



MEMORANDUM

TO: Mayor and Board of Commissioners

FROM: Heather Meacham, Finance Director

SUBJECT: Sanford Force main Project

DATE: January 9, 2023

Background: Chatham Park Investors facilitated payment of a utility easement between Helix Ventures LLC and Town of Pittsboro needed for the Sanford Force main Project. The total amount of the easement was \$50,000. Due to the arrangement between Chatham Park Investors and Town of Pittsboro related to the capacity of the force main, Chatham Park Investors is willing to pay 66.67% of the easement and the Town would be responsible for 33.33% or \$16,667 of the total amount paid for the easement.

The Town has funds budgeted in the Sanford Force main project budget for easement purchases so no additional budget amendment needs to be done.

Action Requested: For Board of Commissioners to authorize the Finance Director to pay \$16,667 to Chatham Park Investors for 33.33% of the easement between Helix Ventures LLC and Town of Pittsboro.