake Improvement Project, the Hillsboro Street Transmission Line Project and the Downtown Water System Improvement Project. The project budgets carry through from fiscal year to fiscal year until they are closed out. We have completed the approval process on the environmental impact statement (EIS) and the National Pollution Discharge Elimination System (NPDES) permit for this project; however, we have not yet developed a funding plan to cover the projected cost of about \$35,000,000 for design and construction of the new plant. The Haw River Improvement Project is primarily an engineering study to determine if reconfiguring the raw water intake will eliminate the need for an expensive annual silt removal project at the intake. The Hillsboro Street Transmission Line Project will replace 6,400 linear feet of 12-inch water line from the Million Gallon Tank to the courthouse traffic circle. This project is partially funded by a \$750,000 Community Development Block Grant and a \$240,000 REDLG loan previously obtained to support the 3M Reuse Water System Project. Bids were recently opened on this project with a low bid of \$1,458,125. We are currently exploring options for funding a budget shortfall of about \$575,500 on this project. The Downtown Water System Improvement Project would address water system deficiencies throughout the downtown area. We are currently pursuing a USDA Loan in the amount of \$1,387,300 for the Downtown Water System Improvement Project.

Additional details on the entire five-year Capital Improvement Plan will be presented to the Board of Commissioners for adoption by a separate resolution. A separate project ordinance will be submitted to the Board of Commissioners for each capital project that requires an appropriation of funds in fiscal year 2012-2013.

Section V. Tax Rate Established

An Ad valorem tax rate of \$0.3673 per \$100.00 assessed value is set for the official tax rate for the Town of Pittsboro for Fiscal Year 2012-2013. This rate is based on the most recent valuation and uses an anticipated collection rate of 97.0% which is consistent with prior years. One cent will generate approximately \$42,898 in real and personal property taxes.

Section VI. General Fund Fees and Charges for Service

A. Residential solid waste and recycling collection and disposal

1. Base Rate. \$165.00 per year on the tax bill.
2. Solid Waste Customers in New Residential Dwellings. Customers requesting solid waste collection for residential pickup in new homes will pay at the time of request for service an amount pro-rated relative to the number of months remaining in the calendar year.

B. Commercial solid waste service

<u>Type of Service</u>	<u>Service Per Week</u>	<u>Monthly Fee</u>
95-gallon Residential Roll Cart	1	\$ 16.50
4 yard	1	\$ 49.00
4 yard	2	\$ 98.00
6 yard	1	\$ 73.50
6 yard	2	\$146.00
8 yard	1	\$ 98.00
8 yard	2	\$196.00

C. Zoning, Site Plan Review, Petition for Annexation and Subdivision Application Fees

1. Zoning Application Fees
 - a. Zoning Compliance Certificate \$ 52.00
 - b. Zoning Conformity/Compliance Letter \$ 26.00
 - c. Rezoning \$360.00
 - d. MUPD Rezoning (cost of technical review plus) \$825.00
 - e. Special Use Permit \$360.00
 - f. Conditional Use District Rezoning \$360.00
 - g. Land Use Plan Amendment \$360.00
 - h. Zone Text Amendment \$390.00
 - i. Home Occupation Fee \$ 26.00
 - j. Subdivision Regulation Amendment \$390.00
 - k. Commercial Site Plan:
 - ½ acre or less \$310.00
 - ½ acre less than 1 acre \$440.00

➤ over 1 acre or portion thereof	\$440.00/acre
l. Variance/Appeal	\$360.00
m. Petition for Annexation	\$390.00
n. Signs:	
➤ Temporary	\$ 52.00
➤ Free standing	\$105.00
➤ Wall sign	\$105.00
➤ Minor Modification (change of 25% or less to existing sign)	\$ 52.00
o. Flood plain Determination	
➤ With building permit	\$ 16.00
➤ Without building permit	\$ 26.00
➤ Non Residential – Free Standing	\$155.00
p. Petition to abandon street r-o-w	\$310.00
2. <u>Zoning Inspection Fees</u>	
a. Engineering plan review	\$125.00/hr
b. Field inspection	\$105.00/hr

Note #1 – Site Plan Review must include Storm Water Control Plans in conformity with North Carolina Phase II Storm Water Regulations.

Subdivision Application Fees

a. Minor Subdivision (1 – 5 lots)	\$105.00/Lot
b. Major Subdivision –	
1. 6 to 10 lots	\$ 1,800.00
2. 11 to 20 lots	\$ 2,600.00
3. 21 to 30 lots	\$ 3,100.00
4. 31 to 40 lots	\$ 3,600.00
5. 41 or more lots	\$ 100.00/lot

c. In addition, subdivisions involving municipal utilities will pay a fee of \$1.80/foot for inspection for each linear foot of water, wastewater and roadway construction. Fees associated with review and inspection must be paid to the Town at the time of submittal of construction plans. Plans will not be accepted until these fees are paid.

d. Recreation fees in lieu of dedication \$1,030.00/lot

D. Storm Water Control Plan Review. \$150.00/acre of site or subdivision to be reviewed with a minimum of \$300.00 per application and a maximum limited to the Town’s cost for engineering review plus 10%. This fee shall be paid at preliminary site plan review or subdivision construction plan submittal.

E. Community Building and Picnic Shelter Rent – Rental is based on 1-3 hours of use per day with each additional hour being a pro-rated amount and subject to availability. Persons desiring to use the Community Building for periods exceeding ten days must make formal request to Town Manager.

1. Community Building. Base rate is \$65.00 per day for up to three hours of usage and then \$20.00/hour thereafter. Rental for ten or more days per year is \$45.00/per day for up to three hours of usage and then \$15.00/hour thereafter. Deposit is \$75.00. Renting Party is responsible for leaving building and grounds clean and returning all keys before deposit is refunded.
2. Picnic Shelter. These facilities are unsecured and open to the public. They will be managed as first-come-first-served facilities with no charge.

