

Morrisville



2021

Stabilizing Transition

FY 2023 Adopted Annual Operating Budget & CIP



FY2023 Adopted Annual Operating Budget

Prepared by: Martha Paige, Town Manager



Morrisville



2021



Morrisville

Live connected. Live well.

To Our Readers:

We appreciate your support and interest in the Town of Morrisville's proposed annual plan for continuing to provide quality core services to the community as well as leveraging your tax dollars for future investments that improve and enhance your quality of life and safety.

This document has been modified since the Town Manager's original recommendations presented on May 10, 2022 resulting from Town Council deliberations and directed changes prior to adoption on June 14, 2022. Any updates are notated in the document by footnotes to explain the modifications. This document is the full published version of the adopted budget.

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Organization

STRATEGIC PLAN

ORGANIZATIONAL CHART

ELECTED & APPOINTED OFFICIALS & STAFF



Strategic Plan

Morrisville adopted a Strategic Plan, the first in its history, in April of 2018. Town Council, citizens, community stakeholders and staff embarked on a year-long process of engagement culminating into the affirmation of the Mission, Vision and Values that serve as the core guiding principles of our work and service to Morrisville.

Mission Statement

Connecting our diverse community to an enhanced quality of life through innovative programs and services.

Vision Statement

A sustainable and thriving community that celebrates diversity and inclusion while enhancing the well-being of people who live, work, and play in Morrisville.

Values

Dedication – Integrity – Courtesy – Innovation



The six pillars that are the framework of the Strategic Plan

GOALS & OBJECTIVES



GOAL 1: Improved transportation mobility - Enhance transportation options through improved accessibility, connectivity and collaboration

- Obj. 1.1: Explore, evaluate, and enhance available mobility options
- Obj. 1.2: collaborate with other government entities and the private sector to support development of transportation infrastructure and related plans
- Obj. 1.3: Explore and evaluate traffic management options



GOAL 2: Thriving, livable neighborhoods - Enrich the quality of life through the preservation of natural resources, well-planned development and strengthened neighborhood vitality

- Obj. 2.1: Identify and expand housing options to meet current and future needs of the community
- Obj. 2.2: Utilize components within town guiding documents to plan and provide for current/future infrastructure (other guiding plans may be included/referenced as identified or created): Land Use Plan, Parks and Recreation Master Plan, Town Center Plan, and Capital Improvement Plan
- Obj. 2.3: Ensure responsible, sustainable development and redevelopment, reviewing and considering guidance in town policies/plans: Master Sustainability Plan & Stormwater Master Plan



GOAL 3: Engaged, inclusive community - Enrich the quality of life through programs, events, amenities, and services valued by the community

- Obj. 3.1: Validate community interest/desires/needs
- Obj. 3.2: Offer events and programs that meet the needs and interest of the community, and increase awareness of activities and opportunities for public engagement and collaboration
- Obj. 3.3: Create and promote both a community and staff environment that is welcoming to, inclusive of, and values diverse populations



GOAL 4: Public safety readiness - Provide a safe and secure community through prevention, education, readiness, and response

- Obj. 4.1: Be operationally ready to meet public safety service demands of the community and staff, and demonstrate commitment to continuous service level improvement of all Town safety components, including police, fire, parks, streets, and facilities
- Obj. 4.2: Evaluate, enhance, and promote community educational opportunities and encourage preparedness



GOAL 5: Operational excellence - Deliver exceptional service with an engaged workforce that effectively manages public assets and promotes transparency

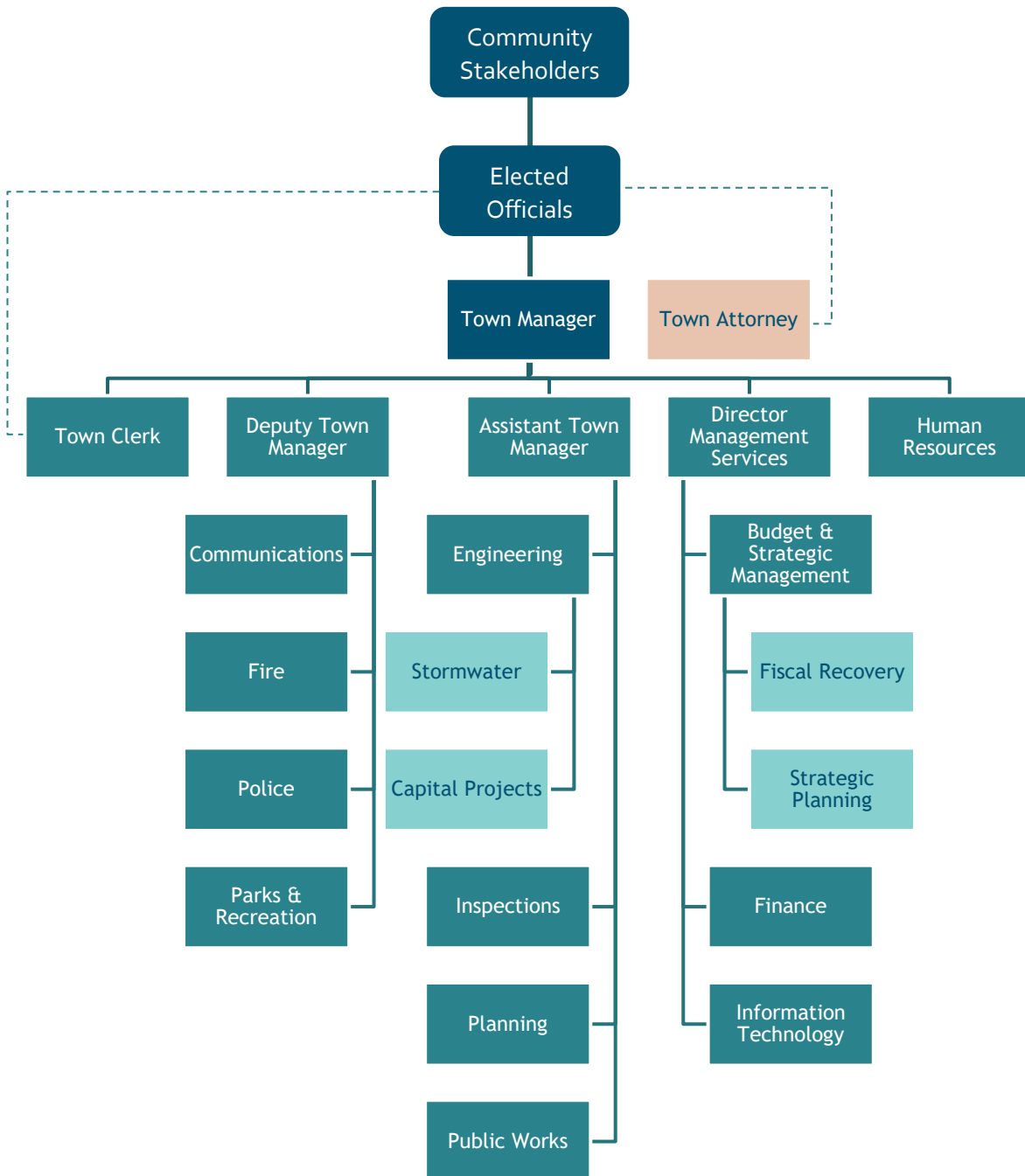
- Obj. 5.1: Enhance community-facing programs and services: Customer-focused service, Effective and efficient management of public assets, and Align Town priorities with resources through annual Budget and CIP processes
- Obj. 5.2: Commitment to professionalism and employee engagement: Assess professional standards at department level, Attract, develop, and retain a diverse, high-performing workforce
- Obj. 5.3: Leverage the use of technology to enhance efficiency, productivity, and service delivery



Goal 6: Economic prosperity - Promote a business-friendly environment to diversify the economic base and attract an educated and highly skilled workforce

- Obj. 6.1: Attract and retain businesses that provide a diverse economic tax base
- Obj. 6.2: Promote a business-friendly community, understanding business needs to support a ready workforce
- Obj. 6.3: Promote and advocate for public education needs

Organizational Chart – Adopted FY2023



Elected & Appointed Officials & Staff

Mayor and Town Council



Pictured from left to right: Council Member Anne Robotti, Council Member Vicki Scroggins-Johnson, Council Member Steve Rao, Mayor TJ Cawley, Mayor Pro-Tem Liz Johnson, Council Member Donna Fender, & Council Member Satish Garimella

Mayor	TJ Cawley
Mayor Pro-Tem	Liz Johnson
Council Member	Donna Fender
Council Member	Satish Garimella
Council Member	Steve Rao
Council Member	Anne Robotti
Council Member	Vicki Scroggins-Johnson

Appointed Officials and Staff

Town Manager	Martha Paige
Town Attorney	Frank Gray
Deputy Town Manager	Brandon Zuidema
Assistant Town Manager	Giselle Rodriguez-Villanueva
Director of Management Services	Jeanne Hooks
Chief Information Officer	Rick Ralph
Communications & Outreach Director	Wil Glenn
Finance Director	Nancy Emslie
Fire Chief	Scott Criddle
Fiscal Recovery Officer	Michael James
Human Resources Director	Lauri Shedlick
Inspections Director	Shandy Padgett
Parks and Recreation Director	Randy Little
Planning Director	Michele Stegall
Police Chief	Pete Acosta
Public Works Director (Interim)	Steven Spruill
Stormwater Engineer Manager	Ben Mills
Strategic Performance Manager	Erin Hudson
Town Clerk	Eric Smith
Town Engineer	Mark Spanioli

Budget Summary

BUDGET SNAPSHOT

BUDGET MESSAGE

BUDGET PRIORITIES SUMMARY

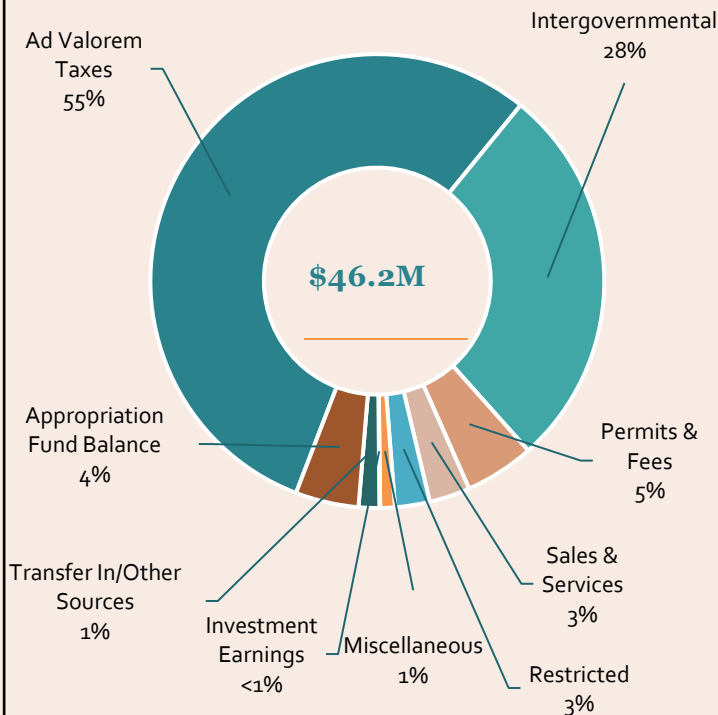
BUDGET ORDINANCES & RESOLUTIONS



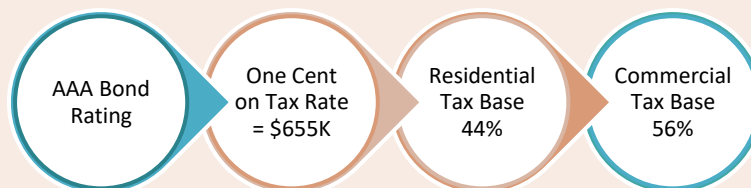
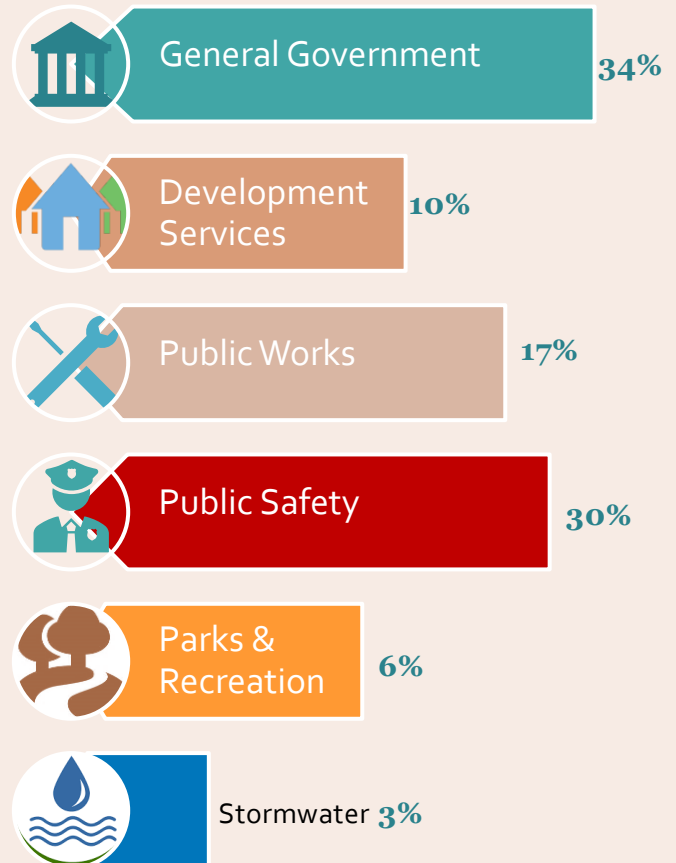
Town Banner Signs

Budget Snapshot **Stabilizing Transition*

Where the money comes from



What the money works for



BUDGET & CIP PRIORITIES

- Intersection & Sidewalk Projects
- Dog Park & Shiloh Park Renovation Projects
- Initiating Stormwater Projects
- Smart Shuttle Node & Amenities
- ADA Park & Pedestrian Safety
- LUP UDO Updates & Affordable Housing
- Sustainability Program Expansion
- Smart City Mobile App Phase II
- Public Safety Radio Replacements
- Essential Facility Repairs
- Addressing Recruitment & Retention

KEY HIGHLIGHTS

- Tax Rate Increase-\$0.39 (3 cents dedicated to Bond Debt)
- Stormwater Fee Increase - \$40 per ERU
- Vehicle Fee Remains \$30 per Vehicle
- Conservative Revenue Projections
- 2 New Positions (1 General Fund & 1 Stormwater)
- Moderate User Fee Adjustments
- Use of Fund Balance Reserves
- Proactive Asset Maintenance/ Replacement
- Operational Optimization

Budget Message

May 10, 2022

Mayor Cawley and Members of Town Council:

INTRODUCTION

Presented for your consideration, deliberation and proposed adoption is the proposed FY 2023 operating budget and capital investment program (CIP). The recommended budget has been developed based on the following fundamental principles and priorities:

- *Commitment to existing core service functions and service delivery levels.*
- *Controlling recurring costs, while recognizing growth in base budgets due to existing personnel and operational activities.*
- *Managing the replacement of existing assets, including buildings, vehicles, and equipment.*
- *Building on innovative programs initiated in prior years, such as Smart Cities and Sustainability efforts.*
- *Investing in future capital needs through capital reserve allocations.*
- *Supporting key projects and studies prioritized by Town Council.*
- *Safeguarding market competitiveness for employee total compensation in support of recruitment and retention of committed, quality staff.*

As the community began to recover in the second year of the pandemic, lingering influences on revenues and program availability have also impacted our ability to expand and grow services and new opportunities beyond our current levels. The proposed FY 2023 budget represents a stable, yet constrained approach to available budget capacity, continuing to align recurring costs with natural revenue growth. Necessary one-time costs and expenditures are supported through measured use of fund balance, American Rescue Plan Act (ARPA) allocations and use of other available resources.

Preparing the FY 2023 proposed operating and capital budgets was simultaneously simple and difficult. Fulfillment of the principles outlined above limited consideration of expenditure requests beyond essential items but does not impede or hinder service delivery. Careful and deliberate choices have been considered to manage the increase in the recurring base budget. One-time requests were prioritized to fulfill strategic plan goals and projects with reasonable use of resources that do not compromise operations, the long-range financial forecast, or the essential financial position of fund balance and capital reserves to meet long-term needs and expectations. The FY 2023 proposed budget maintains a strong foundational structure and a year of stabilization in budget growth that will allow for continued refinement and incorporation of future budget priorities into budget forecasting as strategic initiatives are explored by Town Council. Capital investment program recommendations are informed, purposeful and strategic, with several major projects planned for significant future financial commitment optimizing unique onetime sources to advance those projects.

The Town, and the expectations and needs from the community, continue to grow. Externally, the expansion of major traffic corridors, the activation of the Town Center Plan, and delivery on voter approved capital projects will further change the town's footprint and enhance our tax base growth. Internally, capacity has to-date maintained some equilibrium with existing revenue capacity. The Town of Morrisville delivers "big-city" performance. However, the town has begun to rely more on reserves and other resources, such as ARPA, to initiate programs and services. Continued service and program

expansion will ultimately outpace resource growth and require a recalibration of tax rate and of user-fee based services. Strategic discussions during FY 2023 should be dedicated to substantive discussions about the future expectations of service and capacity models that can be used to develop informed future budget scenarios that match those resources with budget needs. We have made great strides in adding resources, particularly staff, to manage increased workload. There will be more needed in the future. Forecasting will be key to consideration of major recurring expenditure adjustments long-term.

This budget message is realistic, not pessimistic. We should be proud of what we are able to accomplish within our resource levels. However, as mentioned in last year's message, we must not ignore the challenges we face in the coming years. To support expanded workload to meet service expectations by the community, desired program development, and new initiatives, our recurring human capital and operating needs will continue to increase. Planning and tough decision making are necessary to provide and guide strategic choice, balanced with resource availability, including future tax-rate scenarios for taxpayers. FY 2023 is an opportunity to stabilize, integrate, and assimilate the many enhanced offerings and additions to our core focus areas, and to concentrate on finishing strategic projects already underway.

Similar to FY 2022, Parks and Recreation facilities and programs have continued to be impacted by the pandemic well into the fiscal year. Resulting influences of the pandemic are also observed in inflation, cost of goods and services, availability of and access to workers, vendor timelines, and supply chain delays. All of these factors have further constricted our ability to do our work. The Town of Morrisville is flexible, nimble, and resilient in response to these influences. We remain fiscally and operationally strong.

The FY 2023 proposed annual operating budget has been developed with consideration given to the factors discussed above and without a proposed tax increase beyond the anticipated 3-cent tax increment to support the voter approved debt for various capital projects underway. Town Council has affirmed its desire to limit as much as possible additional financial burdens to those in our community that may continue to experience extended results of the pandemic, including no tax increase (other than for the voter approved bonds tax increment of 3-cents) and no consideration of a solid waste user fee. The proposed budget utilizes the remainder of the first tranche of ARPA funds distributed to the Town in July 2021 for signature projects, leaving the entire second tranche for consideration by Town Council for community priorities to be evaluated during the fiscal year.

The proposed Town of Morrisville annual operating budgets for the General and Stormwater Funds follow the budget introduction and message. Debt Service, Healthcare, Special Revenue, Capital Reserve and Capital Project Funds also are presented for review. The proposed budget has been prepared in accordance with the North Carolina Local Government Budget and Fiscal Control Act. The budget message outlines the key focus areas and provides important information that frames the budget requests:

- *Budget Priorities Overview with Strategic Plan Alignment*
- *Budget Ordinance/Resolutions*
- *General Fund Detail (abbreviated)*
- *Capital Investment Program [CIP] (summary only)*
- *Position and Pay Grade Classification Schedule*
- *User Fee Schedule and Fee Changes*

The proposed budget document has been streamlined to highlight essential areas of attention for budget presentation and analysis. The adopted budget document will include expanded content such as related information and supporting materials including:

- *Town Organizational Chart*
- *Elected and Appointed Officials Listing*
- *Budget Snapshot*
- *Department Budget Schedules*
- *CIP Project Concepts*
- *Budget Process Narrative*
- *Basis of Budget Narrative*
- *Policy Narrative*
- *Long-Range Forecast*
- *Glossary*

Note: The Budget Snapshot and Long-Range Forecast will be included and discussed as part of the budget presentation.

BUDGET OVERVIEW

The proposed tax rate for FY 2023 increases 3-cents from \$0.36 to \$0.39 per \$100 of property valuation. The three-cent increase is dedicated to bond projects approved by voters in November 2021 for public safety, parks and recreation, and streets, sidewalks and connectivity projects. There is no additional operational budget capacity attained with this tax-rate increase.

The proposed stormwater Equivalent Residential Unit (ERU) fee increases \$25 to \$50¹ per ERU to support the stormwater operations and capital infrastructure studies that were completed in FY 2022.

An appropriation of \$1,841,400 of the Town's fund balance is proposed to support essential one-time General Fund expenditures. The remaining \$2,551,500 of the first tranche of ARPA funds support budget requests for key projects and initiatives prioritized by Town Council and align with community input. Additional discussion of the fund balance and ARPA is included in those sections of the budget message.

The current Capital Investment Program (CIP) has been recalibrated to reflect Town Council priorities, policy direction, and updated project cost estimates established during FY 2022 and in alignment with the long-range debt service financial funding model. The anticipated capital budget items proposed in the FY 2023 budget include complete replacement of public safety radios, a future dog park, Shiloh Park basketball court renovations, International Drive Extension, sidewalk project design, and preparing for the first phase of intersection improvements. A major update of the CIP is scheduled in the fall of FY 2023 and will incorporate policy updates, assessment of resource tools, and project concept prioritizations in anticipation of planning for future bond referendums

The total proposed operating budget for FY 2023 is \$46,208,000 for the following annually adopted funds:

General Fund	\$ 45,000,000
Stormwater Fund	\$ 1,208,000

The proposed FY 2023 General Fund Budget less transfers equate to \$34,982,550 and reflects an approximate 5% overall increase as compared to the original FY 2022 budget less transfers of \$33,287,350. Growth in expenditures can be observed primarily in debt service and allocation to reserves

¹ Town Council adjusted and adopted a \$40 per ERU fee to support the stormwater program. Total appropriation remained \$1,208,000.

for future capital projects for FY 2023 over FY 2022. The convergence of new resources specifically committed to afford anticipated debt obligations and continued economic side-effects to some programmatic resources overshadows realized Census impacts within state distributed resources and from the Town's resilient tax base growth. While resources are strategically aligned within this budget recommendation to focus on stabilization of core services, care and maintenance of existing assets, continuation of previous innovative initiatives as well as advancement of some desired capital amenities, it bears limited program service expansion. Community service demands continue to grow.

For FY 2023, the available capacity between revenues and base budget expenditures is approximately \$4.98 million. Recurring expenditures requested in the FY 2023 proposed operating budget continue to closely approximate available capacity.

Basic routine services and recurring expenses (excluding transfers, contributions and grants, and one-time capital outlay) are approximately \$37.4 million at the current fiscal year's operational service levels. Proposed additions to recurring and routine expenditures to the base operating budget are \$4.68 million for FY 2023 and represent a 13% increase to the base operating budget. Of this amount, approximately \$1.965 million represents funds transferred to the debt service fund for future debt service payments. The remainder reflects investment in existing staff and operational increases essential to meet current needs. Two new positions, one in the General Fund and one in Stormwater, reflect the only new recurring costs proposed in the operating budgets.

Beyond the increase in recurring and routine expenditures, the FY 2023 budget proposes an additional \$6,170,400 to support targeted capital projects, programs and initiatives that enhance accomplishment of the strategic plan, maintain, and improve Town infrastructure, and support priorities of Town Council and the expectations of a growing community.

Recurring/routine and non-routine items are more fully described in the Budget Priorities Summary. Substantially all of these items relate to a need to replace, repair and maintain existing assets and equipment necessary for programs and services. FY 2023 proposed operating budget recommendations for personnel, debt, and use of fund balance are described in more detail in the following sections of this budget message.

Capital Reserve allocations of \$2.16 million are proposed for future spending in key areas of roadway and transportation improvements, parks and recreation improvements, fire apparatus purchases and the remaining Municipal Service District project. There is no proposed allocation for the prepaid acreage fee reserve as the financial liability for prepaid fees has been reduced due to property sales, particularly in the McCrimmon area.

New debt service of \$1,395,000 is added to the budget in FY 2023. New debt service reflects partial principal and interest payments related to the issuance of \$16,500,000 of general obligation bond debt in May 2022.

Together, the targeted programs and initiatives and capital reserve allocations totaling \$9,925,400 account for 77% of the \$12,785,400 of the budget requests identified in the proposed FY 2023 operating budget.