F. Administrative Service Fees

1. Copying Fee. \$0.15 per page.
2. Returned Check Fee. \$40.00 per occurrence.

Section VII. Enterprise Fees and Rates

A. Water and Wastewater Rate Schedule

	Water		Wastewater	
	Inside	Outside	Inside	Outside
Basic Service Charge (Flat monthly fee for meter reading, billing and accounts management)				
Meters ≤ 1 inch	\$ 10.00	\$20.00	\$ 11.00	\$ 22.00
Meters > 1 inch	\$ 18.00	\$36.00	\$ 20.00	\$ 40.00
Plus a monthly usage fee per 1,000 gallons				
0 to 2,000 gallons	\$ 4.37	\$ 8.74	\$ 6.55	\$13.10
2,001 to 6,000 gallons	\$ 4.86	\$ 9.72	\$ 7.52	\$15.04
> 6,000 gallons	\$ 5.50	\$ 11.00	\$ 8.57	\$17.14

B. Irrigation Meters. In accordance with North Carolina General Statutes, new irrigation systems installed after July 1, 2009 must be on a separate irrigation meter. The standard meter installation and tap fee will apply to irrigation meters. Water usage on irrigation meters will be billed at the rates above; however, there will be no sewer charge on these meters.

Meter Tampering, Reconnection and Unauthorized use of Water System

1. Tampering and Reconnection Fees. Fee for unauthorized tampering with the Town of Pittsboro Water System or its meters will be \$500.00. Reconnection fees will be \$25.00 during normal working hours and \$100 after normal working hours.

3. Meter Testing and Meter Repair Fees. Required Meter and Backflow Prevention Testing Fees will be actual costs associated with the testing and/or repair of the Meter plus an additional 50% to enable the Town to recoup its cost.

Bulk Water Sales. Sale of potable water can be purchased at a rate of \$105 per 10,000 gallons with prior approval by the Town Manager or his/her designee.

Provision of Service for Internal Fire Suppression. In lieu of a meter to be placed on water service line provided for internal sprinkler systems which are installed for fire suppression services a flat monthly rate will be charged. The charges will be as follows:

- | | |
|--------------------------------|---------------|
| 1. 2" fire suppression service | \$45.00/month |
| 2. 4" fire suppression service | \$60.00/month |
| 3. 6" fire suppression service | \$75.00/month |
| 4. 8" fire suppression service | \$90.00/month |

Access Fees. This fee is designed to compensate the Citizens of Pittsboro for their investment in the Water and Wastewater treatment facilities. The access fees will be collected at the time a zoning compliance certificate is applied for from the Town of Pittsboro. The fee will be based on the volume of capacity needed according to the North Carolina Administrative Code T15A:02H.0200 and will be charged at the following rates:

<u>Water</u>	<u>Wastewater</u>
\$6.10/gallon/day	\$11.00/gallon/day

Capital Recovery Fee. This fee is established as a financial mechanism to recoup the funds needed to construct and maintain major artery/outfall lines, which serve the Town's water and wastewater systems, and will be paid by the property developer making the improvement before approval of the final plat or site plan.

No extension of time associated with Preliminary Plats will be approved by the Town Board of Commissioners without payment-in-full of all Capital Recovery fees associated with the development.

Should off-site improvements be necessary to develop a parcel of real estate or a tract of real estate, these improvements will be at the developer's expense, consistent with the Street and Utility Specification of the Town and with the approval of the Town Board. The Capital Recovery Fee Schedule (per net acre to be developed) for FY 2012-2013 is as provided below:

<u>Zoning District</u>	<u>Water</u>	<u>Reuse Water</u>	<u>Wastewater</u>
R-10	\$2,470	\$2,470	\$3,700

R-12	\$2,040	\$2,040	\$3,060
R-15	\$1,610	\$1,610	\$2,470
RA & RA 2	\$1,400	\$1,400	\$2,140
O & I	\$2,470	\$2,470	\$3,700
Multifamily/PUD/MHP	\$3,600	\$3,600	\$5,400
C-1	\$4,340	\$4,340	\$6,530
C-2	\$3,000	\$3,000	\$4,500
M-1	\$3,000	\$3,000	\$4,500
M-2	\$3,850	\$3,850	\$5,790

Connection Fees. These fees are charged to the individual lot that has water and wastewater available to the respective lots and will be the **actual cost** for the connection and any associated extension of the Town’s Utility System.

Individual lots requesting connection will pay an Access Charge and a pro-rated Capital Recovery Fee based on the zoning district in which it is located.

Estimates for the work to be performed will be obtained by the Town and provided to the entity requesting connection. Fifty-percent of the total amount of the costs associated with the connection, including applicable fees, will be paid to the Town before the work is performed with the remainder to be paid in full before the service, water or wastewater, is provided.

Meter Fee. Requests for the installation of ¾-inch water meters will be \$285.00. All other size meters will be charged to the requesting entity at the cost of the meter to the Town.

SECTION VIII. Special Authorization – Town Manager (Budget Officer)

- A. The Town Manager shall serve as Budget Officer and shall be authorized to reallocate departmental appropriations among the various objects of expenditure as he believes necessary.
- B. The Town Manager shall be authorized to effect interdepartmental transfers, in the same fund, not to exceed 10% of the appropriated monies for the department whose allocations are reduced. Notation of all such transfers shall be made to the Board of Commissioners at the next succeeding financial report.
- C. The Town Manager may make interfund loans for a period of not more than 60 days.

D. Interfund transfers, established in the budget document may be accomplished without recourse to the Board.

SECTION IX. Restriction – Town Manager (Budget Officer)

A. The interfund transfer of monies, except as noted in Section VIII paragraph C and D shall be accomplished by Board authorization only.

B. No unbudgeted capital equipment outlays greater than \$5,000 will be made or obligated without obtaining approval from the Town Board. Capital equipment purchases in the approved budget and under \$90,000 may be completed by the Town Manager without further consultation with the Board. Capital equipment purchases over \$90,000, budgeted or unbudgeted, require a formal bid process and must be approved by the Board of Commissioners.