Other non-operating budgets for FY 2023 include obligations related to NC pension plan and post-employment obligations:

Retirement Health Care Fund (OPEB)	\$ 408,600
Retirement LEO Separation Allowance Fund	\$ 88,700

Grant and Capital Project Funds with approved project ordinances are on multi-year budget schedules and are not related to the annual operating budget ordinance unless through planned interfund transfer(s) or debt obligation(s).

Outlook

While Parks and Recreation programs and related revenue have continued to illustrate the effect of reduced availability to the public, revenue growth overall remains stable and strong, primarily through very strong sales tax growth compensating for some slower recovering resources

Consideration of a solid waste fee remains a viable option to capture additional budget capacity for organizational and community needs while still having one of the lowest cost of services in Wake County. Future tax increases may be necessary to provide ongoing resources to support needed human capital and expanding operational expenses inherent in provision of quality core services for a town growing as Morrisville has and continues to do. At a minimum, retention of tax growth from property revaluation scheduled to occur in FY 2024 (FY 2025 tax impact) should be considered.

Attention to growth in the limited undeveloped parts of Morrisville remaining will be critical to project future impacts on development fee revenues and real property growth that factors into our natural tax base growth. Short-term and long-range forecasting will be essential to maintaining the stability and low tax rate for Morrisville residents and businesses that call Morrisville home. ***Our stability is our strength – our long-range vision and planning excellence is our future.***

Acknowledgement

I am exceptionally grateful of the support of our department heads and their staff. We had candid discussions during multiple budget preparation meetings to grapple with challenging ourselves to find the best ways to achieve our highest possible outcomes. We started the budget review early this year and have worked together for months to prepare this proposed budget. Our best work always starts within the departments to gain their front-line perspective on ways to get the job done. The proposed budget is a collaborative effort and their ongoing willingness to work together for the betterment of the organization is fundamental to our success. Thank you to Eric Smith, Erin Hudson, Giselle Rodriguez-Villanueva, Lauri Shedlick, Mark Spanoli, Ben Mills, Michele Stegall, Nancy Emslie, Pete Acosta, Randy Little, Rick Ralph, Scott Criddle, Shandy Padgett and Wil Glenn for their important role in the budget development process. Thank you also to Brandon Zuidema, whose insights and observations are always valuable as we explore different perspectives and discuss opportunities we can consider to accomplish our goals.

Jeanne Hooks' leadership in budget management and administration has been further developed and utilized this year as she has formed a strong budget team to expand and enhance attention to our budget throughout the year. The addition of Michael James to our staff as Fiscal Recovery Officer was essential to our in-depth understanding, management and oversight of the American Rescue Plan Act funds that we will spend over the next several years. Michael's underlying budget acumen has also enhanced our

analytical review, policy development and compliance skills. Dawn Raab, Budget & Management Analyst, has spearheaded improvement in our base budget monitoring and by developing a comprehensive equipment replacement and maintenance schedules to effectively recognize and balance these increasing costs in our budget development process. They are a great team, and their work is evident in the FY 2023 proposed budget. Thank you to Jeanne, Michael, and Dawn.

Town staff's work continues, as does that of Town Council, whose influence on this budget was provided beginning at the Winter Meeting and through budget prioritization exercises and pre-budget and budget preview work sessions. Thank you for your hard work as we move towards the adoption of a strong, stable and balanced budget for FY 2023.

Budget Deliberation Timeline

The budget will be available to the public by May 9 and will be formally presented to Town Council and the community at the May 10, 2022 Town Council Meeting. Formal presentation of the budget will be followed by more in-depth discussion of its development and core components. The budget portal will be open for public input, feedback, and comment from May 11 through May 24. Work sessions are planned for May 17 and May 26. Tentative work sessions, if needed, could be held on June 7 and June 9. Budget adoption is anticipated on June 14; if not adopted June 14, adoption would be scheduled on June 28. In accordance with state law, a balanced budget must be adopted before July 1.

A Frequently Asked Questions (FAQ) tool will be utilized throughout deliberations to supplement information included in presentations to provide expanded detail and clarification of budget requests for the FY 2023 proposed budget.

Summary

The FY 2023 proposed budget represents a transitional year from rapid growth and expansion of people, programs and services to a **year of stabilization**, particularly with recurring expenses. Choices were limited, despite continuing needs and the desire to further impact and enhance program and service delivery. Staff can and will continue to fulfill our mission, guided by the Connect Morrisville Strategic Plan goals, to address Town Council priorities.

Additional attention to the long-range forecast to incorporate personnel requests and project opportunities will ensure items not included in this year's proposed budget are not lost but are considered and coordinated into future forecasts during FY 2023.

Sincerely,



Martha Paige
Town Manager/Budget Officer

BUDGET PLANNING AND DEVELOPMENT

Budget planning, development and implementation is a year-round focus for Town Council and staff. Careful attention to revenue forecasting, management of expenditures, and key projects and initiatives facilitates recognition of and capitalizing on opportunities as they become available.

Additional emphasis during FY 2022 to plan ahead for FY2023 and beyond has been in several key focus areas:

- *Verifying eligible uses of ARPA funds.*
- *Ensuring a successful bond referendum, subsequent credit rating update, and bond sale and issuance.*
- *Considering revenue enhancement options other than an increase to the property tax rate.*
- *Moving major capital projects forward.*
- *Maintaining a strong and stable fund balance that allows for flexibility and to take advantage of emerging opportunities.*

Each of these topics will be explored more in-depth in the following sections of this budget narrative summary.

The early summer months of FY 2022 were spent in active public education and public awareness of bond referendum projects in advance of the November 2021 ballot. The Morrisville Chamber of Commerce was the Town's advocacy partner, resulting in the successful approval of \$37 million in public safety, parks and recreation and streets, sidewalks, and connectivity projects over the next six years. The bond approval is supported by a \$0.03 cent tax increment dedicated exclusively to the debt service necessary to pay for these projects and will not be used to support increased operational capacity. Town Council also made it clear that there was no desire to further increase the tax rate in the coming year or pass along any additional financial burden to the Town's taxpayers this year when a proposed solid waste user fee was discussed. Those early indicators have been honored throughout the preparation and presentation of the FY 2023 proposed budget. Town Council did express support for a stormwater fee increase to address significant future stormwater infrastructure needs following the development of a Stormwater Master Plan that is incorporated into the proposed FY 2023 budget for the stormwater fund. Town staff has been aggressive in pursuing Town Council priorities, notably land/property acquisition, Town Center, and evaluation and study of other major capital projects such as a dog park, intersection improvements, Church Street Park expansion and the launch of the Smart Shuttle in October 2021. The influences of these significant efforts directly impact both the operating and capital budgets presented this year.

Senior management and department head staff initiated current year budget progress review earlier (December versus January) to provide Town Council with a timely picture of how the Town was faring as we continued moving through a fiscal year still heavily impacted by pandemic influences. I applaud Town staff for their resilience, dedication and continued accomplishments and achievements in this volatile and changing work environment. FY 2022 updates and the first preliminary snapshot of what might be proposed for FY 2023 occurred during Town Council's Winter Meeting in late January with departments showcasing informative presentations on current and future needs while celebrating successes. The first FAQ (frequently asked questions) compilation was prepared following the winter meeting, providing additional information requested by Town Council.

In January, Town Council also received a budget preview administrative report that highlighted initial identified influences on budget development. This report reiterated the message that has been shared in the past two budget messages that growth in recurring costs that contribute to base budget minimum

levels was outpacing natural revenue growth and would limit additional projects and initiatives in the future. This report was followed by a health insurance update administrative report in February to keep Town Council apprised of those ongoing budget effects. At the same time, departments submitted preliminary budget requests for initial review and vetting by senior staff; that was followed by department meetings for discussion and additional clarification. Productive dialogue and mutual awareness of the economic and financial climate and organizational capacity is an essential part of the budget preparation schedule.

An ARPA Update and Budget Brainstorming were a focal point of Town Council's Winter Meeting. Robust discussion, and a second FAQ was prepared to support Town Council's upcoming work on the budget this spring. Town Council received a comprehensive review of the growth in the base budget and program and project budget impacts influencing the upcoming budget development cycle.

Formal budget submittal requests were developed in February and submitted to the Budget Department in early March. The iterative process of review and vetting and meetings with departments help transition from the individual department prioritization of requests into development of an organizational perspective of a balanced budget, with enhanced scrutiny of recurring and one-time requests for long-range fiscal sustainability becoming an even more essential influence. All budget requests are fully and carefully considered for inclusion in the budget. Alternative strategies for accomplishing work and the corresponding impacts (short-term and long-term) of not including items in the budget are fully evaluated to allow for the production of a thoughtful and deliberate approach to the budget.

Town Council began its preliminary work in earnest in February through completion of an ARPA survey to capture its collective priorities for uses of those funds on achieving goals and objectives. "Quick, small wins" was the prevailing preference, with continued emphasis on public safety and transportation mobility efforts. A more encompassing and broad budget brainstorming exercise followed in March to probe for additional budget guidance and direction into the preferred budget approach, ideas and strategies, and the broader overall community message. These inputs have directly guided the development of the proposed FY 2023 budget. The budget preview provided to Town Council in April affirmed that staff was on track with Town Council's direction.

Throughout the year, Town Council has been regularly updated on various matters through quarterly financial and capital project update reports. Town Council has also received many presentations and administrative reports to track progress, challenges, and timing of major projects and initiatives that are integral to the broader budget balancing strategy for FY 2023, the long-range forecast and expedited launch of bond projects. Examples of major updates include the Harris Mill Fire Station, Morrisville Community Park Phase 3, Airport Boulevard Extension, Triangle Bikeway, Affordable Housing, UDO Update, Smart Shuttle, Sustainability, Small Business, and Smart City programs, and various parks and recreation initiatives such as a dog park, disc golf, and cricket. There is a tremendous amount of work underway in Morrisville.

Each step of the budget cycle is based on the guidance and understanding of Town Council, attention to community priorities, and an emphasis on historical context, trend analysis, benchmarking, forecasting, and continuous process improvement.

The proposed FY 2023 operating budget concentrates on the following strategies:

Existing Program Focus: Existing programs to be maintained and strengthened to support ongoing workplan goals and initiatives. This limits growth in the existing programs and any new initiatives other than as outlined in the budget message.

Replacement Planning: An updated vehicle replacement strategy will allow us to evaluate vehicle replacement more holistically and distribute annual costs more evenly across a five-year planning window. Staff has also worked to restructure equipment replacement plans (especially public safety) and incorporate future replacement plans more effectively into a budget forecast, including changing technology needs.

Facility Repairs and Improvements: The growth of the Town's footprint inherently increases annual operating costs internally, and for service delivery to community stakeholders. Safety initiatives continue to be prioritized. While major projects move towards being shovel ready for activation, staff has also identified small impactful community improvement projects for inclusion in the budget.

Long-Range Planning Focus: The FY 2023 capital investment plan (CIP) budget focuses on carrying out bond projects and select other consensus driven priorities, as well as meeting stormwater mandates. Operationally, work continues on both affordable housing and UDO update projects that have been delayed by vendor availability and project cost, but that are now getting underway and must be completed to provide the further guidance requested by Town Council for these important community objectives.

Large Program Area Support: In the past several years, the Town has added several major program areas to its core focus, including the Smart Shuttle, Smart Cities and Sustainability. Each of these programs requires significant ongoing financial commitment as a part of a base budget strategy influencing recurring annual cost

Remaining Market Competitive: I am grateful for Town Council's vocal support and ongoing commitment to our Town staff and being able to focus on recruitment and retention of the best employees, which I fundamentally believe we have. The proposed budget includes recommendations for a pay plan adjustment for recruiting new employees, market rate adjustment for some positions to maintain salary competitiveness, and an across-the-board market rate adjustment and performance merit plan for all full-time and regular 30-hour employees. Pay rate adjustments for part-time employees are also recommended.

Future Planning: In addition to maintaining a strong fund balance, allocations of funds toward several capital reserves and strategic management debt capacity remain an integral part of the proposed budget and CIP creating a fundable program to realize tangible desired community outcomes

At the time of drafting the FY 2022 budget message last year, the final rules for use of ARPA funds had not been finalized. Since then, guidance for eligible uses has been formally established. The final rule now provides maximum flexibility in the use of the Town's entire ARPA allocation through the revenue replacement option. ARPA resources may be used for the provision of government services. Compliance with federal purchasing and contracting rules is required; Town Council considered and approved some financial policies associated with ARPA spending in April. The Town also submitted its first annual ARPA

report in April. Use of ARPA funds has been incorporated into the proposed FY 2023 operating and capital budgets in alignment with Town Council's expressed priorities.

The Town has illustrated budget development through a base budget framework to highlight recurring expenditures since FY 2015 to monitor and evaluate overall budget growth. Using this approach, available capacity for new initiatives and one-time funding requests is more readily evident. Additions to the base budget due to changes in programs, services and personnel are highlighted to demonstrate the effect on decisions that influence future budget development and available budget capacity. Once established, programs and services that add to the base budgets are future year commitments unless there is a corresponding program or service reduction. For FY 2023, growth in recurring expenses, especially in new personnel, has been limited to existing and essential needs only. Debt service payments increase significantly in FY 2023 related to the issuance of the first \$16,500,000 in voter approved bonds in April 2022.

A fund balance appropriation to balance the budget is incorporated in the FY 2023 budget. The fund balance appropriation was significantly larger in FY 2022 to achieve specific goals and is not a sustainable practice year-to-year. The proposed fund balance appropriation for FY 2023 is approximately 4% of expenditures and demonstrates the commitment to maintaining a larger fund balance that is integral to strong financial condition and credit ratings. In the affirmation of the Town's three AAA ratings in April 2022, all three rating agencies noted the strength of the town's reserves as a part of their assessment.



Connect Morrisville, the Town's strategic plan, was updated in July 2021 and continues to be aligned to budget recommendations to demonstrate alignment of our work with the plan.

As done since the strategic plan was adopted in 2018, each budget request is connected to a Connect Morrisville goal and objective to denote the connectivity of the budget to our overall work, goals, and outcomes.

FY2022 RECAP

Many of the achievements and ongoing work conducted by Town staff have been mentioned earlier in the Budget Planning and Development Section. Our efforts to keep Town Council regularly updated on notable projects facilitates effective and efficient deliberation and decision-making and to keep things moving forward. Attention to project timelines and Town Council awareness/information related to the life cycle of prominent projects has been an area of emphasis for staff. This has become even more essential as the influences of a world pandemic on costs, supply chain constraints, vendor availability and overall economic conditions have impacted our work. Some additional highlights of our FY 2022 performance include:

✓ **Morrisville-Carpenter Road Improvements.**
This project remains in budget scope and is projected to be complete in summer 2023.

✓ **Smart Shuttle.** *The launch in October 2021 initiated public transportation service in Morrisville through an in-town circulating shuttle. The service has been well received by the public.*

- ✓ Sidewalk Segment Projects. Several key gap projects have been completed and two important projects – the Morrisville Community Park and Louis Stephens Road sidewalk projects are well into design.
- ✓ Land Purchases. Strategic purchases of land in the Town Center Area and on Marcom Drive have helped advance two key strategic initiatives of Town Council.
- ✓ Touchless Fixture Installation. The second phase of the conversion of plumbing fixtures in Town facilities improved the health and safety of Town employees and residents.
- ✓ Cultural Program Expansion. The Town sponsored its first Diwali and Holi events this year and has hired a dedicated Cultural Resources Specialist to continue this work.
- ✓ Traffic Safety Unit. Re-establishment of this function in the Morrisville Police Department is anticipated to enhance education and enforcement of traffic initiatives, awareness and overall driver and road safety.
- ✓ Small Business Support. The Town has continued to explore foundational ways to remain engaged with our small business community beyond pandemic response.
- ✓ Master Sustainability Plan Development. Town Council is anticipated to consider adoption of the plan before the end of the fiscal year.

- ✓ Senior Center Integration. The Senior Center celebrated its one-year anniversary in March and continues to increase participation and program options.
- ✓ Historic Christian Church Activation. The Historic Church is now home to the Morrisville Rotary and sponsors Daisy Girl Scout Meetings. Advisory Committee are also meeting at the facility. Rental use is increasing, and the building also provides additional Town meeting space.
- ✓ "Pop Up" Programming Opportunities for disc golf and a temporary dog park. This creative strategy helps meet an interim need and provide data and feedback for long-term program development evaluation.
- ✓ Website Enhancements. Following an external review, work is underway to address inefficiencies in navigating the Town's website with a renewed focus on enhancing the external user experience.
- ✓ Stewardship Program Expansion. The program supports community engagement while focusing on the beauty of our town through community clean-up projects.
- ✓ Old Fire Station One. With ongoing space needs, the former fire station has been returned to service, relocating Fire Administration staff to make room for much needed space expansion for Police and Engineering/Stormwater.

These projects, large or small, signify only a portion of the depth and breadth of work done by town staff. Kudos to all Town of Morrisville employees.

The commitment and resilience of town staff throughout the pandemic well into the second year of impact on meetings, physical presence in the offices, and in-person programs and activities has been demonstrated continuously. Revenues continue to be noticeably reduced in Parks and Recreation, especially at the Morrisville Aquatics and Fitness Center and with youth programs at Cedar Fork Community Center. Creative alternatives and options were employed wherever possible. As we now hopefully emerge from the most pronounced impacts of COVID-19, we will carry forward our diligence to the safety and well-being of both our employees and community stakeholders in our programs, services and outreach. Further, lessons learned over the past two years can be used to enhance and provide alternative engagement strategies that complement the variety of ways we accomplish our

work. As we seek stability and a return to some regularity, we will also embrace change and new ideas and approaches.

The value and importance of in-person engagement has been clearly illustrated this year at all levels of the organization. Connection to each other and the importance of seeing faces and having collective dialogue and conversation that increase collaboration, understanding and overall morale and positive approach to a life-changing event are evident outcomes from our work in FY 2022. Local government work is about relationships and the people we serve. We are ready to emerge and embrace FY 2023.

Special thanks to our Human Resources Department, and especially Chuck Queen, Risk Manager, for the unflagging support, compassion and care and maintenance of our employees, physically and mentally, throughout these past two years. The significant accomplishments demonstrated throughout the organization have been helped through a constant and consistent message – our employees are our most important asset.

While FY 2023 is envisioned as a stabilizing year, there is no question that significant productive work will continue for our town.

FY 2023 BUDGET HIGHLIGHTS

The FY 2023 proposed annual operating budget maintains the stability of existing core programs and services, including significant programmatic additions from FY 2022, including Smart Shuttle, Smart Cities and Sustainability planning. Future project capital reserve allocations comprise a major component of expenditures, as does new debt service payments from the issuance of \$16,500,000 of the \$37 million in voter approved bonds in FY 2022. Personnel expenditure increases relate primarily to maintaining a commitment to competitive salaries for existing staff positions and other related benefit costs for health care insurance and local government retirement system contributions. There are two (2) new position requests, one of which has previously been approved by Town Council during FY 2022.

GENERAL FUND OVERVIEW

Ad Valorem Taxes (Property Tax/Motor Vehicle Tax)

The Fiscal Year 2023 property tax rate is recommended to increase 3-cents to \$0.39 per \$100 of property valuation. The 3-cent increase supports debt service requirements for the \$37 million in bond issuance authority approved by voters in November 2021 and other future anticipated debt. There is no additional operating budget capacity supported by this tax rate increase and no additional tax rate increase for FY 2023 is recommended.

- 1) *The tax rate was last adjusted for FY 2021 following the revaluation of property in 2020. The next property valuation is scheduled to occur in 2024 and will affect the FY 2025 budget deliberations.*
- 2) *The General Fund Ad Valorem revenue for Fiscal Year 2023 is estimated at \$25,435,000 and represents 56% of the total budget. This estimate is based on a 99.8 % collection rate*

Revenues collectively reflect the increased assessed property value from the natural growth in the tax base (3%) and from stable revenues in other categories. Real revenue growth (from sources other than transfers, carryover items and revenue related to new tax increment dedicated to bond projects) approximates 4%, the same as the 4% projected last year. Sales tax revenues continue to remain strong through the pandemic and neutralize some of the impacts of lost revenue from reduced parks and

recreation program and facility resources, but restraining opportunities to optimize on that growth effectively towards new programs and services

The Town continues to realize stable real property growth to balance some budget requests within that natural revenue growth without associated tax increases. Anticipated commercial property development in the McCrimmon Parkway Extension area is underway at a rapid pace, with several significant projects in development review and near-term construction commencement expected to continue to add to real property growth for the next several years. Dramatic increases in property values experienced in the residential sector over the past 12 months may also influence real property value growth and resultant revenue neutral tax rate discussions if sustained. A longer-range analysis of existing and projected property value growth in the future, and how that will change as the Town transitions to redevelopment will better inform future tax rate discussions and long-term budget capacity.

The Town of Morrisville's property tax rate remains one of the lowest tax rates and costs for service in Wake County. Morrisville remains one of two municipalities in Wake County that provides solid waste services within the tax rate (the other being Garner), demonstrating continued and ongoing value to our taxpayers. Each cent of the tax rate generates approximately \$650,000 of revenue for the town; other municipalities and Wake County are able to generate much more revenue per tax increment due to the significantly larger assessed property value in those jurisdictions. The Town continues to manage and introduce growth through natural property tax resources, demonstrating fiscal stability and responsibility to our taxpayers.

Approximately half of the taxes paid in Morrisville come from commercial properties and businesses, resulting in a balanced tax burden on property owners in Morrisville. Per capita costs for Morrisville programs and services are only \$1,056 per resident.

Future consideration of a solid waste user fee is recommended for reconsideration during FY 2023 to allow for the repurpose of tax dollars to needed and desired personnel, programs and services.

The motor vehicle tax fee of \$30 per vehicle approved in FY 2019 is the maximum levy authorized and remains at that level for FY 2023, with \$20 of that tax used toward public street maintenance and improvement as required by state statute. Of the remaining \$10, \$5 may be used for any lawful purpose and \$5 supports public transportation system costs.

Sales and Use Tax

Sales tax revenues remain robust in spite of COVID-19 impacts. Sales tax revenues are forecast at \$8,700,000, a 6% increase over FY 2022 estimated actuals. Conservative growth assumptions remain a prudent budget forecasting strategy to counterbalance other downward revenue influences. Sales tax revenues are 19% of the General Fund revenues and the second largest revenue source for the Town. Between FY 2021 and FY2022 distribution comparisons experienced influential growth of upwards of 20% from realization of Census impacts and economic market conditions.

Other Major Revenues

Other major revenue sources for the Town include the Utility Franchise Tax, the Wake County Fire Tax and Video Programming Fees:

- **Utility Sales Tax** is projected to generate \$1,740,200, which is 2% growth over estimated FY 2022 revenues and is 4% of total General Fund Revenues. Utility Sales assumptions are relatively static with a minor growth factor. Underlying factors such as weather, energy prices, population expansion and technology changes primarily contribute to shifts in utility consumption.
- **Wake County Fire Tax** projected revenues of \$800,000 represents the Town of Morrisville's cost share allocation from Wake County for fire protection and mutual aid. This allocation remains static this year. Staff pro-actively engages in updates with Wake County to negotiate basis of annual cost share.
- **Video Programming** revenues of \$625,000 reflects a 1% increase over estimated FY 2022 projections and are approximately 1.4% of total revenues. This resource is expected to continue a slow decline as the change in the consumer market from cable TV to streaming services. Morrisville's overall growth at times can counteract the overall realized distribution annually.

Development Services Permits and Fees (Planning, Engineering and Building Inspections) remain strong, and have been increased 6% over FY 2022 budget estimates based on assumptions resulting from strong permitting activity in commercial development and influences from remaining residential opportunities. Looking forward, Staff remains watchful of slowing trends for residential development long-term. . Budget projection strategies are intentionally more conservative than other revenues to safeguard against the unpredictability of construction activity.

Parks and Recreation Programs and Facility Revenues continued to be impacted by pandemic side-effects and market conditions. Revenues continue to be projected conservatively for FY 2023, as creative efforts work to recover historically robust youth programs and to maximize on new opportunities with a renovated MAFC facility.

Other state distributed resources (Powell Bill, Beer & Wine, Rental Vehicle and Solid Waste Disposal) have been positively adjusted for Census related impacts. In addition, in late 2021 the state's approved budget escalated the amount of state funds to the Powell Bill program recognizing growing transportation needs at the local levels. Sources indicate that level of funding should be sustained through FY2023 although the General Assembly has the option of adjusting in its summer session.

User Fees

The Town assesses a variety of User Fees for town services including administrative fees, inspection permits, police alarm fees, fire department services, and permit fees. During the FY 2023 budget

development process, departments evaluated fee structures and rates for market comparability, value for services provided, and cost recovery, where appropriate. Changes in these fees for service have been recommended and are illustrated in the User Fee Schedule included in the budget document.

- *Moderate changes to some development fees that includes an annual update to the parkland payment in lieu (Multi-family) per unit rate and updates to inspection permit fees.*
- *Overall, Parks and Recreation fees reflected in the budget are reviewed regularly and are periodically adjusted for market rate fluctuations outside of the annual budget review cycle. Some fee modifications for MAFC and the new Senior Center are incorporated in this budget.*

Operational Expenditures

Expenditures have been categorized into major types and focus areas to assist in review of budget requests in the Budget Priorities summary narrative to provide detail and justification.

Significant FY 2023
operational requests
(> \$100,000)
include:

- ✓ Vehicle Replacements
- ✓ Smart Cities Initiatives
- ✓ Facility Repairs and Maintenance (Collective Essential and Necessary Needs)
- ✓ Bond Issuance Costs
- ✓ Sustainability Program Initiatives
- ✓ Public Work Safety Initiatives (Collective Essential and Necessary Needs)
- ✓ Information Technology Equipment Replacements (Collective Essential and Necessary Needs)

Smaller but recurring
allocations required
in FY2023 include:

- ✓ Smart Shuttle Operations Cost Increases
- ✓ Sustainability Master Plan Base Budget Increase
- ✓ Equipment Leases
- ✓ Property Rental Increases
- ✓ Software Technology Leases

Notable one-time
budget requests
include:

- ✓ Smart Shuttle Bus Node Construction
- ✓ Equipment Replacements
- ✓ UDO Text Amendment/Land Use Plan Additional Costs

Significant FY2023
capital budget
requests include:

- ✓ Public Safety/Public Works Radio Replacements
- ✓ Dog Park Design/Construction
- ✓ Shiloh Park Renovation (including the Basketball Court)
- ✓ International Drive Extension
- ✓ Sidewalk Improvements Design
- ✓ Intersection Improvements Phase I

Note: The \$300,000 additional allocation of funds towards street paving that has been included in the past several budget requests has been deferred for FY 2023 to repurpose these funds toward more essential needs. Additional Powell Bill monies received by the Town have contributed to the road paving budget allocation capacity, and the recent Pavement Condition Report (PCR) affirmed a deferral of 1-2 years would not hurt the Town's PCR ratings and will allow for a further assessment of the use of preventive technologies to extend the life of roads. This is a short-term strategy used for balancing this year's budget in a fiscally responsible manner.

Personnel and debt service costs are addressed separately later in this budget message.

The General Fund includes four capital reserve funds: Roadway and Transportation Fund, Parks and Recreation Fund, CIP, and Fire Apparatus Replacement. Two other funds, the Health Insurance Fund and the Debt Service Fund have been established more so to effectively monitor and report those significant component costs of the annual budget. The proposed FY 2023 budget includes allocations to all four of the capital reserve funds.

A transfer of an equivalent of one cent (\$0.01) on the tax rate has been transferred to both the Roadway and Transportation Reserve and Parks and Recreation Reserve Funds. A timely project close-out will replenish the CIP Reserve with \$200,000 from unused resources available at the conclusion of those projects.

The Fire Apparatus Capital Reserve allocation for FY 2023 remains at \$750,000, the same as FY 2022. Staff continue to work on developing a comprehensive and achievable plan for future apparatus replacements. Plans to incorporate larger scale and higher cost equipment replacement (such as radios and self-containing breathing apparatus) are underway for future capital reserve allocations and long-range planning and forecasting.

An allocation of \$110,000 towards the Municipal Service District Fund continues to be included in the proposed budget to build reserves toward completion of the one remaining project in The Gables.

The Debt Service Fund allows for more effective management of financial transactions related to debt service, especially as bond sale proceeds, retired debt and debt service reserves work together to support maximum capacity for projects. Existing debt service levels of \$3.5 million annually will be increased through the additional \$0.03 for new debt service, amounting to an estimated \$1,965,000 in FY 2023. Tax revenues are captured in the General Fund and transferred to the Debt Service Fund for payment of debt service and related costs as staff carries out planned debt projects outlined by the CIP funding model.

Personnel Expenditures

Position requests in FY 2023 have been limited to two positions – an additional Assistant Town Manager position authorized in FY 2022 and a Stormwater Engineer needed to manage increased workload demands due to new state mandated stormwater program requirements and stormwater capital

investment plan management. The Assistant Town Manager position is funded through the General Fund and the stormwater position is funded through the Stormwater Enterprise Fund.

Other position requests received from various departments were reviewed and deferred for consideration until long-range forecast models demonstrate the capacity to sustain the positions long-term and incorporate all requests into a long-range plan and budget capacity model. Town senior management is committed to working with departments to assess and evaluate strategies and alternative mechanisms to manage workload capacity during FY 2023, which may include use of part-time resources available through lapse salary or consideration of some requests at mid-year, with Town Council approval.

Employee Compensation/Merit Pay

Town Council has affirmed its desire to be at or near the top of the market for employee compensation to be able to effectively recruit and retain quality employees. A comprehensive strategy to support competitive market compensation is recommended for implementation in FY 2023.

The FY 2023 proposed budget recommends the same merit pay schedule as used in FY 2022 for full-time and part-time regular 30-hour employees. Job Classification pay grade reclassifications are recommended for several staff positions. The proposed budget also incorporates the additional state required LGERS (Local Government Employees Retirement System) employer funding contribution increase and health care cost adjustments.

Proposed merit awards for FY 2022 performance evaluation ratings are recommended to be:



In addition to merit pay awards, a 2% market conditions pay adjustment is recommended for all full-time and part-time regular 30-hour employees to reflect significant inflationary changes in the economy and maintain market competitiveness within the regional employee market. A review of projected market adjustments across Wake County will be shared during budget workshops.

Inspections, Planning, and Parks and Recreation Department position classifications were reviewed in this year's job classification study. As we have been experiencing with many of our professional positions, market and pay grade classifications for many of the positions in these departments need to be upgraded by 1-2 pay grades to reflect current economic conditions and recruitment competitiveness. These recommended changes and associated salary adjustments have been incorporated into the proposed budget and the updated Pay Grade Classification Schedule. In addition to the pay grade classification changes described above, a 3% adjustment to all pay ranges is recommended to reflect rate adjustments to starting pay levels. Salaries for employees that fall below the new minimum pay for any pay grade will be automatically adjusted to the minimum prior to adjustments for pay grade classification changes and merit pay awards.

Police and fire positions have also been incorporated into the job classification review annually to validate and benchmark entry and tenured salary levels. The Town's early actions to adjust salary levels in FY 2020, other grade level adjustments that took effect in FY 2022 to address public safety market rates of pay, and the addition of related specialization and tenure adjustments have placed us in a favorable position for market competitiveness this year. No changes are recommended for FY 2023. As peer communities catch up and propose adjustments to their pay plans, we will remain vigilant in observing salaries in relation to our recruitment and retention needs.

Continued investment in our employees through "front of class" compensation and benefits has been articulated by Town Council through its strategic plan and during budget previous meetings and remains vital to managing our workload through limiting turnover and attracting new talent when necessary. Total funds requested to support the merit and market pay adjustments, and adjustments to the minimum pay grades and related job classification adjustments are estimated to be approximately \$1,493,000 (total compensation).

Part-time pay plan rates have also been reviewed in depth. Pay rates were last adjusted in FY 2021 and current rates of pay are not attracting candidate pools to fill and maintain staff for positions needed to support core services and programs, especially Parks and Recreation facilities and programs. Rates for various positions have been adjusted based on peer community comparison and economic conditions. There is no anticipated additional budget impact for FY 2023 as existing compensation allocations have been underutilized the past several years due in part to facilities and programs operating at less than full capacity/projected levels. A comprehensive evaluation of staff utilization and associated costs for all Parks and Recreation programs (including cost recovery levels) will be undertaken during the fiscal year to better inform FY 2024 budget requests. Lapse salaries could be utilized if part-time staffing costs exceed budgeted allocations.

Other Employee Benefits

The Local Government Employees Retirement System (LGERS) Board employer contribution rate for FY 2023 is 12.10% for non-LEO employees and 13.10% for LEO employees. This is an increase of .75% for non-LEO employees and 1% for LEO employees and represents the first year of reduced LGERS stabilization increases experienced over the past four years. The cost of this increase is estimated to be \$132,000 and has been included in personnel total compensation costs.

The Employer Contribution Rate Stabilization Policy (ECRSP) adopted by LGERS in July 2021 outlines the policy about how the LGERS Board will determine future required employer contribution rate for fiscal years 2023 through 2027.

Health Care Costs

The Town belongs to the North Carolina Health Insurance Pool (NChip) which allows for the sharing (pooling) of medical claim costs over a certain amount to smooth and minimize the fluctuations in plan renewal based on a relatively smaller number of covered lives and large claims that sometimes occur. It

has allowed the Town to stabilize health care costs since joining in 2019. The pool now has 20 members and close to 7,500 covered lives, with additional members anticipated to join July 2022. Rate increases over the past three years have been 6% or less annually at a time when claims have grown significantly more.

For FY 2023, health care costs are projected to increase 5%, the same as experienced for FY 2022. Modest changes to the health care plan and employee premiums have been reflected in the plan design to aid in control of pharmacy costs and alignment of costs with employee health coverage membership type. Employees still have an option to receive no-cost health insurance for themselves through the base plan election. All employees may choose between the two levels of coverage with plan and premium costs similar to our benchmark communities.

The Town's basic dental care plan is provided through the North Carolina League of Municipalities and will change to Delta Dental for FY 2023. Delta Dental offers two networks plus two plan options. There is no change to employee premiums proposed.

Overall, employer health care cost increases are projected at \$138,000 for FY 2023. Any excess of premiums paid beyond costs of medical claims and administrative costs will be maintained in the Health Care Reserve Fund established in FY 2022 and could be used to offset future health care costs increases if reserves are available.

Debt

The Town's debt policy was updated in FY 2022 and debt service costs are managed through the Debt Reserve Fund. The Town's debt service costs increased by \$1,395,000 for FY 2023 to a total current annual debt commitment of \$4,809,000. The increased debt service cost is related to the issuance of \$16,500,000 (\$8,000,000 public safety, \$4,300,000 parks and recreation, and \$4,200,000 streets, sidewalk and connectivity) in voter approved bonds (first of three planned issuances) and \$1,110,000 in two-thirds bonds for public safety in April 2022.

The Debt Reserve Fund is supported by an annual allocation of \$3,500,000 in addition to the 3-cent tax increment of \$1,965,000 and captures retiring debt. This represents 12% of the operating budget dedicated to current and future capital interest. A developed debt affordability strategy in conjunction with effective building, planning and allocation of reserves demonstrates a commitment to the Town's investment of tax dollars towards desired community infrastructure and amenities.

Fund Balance

The recommended budget includes total general fund balance appropriations of \$1,841,400, or 4% of expenditures. Fund balance appropriations support requested non-recurring or one-time expenses, including capital outlay. The unassigned fund balance is projected to be at approximately \$10.2 million, or 30% of General Fund expenditures as of June 30, 2022, accounting for anticipated appropriations to FY 2023.

American Rescue Plan Act (ARPA)

The American Rescue Plan Act (ARPA) became law on March 11, 2021. An appropriation of \$2,045,300 of the first tranche of an estimated \$8.4 million dollars in anticipated distribution to Morrisville was incorporated into the FY 2022 budget, primarily to offset revenue loss and to advance some strategic projects during the current year.

Since then, the Town of Morrisville's allocation was determined to be approximately \$9.2 million dollars, of which one-half of those funds were received in July 2021; the second tranche is expected to be received in summer 2022.

Final guidance was released in January 2022, which authorized up to \$10 million dollars of ARPA funds not to exceed authorized distributions to be eligible for revenue replacement, the most flexible category of spending. All ARPA spending requirements and restrictions must be followed but uses of the funds have become much broader. A separate fund to account for ARPA expenditures was established to ensure compliance with Uniform Guidance for Coronavirus Local Fiscal Recovery Funds. The town submitted its first annual report in April, documenting actual expenditures on projects to date. A reconciliation of projects for FY 2022 will be provided to Town Council separately.

For the proposed FY 2023 operating and capital budgets, an additional allocation of \$2,551,500 is utilized to recoup \$450,000 in projected lost revenues primarily for parks and recreation programs due to the continued inability to offer full programming as the pandemic curtailed operations and activities through March 2022. The use of the remainder of the first tranche is dedicated in large part to advance two key parks and recreation priorities – a future dog park and the Shiloh Park renovations (including the basketball court). A number of other smaller projects are supported by the rest of the requested allocation.

The second tranche of approximately \$4.2 million dollars remains untouched and available to support ARPA funding priorities and projects captured through Town Council's recent ARPA survey compilation, which may include capital projects or other smaller project, "quick wins". Robust discussion of the best uses of these one-time resources for maximum community impact are planned during FY 2023.

Other Reserves

There are no proposed appropriations from Parkland Payment-in-Lieu (PPIL) to retain these funds for prioritized Parks and Recreation projects during FY 2023 as Town Council does a comprehensive refresh of Capital Investment Plan priorities. The PPIL reserve includes \$3.3 million dollars returned to this fund from anticipated future parkland acquisitions not in near-term fruition to maximize Town Council's flexibility to prioritize projects with future anticipated bond proceeds.

Following the UDO text amendment update relating to Access and Circulation in summer of 2021, staff has worked to evaluate processes and appropriate alignment of reserves to capital projects in comparisons to peer communities to strengthen policy and processes. Staff plans to implement a structured framework leveraging ERP system resources creating reconciliation and management efficiencies. Policy recommendations on strategy for appropriate utilization of these growing, yet restricted assets, will be folded into the planned update of the CIP Policy with Town Council early in FY 2023. The FY 2023 proposed budget includes identified allocations of these funds, and/or other capital reserve funds for intersection improvement projects (Phase 1 – pedestrian improvements) and for sidewalk design services to prepare projects for construction with anticipated bond proceeds in FY 2024.

Additional discussion of PPIL and SPIL future year estimates and long-term forecast of balances will be included with the discussion of the Capital Investment Plan.

CAPITAL INVESTMENT PROGRAM (CIP)/CAPITAL OUTLAY

The most crucial component of budget discussions this year is the capital investment program. As the operating budget is stabilized for this year, CIP commitments demonstrate Town Council's work to deliver on important infrastructure and community amenities for our residents and visitors to the Town. Impactful capital outlay in key focus areas is included in the proposed FY 2023 capital budget recommendations.

As the first wave of bond funded projects gets underway, Town Council will undertake a comprehensive CIP update in fall 2023. The major update will include a review and evaluation of the process to develop the CIP, optimization potential of key funding resources tools, incorporate changes and commitments made by Town Council during this fiscal year, and review existing project concepts to consider recommended changes (additions, modifications, deletions). The update will reflect and incorporate into the plan the significant progress made on bringing the Town Center vision to fruition, potential athletics program amenities to support a future Wake County Public High School joint use agreement, enhancements to Church Street Park, and integration of a comprehensive intersection improvements plan. The refresh is also an opportunity to consider new and emerging requests from the community, including recent discussion of additional basketball courts, support for the Triangle Bikeway, and betterments for upcoming NCDOT road projects, and to evaluate lower priority projects and those that may not be viable considerations at this time.

Update of the CIP comes at a good time as we undertake the bond projects over the next six years and to consider the dramatic impact of labor and supply chain issues on the cost of projects and ability to deliver within anticipated budgets that influence both the amount of funding available and timing of project activation. The CIP is a plan, and remains flexible, but provides an essential roadmap for planning and delivery of projects desired and expected by the community. The FY 2023 CIP includes adjustments to previous budget appropriations to align the plan with Council's priorities and allows for the overall planning for funding sources and opportunities with existing and anticipated resources and is a vital tool for long-range planning.

Project concepts are currently in the process of being updated by an internal CIP review team and will be supplemented by the upcoming citizen survey. Town Council will be asked to review its CIP policy/process in late summer and consider policy updates in the fall. Updated CIP prioritization is planned for winter 2023 as a part of Town Council's winter retreat, with major updates to the CIP as a part of the FY 2024 budget preparation.

Town Council has also recently expressed interest in considering a new category of potential capital investments to retain assets that reflect the town's history and past. A primary example of a historical asset is the Pugh House Renovations. Although it has been included in the CIP for many years, it has not been prioritized for funding. Town Council has also not reached consensus on a future use for the facility, which weighs heavily into the cost and next steps for this project. The CIP update process will provide a framework for advancing those discussions and outcomes for this and other projects.

The CIP is a five-year plan. Allocations of CIP funds included in the proposed FY 2023 operating and capital budget request include the following:

\$1,608,000 for Public Safety Radios. Comprehensive replacement of communication equipment for police, fire and public works to meet state and county compliance requirements. Future replacements of this equipment will be handled through vehicle/equipment replacement reserve annual incremental funding to prepare for that expenditure.

\$1,000,000 for a proposed Dog Park. The dog park is currently in discussion by Town Council, anticipated to be located at/near Franklin Upchurch Senior Street. This allocation would be for design and construction to begin as soon as Town Council provides final approval for a site and concept.

\$604,000 for Shiloh Park Renovations. Planned renovations include resurfacing and lights for an upgraded and enhanced user experience on the basketball court as well as an upgraded playground.

\$500,000 for International Drive Extension. Environmental permit mitigation costs as part of a development agreement to make a full connection on International Drive and provide enhanced east/west connectivity, most notably to divert commercial vehicle traffic from NC54.

\$260,000 for Sidewalk Connectivity Future Service Improvements. Design funding for future sidewalk segment projects as bond funds become available for construction.

\$200,000 for Intersection Improvements. Design and construction funding for Phase 1 pedestrian improvements.

Active capital investment projects include:

Airport Boulevard Extension Phase 1: A new 4-lane divided roadway segment, including a landscaped median, streetlights, sidewalks, pedestrian crossings and traffic signals from Garden Square Lane to Church Street. This project will connect existing parts of Airport Boulevard through to Davis Drive to relieve some congestion on NC 54 and support future improvements at NC 54/Airport Boulevard. The project is partially funded through a CAMPO LAPP grant and is managed by the Town. Design and right-of-way acquisition have continued this year; a construction award is anticipated in December 2022.

Church Street Park Amenity Enhancements/Expansion: Additions (bleachers, screens, hospitality, and other operational support needs) to the main cricket grounds to support international competition and construction of cricket practice pitches, parking, and community amenities (basketball and other sport courts) on the southern lot. The southern lot project is currently advertised for a design/build delivery award before the end of the fiscal year to work toward a completion date in FY 2023.

Crabtree Creek Nature Park Design: Construction drawings are nearing completion for a nature park that includes open space and passive park amenities, with nature education components and walking trail. A \$500,000 PARTF grant has been awarded for this project with terms that require project completion by fall of 2023. The project completion date will be determined once the design is finalized.

Harris Mill Fire Station: Construction award for this approximately 15,700 square foot, two + bay facility (including EMS) is anticipated on May 10; construction will begin soon after. The facility is expected to be completed in summer 2023.

Morrisville-Carpenter Road: Widening of Morrisville Carpenter Road from 2 lanes to 4 lanes from Davis Drive to NC 54, including a landscaped center median, intersection improvements at Town Hall Drive, a connection at Franklin Upchurch Sr. Street, and associated streetlights, sidewalks and pedestrian crosswalks. Phase 1 is complete; Phase 2 is well underway with projected completion this fall.

Morrisville Community Park Phase 3: Construction of tennis courts, pickleball courts, walking trail extension and related amenities to the existing Morrisville Community Park started in February 2022. The project is slated for completion in fall 2022.

Public Works Facility: This project is for schematic design of a new public works facility in conjunction with a new Wake County solid waste convenience center on Aviation Parkway. Schematic designs are approximately 40% complete; related open space, tree preservation and other environmental items continue to be evaluated on this project. The future NCDOT Aviation Parkway widening project is also being considered as a part of this project timeline. Only design has been funded – future construction costs are included in the long-range CIP plan.

Sidewalk Improvement Projects: Design work on Church Street, Louis Stephens Drive, and in Morrisville Community Park is underway. Construction will be funded through voter approved bonds and other resources as necessary.

Town Council has also made several strategic land purchases to advance Town Center and Parks Open Space priorities throughout the year and continues to evaluate opportunities as they arise. A new Stormwater Capital Investment Program is discussed as a part of the Stormwater Enterprise Fund section of this budget message.

STORMWATER ENTERPRISE FUND

The Stormwater Fund, an Enterprise Fund, is funded primarily by stormwater revenues based on an equivalent residential unit (ERU) fee (currently set at \$25 per ERU), permit fees, and any grant revenues received for stormwater projects. The purpose of the stormwater function is to meet state mandates for stormwater management and erosion controls. As a self-sustaining fund, fees should be leveraged to pay for operations and capital improvements. The stormwater ERU fee has not changed since FY 2016.

A stormwater program review study was completed in 2020 that evaluated programming and administrative/operating components of the Stormwater Program. That study identified the need for an additional stormwater engineer, updated infrastructure mapping, more frequent infrastructure condition assessments, more preventative maintenance, and the need for CIP planning.

In FY 2021, a stormwater master plan study to compile an inventory and estimate costs of future capital projects and maintenance needs for the stormwater utility was commissioned. The report included a 10-year prioritized CIP to address ten areas of concern, with an associated \$10,000,000 of estimated cost over the next 10 years. Without a long-range CIP plan, the significant costs of these future infrastructure projects that are the responsibility of the Town could not be planned for or adequately funded. The current stormwater fee is not sufficient to fund capital projects identified in the master plan at this level.

Currently, revenues approximate expenses for stormwater operations. Stormwater operations minimally align to stormwater mandate goals, and current reserves are limited and not a long-term solution for CIP planning. Required plan review and inspections workload for permits are outpacing staff capacity, and maintenance is largely reactive, and complaint driven, which may create more challenges as infrastructure ages.

To address both the operational and capital needs for stormwater, the following adjustments to the stormwater program are recommended and proposed for FY 2023:



Addition of a Stormwater Engineer to support inspections and development review workload, infrastructure condition assessments, infrastructure map updates and stormwater CIP project management capacity.



Establishment of a largely Pay-As-You-Go/Cash Funding Stormwater Capital Investment Program for the 10 identified Areas of Concern to be addressed over the next 10 plus years.



Adjustment of the Stormwater ERU fee from \$25 to \$50. This adjustment will add \$580,000 in revenues annually to support the increased operations and capital needs.

Stormwater fees are collected through Wake County as a part of the property tax bill for all property owners. The stormwater fee increase is significant and strategic to avoid higher costs and potential environmental impacts to the town in the future. ²

OTHER TOPICS

Rental Properties

The Town owns and rents several homes in the future Town Center area. Historically, rental arrangements have emerged for a number of reasons primarily from working with former property owners for relocation time, allowing further development of Town Center plans, to acquisitions bearing existing tenant situations. Costs of maintaining the properties, including utilization of staff time for maintenance, and estimated costs of projected repairs for these structures is much more than the offset from rental income. As the Town purchases property for Town Center or other project types, careful consideration must occur to assess the viability of entering into additional tenant agreements. The Town should begin developing plans to transition out of renting property as plans for Town Center become more refined.

Municipal Service District (MSD)

Six original MSD neighborhoods approved an assessment of a special tax rate annually, beginning in FY 2014. The tax rate will continue to be levied for all six neighborhoods until the cost of all improvements for all projects is complete. The MSD budget for FY 2023 maintains a tax rate of \$0.10 per \$100 assessed value for the costs related to the transfer and improvement of the private streets to public street standards. The Gables is the final project remaining. With an estimated cost of more than \$1.3 million dollars (not yet adjusted for current market conditions), the current rate of accumulation of tax increment revenues, and the Town's regular matching allocation, this project is not expected to be funded until FY

² Town Council adjusted the proposed \$50 Stormwater ERU fee to \$40 per ERU fee. This changed the originally estimated additional \$580K in revenues annually to approximately \$348K annually. Total appropriated budget remains same at \$1,208,000.

2024 depending on available reserve and impact of cost escalation. Other road paving funds are not available to accelerate this project.

The MSD tax increment is anticipated to generate approximately \$120,000 at an estimated 99% collection rate in FY 2023. The General Fund has provided for an annual transfer to the MSD Fund of \$110,000 to accelerate funding for these projects and will be repaid by the MSD tax increment over time, even after all projects are complete. The repayment timeline is approximately 25 or more years and is dependent upon both the revenues collected from the tax increment and the cost of the MSD projects themselves. Individual neighborhoods are not relieved of their responsibility for payment of the MSD tax increment until all street improvements within the district are complete and funds advanced by the General Fund are repaid.