C. No unbudgeted capital improvement project outlays greater than \$10,000 will be made or obligated without obtaining approval from the Town Board except in an emergency when such projects are required to restore the water treatment plant, wastewater treatment plant or other critical Town facilities to normal operations after a service interruption. In the event of such a maintenance emergency, the Town Manager may take the necessary steps to make emergency repairs and will notify all members of the Town Board by telephone of the nature of the emergency and the estimated cost of the repairs.

D. Contracts for budgeted capital improvement projects that meet the State requirements for informal bids (less than \$500,000) may be executed by the Town Manager without referral to the Town Board; however the Town Board may elect to conduct a formal bid process, including a review of the Town Manager's recommendation for bid award, on any specific project regardless of cost. Contracts for budgeted capital improvement projects that meet the State requirements for formal bids (over \$500,000) will be executed by the Town Manager only after a competitive bid process and only after the Town Board has approved the award of the contract to the lowest responsive bidder.

This Ordinance, budget document, the adopted Capital Improvement Plan and supporting capital project ordinances shall be the basis of the financial plan for the Town of Pittsboro Government during the 2012-2013 fiscal year. The Budget Officer shall administer the budget and he shall insure that operating officials are provided guidance and sufficient details to implement their appropriated portion of the budget. The Finance Officer shall establish records which are in consonance with the budget, this Ordinance and the appropriate statutes of the State of North Carolina.

Capital Improvement Plan is as follows:

Capital Project Definition

Strategic planning and financial planning are interrelated when formulating a capital improvement plan. The Capital Improvement Program (CIP) is a multi-year plan for major capital expenditures related to the operations for the Town of Pittsboro. The CIP allows for the orderly replacement and rehabilitation of existing capital assets, in addition to the acquisition of new capital assets. The CIP also identifies proposed funding sources for each project. Items that may be included within the CIP are typically related to, but not limited to infrastructure, land purchases, construction of facilities, or other major improvements to the Town's assets. By providing a planned and prioritized schedule of public enhancements, the program outlines the present and future needs of Pittsboro as identified by the Town staff and approved by the Board of Commissioners. To qualify as a capital improvement, the project should typically have a cost greater than \$50,000 and a useful life of at least 10 years.

The CIP is a fluid document by nature, and as such should serve only as a reference document throughout the fiscal year. Funding plans for projects may change, as may the priorities of the Board of Commissioners.

Capital Improvement Funding

Funding for the CIP varies from one project to the next. Historically, the Town has relied heavily on the use of grant funds for capital expenditures. Additional options available to the Board of Commissioners include cash spending from budget or fund balance appropriations, installment financing, and bonding. In the case of the latter two, approval from the Local Government Commission (LGC) would be required. In the use of financing through either bonding or loans, future revenues would be examined in order to ensure the repayment.

CIP Contents

The CIP includes three schedules. The "5-Year Capital Improvements Summary" displays the projects by fund and total project cost by fiscal year. The "Existing Debt Schedule" displays the debt repayment schedule of the current debt. Finally, the "Financial Summary" is a summarized cash-flow analysis, displaying the five year estimates for all CIP projects and their source of funding. For projects that are financed, the summary displays the projected repayment schedule for anticipated projects or the actual repayment schedule for prior year projects.

Relationship to the Operating Budget

Items that appear within the CIP will have a corresponding fund within the Town of Pittsboro's chart of accounts after a project ordinance is passed by the Board of Commissioners. All corresponding grant activity and payments are accounted for within the project fund. Within schedule 3, transfers from the General Fund and Water & Sewer Fund appear. Current debt

exists only within the Water & Sewer fund. As a result, the debt payments are accounted for within that fund's operating budget.

5-YEAR CAPITAL IMPROVEMENTS SUMMARY
Town of Pittsboro, NC

6/21/2012

CIP #	Project Name	Anticipated Funding Source	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	Project Total	Department	Category
# 01	Downtown Water Improvements	G/L	1,450,000	\$48,350	\$48,350	\$48,350	\$48,350	\$ 1,643,400	Water Distribution	Infrastructure
# 02	Hillsboro Street Transmission Line	G/L	1,800,080	\$100,000	\$100,000	\$100,000	\$100,000	\$ 2,200,080	Water Distribution	Infrastructure
# 09	New 3.22 MGD Plant	B	2,000,000	39,000,000	3,417,000	3,348,400	3,280,000	\$ 51,045,400	WWTP	Buildings / Facilities
# 10	WTP Backup Generators	L	40,000	430,000				\$ 470,000	Water Treatment	Buildings / Facilities
# 11	Bldg Lease & Renovation	C	285,000	60,000	60,000	60,000	60,000	\$ 525,000	Police Dept	Buildings / Facilities
# 12	Old Graham Water Main Loop	G		1,250,000				\$ 1,250,000	Water Distribution	Infrastructure
# 18	Community House Improvements	C	15,000	65,000				\$ 80,000	Parks	Parks / Public Facilities
# 19	Park/Oakwood Dr. Culvert	C		158,000				\$ 158,000	Streets	Infrastructure
# 23	Elevated Water Tank	L			1,465,000			\$ 1,465,000	Water Distribution	Infrastructure
# 24	Fire Tower Trunk Line	K		1,325,000				\$ 1,325,000	Sewer Collection	Infrastructure
# 26	Annual Street Resurfacing	C	60,000	65,000	70,000	80,000	85,000	\$ 360,000	Streets	Infrastructure
# 28	Haw River Intake Improvement	C	20,000	345,000				\$ 365,000	Water Treatment	Infrastructure
# 29	Greenway System	C		45,000	45,000	45,000	45,000	\$ 180,000	Parks	Parks/ Public Facilities
# 30	Sidewalk Improvements	C	50,000	50,000	50,000	50,000	50,000	\$ 250,000	Public Works	Infrastructure
# 31	Backwash Pump Replacement	C	55,000					\$ 55,000	Water Treatment	Infrastructure
# 32	Paving Martin Luther King Drive	C	20,000					\$ 20,000	PW-Streets	Infrastructure
# 34	Rockridge Park Disc Golf	C	53,340					\$ 53,340	Recreation	Parks/Public Facilities
# 35	New Police Building	C	120,000	935,000				\$ 1,055,000	Police	Buildings/Facilities

TOTALS	\$ 5,968,420	\$ 43,876,350	\$ 5,255,350	\$ 3,731,750	\$ 3,668,350	\$ 62,500,220
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Funding Key: C - Cash / Fund Balance
G - Grants
B - Bond Financing
L - Loan
K - Combination

	1994 Water / Sewer Bonds			2004 Water / Sewer Refunding			2009 Stimulus Award - WWTP		Credle Street Phase 3 & 4			USDA REDLG Loan from CEMC		Hillsboro Street Transmission Line Replacement - BB&T			Total Annual
	Principal Balance	Principal Payment	Interest Payment	Principal Balance	Principal Payment	Interest Payment	Principal Balance	Principal Payment	Principal Balance	Principal Payment	Interest Payment	Principal Balance	Principal Payment	Principal Balance	Principal Payment	Interest Payment	
FY 2011	\$422,500	\$10,000	\$22,181	\$1,140,000	\$185,000	\$52,815	\$1,216,100	\$60,805	\$248,000	\$23,438	\$3,088						\$357,327
FY 2012	\$412,500	\$11,000	\$21,656	\$955,000	\$190,000	\$44,675	\$1,155,295	\$60,805	\$224,562	\$47,754	\$5,297	\$240,000	\$24,000				\$405,187
FY 2013	\$401,500	\$11,000	\$21,079	\$765,000	\$195,000	\$36,125	\$1,094,490	\$60,805	\$176,808	\$48,951	\$4,100	\$216,000	\$48,000	\$249,000	\$48,325	\$3,863	\$477,248
FY 2014	\$390,500	\$12,000	\$20,501	\$570,000	\$205,000	\$27,155	\$1,033,685	\$60,805	\$127,857	\$50,177	\$2,874	\$168,000	\$48,000	\$200,675	\$48,851	\$3,337	\$426,512
FY 2015	\$378,500	\$12,500	\$19,871	\$365,000	\$210,000	\$17,520	\$972,880	\$60,805	\$77,680	\$51,435	\$1,617	\$120,000	\$48,000	\$151,824	\$49,719	\$2,469	\$421,748
FY 2016	\$366,000	\$13,000	\$19,215	\$155,000	\$155,000	\$7,440	\$912,075	\$60,805	\$26,248	\$26,248	\$278	\$72,000	\$48,000	\$102,105	\$50,603	\$1,585	\$329,986
FY 2017	\$353,000	\$14,000	\$18,533	-			\$851,270	\$60,805	-			\$24,000	\$24,000	\$51,503	\$51,503	\$685	\$117,338
FY 2018	\$339,000	\$15,000	\$17,798				\$790,465	\$60,805						-			\$93,603
FY 2019	\$324,000	\$15,000	\$17,010				\$729,660	\$60,805									\$92,815
FY 2020	\$309,000	\$16,000	\$16,223				\$668,855	\$60,805									\$93,028
FY 2021	\$293,000	\$17,000	\$15,383				\$608,050	\$60,805									\$93,188
FY 2022	\$276,000	\$18,000	\$14,490				\$547,245	\$60,805									\$93,295
FY 2023	\$258,000	\$19,000	\$13,545				\$486,440	\$60,805									\$93,350
FY 2024	\$239,000	\$20,000	\$12,548				\$425,635	\$60,805									\$93,353
FY 2025	\$219,000	\$21,000	\$11,498				\$364,830	\$60,805									\$93,303
FY 2026	\$198,000	\$22,000	\$10,395				\$304,025	\$60,805									\$93,200
FY 2027	\$176,000	\$22,000	\$9,240				\$243,220	\$60,805									\$92,045
FY 2028	\$154,000	\$22,000	\$8,085				\$182,415	\$60,805									\$90,890
FY 2029	\$132,000	\$22,000	\$6,930				\$121,610	\$60,805									\$89,735
FY 2030	\$110,000	\$22,000	\$5,775				\$60,805	\$60,805									\$88,580
FY 2031	\$88,000	\$22,000	\$4,620				-										\$26,620
FY 2032	\$66,000	\$22,000	\$3,465														\$25,465
FY 2033	\$44,000	\$22,000	\$2,310														\$24,310
FY 2034	\$22,000	\$22,000	\$1,155														\$23,155
FY 2035	-																-

GENERAL FUND								Adopted Budget	
BUDGET REQUEST FY 2012-2013								June 25, 2012	
DEPT: 72 - CAPITAL RESERVE GENERAL FUND EXPENSES									
Account Object Code	Account Description	2007-08 Actual	2008-09 Actual	2009-10 Actual	2010-11 Actual	Original 2011-12 Budget	Revised 2011-12 Budget	2012-13 Requested	% Increase From Original Budget
1100-400	RESERVE WATER PLANT IMPROVEMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
1100-610	TRANSFER TO GENERAL FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
1100-740	RESERVE FOR FUTURE IMPROVEMENTS	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	\$100.00	\$100.00	0.0%
									N/A
	TOTAL OPERATING	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	\$100.00	\$100	0.0%

Account Object Code	Account Description	2008-09 Actual	2009-10 Actual	2010-11 Actual	Original 2011-12 Budget	Revised 2011-12 Budget	2012-13 Requested	% Increase From Original Budget
3990-010	TRANSFER TO WTP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
3990-011	TRANSFER TO WWTP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
3990-012	TRANSFER TO PUBLIC WORKS UTILITIES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
3990-100	TRANSFER TO ENTERPRISE CAPITAL PROJECTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
3990-740	RESERVE FOR WATER AND SEWER IMPROVEMENTS	\$0.00	\$0.00	\$0.00	\$541,100	\$541,100	\$240,500	-55.6%
	TOTAL OPERATING	\$0.00	\$0.00	\$0.00	\$541,100.00	\$541,100.00	\$240,500	-55.6%