Small Business Program/Economic Development/Grant Support

The FY 2022 adopted budget included a \$200,000 allocation of ARPA funds to support small business programming. The Fiscal Recovery Officer, also hired through use of ARPA funds will spearhead this program, but has necessarily focused primarily on ARPA rules, eligible uses, compliance and reporting during the year. A small business intern worked early in the fiscal year to explore ways to identify small businesses in the community, assess needs, and engage them in town activities (albeit still limited due to COVID-19), develop some small business resources and tools, and collaborate with the Morrisville Chamber of Commerce (MCOC) on small business outreach. The Town also applied for a \$300,000 community support project grant this year for small business programming through Congresswoman Deborah Ross' office and was recently notified of an award of that grant. Staff has repurposed the original \$200,000 from ARPA toward other projects and will appropriate the \$300,000 toward the small business program once the guidelines for uses of those monies and the funds are received. Staff will continue evaluating and developing strategies to further advance small business programming through use of part-time and/or full-time staff and is currently obtaining guidance about legally authorized uses for potential direct support to small businesses. Consideration of a future full-time position could also include evaluation and update of the strategic partnership with the MCOC that also has a commitment to small business support and has managed economic development activities for the Town through a contractual agreement since 2013. Integration of these efforts may identify collaborative program and outreach opportunities that benefit both organizations and the community. An update to the MCOC contractual agreement and the Town's incentives policy is also recommended for review during FY 2023.

The proposed FY 2023 operating budget includes a cost-share allowance of \$16,000 for a grant assistance program through the Triangle J Council of Governments. This program provides funding and grant tracking services, project development and consultation, agency advocacy and engagement, and grant writing and coordination services that will enhance and complement the work currently done internally by the Management Budget Analyst. Incorporation of expanded components of grant oversight and management may also be a consideration as a part of this position review.

Long Range Staffing Projections

Position requests for FY 2023 have been limited to two essential positions. Strategic uses of part-time resources (as they are available through lapse salary) may be utilized to accomplish essential and necessary work and to fully evaluate and assess the need for full-time positions, particularly in the areas of administration and sustainability. Reclassification of positions are reviewed as necessary during the year to ensure position duties and responsibilities (and associated compensation levels) match assigned work assignments and job knowledge, skill and education requirements.

The need to consider an Athletics Maintenance Technician in January 2023 may be necessary to support cricket field maintenance as planned improvements at that facility get underway. The Police Department organizational assessment will begin shortly and will provide a framework for future staff development and department needs identified by our Police Chief, most notably in the Detective Division for specialized crisis situations. Town staff has also applied for a community project grant to support these initiatives.

Each year departments are asked to forecast future position needs. This information is not typically reviewed in-depth but allows for awareness of added workload and budget forecasting. Preliminary projected position requests include approximately 30-35 potential positions over all town departments over the next 5 years. This number includes the addition of part-time 30-hour benefitted employees (with future conversion to full-time employees) that are identified in Parks and Recreation for program expansion. Examples of position requests include:

Administration: *Town Clerk Support/Senior Management administrative support and Town Hall clerical assistance/customer service.*

Communications: *Communications expanded work and programming support.*

Finance: *Purchasing and Accounting Function expanded workload management. Position needs could also be influenced by future discussions of accounts receivable collections and billing for fees and services such as stormwater and solid waste fees.*

Fire: *Six (6) Firefighter positions to support full utilization of in-service fire apparatus, additional Fire Administration/Management Positions, Deputy Fire Marshal to handle prevention/education/plan review.*

Human Resources: *Human Resources Analyst to support additional employee population needs and workload.*

Information Technology: *GIS Analyst utilization and data management.*

Inspections: *Development Services support for permitting, data and process management, and plan review.*

Parks, Recreation and Cultural Resources: *Athletics, Fitness and Program staff support.*

Planning: *Transportation planning and Smart Shuttle support.*

Police: *Specialized Investigations Detectives, Traffic Safety Unit, Canine Unit and Administrative/Criminal Investigation Data/Management Support.*

Public Works: *Streets, Grounds and Athletics Field Maintenance Technicians, Mechanic, Sustainability and Asset Management staff.*

A more formal evaluation and assessment of positions will be incorporated into FY 2023 workloads to more accurately formulate future personnel needs and to assess workload indicators and benchmarks that prompt additions to future staff levels.

OTHER FUTURE RECURRING BASE BUDGET INFLUENCES

In addition to the long-range staff forecast, there are several other significant projects and programs that will heavily impact future recurring operating budgets. As Town Council considers these strategic priorities, resources to support ongoing costs will be an essential part of future budget development and discussion. Key topics include:

Affordable Housing: Work on the second phase of the affordable housing study to identify strategies and related fundings commitments will begin in earnest in the next few months and will be better known as we approach development of the FY 2024 operating budget. Costs could be significant and ongoing to support the goals expressed by Town Council.

Smart Shuttle Expansion: The success of the Smart Shuttle launch has triggered discussions of expanding service, especially on Saturdays. While ridership is healthy, it is not growing significantly, and at approximately \$100 per hour of service, costs could escalate quickly. Town Council should consider developing some goals for growth in ridership (both individual riders and trips) to reduce the \$25 per ride current cost.

Space Needs: The Town is out of space for staff needs and continues to juggle meeting rooms availability. The commitment to leased space will only grow if we do not identify permanent locations to house staff.

Sustainability/Smart City Programs: These important programs are currently absorbing one-half million dollars of costs, excluding staff. Desires for continued program expansion will need to be incorporated into base budget allocations.

Morrisville is ***strong and stable***, and at a crossroads for major discussions about our future path. Staff looks forward to talking with Town Council as we proceed towards budget adoption.

Budgetary Priorities Summary (Adopted)

Note: Connect Morrisville Strategic Plan alignment is provided for the current Strategic Plan Objectives. Town Council is in the process of reviewing and revising those elements and language within those elements may be modified when the plan is updated. Strategic Plan Goal alignment remains the same.

Operating Impacts (Routine or Recurring Annually)	Connect Morrisville Strategic Plan Goal and Objective Alignment	Adopted Requests
Assistant Town Manager: Addition of a second Assistant Town Manager to allow for enhanced strategic alignment of functions and workload and increased focus on overall organizational and Town Council goals, priorities, and objectives.	Goal 5: Operational Excellence/Obj 5.2: Commitment to professionalism and employee engagement	236,200
Stormwater Engineer: Addition of a second Stormwater Engineer to aid in meeting the increased workload demands due to new state mandated stormwater program requirements and Capital Investment Plan (CIP) management. The position will allow Stormwater to start performing infrastructure condition assessments and update the GIS inventory map more frequently.	Goal 5: Operational Excellence/Obj 5.2: Commitment to professionalism and employee engagement	111,400
Merit/Market Adjustments: Proposed merit salary adjustments based on FY2022 performance evaluation ratings. The proposed budget allocation for merit pay provides for a 2% market adjustment for all full-time and 30-hour regular employees and a tiered merit increase of 3%, 4.5% and 6% for meets, exceeds, and far exceeds expectations, respectively. The merit plan is the same structure as used for FY 2021. Adjustments for job classification review recommendations and adjustments to the pay plan are included in this amount.	Goal 5: Operational Excellence/Obj 5.2: Commitment to professionalism and employee engagement	1,493,000
Health Insurance Costs: Increased cost of medical and dental insurance premiums for employees and their dependents. Overall cost increase for FY2023 is 5% over current fiscal year costs.	Goal 5: Operational Excellence/Obj 5.2: Commitment to professionalism and employee engagement	138,000
Local Government Employee Retirement System Contributions: North Carolina Department of State Treasurer mandated increases in employer contributions to the state employees' retirement plan.	Goal 5: Operational Excellence/Obj 5.2: Commitment to professionalism and employee engagement	132,000

Material Base Budget Adjustments:

Significant inflationary and operational cost adjustments beyond anticipated base budget projections, including insurance, various service agreements, fuel, new facilities maintenance, parks and recreation programmatic supplies, and expanded paving and repairs from Powell Bill increases.

Public Works Contracted Service

Increases: Funding for the expansion of Town service contracts due to growth or enhanced services beyond regularly anticipated inflationary adjustments. Additional contract costs include solid waste, cricket field maintenance, traffic signal maintenance, tree maintenance, purchased property maintenance, and litter program expansion.

Smart Shuttle Operations Costs: Additional annual operating costs for Smart Shuttle operations for a full year of service and established operating costs. One half of the total annual costs (\$124,600 including node construction) are covered by anticipated Wake Transit CFAP Revenue.

Sustainability Master Plan Support:

Increased base budget allocation (to \$150,000) to support recurring cost Master Sustainability Plan initiatives and programs.

Equipment Leases: Lease costs for Information Technology Hardware and Police Department Tasers.

Property Rental Increases: Addition of lease costs for Budget Department staff at the Morrisville Chamber of Commerce Building and Senior Center lease payment adjustments.

Goal 5: Operational Excellence/Obj 5.1: Enhance community-facing programs and services	400,000
Goal 5: Operational Excellence/Obj 5.1: Enhance community-facing programs and services	124,000
Goal 1: Improved Transportation Mobility/Obj 1.1 Explore, evaluate, and enhance available mobility options Goal 5: Operational Excellence/Obj 5.1: Enhance community-facing programs and services	62,300
Goal 2: Thriving, Livable Neighborhoods/Obj 2.3 Ensure responsible, sustainable development and redevelopment, reviewing and considering guidance in Town policies/plans	50,000
Goal 4: Public Safety Readiness/Obj 4.1 Be operationally ready to meet public safety service demands of the community and staff	40,800
Goal 5: Operational Excellence/Obj 5.1: Enhance community-facing programs and services	30,900

Miscellaneous Software Technologies:

Annual license costs for software packages to support efficient and effective work related to Smart City Initiatives and Inspections Department Permit Management.

Grant Assistance Program: Pro rata program cost share for Triangle J Council of Government regional comprehensive grant assistance services.

TOTAL RECURRING EXPENDITURES

Goal 5: Operational Excellence/Obj 5.3: Leverage the use of technology to enhance efficiency, productivity, and service delivery	24,400
Goal 5: Operational Excellence/Obj 5.1: Enhance community-facing programs and services	16,000
	\$2,860,000

Onetime Operating or Capital Impacts (Non-Routine)	Connect Morrisville Strategic Plan Goal and Objective Alignment	Adopted Requests
Motorola Radio Replacement: Replacement of all radios for Fire, Police and Public Works. Request includes handheld portable radios, vehicle installed radios and repeaters for tactical and operation performance. Existing radios are first generation and support for them has been discontinued. This universal approach to purchasing radios will meet the NC and Wake County TDMA compliance requirements to operate on the state's VIPER network and access Cary and Wake Country radio communications systems.	Goal 4: Public Safety Readiness/Obj 4.1 Be operationally ready to meet public safety service demands of the community and staff	1,608,000
Dog Park Design/Construction: Estimated design and construction costs for a dog park.	Goal 3: Engaged, Inclusive Community/Obj 3.1 Validate community interests/desires/needs; Obj 3.2 Offer events and programs that meet the needs and interests of the community	1,000,000
Shiloh Park Basketball Court: Estimated renovation/construction costs for existing Shiloh Park basketball court.	Goal 3: Engaged, Inclusive Community/Obj 3.1 Validate community interests/desires/needs; Obj 3.2 Offer events and programs that meet the needs and interests of the community	604,000
International Drive Extension: Contribution of environmental mitigation/permitting costs to complete full connection on International Drive.	Goal 1: Improved Transportation Mobility/Obj 1.2 Collaborate with other government entities and private sector to support development of	500,000

Vehicle Replacements: Projected replacement of vehicles that could be retired because they meet the Town's updated and revised vehicle replacement policy guidelines.

Stormwater Phase 1 Master Plan Projects: Design and initial construction funding for first three prioritized areas of concern in the Stormwater Master Plan.

Sidewalk Improvements Design: Design of prioritized sidewalks in advance of future construction when FY 2024 bond funding is available.

Intersection Improvements: Phase 1 improvements and design for future project shovel-ready preparedness.

Smart City Initiatives: Multiple Smart City Initiatives as outlined in the Smart Morrisville strategic plan.

Facility Needs: Essential facility needs, including MAFC elevator and safety lights, Church Street Park shed, various roof repairs and Town Hall exterior maintenance.

transportation infrastructure and related plans	
Goal 5: Operational Excellence/Obj 5.1: Enhance community-facing programs and services	460,000
Goal 2: Thriving, Livable Neighborhoods/Obj 2.3 Ensure responsible, sustainable development and redevelopment, reviewing and considering guidance in Town policies/plans	458,100
Goal 1: Improved Transportation Mobility/Obj 1.3: Explore, evaluate, and enhance available mobility options	260,000
Goal 1: Improved Transportation Mobility/Obj 1.3: Explore and evaluate traffic management options	200,000
Goal 5: Operational Excellence/Obj 5.3: Leverage the use of technology to enhance efficiency, productivity, and service delivery	180,000
Goal 2: Thriving, Livable Neighborhoods/Obj 2.2 Utilize components within Town guiding documents to plan and provide for current/future infrastructure Goal 5: Operational Excellence/Obj 5.1: Enhance community-facing programs and services	173,500

Bond Issuance Costs: Financial advisors, bond counsel, Local Government Commission (LGC) and credit rating fees related to Phase 2 bond sale and issuance planned in FY 2024.

Sustainability Initiatives: Sustainability initiatives as outlined in draft Master Sustainability Plan.

Public Works Safety Initiatives: Improved safety in parks and on greenways through asphalt repairs on greenways, pedestrian bridge repairs, fence installation at Northwest Park, and implementation of the ADA transition plan required by the state and local government.

Information Technology Needs: Annual hardware replacement, backup system replacement, and Police Department interrogation room equipment and installation.

Smart Shuttle Bus Node Construction: Node construction and upfit of existing nodes. This is Year two of a 5-year node construction plan.

Equipment Replacements: Trash Can/Recycle containers throughout Town and MAFC fitness equipment replacement.

Goal 3: Engaged, Inclusive Community/Obj 3.1: Validate community interests/desires/needs Goal 5: Operational Excellence/Obj 5.1: Enhance community-facing programs and services	150,000
Goal 2: Thriving, Livable Neighborhoods/Obj 2.3 Ensure responsible, sustainable development and redevelopment, reviewing and considering guidance in Town policies/plans	114,500
Goal 1: Improved Transportation Mobility/Obj 1.1: Explore, evaluate, and enhance available mobility options	108,000
Goal 5: Operational Excellence/Obj 5.3 Leverage the use of technology to enhance efficiency, productivity, and service delivery	101,600
Goal 1: Improved Transportation Mobility/Obj 1.1: Explore, evaluate, and enhance available mobility options	75,700
Goal 3: Engaged, Inclusive Community/Obj 3.1: Validate community interests/desires/needs	69,000

Stormwater Engineer Position Support:

Vehicle and related operating equipment/operational support for new position.

UDO Text Amendment/Land Use Plan:

Additional resources needed to complete a comprehensive UDO update to incorporate recommendations of the Land Use Plan update.

TOTAL ONE-TIME EXPENDITURES

Goal 5: Operational Excellence/Obj 5.3 Leverage the use of technology to enhance efficiency, productivity, and service delivery	58,000
Goal 2: Thriving, Livable Neighborhoods/Obj 2.2 Utilize components within Town guiding documents to plan and provide for current/future infrastructure	50,000
	\$6,170,400

Transfers and Capital Reserves	Connect Morrisville Strategic Plan Goal and Objective Alignment	Adopted Requests
Debt Service: Principal and interest payments for newly issued debt for the issuance of \$16,500,000 in voter approved bonds and 2/3 public safety bonds.	Goal 5: Operational Excellence/Obj 5.1: Enhance community-facing programs and services	1,395,000
Fire Apparatus Capital Reserve Fund: Allocation and transfer to Capital Reserve an amount reserved to prepare for future apparatus. This allocation amount has been adjusted to reflect more accurate replacement timelines and vehicle cost and to recognize no allocation in FY2021.	Goal 4: Public Safety Readiness/Obj 4.1: Be operationally ready to meet public safety service demands of the community and staff	750,000
Parks & Recreation Capital Reserve: Allocation and transfer to Capital Reserve Fund equivalent to one cent (\$0.01) of the tax rate for future parks and recreation projects identified by Town Council.	Goal 2: Thriving, Livable Neighborhoods/Obj 2.2 Utilize components within Town guiding documents to plan and provide for current/future infrastructure	650,000
Roadway & Transportation Capital Reserve: Allocation and transfer to Capital Reserve Fund equivalent to one cent (\$0.01) of the tax rate for future roadway and transportation projects identified by Town Council.	Goal 1: Improved Transportation Mobility/All Objectives	650,000
CIP Capital Reserve Fund: Allocation and transfer to Capital Reserve an amount reserved for future CIP projects.	Goal 5: Operational Excellence/Obj 5.1: Enhance community-facing programs and services	200,000

Municipal Service District: Town allocation of funds to support the completion of Municipal Service District Projects. The final project, The Gables, is projected for construction in FY2024.

Goal 2: Thriving, Livable Neighborhoods/Obj 2.2 Utilize components within Town guiding documents to plan and provide for current/future infrastructure	110,000
TOTAL TRANSFERS AND RESERVES	\$3,755,000
Budget Priorities Total	\$12,785,400

Resource Alignment – Updated

Budgetary Priorities Total	\$12,785,400
Use of Grants	\$62,300
Use of 3 Cent Tax Increment (Bond Projects)	\$1,545,000
Use of Stormwater ERU Fee Increase	\$340,000
Use of Existing Capital Project Available Funds	\$343,500
Use of Remaining ARPA Funds 1 st Tranche	\$2,751,500
Use of 2/3 Bond Funds & Premiums	\$1,608,000
Use of Streets PIL or Roadway/Transportation Reserve	\$960,000
Use of Fund Balance (General Fund & Stormwater)	\$2,081,400
Net Total	\$3,093,700

Note: The net total represents the amount of real budget capacity prior to tax increase, ERU fee increase, and other applied onetime resources.

Ordinances & Resolutions (Adopted)

TOWN OF MORRISVILLE * 100 TOWN HALL DRIVE * MORRISVILLE, NC 27560



ORDINANCE 2022-181-A OF MORRISVILLE TOWN COUNCIL TO APPROVE FISCAL YEAR 2023 ANNUAL OPERATING BUDGET & CAPITAL INVESTMENT PROGRAM³

Be It Ordained by the Town Council of the Town of Morrisville, North Carolina that the following anticipated fund revenues and expenditures by function, together with a financial plan, certain Fee and Charge Schedules, and certain restrictions and authorizations are hereby appropriated and approved for the operation of the Town Government and its activities for the Fiscal Year beginning July 01, 2022 and ending June 30, 2023.

Section 1. General Fund

ANTICIPATED REVENUES/TRANSFERS IN

Ad Valorem Taxes	25,435,000
Intergovernmental	12,726,300
Permit & Fees	1,320,750
Sales & Services	1,345,250
Restricted Intergovernmental	1,143,700
Miscellaneous	481,300
Investment Earnings	26,000
<i>Transfers (In)</i>	680,300
Appropriation Fund Balance	1,841,400
Total General Fund Revenues	\$45,000,000

³ Administrative corrections applied at publication, appropriations at adoption correct. No other actions required.

AUTHORIZED EXPENDITURES/TRANSFERS OUT

General Government

Governing Body	8,229,500
Administration	1,696,200
Budget & Strategic Evaluation	608,900
Communications & Outreach	837,600
Human Resources	606,500
Finance	924,900
Information Technology	2,850,900

Total	\$15,754,500
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Economic & Development

Engineering	1,081,300
Inspections	1,115,900
Planning	2,230,500

Total	\$4,427,700
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Public Works & Facility Management

Public Works & Facility Management	6,983,600
Powell Bill	750,000
Fleet	460,000

Total	\$8,193,600
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Public Safety

Fire	7,717,100
Police	5,973,200

Total	\$13,690,300
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Recreation & Cultural Resources

Parks & Recreation	2,933,900
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Total	\$2,933,900
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Total Expenditures	\$45,000,000
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Section 2. Healthcare Premium Fund

ANTICIPATED REVENUES

Transfer from General Fund	2,392,460
Transfer from Stormwater Fund	43,680
Appropriation of Fund Balance	-
Total Anticipated Revenues	\$2,436,140

AUTHORIZED EXPENDITURES

Operations – Healthcare Premiums	2,436,140
Total Anticipated Expenditures	\$2,436,140

Section 3. Municipal Service District Fund

ANTICIPATED REVENUES

Ad Valorem Special District Tax	120,000
Transfer from General Fund	110,000
Total Anticipated Revenues	\$230,000

AUTHORIZED EXPENDITURES

Operations	230,000
Total Anticipated Expenditures	\$230,000

Section 4. Debt Service Fund

ANTICIPATED REVENUES

Ad Valorem	-
Transfer from General Fund	5,315,000
Total Anticipated Revenues	\$5,315,000

AUTHORIZED EXPENDITURES

Debt Service Principal	2,715,000
Debt Service Interest	1,374,000
Issuance Cost	150,000
Debt Reserve	1,076,000
Total Anticipated Expenditures	\$5,315,000

Section 5. Stormwater Fund

ANTICIPATED REVENUES

Permits, Sales and Fees	968,000
Appropriation Fund Balance	240,000
Total Anticipated Revenues	\$1,208,000

AUTHORIZED EXPENDITURES

Personnel	424,170
Operations	232,050
Capital Outlay	50,000
Transfer out to Capital Project	458,100
Transfer out to Healthcare Premium Fund	43,680
Total Anticipated Expenditures	\$1,208,000

Section 6. Other Post-Employment Benefits (OPEB) Fund

ANTICIPATED REVENUES

Transfer from General Fund	437,200
Interest	3,300
Total Anticipated Revenues	\$440,500

AUTHORIZED EXPENDITURES

Net Assets in Trust	381,300
OPEB Benefits Paid	59,200
Total Expenditures	\$440,500

Section 7. Law Enforcement Separation Allowance Fund

ANTICIPATED REVENUES

Transfer from General Fund	88,400
Interest	300
Total Anticipated Revenues	\$88,700

AUTHORIZED EXPENDITURES

Net Assets in Trust	2,600
Law Enforcement Benefits Paid	86,100
Total Expenditures	\$88,700

Section 8. Levy of Taxes and Fees General Fund

- A. Under authority of GS 160A-209 there is hereby levied for Fiscal Year 2023 an Ad Valorem Tax Rate of \$0.39 per one hundred dollars (\$100.00) valuation of taxable property as listed for taxes as of January 01, 2022, for the purpose of raising the revenue from current taxes as set forth in the foregoing estimates of revenues, and in order to finance the foregoing applicable appropriations. The rate of tax is based on an estimated assessed valuation of \$6,550,430,780.
- B. Under the authority of GS 20-97, there is hereby levied an annual License Tax of thirty dollars (\$30.00) on each vehicle with the Town of Morrisville.
- C. Under authority of GS 160A-314, Session Law 2005-441 and Session Law 2011-109 the Town of Morrisville levies a Stormwater Equivalent Residential Unit (ERU) Fee at \$40.00 per Equivalent Residential Unit and hereby authorizes Wake County Revenue Department & Durham County Revenue Department to collect the ERU Fee as prescribed by the Fiscal Year 2023 Fee Schedule on behalf of the Town of Morrisville as a contracted billing service. The fee shall appear on the Annual Tax Bills. The ERU Fee is considered a restricted revenue source for the purpose of stormwater activities as prescribed by mandates. The Finance Department is hereby authorized to collect the ERU Fee from all qualifying property owners who do not otherwise receive an annual Wake County or Durham County Property Tax Statement.
- D. Under authority of GS 160A-215.1 there is hereby levied for Fiscal Year 2023 a Tax on Gross Receipts derived from retail short-term motor vehicle leases or rentals of one and one-half percent (1 ½%) of the gross receipts from the short-term lease or rental of vehicles at retail to the general public as defined in Section 105.871.1 of the North Carolina General Statutes.

Section 9. Levy of Taxes Municipal Service District

Under authority of GS 160A-536(a)(6), Session Law 2011-072 there is hereby levied for Fiscal Year 2023 an Ad Valorem Tax Rate of \$0.10 per one hundred dollars (\$100.00) valuation of taxable property located within the service district (residential subdivisions – Carpenter Park Townhomes , Carpenter Park Condominiums, Gables, Huntington Park Townhomes, Kelton II , Kelton Square Condos) as listed for taxes as of January 01, 2022, for the purpose of raising the revenue from current taxes as set forth in the foregoing estimates of revenues and in order to finance the foregoing applicable appropriations to pay the cost related to the transfer of ownership of private streets, evaluation of condition of private streets and the design/construction cost related to improving those specific private streets to public street standards to assume maintenance.

Section 10. Fee Schedule

There is hereby established for Fiscal Year 2023 various fees as contained in the Town of Morrisville's User Fee Schedule located in the Additional Information Section.

Section 11. Authorized Positions

- A. There are hereby 2 new fulltime positions approved for Fiscal Year 2023. The Authorized Positions Profile will increase to 217 fulltime positions with an estimated 38.6 part-time positions shown as full-time equivalents.
- B. Position authorizations are initially established by the annual budget ordinance. Changes to this schedule may occur during the fiscal year, as authorized by the Town Manager as reclassification of authorizations to meet the changing needs of the organization.

Section 12. Pay & Merit Plans

- A. Fiscal Year 2023 a merit pay benefit for all Staff. Merit awards for FY2023 Performance Evaluation Rating remain the same as FY 2022 to be 3%, 4.5% and 6% for Meets Expectations, Exceeds Expectations and Far Exceeds Expectations, accordingly. The average anticipated merit is projected at 4.5% overall.
- B. Job Classification adjustments resulting from the one-third annual review of positions include recognized market condition adjustments to classification. Many of the positions in these departments will be upgraded by 1-2 pay grades to remain current within the regional market.
- C. Provides for a 2% market conditions pay adjustment for all full-time and part-time regular 30-hour employees to reflect significant inflationary changes in the economy and to retain market competitiveness within the regional employee market.
- D. There is hereby established an authorized Fiscal Year 2023 Pay Grade Classification Schedule describing the approved positions, classifications, grades, and pay ranges as referenced in the Additional Information Section. The schedule includes an overall adjustment to the grade pay ranges of 3%. Salaries for existing employees that fall below the new minimum for their designated pay grade will be automatically adjusted to the minimum prior to adjustments to other changes and/or merit awards.
- E. There is hereby established an authorized Fiscal Year 2023 Town of Morrisville Part-time Pay Plan describing the approved position classifications, grades, and pay rates ranges as referenced in the Additional Information Section. Rates for various position have been adjusted based on peer community assessment and economic conditions to improve recruitment.
- F. Stipends for Town Council will be adjusted annually at the same effective percentage increase as the Town's full-time employees.

Section 13. Federally Forfeited Property (DAG-71)

As it is the intent of any Federally Forfeited Property to enhance law enforcement, these funds have increased and not supplemented the departmental budget and all interest earned on said funds will also be utilized for law enforcement purposes. All forfeiture funds are hereby appropriated when received and any remaining audit identified funds at fiscal year-end may be re-appropriated back to the Police Department's budget.

Section 14. Purchase Orders & Capital Outlay

All purchase orders will be pre-audited in accordance with the Local Government Budget and Fiscal Control Act and issued on all purchases over five-thousand dollars (\$5,000) including capital outlay purchases.

Section 15. Retirement Funds

As it is the intent of the Town to maintain and keep current the liability of both the LEO Separation Allowance Fund and the Retirement Healthcare Fund (OPEB), these funds will be transferred monthly from the General Fund as accumulated within the payroll accrual database.

Section 16. Healthcare Premium Fund

As it is the intent of the Town to maintain and manage the cost of rising healthcare and dental premiums, the Town will transfer anticipated employer healthcare and dental cost annually from the General Fund and direct accumulated employee contributions from the payroll system to a sub-fund of the General

Fund to pay monthly premiums and retain any unused balances that may be used to offset future premium increases..

Section 17. Legal Services

There is hereby authorized for Fiscal Year 2023, an agreement with the Town Attorney for legal services establishing a monthly general legal retainer rate of \$1,000 to cover attendance at Town Meetings, work sessions, retreats, general consultation, advice, and the like. Charges on an hourly basis for work on specific cases and projects will be at a rate of \$225 per hour. When appropriate, assignment of legal matters to associate attorneys will occur and charges applied per hour based on a rate range of \$200 per hour for associates and \$100 per hour for paralegals. In addition, other reimbursements will include certain annual dues to professional organizations and registration/hotel fees for attending specific annual conferences.

Section 18. Special Authorization – Town Manager/Budget Officer or His/her Designee

A. Budget Transfer Authority

1. May reallocate appropriations within or across functions and/or major categories as deemed necessary and in accordance with Budget Transfer Policy. All budget transfers will be reviewed and approved by the Budget Officer or his/her designee.
2. May process interfund transfers as anticipated by the Budget Ordinance without additional approval by the Town Council.
3. May reallocate funds accrued because of personnel lapse salary for the purposes of providing the Town Manager with reasonable flexibility to mitigate unforeseen circumstances or effectively advance priorities operationally without unnecessarily appropriating from fund balance. The Town Manager will provide quarterly reports on the usage to Town Council. Use is subject to the Town Manager/Budget Officer's approval. This authority may not be designated.
4. May reallocate personnel lapse salary for staff professional development and training opportunities to promote and advance employee knowledge, skills and abilities including tuition reimbursements as outlined in the Personnel Policy.
5. May reallocate personnel lapse salary to address recruitment and retention issues within job classifications including market conditions and assessment centers.

B. Contract and/or Grants as Authority

1. May execute the following types of contracts within budgeted appropriations and that do not otherwise require Town Council approval by general statute: a. construction or repair contracts that do not require formal competitive bid procedures, b. contracts for the purchase of apparatus, supplies, materials, or equipment, c. service agreements, and d. equipment and rental agreements.
2. May approve the application and execution of grant agreements to or from public and nonprofit organizations unless a grantor organization requires execution by the Town Council.
3. May execute contracts as the lessor or lessee of real property for a maximum duration of five years or less.

C. Special Appropriation Authorization

1. May recognize and appropriate cost share reimbursements, rebates, or other reimbursement types and direct said funds back to the appropriate Departmental Budget.
2. May recognize and appropriate donations received for restricted or special designations.

3. May recognize and appropriate all insurance claim reimbursements received along with fees for the disposal of assets and direct said funds back to the affected department.
- D. Inter-fund Loan Authorization
 1. May make inter-fund loans as necessary to meet cash flow needs for approved capital project ordinances for working capital purposes pending receipt of debt proceeds, awarded grant reimbursements or other agreements.

Section 19. Utilization of Budget Ordinance

- A. This ordinance shall be the basis of the financial plan for the Morrisville Municipal Government during Fiscal Year 2023. The Town Manager/Budget Officer shall administer the Budget and ensure that operating officials are provided guidance and sufficient details to implement their appropriate portion of the Budget.
- B. The Finance Department shall establish and maintain all records, which are in consonance with this Budget Ordinance and the appropriate Statutes of the State of North Carolina.

Section 20. Re-appropriation of Funds Encumbered in FY 2022

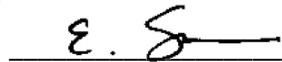
Operating funds encumbered on the financial records as of June 30, 2022, are hereby re-appropriated to Fiscal Year 2023.

Adopted this 14th day of June 2022.



TJ Cawley, Mayor

ATTEST:



Eric W. Smith II, Town Clerk



Resolution 2022-181-B

THE MORRISVILLE TOWN COUNCIL AUTHORIZING THE WAKE AND DURHAM COUNTY REVENUE ADMINISTRATORS TO LEVY AND COLLECT SPECIFIED TAXES AND FEES ON BEHALF OF THE TOWN OF MORRISVILLE

Whereas, the Town of Morrisville is authorized under G.S. 160A-209 to levy taxes set forth in the tax records filed in the Office of the Wake County Revenue Administrator and the Durham County Revenue Administrator in the amounts and from the taxpayers likewise; and

Whereas, the Town of Morrisville is authorized under G.S. 20-97 to levy an annual license tax on each vehicle; and

Whereas, the Town of Morrisville is authorized under G.S. 160A-314 to charge a Stormwater ERU Fee; and

Whereas, the Town of Morrisville is authorized under G.S. 160A-215.1 to levy a tax on gross receipts from retail short-term motor vehicle leases or rentals; and

Whereas, the Town of Morrisville is authorized under G.S. 160A-536(a)(6) to establish and levy a tax in a specified Municipal Service District for the purpose of converting those private residential streets to public streets for only the affected neighborhoods that by majority petition have agreed to join the district; and

Whereas, the Town of Morrisville adopted Fiscal Year 2023 Annual Budget Ordinance prescribes and establishes such taxes and fees:

Now, Therefore, Be It Resolved That The Morrisville Town Council bestows the Wake County Revenue Administrator and the Durham County Revenue Administrator with full and sufficient authority to levy and collect any real or personal property taxes and/or special district tax, annual license vehicle taxes, Stormwater ERU Fee where Session Laws 2005-441 and 2011-109 authorizes collection of fee on property tax bill, and retail short-term vehicle lease or rental fee on behalf of the Town of Morrisville as prescribed and ordered in Fiscal Year 2023 Adopted Annual Budget Ordinance.

Adopted this the 14th day of June 2022.

TJ Cawley, Mayor

ATTEST:

Eric W. Smith II, Town Clerk



Resolution 2022-181 - C

THE MORRISVILLE TOWN COUNCIL AMENDING THE ROADWAY AND TRANSPORTATION CAPITAL RESERVE FUND

Whereas, Town Council established the Roadway and Transportation Capital Reserve Fund to address growing roadway and transportation needs facing the community on June 14, 2016 designating the equivalent of 1 cent on the tax rate annually to build reserves; and

Whereas, an incremental accumulation of reserve funds has and will be applied to invest public tax dollars toward the mitigation of traffic congestion and to afford other key transportation improvements to critical roadway infrastructure as outlined by the Comprehensive Transportation Plan (CTP); and

Whereas, recognizing that the Town's Unified Development Ordinance provides development with a provision for an alternative payment in lieu of construction for the required frontage improvements as a condition of site plan approval; and

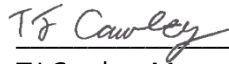
Whereas, the current process to collect such payments in lieu once approved are currently co-mingled with the General Fund as a restricted component of fund balance; and

Whereas, Staff's intent following an evaluation of peer community best practices and policies as it relates to Streets Payment in Lieu fees suggest the establishment of a structured framework leveraging the Town's ERP system resource creating reconciliation and management efficiencies; and

Whereas, transferring the restricted resource out of the operating fund, placing it in a capital reserve will more appropriately preserve and better support the utilization of that source for transportation improvements in the proximity of the developments that original elected to use the alternative fee option.

Now, Therefore, Be It Resolved That The Morrisville Town Council hereby amends the existing Roadway and Transportation Capital Reserve Fund to add the accumulation of Streets Payment in Lieu of construction as a restricted source.

Adopted this 14th day of June 2022.


TJ Cawley, Mayor

ATTEST:


Eric W. Smith II, Town Clerk



ARPA Grant Project Ordinance 2022-181 - D

THE MORRISVILLE TOWN COUNCIL AMENDING AMERICAN RESCUE PLAN ACT PROJECT ORDINANCE

Be It Ordained by the Town Council of Morrisville, North Carolina that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant project ordinance is hereby adopted:

Section 1(A). Revenues

Source	Current	Appropriation	Budget
American Rescue Plan Act Funds	2,045,300	2,551,500	4,596,800
Total Anticipated Revenues	\$ 2,045,300	\$2,551,500	\$4,596,800

Section 1(B). Expenditures

Project	Current	Appropriation	Budget
Sustainability Initiatives	120,000	114,500	234,500
Small Business Programs*	200,000	(200,000)	-
Transit (Smart Shuttle)	-	75,700	75,700
Affordable Housing	125,000	-	125,000
Parks, Recreation, and Greenways	86,000	1,682,000	1,768,000
Smart City Initiatives	185,000	180,000	365,000
Technology Enhancements	60,000	-	60,000
Facility Improvements, Repairs, and Replacements	100,000	69,000	169,000
ADA Transition Plan	50,000	50,000	100,000
Subtotal, Projects	926,000	1,971,200	2,897,200
Transfers			
Transfers to the General Fund	1,119,300	580,300	1,699,600
Subtotal, Transfers	1,119,300	580,300	1,699,600
Total Anticipated Expenditures	\$ 2,045,300	\$ 2,551,500	\$ 4,596,800

NOTE: *The Small Business Program will be supported by a separate federal grant from the Small Business Administration in FY 2023.

Section 2. Appropriations Authority

The grant projects funds are appropriated pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina; therefore, appropriations do not lapse at the end of the fiscal year and are available for duration of the project unless subsequently amended by Town Council, or as specified in Section 3.

Section 3. Authority To Transfer Appropriations

The Town Manager is authorized to transfer appropriations between projects within the American Rescue Plan Act Fund, provided such transfers do not increase or decrease the total budget for the fund.

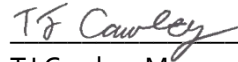
Section 4. Appropriations To Equal Final Project Expenditures

In instances when revenue and expenditure appropriation exceed the final expenditures for a grant project, the Town Manager has authority to close projects and/or programs and reduce appropriations. When actual revenues are available in projects to be closed or which are substantially complete, the Town Manager may transfer savings to uncommitted funds to make available for future appropriations which require Town Council approval. This Section applies to current and prior year appropriations.

Section 5. Ordinance Copies

Copies of this grant project ordinance shall be furnished to the Budget Officer, the Finance Officer and to the Clerk to Town Council within five days of adoption.

Adopted this 14th day of June 2022.



TJ Cawley, Mayor

ATTEST:



Eric W. Smith II, Town Clerk



Capital Investment Budget Ordinance 2022-181-E

Be It Ordained by the Town Council of the Town of Morrisville, North Carolina that the following anticipated Capital Investment revenues and project appropriations are hereby adopted for the operation of the Town government and its activities relating to the specified capital projects for the Fiscal Year beginning July 1, 2022.

Section 1: The capital projects authorized by this ordinance are for the purpose designated by each project scope provided within and relate to advancing Capital Investment Program projects and other capital needs that are not included in the Annual Operating Budget Ordinance.

Section 2: The Town Manager is hereby directed to proceed with the capital projects within the terms of the budgets contained herein.

Section 3: The Town Manager may make Interfund Loans as necessary for cash flow needs pending receipt of debt proceeds or reimbursement grants or agreements. Such transactions will comply with financial reporting requirements.

Section 4: The Town Manager has the authority to transfer funds; both expenditures and revenues, between accounts within the same fund as listed in Section 11 as may be necessary, provided however that the total expenditures may not exceed the project total without amendment by this Council.

Section 5: The Finance Officer is hereby directed to maintain within the Capital Project Fund, sufficient specific detailed accounting records to satisfy the requirements of the financing agreement(s).

Section 6: All purchasing policies and laws, as related to the acquisition, design and construction or purchase of the above capital investment projects, remain in full force and effect.

Section 7: Utilization of Capital Investment Budget Ordinance – This ordinance shall be the basis of the financial plan for established/amended capital investments projects for the Morrisville municipal government. The below revenue and expenditure authorizations shall extend from year to year until each individual project is complete.

Section 8: Statutory Definition of Project Ordinance – This Capital Investment Budget Ordinance is adopted in conformance with Section 159-13.2 of the Local Government Budget and Fiscal Control Act.

Section 9: Other Transfers and Adjustments – The following special transfers and/or adjustments are occurring through approval of the Fiscal Year 2023 capital budget.

Section 10: Copies of this capital project ordinance shall be furnished to the Town Clerk, Finance Officer, and the Budget Officer for direction in carrying out the project.

Section 11: The following amounts are anticipated and appropriated for the capital projects identified below:

- a. International Drive Extension Capital Project Fund – to establish a capital project for the purposes of constructing an extension of International Drive from the current northern terminus to intersect with Airport Boulevard.

<i>Capital Revenues</i>	<i>Current</i>	<i>Appropriation</i>	<i>Budget</i>
Transfer from Transportation Capital Reserve Fund	-	500,000	500,000
Total	\$ -	\$500,000	\$500,000
<i>Capital Expenditures</i>	<i>Current</i>	<i>Appropriation</i>	<i>Budget</i>
Construction	-	500,000	500,000
Total	\$ -	\$500,000	\$500,000

- b. Intersection Improvements Capital Project Fund – to establish a capital project for the purposes of design and construction for the phase I of intersection improvements in accordance with sidewalk gap study to improve pedestrian safety, signalization, and overall traffic congestion. Area of interests for phase 1 include intersections at Church Street at Treybrook and Downing Glen, and Morrisville Parkway at Crabtree Crossing.

<i>Capital Revenues</i>	<i>Current</i>	<i>Appropriation</i>	<i>Budget</i>
Bond Proceeds & Premium	-	41,300	41,300
Streets Payment in Lieu	-	158,700	158,700
Total	\$ -	\$200,000	\$200,000
<i>Capital Expenditures</i>	<i>Current</i>	<i>Appropriation</i>	<i>Budget</i>
Design Phase I	-	200,000	200,000
Total	\$ -	\$200,000	\$200,000

- c. Public Safety Improvements Capital Project Fund – to amend the existing capital project for the purposes of funding professional services, land acquisition, design cost, furniture and fixtures, and other related cost associated with the Harris Mill Fire Station #3 and future fire stations; emergency traffic pre-emption technology to address public safety improvements; and the replacement of Public Safety Radio Equipment. (Preceding Ordinances amended: 2019-100B; 2021-453; 2022-173.)

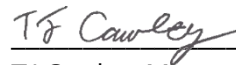
<i>Capital Revenues</i>	<i>Current</i>	<i>Appropriation</i>	<i>Budget</i>
Transfer from CIP Reserve Fund	2,800,000	-	2,800,000
Transfer from Transportation Reserve Fund	350,000	-	350,000
Bond Proceeds & Premium	8,000,000	1,726,000	9,726,000

Wake County Reimbursement	1,411,244	-	1,411,244
Total	\$ 12,561,244	\$1,726,000	\$14,287,244
<i>Capital Expenditures</i>	<i>Current</i>	<i>Appropriation</i>	<i>Budget</i>
Professional Services/Design	300,000	-	300,000
Land Acquisition	2,500,000	-	2,500,000
Construction	9,761,244	118,000	9,879,244
Equipment Capital Outlay	-	1,608,000	1,608,000
Total	\$ 12,561,244	\$1,726,000	\$14,287,244

- d. Sidewalk Connectivity Capital Project Fund – to amend the capital project for the purposes to design and construct sidewalk and/or other pedestrian connectivity betterments throughout the Town by addressing identified gaps and other safety issues. (Preceding Ordinances amended: 2017-166; 2018-174B; 2018-313; 2019-145; 2021-453.)

<i>Capital Revenues</i>	<i>Current</i>	<i>Appropriation</i>	<i>Budget</i>
Bond Proceeds and Premium	1,000,000	260,000	1,260,000
NCDOT Grant	597,000	-	597,000
Transfer from General Fund	586,900	-	586,900
Total	\$ 2,183,900	\$ 260,000	\$2,443,900
<i>Capital Expenditures</i>	<i>Current</i>	<i>Appropriation</i>	<i>Budget</i>
Professional Services/Design	350,750	260,000	610,750
Construction	1,833,150	-	1,833,150
Total	\$ 2,183,900	\$260,000	\$2,443,900

Adopted this 14th day of June 2022.


TJ Cawley, Mayor

ATTEST:



Eric W. Smith II, Town Clerk



Budget Details

FUND SUMMARIES REVENUE & EXPENDITURES

OPERATING FUNDS DEPARTMENT PROFILES

OTHER FUND DETAILS

RESERVE FUNDS

Fund Summaries Revenue/Expenditures

Revenues Summarized by Category

OPERATIONAL FUNDS

GENERAL FUND

	2020 Actual	2021 Actual	2022 Estimated Actual	2023 Projected Budget
Ad Valorem				
Current & Prior Years	\$ 19,552,315	\$ 22,106,515	\$ 22,643,000	\$ 25,290,000
Penalty & Interest	\$ 32,740	\$ 148,470	\$ 135,000	\$ 145,000
Total Ad Valorem	\$ 19,585,055	\$ 22,254,985	\$ 22,778,000	\$ 25,435,000
Year Over Year % Change Total	4%	14%	2%	12%
Year Over Year \$s Change Total	\$ 743,539	\$ 2,669,930	\$ 523,015	\$ 2,657,000
Intergovernmental				
Video Programming/Telecom	\$ 589,633	\$ 618,982	\$ 619,000	\$ 625,200
Vehicle Decal Fees	\$ 569,225	\$ 612,630	\$ 600,000	\$ 631,000
Wake County Fire Tax	\$ 846,120	\$ 796,656	\$ 800,000	\$ 800,000
Fire Reimbursements	\$ -	\$ -	\$ -	\$ 15,000
Beer & Wine	\$ 112,004	\$ 112,654	\$ 119,000	\$ 120,000
Utility Sale Tax Distribution	\$ 1,688,487	\$ 1,669,978	\$ 1,706,092	\$ 1,740,200
Sales Tax Distribution	\$ 6,047,027	\$ 6,977,453	\$ 8,200,000	\$ 8,700,000
Rental Vehicle Tax	\$ 100,532	\$ 100,297	\$ 61,486	\$ 73,800
Solid Waste Disposal Tax	\$ 18,154	\$ 21,741	\$ 20,520	\$ 21,100
Total Intergovernmental	\$ 9,971,181	\$ 10,910,392	\$ 12,126,098	\$ 12,726,300
Year Over Year % Change Total	2%	9%	11%	5%
Year Over Year \$s Change Total	\$ 215,312	\$ 939,211	\$ 1,215,706	\$ 600,202
Restricted				
Powell Bill	\$ 589,678	\$ 582,737	\$ 750,000	\$ 765,000
Grants	\$ 53,332	\$ 591,838	\$ 316,350	\$ 378,700
Total Restricted	\$ 643,010	\$ 1,174,576	\$ 1,066,350	\$ 1,143,700
Year Over Year % Change Total	1%	83%	-9%	7%
Year Over Year \$s Change Total	\$ 3,744	\$ 531,566	\$ (108,226)	\$ 77,350
Permits & Fees				
Fire Department Fees	\$ 62,164	\$ 32,087	\$ 63,750	\$ 63,750
Building Permits	\$ 1,274,196	\$ 1,194,178	\$ 1,238,500	\$ 1,022,000
Engineering Fees	\$ 130,547	\$ 73,123	\$ 130,000	\$ 100,000
Planning & Zoning Fees	\$ 916,356	\$ 937,361	\$ 270,000	\$ 120,000
Officer/Civil Fees	\$ 31,307	\$ 12,968	\$ 13,500	\$ 15,000
Total Permits & Fees	\$ 2,414,569	\$ 2,249,717	\$ 1,715,750	\$ 1,320,750
Year Over Year % Change Total	25%	-7%	-24%	-23%
Year Over Year \$s Change Total	\$ 488,850	\$ (164,852)	\$ (533,967)	\$ (395,000)
Sales & Services				
Recreation	\$ 297,459	\$ 351,698	\$ 778,410	\$ 1,208,150
Rents	\$ 127,263	\$ 119,259	\$ 120,360	\$ 137,100
Total Sales & Services	\$ 424,721	\$ 470,957	\$ 898,770	\$ 1,345,250
Year Over Year % Change Total	-49%	11%	91%	50%
Year Over Year \$s Change Total	\$ (414,281)	\$ 46,236	\$ 427,813	\$ 446,480
Miscellaneous Revenues				
Miscellaneous Revenues	\$ 162,043	\$ 82,524	\$ 121,000	\$ 76,000
ABC Revenues	\$ 204,163	\$ 242,265	\$ 250,000	\$ 255,300
Surplus Property	\$ 74,704	\$ 57,561	\$ 100,000	\$ 90,000
Wake County Landfill	\$ 70,204	\$ 42,576	\$ 60,000	\$ 60,000
Fines & Forfeitures	\$ 20,226	\$ 12,203	\$ 3,615	\$ -
Sponsorships	\$ 7,150	\$ -	\$ -	\$ -
Total Miscellaneous Revenues	\$ 538,490	\$ 437,129	\$ 534,615	\$ 481,300
Year Over Year % Change Total	41%	-19%	22%	-10%
Year Over Year \$s Change Total	\$ 155,476	\$ (101,361)	\$ 97,486	\$ (53,315)

	2020 Actual	2021 Actual	2022 Estimated Actual	2023 Projected Budget
Investment Earnings				
Total Investment Earnings	\$ 247,027	\$ 15,804	\$ 17,500	\$ 26,000
Year Over Year % Change Total	-38%	-94%	11%	49%
Year Over Year \$\$ Change Total	\$ (152,996)	\$ (231,223)	\$ 1,696	\$ 8,500

Transfers In

Transfers from Capital Reserves	\$ 1,250,000	\$ -	\$ -	\$ -
Transfers from Other Fund	\$ -	\$ 36,633	\$ 1,119,300	\$ 680,300
Total Transfers	\$ 1,250,000	\$ 36,633	\$ 1,119,300	\$ 680,300
Year Over Year % Change Total	119%	-97%	2955%	-39%
Year Over Year \$\$ Change Total	\$ 680,000	\$ (1,213,367)	\$ 1,082,667	\$ (439,000)