Account Object Code	Account Description	2008-09 Actual	2009-10 Actual	2010-11 Actual	Original 2011-12 Budget	Revised 2011-12 Budget	2012-13 Requested	% Increase From Original Budget
3290-000	INTEREST EARNED ON INVESTMENT	\$939.20	\$646.20	\$1,526.14	\$100.00	\$100.00	\$500	400.0%
3730-011	WATER ACCESS CHARGE	\$49,136.25	\$75,661.00	\$113,912.00	\$50,000.00	\$50,000.00	\$50,000	0.0%
3730-012	WATER CAPITAL RECOVERY CHARGE	\$0.00	\$0.00	\$0.00	\$200,000.00	\$200,000.00	\$40,000	-80.0%
3730-013	WATER CAPITAL RESERVE CONTRIB	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0	N/A
3970-000	TRANSFER FROM ENTERPRISE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0	N/A
3970-011	SEWER ACCESS FEES	\$90,934.38	\$138,528.11	\$206,220.00	\$91,000.00	\$91,000.00	\$90,000	-1.1%
3970-012	SEWER CAPITAL RECOVERY CHARGE	\$0.00	\$0.00	\$0.00	\$200,000.00	\$200,000.00	\$60,000	-70.0%
3970-013	SEWER CAPITAL RESERVE CONTRIB	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0	N/A
	TOTAL OPERATING	\$141,009.83	\$214,835.31	\$321,658.14	\$541,100.00	\$541,100.00	\$240,500	-55.6%

FY 2012-2013 BUDGET ORDINANCE IS RECORDED IN THE BOOK OF ORDINANCES NUMBER ONE, PAGES 20-21

FY 2012-2013 OPERATING BUDGET IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGES 34-55

A RESOLUTION ADOPTING THE MANAGER'S RECOMMENDED CAPITAL IMPROVEMENTS PROGRAM FOR FISCAL YEAR 2012-2013 THROUGH FISCAL YEAR 2016-2017 IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGE 56-63

**Draft Jordan Lake Watershed Stormwater Program for New Development
 (Doug Jewell, Jewell Engineering)**

Doug Jewell wanted to start by thanking Commissioner Fiocco for his input and because of that it was a better package to send to the state. He has incorporated most of the comments into the document. He said what you have before you is an updated document with the changes in either red or blue it depends on who made the

changes. What he would present to the board is that this document is in pretty good shape. What you have here are the changes that were made to the application forms.

Mr. Jewell said if there are any specific questions they can talk about it and he would suggest that this package be approved and presented to the State.

Commissioner Fiocco said he does not see a revised map but he is assuming that we are limiting the coverage of this to the Jordan Lake Watershed Area.

Mr. Jewell said if that is what you wish. Commissioner Fiocco stated that is what they have expressed to the Manager.

Manager Terry stated the map will not change but the verbiage referencing the map will.

There was a discussion about the easement documents.

Attorney Messick stated access only means you have a right to get on the property and that's it. It doesn't say you have the right to do anything.

Commissioner Fiocco has concerns about the language in the easement.

Mr. Jewell said the intent of all this is that DENR have confidence that the Town of Pittsboro is going to carry out a program that will in fact accomplish the intent of the law of this program to improve water quality in Jordan Lake Watershed. So DENR is looking for those elements of the program that when they see these elements they say, yes Pittsboro is on the right track, they are heading in the right direction and they are doing the right things.

Attorney Messick said he has been using this easement for 40 years and it will get you in and out of where you need to go.

Mr. Jewell said he would suggest that we submit what we have right now, if the State finds it insufficient they are going to tell us this easement is not up to snuff. On the other hand this does not lock you into forever that it can never be more restrictive, you can certainly raise the bar for yourself if you choose too above what the State minimum requirements.

Mr. Jewell said he does not think we are getting our self into any trouble by submitting it in this manner.

Manager Terry said every easement we write on BMPs is going to be tailored to that project, they are all going to be a little different. He thinks it is fine for the purpose intended.

Commissioner Fiocco said he knows when we first made our submittal on the draft ordinance the understanding was we had a lot of work to get done to stand this program up. A lot of that included easements and certifications and all that. And

then a month or two later we hear that no, actually those documents are required to be submitted with the draft ordinance. He thinks that is why we are doing this now. So the bar has moved, that is his understanding as to where we have to stand up the program and he thought this was part of doing that.

Commissioner Fiocco said if we are still submitting the draft ordinance and these documents (certifications and easements) are just examples, can be easily modified as they stand the rest of the program up then he is completely satisfied with it for submittal tonight. But, if in fact these are supposed to be finished products that EMC will approve and hold us to then he is not ready to submit them.

Mr. Jewell said EMC is not going to hold you to the wording in your forms. They want to see that you are in fact going to implement a program that they have confidence is going to meet the law. The law doesn't specify the wording in your stormwater permit application documents or anything like that. They want to make sure you are gathering the right information and you are processing it properly, that you have a program that is running and that works. If you want to change these forms later on to better suit your needs you can as long as you don't reduce below what the State is expecting. You will not have any trouble with that. Commissioner Fiocco said okay.

Attorney Messick said he thinks the whole program that is being talked about here and that will be submitted to the State is just exactly what Mr. Jewell said. To show that we have some idea of what we are getting into (although we don't have a choice) and that you have a program in place that will be able to deal with it and administer the regulations. There is nothing in this program that is substantive. The substantive document has been sent to the State.

Commissioner Fiocco said the things we need to put in place to meet the ordinance are things yet to be developed. Attorney Messick said sure you can do that later.

Commissioner Fiocco said as long as that gets done later and we have the opportunity to do it later he is fine.

Mr. Jewell said he thinks we will see the State come back with comments. The State has not approved anybody's program without comments thus far. He thinks they will be administrative in substance in what you are going to need. He doesn't have any problem recommending to the Board to proceed with it.

Motion made by Commissioner Farrell seconded by Commissioner Turner to submit the draft to the State with the modification that it is to be within the Jordan Lake Watershed area only.