Fund Balance

Streets PIL Fund Balance	\$ -	\$ -	\$ -	\$ -
General Fund Fund Balance	\$ -	\$ -	\$ -	\$ 1,841,400
Total Fund Balance Appropriations	\$ -	\$ -	\$ -	\$ 1,841,400
Year Over Year % Change Total	0%	0%	0%	100%
Year Over Year \$\$ Change Total	\$ -	\$ -	\$ -	\$ 1,841,400

General Fund Total	\$35,074,054	\$ 37,550,192	\$40,256,383	\$ 45,000,000
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STORMWATER ENTERPRISE

Permits, Sales and Fees	\$ 747,000	\$ 725,000	\$ 990,230	\$ 965,000
Investment Earnings	\$ 18,000	\$ 2,000	\$ 1,500	\$ 3,000
Transfers from General Fund	\$ -	\$ -	\$ -	\$ -
Appropriation SW Fund Balance	\$ 755,900	\$ 197,000	\$ 75,000	\$ 240,000
Total Revenues	\$ 1,520,900	\$ 924,000	\$ 1,066,730	\$ 1,208,000
Year Over Year % Change Total	95%	-39%	15%	13%
Year Over Year \$\$ Change Total	\$ 740,016	\$ (596,900)	\$ 142,730	\$ 141,270

Stormwater Enterprise Total	\$ 1,520,900	\$ 924,000	\$ 1,066,730	\$ 1,208,000
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OTHER FUNDS

HEALTHCARE PREMIUM

Transfer from General Fund	\$ -	\$ -	\$ 2,286,142	\$ 2,436,140
Total Revenues	\$ -	\$ -	\$ 2,286,142	\$ 2,436,140
Year Over Year % Change Total	0%	0%	100%	7%
Year Over Year \$\$ Change Total	\$ -	\$ -	\$ 2,286,142	\$ 149,998

Healthcare Premium Total	\$ -	\$ -	\$ 2,286,142	\$ 2,436,140
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DEBT SERVICE

Transfer from General Fund	\$ 3,492,066	\$ 3,518,700	\$ 3,657,500	\$ 5,315,000
Total Revenues	\$ 3,492,066	\$ 3,518,700	\$ 3,657,500	\$ 5,315,000
Year Over Year % Change Total	0%	100%	4%	45%
Year Over Year \$\$ Change Total	\$ 3,492,066	\$ 26,634	\$ 138,800	\$ 1,657,500

Debt Service Total	\$ 3,492,066	\$ 3,518,700	\$ 3,657,500	\$ 5,315,000
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MULTI-YEAR FUND

AMERICAN RESCUE PLAN ACT FUND

Grant Funds	\$	-	\$	-	\$	2,045,300	\$	2,551,500
Total Revenues	\$	-	\$	-	\$	2,045,300	\$	2,551,500
Year Over Year % Change Total			0%		0%		100%	25%
Year Over Year \$s Change Total	\$	-	\$	-	\$	2,045,300	\$	506,200

American Rescue Plan Act Fund Total	\$	-	\$	-	\$	2,045,300	\$	2,551,500
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Expenditures Summarized by DEPARTMENT

OPERATIONAL FUNDS

GENERAL FUND

General Government

Governing Body	2020 Actual	2021 Actual	2022 Estimated Actual	2023 Projected Budget
Total Salary and Benefits	\$ 109,722	\$ 127,800	\$ 115,410	\$ 143,500
Operations	\$ 369,189	\$ 505,885	\$ 424,900	\$ 461,000
Capital Outlay	\$ -	\$ -	\$ -	\$ -
Transfers out of General Fund	\$ 1,160,600	\$ 4,528,700	\$ 5,957,500	\$ 7,625,000
Total Expenditures	\$ 1,639,511	\$ 5,162,385	\$ 6,497,810	\$ 8,229,500
Year Over Year % Change Total	-79%	215%	26%	27%
Year Over Year \$s Change Total	\$ (6,064,474)	\$ 3,522,874	\$ 1,335,425	\$ 1,731,690

Administration

Total Salary and Benefits	\$ 899,322	\$ 902,400	\$ 1,077,010	\$ 863,500
Operations	\$ 1,072,833	\$ 1,176,950	\$ 800,200	\$ 832,700
Capital Outlay	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 1,972,154	\$ 2,079,350	\$ 1,877,210	\$ 1,696,200
Year Over Year % Change Total	-1%	5%	-10%	-10%
Year Over Year \$s Change Total	\$ (13,024)	\$ 107,196	\$ (202,140)	\$ (181,010)

Budget & Strategic Management

Total Salary and Benefits	\$ -	\$ -	\$ -	\$ 568,300
Operations	\$ -	\$ -	\$ -	\$ 40,600
Capital Outlay	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ 608,900
Year Over Year % Change Total	0%	0%	0%	100%
Year Over Year \$s Change Total	\$	\$ -	\$ -	\$ 608,900

Communications

Total Salary and Benefits	\$ 266,092	\$ 115,200	\$ 454,160	\$ 551,200
Operations	\$ 63,042	\$ 184,140	\$ 246,950	\$ 286,400
Capital Outlay	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 329,134	\$ 299,340	\$ 701,110	\$ 837,600
Year Over Year % Change Total	0%	-9%	134%	19%
Year Over Year \$s Change Total	\$ 329,134	\$ (29,794)	\$ 401,770	\$ 136,490

	2020 Actual	2021 Actual	2022 Estimated Actual	2023 Projected Budget
Human Resources				
Total Salary and Benefits	\$ 348,801	\$ 420,900	\$ 433,650	\$ 517,900
Operations	\$ 117,810	\$ 108,200	\$ 132,520	\$ 88,600
Capital Outlay	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 466,611	\$ 529,100	\$ 566,170	\$ 606,500
Year Over Year % Change Total	21%	13%	7%	7%
Year Over Year \$s Change Total	\$ 81,425	\$ 62,489	\$ 37,070	\$ 40,330
Finance				
Total Salary and Benefits	\$ 448,788	\$ 505,250	\$ 555,554	\$ 690,900
Operations	\$ 190,944	\$ 221,050	\$ 229,335	\$ 234,000
Capital Outlay	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 639,732	\$ 726,300	\$ 784,889	\$ 924,900
Year Over Year % Change Total	-25%	14%	8%	18%
Year Over Year \$s Change Total	\$ (218,765)	\$ 86,568	\$ 58,589	\$ 140,011
Information Technology				
Total Salary and Benefits	\$ 680,479	\$ 811,500	\$ 890,200	\$ 1,070,100
Operations	\$ 1,226,546	\$ 1,732,900	\$ 1,687,700	\$ 1,780,800
Capital Outlay	\$ 267,921	\$ 100,000	\$ -	\$ -
Total Expenditures	\$ 2,174,945	\$ 2,644,400	\$ 2,577,900	\$ 2,850,900
Year Over Year % Change Total	34%	22%	-3%	11%
Year Over Year \$s Change Total	\$ 555,938	\$ 469,455	\$ (66,500)	\$ 273,000
General Government Total	\$ 7,222,087	\$ 11,440,875	\$ 13,005,089	\$ 15,754,500
Development				
Engineering				
Total Salary and Benefits	\$ 587,329	\$ 906,255	\$ 833,031	\$ 989,400
Operations	\$ 91,601	\$ 511,300	\$ 143,140	\$ 91,900
Capital Outlay	\$ 12,270	\$ 186,000	\$ 150,000	\$ -
Total Expenditures	\$ 691,199	\$ 1,603,555	\$ 1,126,171	\$ 1,081,300
Year Over Year % Change Total	20%	132%	-30%	-4%
Year Over Year \$s Change Total	\$ 115,810	\$ 912,356	\$ (477,384)	\$ (44,871)
Inspections				
Total Salary and Benefits	\$ 781,238	\$ 895,600	\$ 746,886	\$ 1,046,700
Operations	\$ 38,428	\$ 33,400	\$ 47,570	\$ 69,200
Capital Outlay	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 819,666	\$ 929,000	\$ 794,456	\$ 1,115,900
Year Over Year % Change Total	15%	13%	-14%	40%
Year Over Year \$s Change Total	\$ 107,632	\$ 109,334	\$ (134,544)	\$ 321,444
Planning				
Total Salary and Benefits	\$ 1,014,581	\$ 1,017,200	\$ 1,046,350	\$ 1,312,100
Operations	\$ 310,947	\$ 259,511	\$ 770,580	\$ 918,400
Capital Outlay	\$ -	\$ 425,000	\$ 90,917	\$ -
Total Expenditures	\$ 1,325,527	\$ 1,701,711	\$ 1,907,847	\$ 2,230,500
Year Over Year % Change Total	-17%	28%	12%	17%
Year Over Year \$s Change Total	\$ (275,326)	\$ 376,184	\$ 206,136	\$ 322,653
Development Total	\$ 2,836,393	\$ 4,234,266	\$ 3,828,474	\$ 4,427,700

Public Works & Facility Maintenance

	2020 Actual	2021 Actual	2022 Estimated Actual	2023 Projected Budget
Public Works				
Total Salary and Benefits	\$ 1,557,057	\$ 1,626,400	\$ 1,720,370	\$ 2,265,800
Operations	\$ 3,389,803	\$ 3,862,548	\$ 5,215,565	\$ 4,509,800
Capital Outlay	\$ 402,248	\$ 397,000	\$ 557,184	\$ 208,000
Total Expenditures	\$ 5,349,108	\$ 5,885,948	\$ 7,493,119	\$ 6,983,600
Year Over Year % Change Total	26%	10%	27%	-7%
Year Over Year \$s Change Total	\$ 1,092,331	\$ 536,839	\$ 1,607,171	\$ (509,519)
Powell Bill				
Operations	\$ 238,100	\$ 181,600	\$ 1,482,583	\$ 750,000
Capital Outlay	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 238,100	\$ 181,600	\$ 1,482,583	\$ 750,000
Year Over Year % Change Total	-30%	-24%	716%	-49%
Year Over Year \$s Change Total	\$ (103,800)	\$ (56,500)	\$ 1,300,983	\$ (732,583)
Fleet				
Operations	\$ 200	\$ -	\$ -	\$ -
Capital Outlay	\$ 844,563	\$ 551,806	\$ 331,110	\$ 460,000
Total Expenditures	\$ 844,763	\$ 551,806	\$ 331,110	\$ 460,000
Year Over Year % Change Total	89%	-35%	-40%	39%
Year Over Year \$s Change Total	\$ 397,628	\$ (292,957)	\$ (220,696)	\$ 128,890
Public Works Total	\$ 6,431,971	\$ 6,619,354	\$ 9,306,812	\$ 8,193,600

Public Safety

Fire

Total Salary and Benefits	\$ 5,302,737	\$ 5,720,300	\$ 5,792,280	\$ 6,842,200
Operations	\$ 775,373	\$ 748,489	\$ 888,464	\$ 874,900
Capital Outlay	\$ 2,410,288	\$ 90,000	\$ 50,000	\$ -
Total Expenditures	\$ 8,488,397	\$ 6,558,789	\$ 6,730,744	\$ 7,717,100
Year Over Year % Change Total	52%	-23%	3%	15%
Year Over Year \$s Change Total	\$ 2,892,096	\$ (1,929,608)	\$ 171,955	\$ 986,356

Police

Total Salary and Benefits	\$ 3,774,688	\$ 3,967,860	\$ 4,200,339	\$ 5,347,400
Operations	\$ 337,263	\$ 483,700	\$ 538,508	\$ 625,800
Capital Outlay	\$ -	\$ 33,900	\$ -	\$ -
Total Expenditures	\$ 4,111,952	\$ 4,485,460	\$ 4,738,847	\$ 5,973,200
Year Over Year % Change Total	8%	9%	6%	26%
Year Over Year \$s Change Total	\$ 302,346	\$ 373,508	\$ 253,387	\$ 1,234,353

Public Safety Total **\$12,600,349** **\$ 11,044,249** **\$ 11,469,591** **\$ 13,690,300**

Parks & Recreation

Parks

Total Salary and Benefits	\$ 1,339,815	\$ 1,686,575	\$ 1,859,268	\$ 2,240,300
Operations	\$ 280,862	\$ 422,294	\$ 526,700	\$ 693,600
Capital Outlay	\$ 1,400	\$ -	\$ 23,600	\$ -
Total Expenditures	\$ 1,622,077	\$ 2,108,869	\$ 2,409,568	\$ 2,933,900
Year Over Year % Change Total	-2%	30%	14%	22%
Year Over Year \$s Change Total	\$ (36,602)	\$ 486,792	\$ 300,699	\$ 524,332

Parks & Recreation Total **\$ 1,622,077** **\$ 2,108,869** **\$ 2,409,568** **\$ 2,933,900**

General Fund Total **\$30,712,877** **\$35,447,613** **\$ 40,019,534** **\$ 45,000,000**

	2020 Actual	2021 Actual	2022 Estimated Actual	2023 Projected Budget
STORMWATER				
Total Salary and Benefits	\$ 267,630	\$ 325,660	\$ 276,645	\$ 467,850
Operations	\$ 195,869	\$ 108,300	\$ 122,200	\$ 232,050
Capital Outlay	\$ -	\$ 10,000	\$ -	\$ 50,000
Transfers out to capital project/reserves	\$ 984,250	\$ -	\$ 30,990	\$ 458,100
Total Expenditures	\$ 1,447,749	\$ 443,960	\$ 429,835	\$ 1,208,000
Year Over Year % Change Total	51%	-69%	-3%	181%
Year Over Year \$s Change Total	\$ 486,826	\$ (1,003,789)	\$ (14,125)	\$ 778,165
Stormwater Enterprise Total	\$ 1,447,749	\$ 443,960	\$ 429,835	\$ 1,208,000

OTHER FUNDS

DEBT SERVICE

Principal/Interest	\$ 3,492,066	\$ 3,144,159	\$ 2,847,987	\$ 4,089,000
Administrative Cost	\$ -	\$ 20,037	\$ 157,500	\$ 150,000
Reserve	\$ -	\$ -	\$ 683,275	\$ 1,076,000
Total Expenditures	\$ 3,492,066	\$ 3,164,196	\$ 3,688,762	\$ 5,315,000
Year Over Year % Change Total	63.9%	-9.4%	16.6%	44%
Year Over Year \$s Change Total	\$ 1,361,652	\$ (327,870)	\$ 524,566	\$ 1,626,238
Debt Service Total	\$ 3,492,066	\$ 3,164,196	\$ 3,688,762	\$ 5,315,000

HEALTHCARE PREMIUM

Personnel	\$ -	\$ -	\$ 2,286,140	\$ 2,436,140
Transfers	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ 2,286,140	\$ 2,436,140
Year Over Year % Change Total	0.0%	0.0%	100%	7%
Year Over Year \$s Change Total	\$ -	\$ -	\$ 2,286,140	\$ 150,000
Healthcare Premiums Total	\$ -	\$ -	\$ 2,286,140	\$ 2,436,140

MULTI-YEAR FUND

AMERICAN RESCUE PLAN ACT

Operations	\$ -	\$ -	\$ 726,000	\$ 291,500
Capital Outlay	\$ -	\$ -	\$ -	\$ 75,700
Transfers	\$ -	\$ -	\$ 1,119,300	\$ 2,184,300
Total Expenditures	\$ -	\$ -	\$ 1,845,300	\$ 2,551,500
Year Over Year % Change Total	0.0%	0.0%	100%	38%
Year Over Year \$s Change Total	\$ -	\$ -	\$ 1,845,300	\$ 2,551,500
American Rescue Plan Act Total	\$ -	\$ -	\$ 1,845,300	\$ 2,551,500

SUMMARY

Operating Fund Combined - General & Stormwater Funds

General Government	\$	7,222,087	\$	11,440,875	\$	15,231,741	\$	15,754,425
Economic & Physical Development	\$	2,836,393	\$	4,234,266	\$	3,837,224	\$	4,427,837
Public Works	\$	6,431,971	\$	6,619,354	\$	9,406,812	\$	8,193,581
Public Safety	\$	12,600,349	\$	11,044,249	\$	11,458,791	\$	13,690,278
Parks & Recreation	\$	1,622,077	\$	2,108,869	\$	2,409,568	\$	2,933,880
Stormwater	\$	1,447,749	\$	443,960	\$	429,835	\$	1,208,000
Total Expenditures	\$	32,160,626	\$	35,891,573	\$	42,773,971	\$	46,208,000

General Fund Only

Total Salary and Benefits	\$	17,110,648	\$	18,703,240	\$	19,724,508	\$	24,449,319
Operations	\$	8,502,939	\$	10,431,967	\$	13,134,715	\$	12,257,681
Capital Outlay	\$	3,938,690	\$	1,783,706	\$	1,202,811	\$	668,000
Debt Service*	\$	-	\$	-	\$	-	\$	-
Transfers out of General Fund	\$	1,160,600	\$	4,528,700	\$	5,957,500.0	\$	7,625,000
Total Expenditures	\$	30,712,877	\$	35,447,613	\$	40,019,534	\$	45,000,000

Healthcare Premium Fund Only*

Personnel	\$	-	\$	-	\$	2,286,140	\$	2,436,140
Operations	\$	-	\$	-	\$	-	\$	-
Total Expenditures	\$	-	\$	-	\$	2,286,140	\$	2,436,140

Debt Service Fund Only*

Principal & Interest	\$	3,492,066	\$	3,144,159	\$	3,531,262	\$	5,165,000
Operations	\$	-	\$	20,037	\$	157,500	\$	150,000
Total Expenditures	\$	3,492,066	\$	3,164,196	\$	3,688,762	\$	5,315,000

American Rescue Plan Act Fund Only

Operations	\$	-	\$	-	\$	726,000	\$	291,500
Capital Outlay	\$	-	\$	-	\$	-	\$	75,700
Transfers	\$	-	\$	-	\$	1,119,300	\$	2,184,300
Total Expenditures	\$	-	\$	-	\$	1,845,300	\$	2,551,500

Stormwater Enterprise Fund Only

Total Salary and Benefits	\$	267,630	\$	325,660	\$	276,645	\$	467,850
Operations	\$	195,869	\$	108,300	\$	122,200	\$	232,050
Capital Outlay	\$	-	\$	10,000	\$	-	\$	50,000
Transfers out of Stormwater Fund	\$	984,250	\$	-	\$	30,990	\$	458,100
Total Expenditures	\$	1,447,749	\$	443,960	\$	429,835	\$	1,208,000

Note: Debt previously reported within the General Fund has been shifted to a separate Debt Service Fund as of FY2021. Funds necessary to fund the first year are shown through the General Fund as a transfer out to the Debt Service Fund.

Note: For comparison purposes Healthcare Premiums are restated in personnel cost by department, but are tracked/reported in a separate sub-fund to the General Fund as of FY2022 and subsequently be shown in budget ordinance as a transfer out.

Note: Onetime pay adjustments, health benefit and retirement increase have been distributed across departments.

Operating Funds Department Profiles

Governing Body

Mission

Connecting our diverse community to an enhanced quality of life through innovative programs and services.

Service to Community

The Town Council by state statute is the entity having primary responsibility to establish the general framework under which the government can meet the needs of the community by creating policies and instituting law.

Budget Notes

Governing Body	2020 Actual	2021 Actual	2022 Estimated Actual	2023 Projected Budget
Total Salary and Benefits	\$ 109,722	\$ 127,800	\$ 115,410	\$ 143,500
Operations	\$ 369,189	\$ 505,885	\$ 424,900	\$ 461,000
Capital Outlay	\$ -	\$ -	\$ -	\$ -
Transfers out of General Fund	\$ 1,160,600	\$ 4,528,700	\$ 5,957,500	\$ 7,625,000
Total Expenditures	\$ 1,639,511	\$ 5,162,385	\$ 6,497,810	\$ 8,229,500
Year Over Year % Change Total	-79%	215%	26%	27%
Year Over Year \$s Change Total	\$ (6,064,474)	\$ 3,522,874	\$ 1,335,425	\$ 1,731,690

FY23 Budget Priorities

Allocation to Fire Apparatus Capital Reserve Fund	\$ 750,000
Allocation to Parks & Recreation Capital Reserve Fund	\$ 650,000
Allocation to Transportation/Roadway Capital Reserve Fund	\$ 650,000
Allocation to Municipal Service District	\$ 110,000
Material Base Budget Adjustment - Professional Services	\$ 13,000
	\$ 2,173,000

Administration

Mission

Town Administrative Services is committed to building a citizen-engaged community with a positive town image, ensuring that Town services are planned for & delivered effectively, efficiently, economically & safely. The department provides internal support to Town Council & other Town Departments, leads the organization in making informed & ultimately successful decisions in resource allocation, program evaluation, financial management & long range financial & management analysis, & in addition to aiding in collaborative & effective program and service delivery.

Service to Community

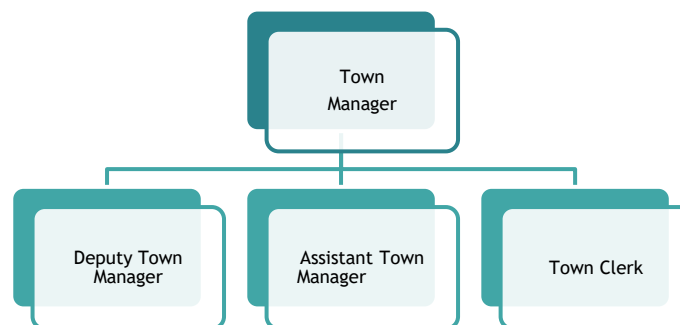
Town Administrative Services manages the functions of the Town under the direction of the Town Manager and is responsible for the implementation of policies and guidance established by the Town Council. This consists of promoting a transparent government and community involvement, timely and accurate public information; overseeing operational efficiency and safety; & ensuring the local, state and federal laws and regulations are met.

Budget Notes

	2020 Actual	2021 Actual	2022 Estimated Actual	2023 Projected Budget
Administration				
Total Salary and Benefits	\$ 899,322	\$ 902,400	\$ 1,077,010	\$ 863,500
Operations	\$ 1,072,833	\$ 1,176,950	\$ 800,200	\$ 832,700
Capital Outlay	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 1,972,154	\$ 2,079,350	\$ 1,877,210	\$ 1,696,200
Year Over Year % Change Total	-1%	5%	-10%	-10%
Year Over Year \$s Change Total	\$ (13,024)	\$ 107,196	\$ (202,140)	\$ (181,010)

FY23 Budget Priorities

Assistant Town Manager	\$ 236,200
Material Base Budget Adjustments - Insurance & Workers Compensation	\$ 120,500
Chamber Lease - Office Space	\$ 24,600
	\$ 381,300



Total Fulltime Staff 4

Budget & Strategic Management

Mission

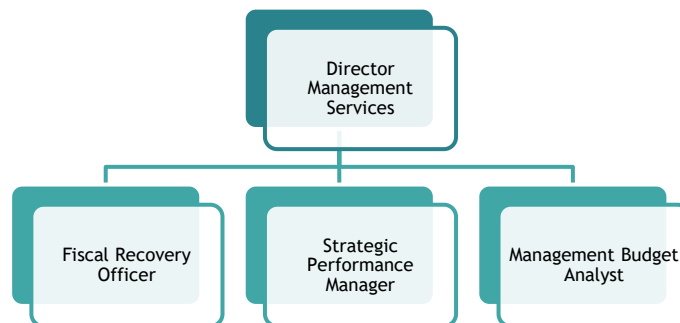
The Budget & Strategic Management department leads the development, analysis, and execution of the Town's strategic, budgetary, and capital plans aligning viable resources that effectively realize desired quality services and tangible community results.

Service to Community

- Long-range strategic development and alignment
- Program evaluation and analysis
- Resource planning and allocation such as debt capacity, grants, and reserves
- Ensure compliance with local, state, and federal laws and regulations

Budget Notes

	2020 Actual	2021 Actual	2022 Estimated Actual	2023 Projected Budget
Budget & Strategic Management				
Total Salary and Benefits	\$ -	\$ -	\$ -	\$ 568,300
Operations	\$ -	\$ -	\$ -	\$ 40,600
Capital Outlay	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ 608,900
Year Over Year % Change Total	0%	0%	0%	100%
Year Over Year \$s Change Total		\$ -	\$ -	\$ 608,900
FY23 Budget Priorities				
Grant Assistance Program				\$ 16,000



Total Fulltime Staff 4

Communications

Mission

The Communications Department is responsible for the production and dissemination of information about Town operations and business to both the public at large and to Town employees. The department focuses on community outreach and engagement, media relations, public relations and signature special events.

Service to Community

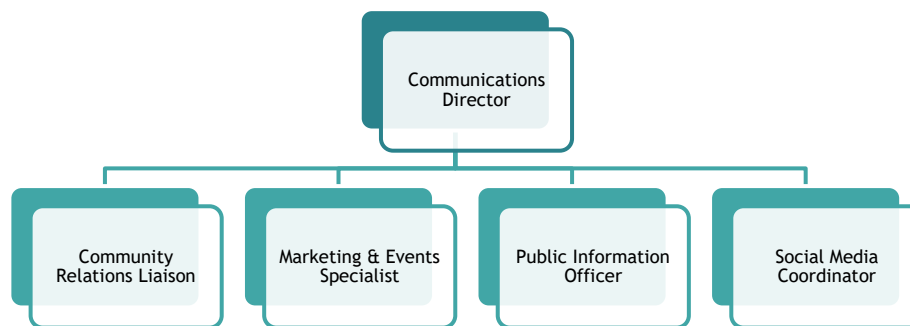
Our chief purpose is to build relationships with those who live, work, play and travel within the Town of Morrisville, through ongoing, effective, and open communications.

Budget Notes

	2020 Actual	2021 Actual	2022 Estimated Actual	2023 Projected Budget
Communications				
Total Salary and Benefits	\$ 266,092	\$ 115,200	\$ 454,160	\$ 551,200
Operations	\$ 63,042	\$ 184,140	\$ 246,950	\$ 286,400
Capital Outlay	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 329,134	\$ 299,340	\$ 701,110	\$ 837,600
Year Over Year % Change Total	0%	-9%	134%	19%
Year Over Year \$s Change Total	\$ 329,134	\$ (29,794)	\$ 401,770	\$ 136,490

FY23 Budget Priorities

None



Total Fulltime Staff 5

Human Resources

Mission

The Human Resources Department will act as catalysts, enabling all employees to contribute at optimum levels towards the success of the Town's mission. The department provides service in support of the Town vision by promoting the concept that our employees are our most valuable resource & will be treated as such.

Service to Community

The Human Resources Department is responsible for:

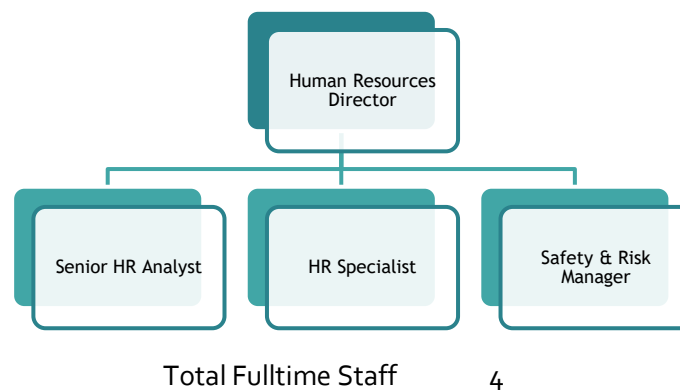
- Motivating professional development and leadership training opportunities
- Developing pay & classification systems
- Recruitment of qualified people, while recognizing & encouraging workplace diversity
- Providing competitive compensation packages
- Providing a safe & healthy work environment, ensuring productive employee relations
- Establishing fair and equitable policies, rules & procedures
- Ensure legal compliance with labor & employment laws

Budget Notes

	2020 Actual	2021 Actual	2022 Estimated Actual	2023 Projected Budget
Human Resources				
Total Salary and Benefits	\$ 348,801	\$ 420,900	\$ 433,650	\$ 517,900
Operations	\$ 117,810	\$ 108,200	\$ 132,520	\$ 88,600
Capital Outlay	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 466,611	\$ 529,100	\$ 566,170	\$ 606,500
Year Over Year % Change Total	21%	13%	7%	7%
Year Over Year \$s Change Total	\$ 81,425	\$ 62,489	\$ 37,070	\$ 40,330

FY23 Budget Priorities

Succession Planning, Organizational Assessments and other Developmental Programs use of lapse salary



Finance

Mission

The Finance Department's mission is to manage Town Funds in accordance with the Local Government Budget and Fiscal Control Act, applicable State and Federal regulations, and sound principles of accounting and cash management.

Service to Community

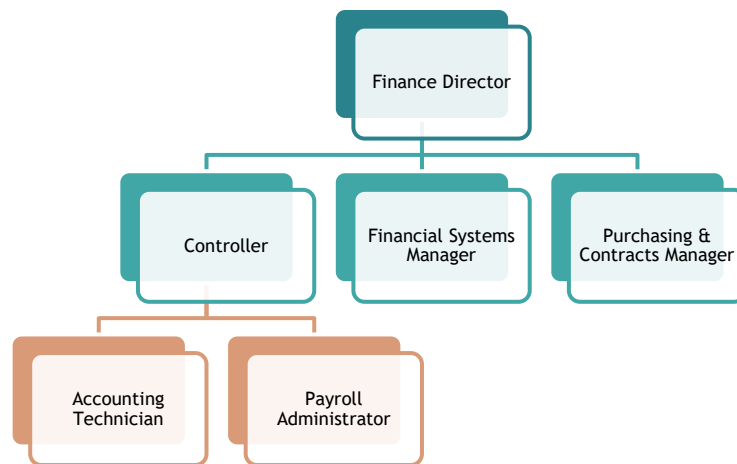
The Finance Department is committed to the highest standards of accountability, accuracy, timeliness, professionalism, and innovation in providing financial services. This encompasses investing all Town funds; maintaining accounting and financial records; billing and collecting; maintaining an encumbrance system for purchasing; processing accounts payable each week; preparing biweekly payrolls; preparation of the Comprehensive Annual Financial Report; and issuance of and collections related to various user fees and charges.

Budget Notes

	2020 Actual	2021 Actual	2022 Estimated Actual	2023 Projected Budget
Finance				
Total Salary and Benefits	\$ 448,788	\$ 505,250	\$ 555,554	\$ 690,900
Operations	\$ 190,944	\$ 221,050	\$ 229,335	\$ 234,000
Capital Outlay	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 639,732	\$ 726,300	\$ 784,889	\$ 924,900
Year Over Year % Change Total	-25%	14%	8%	18%
Year Over Year \$s Change Total	\$ (218,765)	\$ 86,568	\$ 58,589	\$ 140,011

FY23 Budget Priorities

Base Budget Material Adjustments - Professional Services \$ 24,000



Total Fulltime Staff 6

Information Technology

Mission

The mission of the Information Technology Department is to provide the employees of the Town of Morrisville with a modern, reliable, full-featured computing and telephony environment through which those employees can perform their duties in an effective manner, in order to provide for the needs, interests, and priorities of our community.

Service to Community

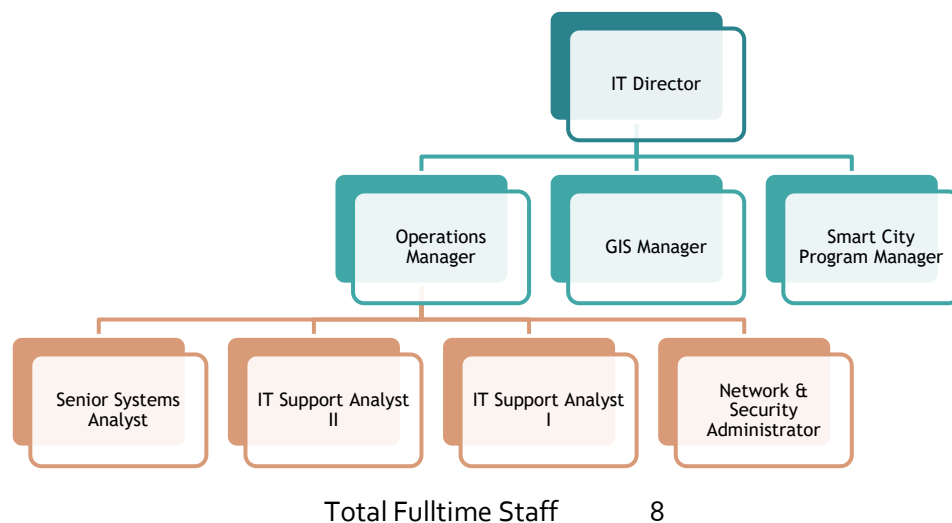
The Department is responsible for the purchase, installation, maintenance, and support of all technology equipment and software throughout the Town.

Budget Notes

Information Technology	2020 Actual	2021 Actual	2022 Estimated Actual	2023 Projected Budget
Total Salary and Benefits	\$ 680,479	\$ 811,500	\$ 890,200	\$ 1,070,100
Operations	\$ 1,226,546	\$ 1,732,900	\$ 1,687,700	\$ 1,780,800
Capital Outlay	\$ 267,921	\$ 100,000	\$ -	\$ -
Total Expenditures	\$ 2,174,945	\$ 2,644,400	\$ 2,577,900	\$ 2,850,900
Year Over Year % Change Total	34%	22%	-3%	11%
Year Over Year \$s Change Total	\$ 555,938	\$ 469,455	\$ (66,500)	\$ 273,000

FY23 Budget Priorities

Backup System Replacement	\$ 48,000
Smart Cities Mobile App & Smart Corridor Annual Maintenance	\$ 15,000
Hardware Replacements	\$ 43,600
Hardware Lease Agreements	\$ 11,800
Police Interrogation Room AV Replacement	\$ 10,000
	\$ 128,400



Engineering

Mission

The mission of the Engineering Department is to represent the interests of the Town of Morrisville's residents and taxpayers in the activities related to planning, inspection, construction, and maintenance of the Town's infrastructure and to endeavor to provide engineered systems that enhance the standard of living, quality of life and minimize the impact to the environment.

Service to Community

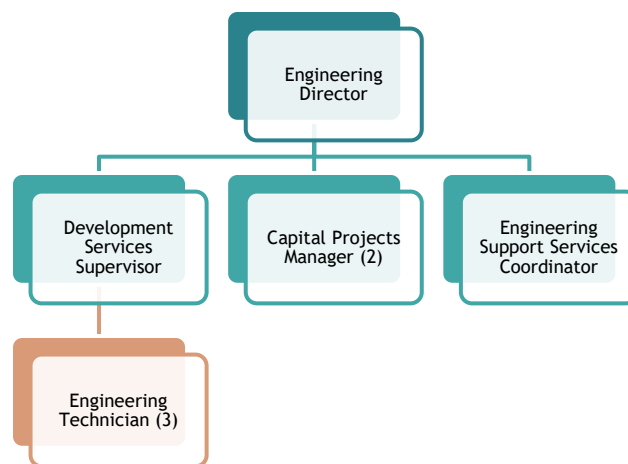
- Evaluating and responding to residential and business concerns and complaints.
- Providing development support, including review of site plans, construction plans, plats, and plot plans (construction phase development support also involves construction inspection services and the formal acceptance of public improvements).
- Providing technical support in meeting the Town's floodplain management responsibilities.
- In-house engineering design and support and project construction management and oversight.

Budget Notes

	2020 Actual	2021 Actual	2022 Estimated Actual	2023 Projected Budget
Engineering				
Total Salary and Benefits	\$ 587,329	\$ 906,255	\$ 833,031	\$ 989,400
Operations	\$ 91,601	\$ 511,300	\$ 143,140	\$ 91,900
Capital Outlay	\$ 12,270	\$ 186,000	\$ 150,000	\$ -
Total Expenditures	\$ 691,199	\$ 1,603,555	\$ 1,126,171	\$ 1,081,300
Year Over Year % Change Total	20%	132%	-30%	-4%
Year Over Year \$s Change Total	\$ 115,810	\$ 912,356	\$ (477,384)	\$ (44,871)

FY23 Budget Priorities

Base Budget Material Adjustments - Professional Services	\$ 10,000
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Total Fulltime Staff 8

Inspections

Mission

The Inspections Department is committed to promoting the safety of lives, health, and welfare of the general public within the built environment by the administration and enforcement of the North Carolina State Building Code, as well as local municipal ordinances. Each staff member is committed to performing his/her duties in a friendly, timely, and effective manner. Each staff member's technical knowledge and other administrative skills are constantly upgraded by participation in state and departmentally mandated continuing education courses and by active participation in state and regional building trade associations.

Service to Community

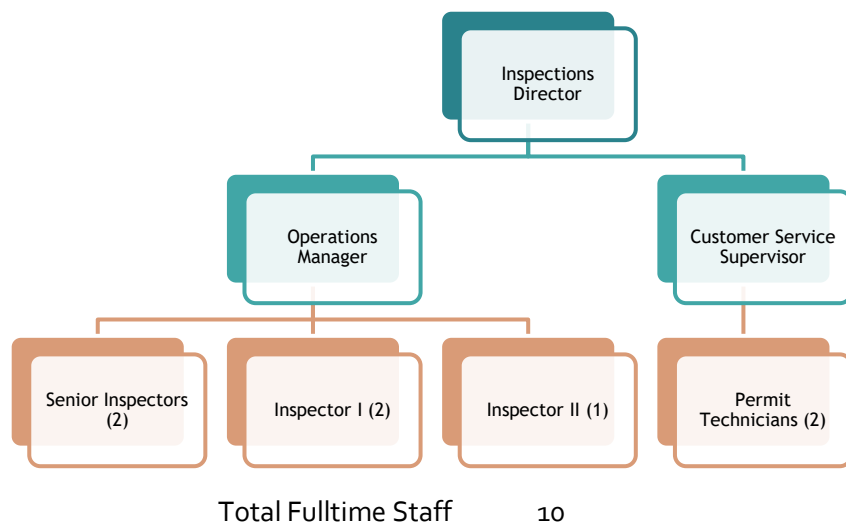
The Inspections Department and the Inspectors are responsible for enforcing within their territorial jurisdiction State and Local laws relating to; the construction of buildings and other structures; installation of such facilities as plumbing, electrical, heating, refrigeration, and air-conditioning systems; maintenance of structures in a safe, sanitary, and healthful condition; and other matters that may be specified by the Town Council.

Budget Notes

Inspections	2020 Actual	2021 Actual	2022 Estimated Actual	2023 Projected Budget
Total Salary and Benefits	\$ 781,238	\$ 895,600	\$ 746,886	\$ 1,046,700
Operations	\$ 38,428	\$ 33,400	\$ 47,570	\$ 69,200
Capital Outlay	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 819,666	\$ 929,000	\$ 794,456	\$ 1,115,900
Year Over Year % Change Total	15%	13%	-14%	40%
Year Over Year \$s Change Total	\$ 107,632	\$ 109,334	\$ (134,544)	\$ 321,444

FY23 Budget Priorities

Base Budget Material Adjustment - Fuel Inflation	\$ 1,100
Software Plug-In	\$ 8,400
	\$ 9,500



Planning

Mission

The Planning Department works to manage growth and protect the quality of life in the community.

Service to Community

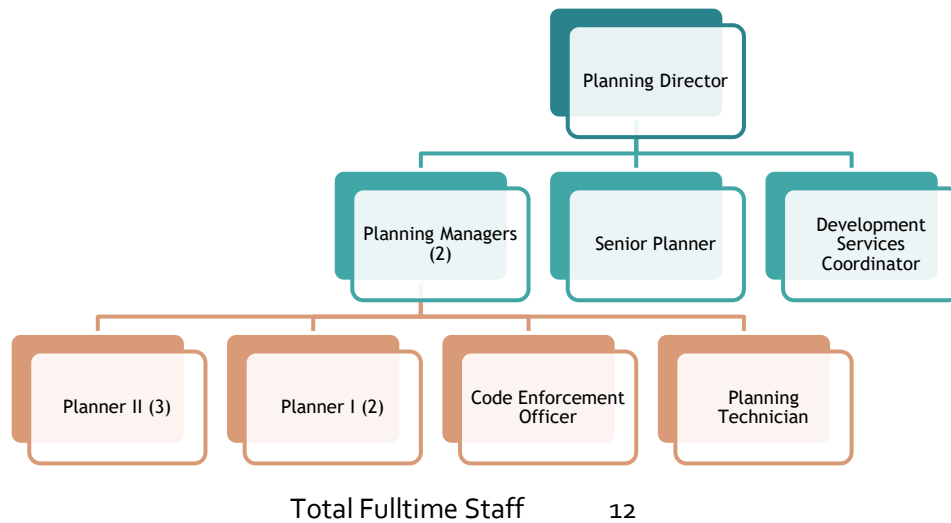
- Working with the community to plan the future of the Town.
- Review development proposals, improve ordinances, and provide needed information.
- Collaborate with our neighbors.
- Work with volunteers to improve the community.

Budget Notes

	2020 Actual	2021 Actual	2022 Estimated Actual	2023 Projected Budget
Planning				
Total Salary and Benefits	\$ 1,014,581	\$ 1,017,200	\$ 1,046,350	\$ 1,312,100
Operations	\$ 310,947	\$ 259,511	\$ 770,580	\$ 918,400
Capital Outlay	\$ -	\$ 425,000	\$ 90,917	\$ -
Total Expenditures	\$ 1,325,527	\$ 1,701,711	\$ 1,907,847	\$ 2,230,500
Year Over Year % Change Total	-17%	28%	12%	17%
Year Over Year \$s Change Total	\$ (275,326)	\$ 376,184	\$ 206,136	\$ 322,653

FY23 Budget Priorities

Smart Shuttle Operationing Cost	\$ 62,300
UDO Text Amendment - Land Use Plan	\$ 50,000
	\$ 112,300



Public Works

Mission

The Public Works Department provides exceptional customer service by ensuring citizen safety, maintaining the infrastructure, supporting Town departments, & providing quality essential services.

Service to Community

Responsible for ensuring the safety of the Town's vehicle fleet, creating secure & clean environments in Town facilities, providing safe & improved streets for travel, affording town-wide landscape, park, & athletic field maintenance while offering progressive, cost-effective solid waste services.

Budget Notes

	2020 Actual	2021 Actual	2022 Estimated Actual	2023 Projected Budget
Public Works				
Total Salary and Benefits	\$ 1,557,057	\$ 1,626,400	\$ 1,720,370	\$ 2,265,800
Operations	\$ 3,389,803	\$ 3,862,548	\$ 5,215,565	\$ 4,509,800
Capital Outlay	\$ 402,248	\$ 397,000	\$ 557,184	\$ 208,000
Total Expenditures	\$ 5,349,108	\$ 5,885,948	\$ 7,493,119	\$ 6,983,600
Year Over Year % Change Total	26%	10%	27%	-7%
Year Over Year \$s Change Total	\$ 1,092,331	\$ 536,839	\$ 1,607,171	\$ (509,519)

Powell Bill

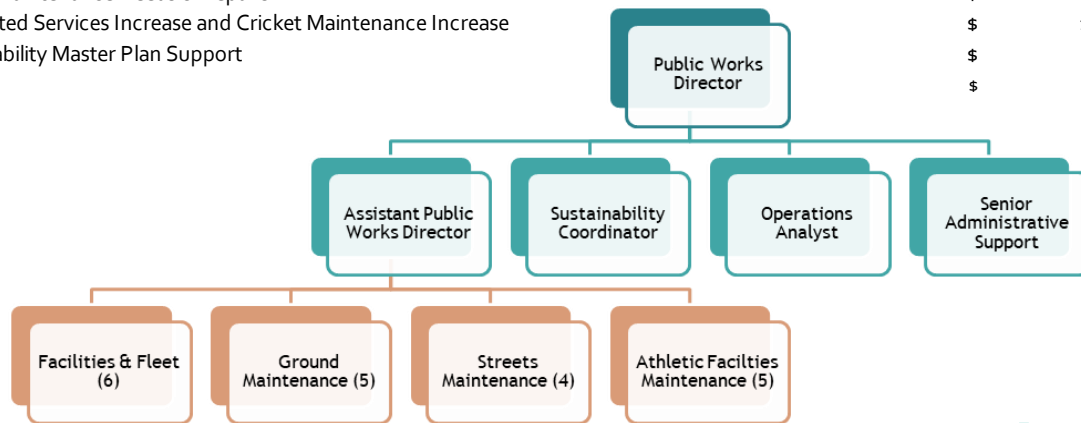
Operations	\$ 238,100	\$ 181,600	\$ 1,482,583	\$ 750,000
Capital Outlay	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 238,100	\$ 181,600	\$ 1,482,583	\$ 750,000
Year Over Year % Change Total	-30%	-24%	716%	-49%
Year Over Year \$s Change Total	\$ (103,800)	\$ (56,500)	\$ 1,300,983	\$ (732,583)

Fleet

Operations	\$ 200	\$ -	\$ -	\$ -
Capital Outlay	\$ 844,563	\$ 551,806	\$ 331,110	\$ 460,000
Total Expenditures	\$ 844,763	\$ 551,806	\$ 331,110	\$ 460,000
Year Over Year % Change Total	89%	-35%	-40%	39%
Year Over Year \$s Change Total	\$ 397,628	\$ (292,957)	\$ (220,696)	\$ 128,890

FY22 Budget Priorities

Vehicle Replacement	\$ 460,000
Material Base Budget Adjustment - Powell Bill Funding, Utilities, Maintenance, & Fuel	\$ 201,600
Facility Maintenance Needs & Repairs	\$ 127,000
Contracted Services Increase and Cricket Maintenance Increase	\$ 109,000
Sustainability Master Plan Support	\$ 50,000
Total	\$ 947,600



Total Fulltime Staff 25

Fire

Mission

Members of the Morrisville Fire Department are committed to maintaining and improving the quality of life for citizens in our fire district through customer oriented proactive fire protection efforts.

Service to Community

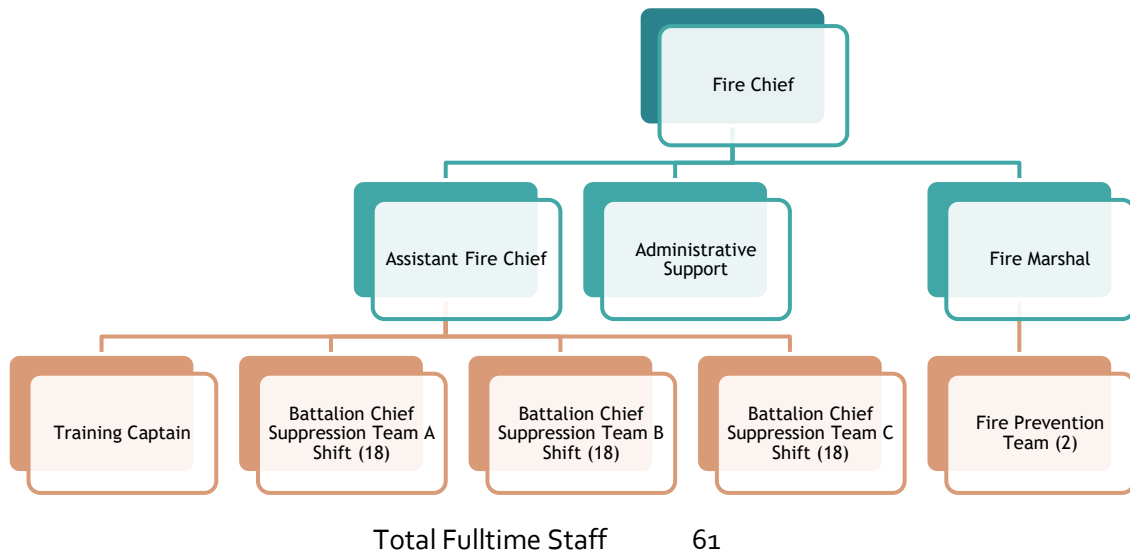
The Morrisville Fire Department provides services to the community utilizing a combination of volunteer and career members 24 hours a day, 365 days a year.

Budget Notes

Fire	2020 Actual	2021 Actual	2022 Estimated Actual	2023 Projected Budget
Total Salary and Benefits	\$ 5,302,737	\$ 5,720,300	\$ 5,792,280	\$ 6,842,200
Operations	\$ 775,373	\$ 748,489	\$ 888,464	\$ 874,900
Capital Outlay	\$ 2,410,288	\$ 90,000	\$ 50,000	\$ -
Total Expenditures	\$ 8,488,397	\$ 6,558,789	\$ 6,730,744	\$ 7,717,100
Year Over Year % Change Total	52%	-23%	3%	15%
Year Over Year \$s Change Total	\$ 2,892,096	\$ (1,929,608)	\$ 171,955	\$ 986,356

FY23 Budget Priorities

Base Budget Adjustments - Fuel Inflation \$ 4,800



Police

Mission

The members of the Morrisville Police Department are committed to the improvement of the quality of life for the Town of Morrisville by working in partnership with our citizens. We will strive to maintain safe and secure neighborhoods for all of our stakeholders. This will be accomplished through the delivery of professional law enforcement services and recognizing the need to treat all citizens with respect and dignity.