Vote Aye-5 Nay-0

North Carolina Certified Retirement Community Program Presentation from the North Carolina Department of Commerce (Andre Nabors, NC Department of Commerce; Pat Richardson, Galloway Ridge Retirement Community)

Pat Richardson said they presented this a couple of months ago and the Town tentatively approved it based on them getting outside funding. She is here tonight to answer questions. She also has Andre' Nabors from NC Department of Commerce.

Ms. Richardson said she hoped everyone has received a copy of the application as well. Andre' Nabors, NC Department of Commerce stated the application will be reviewed by the CRCP Committee. Communities will be selected based on the information in the application consistent with the requirements of the factors listed in Senate Bill 143B-437.100. There is also a rating criteria for applications.

Mr. Nabors said the North Carolina Department of Commerce, Community Investment and Assistance, Rural Development Division along with Travel and Tourism have joined resources to provide the tools necessary for Certified Retirement Communities to attract and encourage retirees to choose North Carolina as their retirement home.

Mayor Voller asked if you are not approved do you get your money back. Mr. Nabors said you would get your money back and you can reapply another time. The first round of applications are due in January and the second round in July of each year.

Mayor Voller asked if Siler City had applied. Mr. Nabors said Siler City applied back in January but they were not accepted at that time. Mayor Voller asked what the reason was. Mr. Nabors said he believes their funding fell through is what happened and also they did not have their long range plan.

Commissioner Foley asked if any other communities have been approved since he last spoke with us. Mr. Nabors said Asheboro was approved last Thursday. There are actually two Certified Retirement Communities in North Carolina: Asheboro and Lumberton. He said they will get another round of applications in at the end of next month.

Mr. Nabors said they try to entice them to come to North Carolina and they will then send them off to the communities.

Mayor Voller asked what a long range plan is. Mr. Nabors stated it is a plan outlining the steps the community will undertake to maintain or improve its desirability as a destination for retirees, including corrections to any services or facilities identified in the retiree desirability assessment. Ms. Richardson asked how involved would the Visitors Bureau of Tourism be in this process. Mr. Nabors replied very involved.

Commissioner Farrell asked if they had any total commitment from any one. Ms. Richardson said they had a verbal \$1,500 from Galloway and R. B. Fitch will match Galloway's \$1,500. They haven't spoken with anyone else.

Mayor Voller stated we have three or four in town and there are others like Carolina Meadows. Commissioner Turner said we have many retirement communities in the area.

Commissioner Foley said it sounds like we need a committee. It seems like you (Mr. Nabors) do a lot of the marketing.

Ms. Richardson said some of the information can be obtained from the Main Street Application. Mr. Nabors said they already have someone signed up to go to the AARP Conference in September.

Mayor Voller recommended a sub-committee of the grants committee. Commissioner Turner said the Grants Committee is having a workshop in August.

After discussion a motion was made by Commissioner Baldwin seconded by Commissioner Turner to appoint Commissioner Foley to head up the committee, to contact the Grants Committee and other individuals and that she can recruit members for the committee.

Request for Voluntary Annexation of the Northwood High School Property

Mayor Voller stated we have gotten the MOU from Chatham County so we need to honor our part of the agreement. He said we can lower their water rate or just annex the property. He said he has meet with Mr. Logan, Mr. Hamm and Mr. Moody and they have agreed they will give us the property where the tennis court is located.

Mayor Voller stated the Board of Education wants to be informed on what is going on in that area. He stated his opinion was to go ahead and annex them.

Commissioner Farrell asked do we have a lease on the tennis court property now. Attorney Messick said yes about ten or fifteen years.

Commissioner Fiocco stated the County Commissioners did help with funding the Hillsboro Street Water Improvements Project and did tie it that the Town reduces the school's water rate to the in-town rate.

To fulfill our end of the deal Commissioner Fiocco made a motion to decrease Northwood's water rate to in-town water rate and to look at annexation in the future, seconded by Commissioner Baldwin.

Commissioner Farrell said he doesn't think we should annex the school until all the other property is annexed. Just do it all at once so we won't have a satellite annexation. He would say no to annexation but to reduce the rate. He would like to annex all the property at the same time.

Attorney Messick asked Commissioner Fiocco to repeat the motion.

Commissioner Fiocco said the motion is to table the annexation of Northwood to a later date and reduce the water rate to in-town rate.

Attorney Messick stated it is his understanding we are charging out of town water and sewer rates even though the 1996 contract says different.

Attorney Messick stated because this is in the ETJ different rules can apply and obviously that is why there are double rates. To some extent you are creating a different class, but because it is in the ETJ he thinks you can do what your motion says.

Commissioner Fiocco said that is his understanding based on your advice to the board.

Mayor Voller asked if he would amend his motion to include sewer also.

Commissioner Fiocco amended his motion to include sewer, seconded by Commissioner Baldwin.

Commissioner Fiocco stated we will keep the annexation on the table. Attorney Messick said the Board of Education could withdraw it at any time.

Manager Terry stated he wanted to make a few staff comments. He has some concerns about setting special rates in the ETJ, which will make us susceptible to getting requests from other agencies. For instance you are going to provide water to the county jail – in town rates to the school why not the jail as well?

Manager Terry stated the annexation approach is just cleaner because you don't have that one isolated customer getting special treatment and it is easy to explain. If the board wants to give special rates to the school he thinks annexation is the most logical way.

Manager Terry said we are serving the autism center why shouldn't they have the in town rate they are right across from the school on Russett Run.

After some discussion Commissioner Fiocco withdrew his original motion, Commissioner Baldwin her second and Commissioner Fiocco made a motion to annex Northwood High School, seconded by Commissioner Baldwin.

Manager Terry said he recommended annexation because it is highly unlikely that the property would remain un-annexed for three years.

Vote Aye-5 Nay-0

AN ORDINANCE AMENDING THE TOWN LIMITS IS RECORDED IN THE BOOK OF ORDINANCES NUMBER ONE, PAGES 28-31

The ordinance reads as follows:

**AN ORDINANCE TO EXTEND THE CORPORATE LIMITS
OF THE TOWN OF PITTSBORO, NORTH CAROLINA**

Whereas, the Board of Commissioners has been petitioned by Chatham County Board of Education under G.S.160A-31, as amended, to annex the area described herein: and

Whereas, the Board of Commissioners has by resolution directed the Town Clerk to investigate the sufficiency of said petition; and

Whereas, the Town Clerk has certified the sufficiency of said petition and a public hearing on the question of this annexation was held at Town Hall, Pittsboro, North Carolina at 7:00 o'clock pm on the 26th day of March, 2012, after due notice by publication of legal

advertisement on the 15th and 22nd days of March, 2012 in the Sanford Herald and on the 21st day of March, 2012 in the Chatham Record; and

Whereas, the Board of Commissioners does hereby find as a fact that said petition meets the requirements of G. S, 160A-31, as amended;

Now, Therefore Be It Ordained by the Board of Commissioners of the Town of Pittsboro, North Carolina;

Section 1. By virtue of the authority granted by G.S. 160A-31, as amended, the following described territory is hereby annexed and incorporated as part of the Town of Pittsboro as of the 25th day of June, 2012.

“ALL of that certain tract or parcel of land containing 96.15 acres, more or less, conveyed to the Chatham County Board of Education by deed from Frances T. London dated September 1, 1969 and recorded in Book 347, page 83 of the Chatham County Registry, reference to which is hereby made for a more particular description.

SAVE AND EXCEPT all of that lot or parcel of land conveyed to the NC Department of Transportation by deed recorded in Book 785, Page 226 of the Chatham County Registry, reference to which is hereby made for a more particular description. “

(See Attached – Schedule A, attached hereto and incorporated herein by reference.)

Section 2. Upon and after the 25th day of June, 2012, the above describe territory and its citizens and property shall be subject to all debts, laws, ordinances and regulations in force in the Town of Pittsboro, and shall be entitled to the same privileges and benefits as other parts of the Town of Pittsboro. Said territory shall be subject to the municipal taxes according to GS 160A-31 (c), as amended.

Section 3. The Clerk of the Town of Pittsboro shall cause to be recorded in the office of the Register of Deeds of Chatham County, and in the office of the Secretary of State at Raleigh, North Carolina, an accurate map of the annexed territory, described in Section 1 hereof, together with a duly certified copy of this ordinance.

Report on the History of the Project to Connect Fox Chapel Road and Springdale Drive

Mayor Voller asked to be excused from the meeting and to answer any questions from the audience.

Motion made by Commissioner Fiocco seconded by Commissioner Turner to excuse Mayor Voller from the meeting.

Vote Aye-5 Nay-0

Mayor Pro-Tem Baldwin asked Manager Terry for comments.

Manager Terry stated he had prepared a short memo on this item.

Manager Terry stated this is a complex issue that has been before the town for a decade and he feels if the town wants to see it opened we are going to have to put it in the CIP.

Commissioner Fiocco asked what was required by NCDOT.

Manager Terry stated there were several requirements at one time but the latest was that the NCDOT improvements on 15-501 be made with traffic calming devices on Springdale. Jay Johnston gave a \$75,000 estimate about three years ago and with the passage of time it may be an \$80,000 project if we get Samir Bahho design plan.

Commissioner Baldwin stated they tried to negotiate with the developer to pay a portion and the towns pay a portion.

Manager Terry stated during the discussion he thought the price was greatly reduced by deleting the resurfacing, curb and gutter and traffic calming devices, but it was still too high for the developer some time in 2009.

Commissioner Farrell stated what about the Homeowner Association is kicking in some monies also.

Mr. Bennett stated they feel the amount of taxes they have paid they think the road should be open. The road is about 12 ft wide which is the same width as Thompson Street in places. It is a safety issue for police, fire and rescue. Commissioner Baldwin stated there is a break-a-way barricade there for that.

Mr. Bennett asked Commissioner Baldwin if she still had a grandchild living on Springdale. Commissioner Baldwin said she has a god child that lives on Springdale and she is in the area quite a lot and that is the reason she knows because of the traffic that a calming device is needed.

Mr. Bennett stated he is not proposing to take any ones property, he is asking the Commissioners to put it on the CIP. He would like them to just open up the road and make the improvements while the water line improvements are made on 15-501.

Commissioner Fiocco stated he thinks connectivity is a public health and safety issue and he has been working with NCDOT to try to find a way to reduce the cost of this project, he agrees there should be a cost sharing between the town, developer and maybe the Homeowner's Association as well. He said we can talk about that in the future.

He stated the timing is such that we can capitalize on what NCDOT is doing. They have agreed that the 1 ½ inches of asphalt they are going to put on the roadway after the water line has been put in the ground can be 1 ½ inches asphalt less where the turn lane needs to go. The project originally had about 40 feet where it was putting 1 ½ of asphalt on top of the roadway and doing all the stripping on the road. He said what NCDOT has agreed to in concept is to use the right turn lane so it doesn't have technically what they call a taper section and storage section lane. They agreed they didn't need the storage so they accepted the taper in the right hand lane.

Commissioner Fiocco said he went with the engineer who designed the plan and showed him the reduction in scope and he is going to draft those improvements and submit them to NCDOT so

they can review and possibly approve them and make them a part of their project. The other feature that was discussed was the left turn lane it had a taper that went over more than it needed too and in doing that it got on the western side of the property and created some slopes where people had their driveway pipe and that would have to be replaced. The new layout doesn't do any of that. So the project if approved by NCDOT is substantially reduced in cost and maybe more palatable to getting the road opened. NCDOT will pave in March 2013 and they have given fair warning if the turn lanes have not been installed by the time they do the pavement overlay they are not going to be receptive to the idea of us tearing up the road again. So this is an opportunity for us to capitalize on with a huge reduction in cost to this project.

Commissioner Fiocco said maybe the Town could fund the whole project and the homeowner association could pay over time.

Commissioner Farrell stated as a member of the Pittsboro Fire Department they would not use the entrance off of Springdale, unless it was mutual aid from North Chatham. He stated they would come down Thompson Street.

Commissioner Baldwin stated she doesn't have a problem with connectivity, her concern has always been the cost of it. Some of it should be with the developer because it was his idea. She has concerns about the residents on Springdale. It is a very narrow street with a lot of small children on the street that is why she says the calming devices are very important.

Mr. Bennett said he does not want to create a hardship for people on Springdale. After much discussion Mr. Bennett thanked the board for all their help.

Randy Voller asked if there were any questions for him. He stated they connected to Fire Tower Road in the beginning to meet the requirement of having two ways in and two ways out when they started the project. It turned out good for the public safety for his many friends on Fire Tower Road. They have always been empathic to the needs of the people on Springdale. They own three properties and have four lots. Many of them have changed owners over the years but some of them have been there from the beginning. He stated had a cul-de-sac been built that is required by ordinance we would not be having this conversation.

He said there were several connection options for the development for a time it should showed a connection across from Chatham Mills, Mr. Spoon connects to Bellmont Ridge, and the Town has a through road where the water tank road is (a point of access to this property). He is aware his wife and Ms. Russell submitted an offer about three years ago. They offered a \$60,000 letter of credit which stayed with the Town until recently when Ms. Russell rescinded it. The reason it was rescinded is they are not sure with the bank climate if they will give such letters of credit and they don't know what the cost will be and the changes that Commissioner Fiocco is referring to. They just decided we had to rescind it. He is sure if the town were to come back and take Mr. Bahho plans, revise them and give a price that everyone could sit down and try to cooperate. They have always been willing to turn the plans over and the work of Mr. Bahho.

Commissioner Farrell thinks it is a good idea to get the road open but he thinks the developer should have already paid for it and done it.

Commissioner Fiocco said the only thing to be done to Springdale is the traffic calming devices.

Manager Terry asked who was paying for all this work. Commissioner Fiocco said it was his understanding the developer is. Randy Voller said yes they are but there is going to have to be a hand over at some point.

Manager Terry said if this is going to be a capital project an amendment will be needed. It can be added at any time because it doesn't have a budget impact unless you decide to fund it and then you will have to make a budget ordinance amendment.

Commissioner Fiocco said let's see what NCDOT is going to do.

Motion made by Commissioner Fiocco seconded by Commissioner Farrell to reinstate Mayor Voller.

Vote Aye-5 Nay-0

Small Town Main Street Program Update

Planner Bass said they had the last meeting for the summer and they will not meet again until September. They discussed changing their meeting date because of conflicts with EDC folks. Paul Horne conducted an online survey and their meeting date will be the 1st Tuesday of every month beginning in September.

He stated next year's meetings will be chaired by the committee. Mr. Murphrey, the State representative will attend but running the meeting will fall on the committee. He stated everyone was pleased about the funding for the seating and façade. He stated Mr. Barber had told Paul Horne that he was going to apply for façade design assistance.

Commissioner Baldwin asked are there several others that have said they would submit requests besides Mr. Barber. Planner Bass said not at their meeting, there may be other people talking about it, but Mr. Barber attended the last meeting.

Final Draft of the Pittsboro Land Use Plan

Motion by Commissioner Fiocco seconded by Commissioner Foley to schedule a public hearing on July 23, 2012 at 7:00 p.m. on the Final Draft of the Pittsboro Land Use Plan.

Vote Aye-5 Nay-0

Mayor Voller asked about the Big Box Ordinance. Planner Bass said he found the document and the minutes from the public hearing and he has created a file.

Mayor Voller asked since the town has held a public hearing can the board just adopt the ordinance. Attorney Messick said you would need to have another public hearing because the first one was held about three years ago. Planner Bass said he would bring it back as an item of discussion.

NEW BUSINESS

None

CAPITAL PROJECTS REPORT

1. Manager's Update on Capital Projects.

Waste Water Treatment Plant Generator Replacement Project

Manager Terry reported that the Rural Center has approved our request for an extension of this grant until November 30, 2012. We met with the Rural Center Project Manager on June 21st to discuss the scope of work to be accomplished with the remaining grant funds.

Mayor Voller recognized Marty Clayton, Progress Energy Representative.

Commissioner Baldwin asked Mr. Clayton about the leaning poles downtown. Mr. Clayton said he was going to look at them after the meeting but he has been told by the operations manager that one of the poles has been addressed and one of the other utilities owns the other pole that is out of line, it is his understanding it is the telephone pole.

The Board thanked him for all that he does for Pittsboro. Mr. Clayton said he would be glad to set up a tour of the Shearon Harris Nuclear Plant and he will work with Manager Terry to get that coordinated.

Commissioner Foley thanked him for all the support they give to Habitat for Humanity and the community. Mr. Clayton presented Mayor Voller with a 2012 report on Community Involvement.

Mayor Updates - None

- EDC
- RPO
- Solid Waste
- Fairground Association
- PMA/Downtown

Commissioner Concerns

Commissioner Farrell said he had spoken with Manager Terry about some of the intersections needing to be cut back and he hasn't noticed anything being done. He asked that the Food Lion one be done immediately.

Commissioner Fiocco asked Planner Bass if Snuffy Smith has been in to see him. Planner Bass said yes.

Commissioner Baldwin said there is a lot of garbage on the back side of the car wash/dog wash on 64 West and it needs to be taken care of. Manager Terry said it may be a zoning issue he will take a look at it.

Mayor Voller asked if the board would give him permission to send a letter to 3M and Omtron about requesting to be annexed into town. The board said they didn't have a problem with that. Commissioner Farrell asked why in the world they would want to be annexed. Manager Terry said it could be used as a marketing tool.

Motion made by Commissioner Baldwin seconded by Commissioner Fiocco to adjourn at 9:38 pm.

Vote Aye-5 Nay-0

FYI -

1. Tentative Future Agendas July 23, 2012

Randolph Voller, Mayor

ATTEST:

Alice F. Lloyd, CMC, Town Clerk