Service to Community

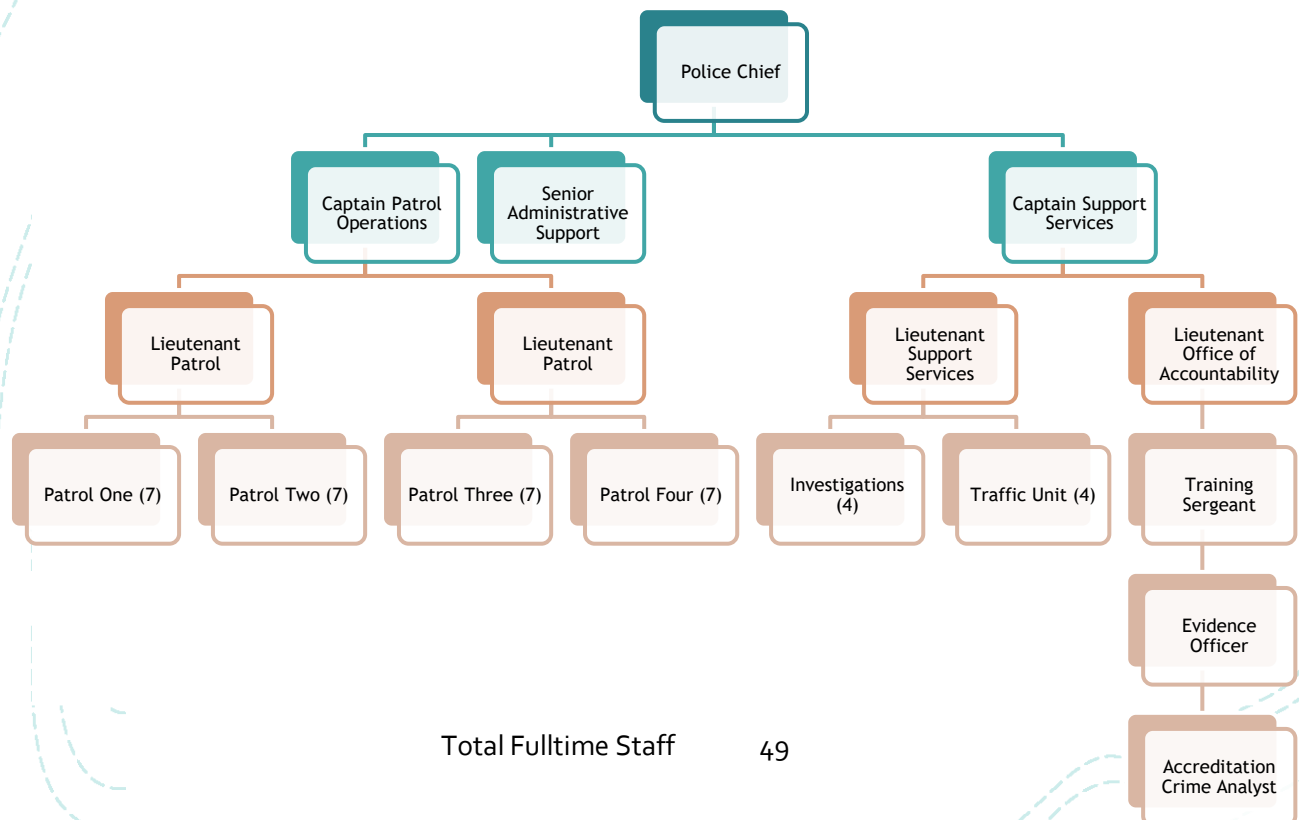
Primary responsibilities include crime prevention and education, general law enforcement activities and conducting criminal investigations.

Budget Notes

Police	2020 Actual	2021 Actual	2022 Estimated Actual	2023 Projected Budget
Total Salary and Benefits	\$ 3,774,688	\$ 3,967,860	\$ 4,200,339	\$ 5,347,400
Operations	\$ 337,263	\$ 483,700	\$ 538,508	\$ 625,800
Capital Outlay	\$ -	\$ 33,900	\$ -	\$ -
Total Expenditures	\$ 4,111,952	\$ 4,485,460	\$ 4,738,847	\$ 5,973,200
Year Over Year % Change Total	8%	9%	6%	26%
Year Over Year \$s Change Total	\$ 302,346	\$ 373,508	\$ 253,387	\$ 1,234,353

FY23 Budget Priorities

Equipment Lease Tasers	\$ 29,000
Base Budget Material Adjustments - Fuel Inflation	\$ 10,000
	\$ 39,000



Parks & Recreation

Mission

To enrich the Morrisville Community by creating quality recreation experiences, celebrating local culture, and enhancing our natural resources.

Service to Community

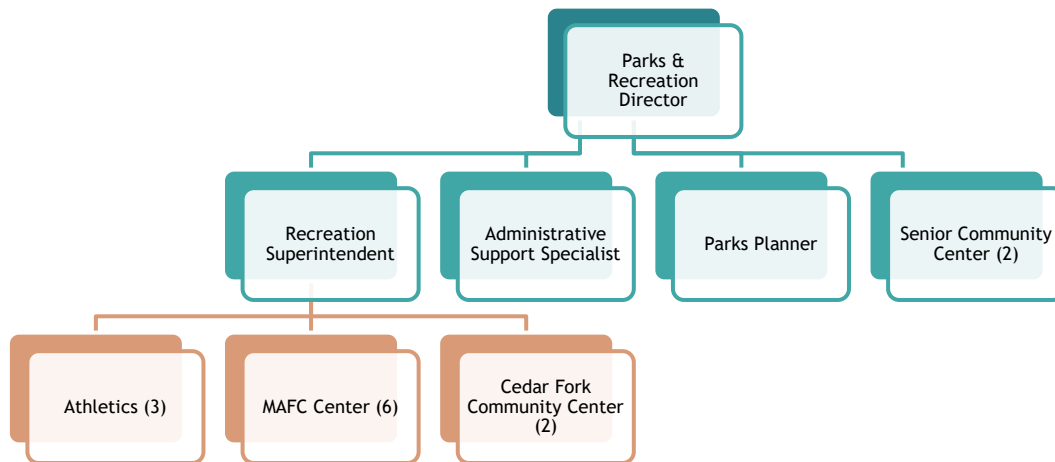
Primary responsibilities include the development and implementation of athletic, recreation and cultural programs and events, as well as planning and construction of parks, greenways, and recreation facilities in accordance with the department's comprehensive master plan.

Budget Notes

	2020 Actual	2021 Actual	2022 Estimated Actual	2023 Projected Budget
Parks				
Total Salary and Benefits	\$ 1,339,815	\$ 1,686,575	\$ 1,859,268	\$ 2,240,300
Operations	\$ 280,862	\$ 422,294	\$ 526,700	\$ 693,600
Capital Outlay	\$ 1,400	\$ -	\$ 23,600	\$ -
Total Expenditures	\$ 1,622,077	\$ 2,108,869	\$ 2,409,568	\$ 2,933,900
Year Over Year % Change Total	-2%	30%	14%	22%
Year Over Year \$s Change Total	\$ (36,602)	\$ 486,792	\$ 300,699	\$ 524,332

FY23 Budget Priorities

Material Base Budget Adjustments - Program Supplies	\$ 15,000
Senior Center CAM Increase	\$ 6,300
	\$ 21,300



Total Fulltime Staff 17

Stormwater

Mission

The mission of the Stormwater Program is to represent the interests of the residents and taxpayers through stormwater management systems enhancing the quality of life and minimizing the impact to the environment.

Service to Community

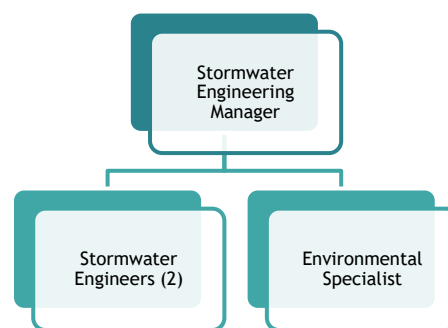
- Evaluating and responding to drainage concerns and complaints
- Providing site plan & construction reviews, stream determinations; & construction inspections
- Implementing a stormwater management program which complies with the 6 minimum measures of the Town's NPDES Phase II permit, Jordan Lake Rules, and Neuse Buffer Rules
- Providing review & technical support for floodplain management, in-house design & project oversight

Budget Notes

	2020 Actual	2021 Actual	2022 Estimated Actual	2023 Projected Budget
STORMWATER				
Total Salary and Benefits	\$ 267,630	\$ 325,660	\$ 276,645	\$ 467,850
Operations	\$ 195,869	\$ 108,300	\$ 122,200	\$ 232,050
Capital Outlay	\$ -	\$ 10,000	\$ -	\$ 50,000
Transfers out to capital project/reserves	\$ 984,250	\$ -	\$ 30,990	\$ 458,100
Total Expenditures	\$ 1,447,749	\$ 443,960	\$ 429,835	\$ 1,208,000
Year Over Year % Change Total	51%	-69%	-3%	181%
Year Over Year \$s Change Total	\$ 486,826	\$ (1,003,789)	\$ (14,125)	\$ 778,165

FY23 Budget Priorities

Stormwater Phase I Master Plan Projects	\$ 458,100
Stormwater Engineer (1) with Support Vehicle and Equipment	\$ 169,400
	\$ 627,500



Total Fulltime Staff 4

Other Fund Details

Other funds are considered sub-funds to the General Fund and therefore are consolidated at time of reporting.

Debt Fund

Purpose

The mission of the Debt Fund is to account for the accumulation of resources for expenditures associated with the principle, interest, and other fees for short and long-term debt obligations annually.

- Provides separate tracking outside of the general fund
- Allows for the accumulation of retired debt reserves annually to be reapplied to future debt
- Provides for strategic leveraging of resources

Budget Notes

DEBT SERVICE	2020 Actual	2021 Actual	2022 Estimated Actual	2023 Projected Budget
Principal/Interest	\$ 3,492,066	\$ 3,144,159	\$ 2,847,987	\$ 4,089,000
Administrative Cost	\$ -	\$ 20,037	\$ 157,500	\$ 150,000
Reserve	\$ -		\$ 683,275	\$ 1,076,000
Total Expenditures	\$ 3,492,066	\$ 3,164,196	\$ 3,688,762	\$ 5,315,000
Year Over Year % Change Total	63.9%	-9.4%	16.6%	44%
Year Over Year \$s Change Total	\$ 1,361,652	\$ (327,870)	\$ 524,566	\$ 1,626,238
<u>FY23 Budget Priorities</u>				
Debt Service for 16.5M 2021 Bond Issuance	-			\$ 1,395,000
Bond Issuance Cost				\$ 150,000
				\$ 1,545,000

Healthcare Premium Fund

Purpose

The mission of the Healthcare Premium Fund is to maintain and manage the cost of rising healthcare and dental premiums.

- Provides separate tracking outside of the general fund for greater process efficiencies
- Allows for the accumulation of reserves annually to be used to offset future premium escalations
- Provides for strategic leveraging of resources

Budget Notes

HEALTHCARE PREMIUM	2020 Actual		2021 Actual		2022 Estimated Actual		2023 Projected Budget	
Personnel	\$	-	\$	-	\$	2,286,140	\$	2,436,140
Transfers	\$	-	\$	-	\$	-	\$	-
Total Expenditures	\$	-	\$	-	\$	2,286,140	\$	2,436,140
Year Over Year % Change Total		0.0%		0.0%		100%		7%
Year Over Year \$s Change Total	\$	-	\$	-	\$	2,286,140	\$	150,000

FY23 Budget Priorities

Medical & Dental Healthcare Premium New Positions & Increases	\$	150,000
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Service District Fund

A service district must be authorized by state law. Properties within a service district receive additional services beyond the rest of the Town through an additional tax levy to raise funds to provide the designated service. The fund is consolidated with in the General Fund at reporting.

Municipal Service District Fund

Purpose

The mission of the Municipal Service District Fund was authorized by the General Assembly in North Carolina G.S. 160A-536(a)(6), Session Law 2011-072 for the purpose of converting private residential streets to public streets for specific neighborhoods.

- The tax levied on those Municipal Service District properties will pay for the conversion cost of those private streets to public standards and streets will be publicly maintained.

Budget Notes

	2020 Actuals	2021 Actuals	2022 Estimated Actual	2023 Projected Budget
Beginning Balance	\$ 169,410	\$ 202,907	\$ 428,914	\$ 657,656
Interest Earnings	\$ 1,732	\$ 208	\$ 809	\$ -
Transfer in from General Fund	\$ 110,000	\$ 110,000	\$ 110,000	\$ 110,000
Special MSD Tax	\$ 95,014	\$ 118,008	\$ 118,155	\$ 120,000
Expenditures	\$ 173,249	\$ 2,209	\$ 222	\$ -
Ending Balance	\$ 202,907	\$ 428,914	\$ 657,656	\$ 887,656
Year Over Year % Change Total	20%	111%	53%	35%
Year Over Year \$s Change Total	\$ 33,497	\$ 226,007	\$ 228,742	\$ 230,000

Reserve Funds

Reserve funds are used to set aside resources to build up and pay for larger expenditures such as capital projects and public safety equipment. Reserves are an effective tool used to manage debt capacity and achieve strategic project initiatives.

Fire Apparatus CRF

Reserve Scope

The purpose of the Capital Reserve Fund is to set aside funds annually to plan for and replace large public safety equipment such as apparatus, air packs, and/or radios as future pay-as-go capital outlay. This avoids resource competition and increasing debt obligations for shorter life-cycled items. It provides the means to ensure fire safety equipment is mission ready to protect the safety and wellbeing of the community.

Budget Notes

	2020 Actuals	2021 Actuals	2022 Estimated Actual	2023 Projected Budget
Beginning Balance	\$ 907,560	\$ 14,440	\$ 14,449	\$ 764,459
Interest Earnings	\$ 6,880	\$ 9	\$ 10	\$ 100
Transfer in from General Fund	\$ 350,000	\$ -	\$ 750,000	\$ 750,000
Transfer out to General Fund	\$ (1,250,000)	\$ -	\$ -	\$ -
Ending Balance	\$ 14,440	\$ 14,449	\$ 764,459	\$ 1,514,559
Year Over Year % Change Total	84%	0%	5191%	98%
Year Over Year \$s Change Total	\$ 413,411	\$ 9	\$ 750,010	\$ 750,100

Capital Investment Program CRF

Reserve Scope

The purpose of the CIP Capital Reserve Fund is to set aside funds annually for the advancement of future Capital Investment Projects. The funds may be utilized for preliminary design for improved cost estimation or for associated debt obligations or any other capital expense related to the project. This avoids resource competition and cash flow demands on the Fund Balance and allows for better planning and implementation of tangible assets that add value to the community. Leverage our resources by re-investing in the community.

Budget Notes

	2020 Actuals	2021 Actuals	2022 Estimated Actual	2023 Projected Budget
Beginning Balance	\$ 4,326,388	\$ 1,019,817	\$ 368,546	\$ 89,058
Interest Earnings	\$ 43,429	\$ 591	\$ 315	\$ 350
Transfer in from General Fund	\$ 200,000	\$ -	\$ -	\$ -
Transfer in from Capital Project Fund	\$ -	\$ -	\$ 30,196	\$ 200,000
Transfer out to Capital Project Fund	\$ (3,550,000)	\$ (651,862)	\$ (310,000)	\$ -
Ending Balance	\$ 1,019,817	\$ 368,546	\$ 89,058	\$ 289,408
Year Over Year % Change Total	970%	-64%	-76%	225%
Year Over Year \$s Change Total	\$ 3,922,124	\$ (651,271)	\$ (279,489)	\$ 200,350

Roadway & Transportation CRF

Reserve Scope

The purpose of the Roadway & Transportation Capital Reserve Fund is to set aside funds annually to address the growing roadway and transportation needs facing the community. The funds may be utilized for preliminary design for improved cost estimation or for associated debt obligations or any other maintenance or capital expense related to future roadway or transportation projects. This avoids resource competition and cash flow demands on the Fund Balance and allows for better planning and implementation of tangible assets that add value to the community. The estimated value of 1 cent on the tax rate is dedicated annually as the primary funding resource. Leverage our resources by re-investing in the community.

Budget Notes

	2020 Actuals	2021 Actuals	2022 Estimated Actual	2023 Projected Budget
Beginning Balance	\$ 1,406,009	\$ 560,909	\$ 1,246,320	\$ 1,627,892
Interest Earnings	\$ 14,900	\$ 595	\$ 1,572	\$ 1,600
Transfer in from General Fund	\$ 490,000	\$ 900,000	\$ 620,000	\$ 650,000
Transfer out to Capital Project Fund	\$ (1,350,000)	\$ (215,184)	\$ (240,000)	\$ (2,017,000)
Ending Balance	\$ 560,909	\$ 1,246,320	\$ 1,627,892	\$ 262,492
Year Over Year % Change Total	55%	122%	31%	-84%
Year Over Year \$s Change Total	\$ 496,470	\$ 685,411	\$ 381,572	\$ (1,365,400)

Parks & Recreation CRF

Reserve Scope

The purpose of the Parks & Recreation Capital Reserve Fund is to set aside funds annually to address the growing parks and recreational infrastructure needs facing the community. The funds may be utilized for expenses associated with constructing capital projects such as design, land acquisition/easements, site work, grant matching and/or debt obligations related to future parks & recreation projects. This avoids resource competition and cash flow demands on the Fund Balance and allows for better planning and implementation of tangible assets that add value to the community. The estimated value of 1 cent on the tax rate is dedicated annually as the primary funding resource. Leverage our resources by re-investing in the community.

Budget Notes

	2020 Actuals		2021 Actuals		2022 Estimated Actual	2023 Projected Budget
Beginning Balance	\$	-	\$	-	\$ -	\$ 12
Interest Earnings	\$	-	\$	-	\$ 12	\$ 100
Transfer in from General Fund	\$	-	\$	-	\$ 620,000	\$ 650,000
Transfer out to Capital Project Fund	\$	-	\$	-	\$ (620,000)	\$ -
Ending Balance	\$	-	\$	-	\$ 12	\$ 650,112
Year Over Year % Change Total		0%		0%	0%	0%
Year Over Year \$s Change Total	\$	-	\$	-	\$ 12	\$ 650,100

Parkland Payment in Lieu Reserve

Reserve Scope

The purpose of the Parkland Payment in Lieu Fund is to accumulate and track funds received annually from a development for the acquisition or development of recreation, park, or open space sites. The funds may be utilized for new facilities and improvements that may include preliminary design, construction or other related capital expense that qualify as a reasonable use for the restricted source. Leverage our resources by re-investing in the community.

Budget Notes

	2020 Actuals	2021 Actuals	2022 Estimated Actual	2023 Projected Budget
Beginning Balance	\$ 4,817,105	\$ 3,732,434	\$ 3,409,804	\$ 3,919,480
Interest Earnings	\$ 52,326	\$ 2,608	\$ 1,472	\$ 1,500
Parkland Payment in Lieu Fees	\$ 701,903	\$ 34,610	\$ 508,204	\$ 1,019,754
Transfer in from Closed Capital Project:	\$ -	\$ 4,026	\$ 3,200,000	\$ -
Transfer out to General Fund	\$ -	\$ -	\$ -	\$ -
Transfer out to Capital Project Fund	\$ (1,838,900)	\$ (363,874)	\$ (3,200,000)	\$ (4,230,000)
Ending Balance	\$ 3,732,434	\$ 3,409,804	\$ 3,919,480	\$ 710,734
Year Over Year % Change Total	-23%	-9%	15%	-82%
Year Over Year \$s Change Total	\$ (1,084,671)	\$ (322,630)	\$ 509,676	\$ (3,208,746)

Grant Fund

A grant fund is considered a multi-year fund serving the purposes of accounting for expenditures relating to a specific grant funded resource meeting reporting requirements and compliance terms.

American Rescue Plan Act Fund

Purpose

The purpose of the American Rescue Plan Act Fund is established to appropriately and transparently account for the accumulation of limited federal grant resources to manage expectations, evaluate community needs, and develop sustainable programs that spur community recovery in accordance with guidance as defined by the US Treasury Department.

- Leverage our resources by re-investing and transforming the community.

Budget Notes

AMERICAN RESCUE PLAN ACT	2020 Actual	2021 Actual	2022 Estimated Actual	2023 Projected Budget
Operations	\$ -	\$ -	\$ 726,000	\$ 291,500
Capital Outlay	\$ -	\$ -	\$ -	\$ 75,700
Transfers	\$ -	\$ -	\$ 1,119,300	\$ 2,184,300
Total Expenditures	\$ -	\$ -	\$ 1,845,300	\$ 2,551,500
Year Over Year % Change Total		0.0%	0.0%	100%
Year Over Year \$s Change Total	\$ -	\$ -	\$ 1,845,300	\$ 2,551,500

FY23 Budget Priorities

Dog Park Design/Construction	\$ 1,000,000
Shiloh Park Basketball Court Renovations & Improvements	\$ 604,000
General Fund Revenue Recovery	\$ 450,000
Other Items	\$ 130,300
Smart City and Sustainability	\$ 116,500
Public Works Safety Initiatives	\$ 108,000
Smart Shuttle Node & Amenities	\$ 75,700
Trash Can Replacements , Town Hall Painting, and Other items	\$ 67,000
	\$ 2,551,500



Capital Investment Program

CIP – 5-YEAR PROGRAM – Adopted

STORMWATER CIP - ADOPTED

CIP ACTIVE PROJECT PROFILES

CIP FUTURE CONCEPTUAL PROJECT SUMMARY



Capital Investment Program (CIP) (Adopted)

The CIP is a long-range planning tool that provides strategic guidance to effectively align potential resources and financing illustrating how priority projects may be implemented within a 5-year period.

Active Projects

Active Projects	Category	Submitted Cost Estimate	Council Ranking 2021	PRIOR YEARS	FY2023	FY2024	FY2025	FY2026	FY2027	TOTAL
				Cost Escalation Factor	1.05	1.1	1.15	1.2	1.25	
Sidewalk Connectivity Betterment Improvements	Bicycle & Pedestrian	\$ 1,150,000	Active		\$ 1,000,000					\$ 1,000,000
Sidewalk Connectivity Future Service Improvements	Bicycle & Pedestrian	\$ 2,250,000	Active		\$ 260,000	\$ 2,000,000				\$ 2,260,000
Emergency Traffic Pre-emption	Public Safety	\$ 350,000	Active	\$ 350,000					\$ 395,000	\$ 745,000
Fire Station 3 - Harris Mill	Public Safety	\$ 11,800,000	Active	\$ 12,211,244						\$ 12,211,244
Public Safety Radios (New)	Public Safety	\$ 1,608,000	New		\$ 1,608,000					\$ 1,608,000
Cedar Fork Elementary Field	Parks & Recreation	\$ 800,000	15				\$ 920,000			\$ 920,000
Crabtree Creek Nature Park	Parks & Recreation	\$ 5,000,000	Active	\$ 500,000	\$ 4,730,000					\$ 5,230,000
Church Street Park Expansion	Parks & Recreation	\$ 3,750,000	Active	\$ 3,750,000						\$ 3,750,000
Dog Park (without land purchase) (NEW)	Parks & Recreation	\$ 1,000,000	New		\$ 1,000,000					\$ 1,000,000
Future Town Park Land Acquisitions	Parks & Recreation	\$ 12,300,000	Active	\$ 3,284,357		\$ 2,100,000		\$ 6,900,000		\$ 12,284,357
Morrisville Community Park Phase 3	Parks & Recreation	\$ 2,700,000	Active	\$ 2,700,000						\$ 2,700,000
Shiloh Park Improvements (NEW)	Parks & Recreation	\$ 675,000	New	\$ 30,000	\$ 604,000					\$ 634,000
Town Green & Plazas (Updated)	Parks & Recreation	\$ 5,000,000	12			\$ 5,820,000				\$ 5,820,000
Public Works Facility	Public Facility	\$ 21,000,000	Active	\$ 1,300,000				\$ 22,440,000	\$ 1,250,000	\$ 24,990,000
Airport Boulevard Ext Ph I (Town Share)	Transportation	\$ 6,443,500	Active	\$ 1,480,000	\$ 4,717,000					\$ 6,197,000
Intersection Improvements Ph I (Pedestrian)	Transportation	\$ 200,000	Active		\$ 200,000			\$ 1,270,000		\$ 1,470,000
Intersection Improvements Ph II (Current Service Level)	Transportation	\$ 3,100,000	Active			\$ 300,000		\$ 3,360,000		\$ 3,660,000
Intersection Improvements Ph III (Future Service Level Improvements)	Transportation	\$ 1,840,000	Active					\$ 240,000	\$ 2,050,000	\$ 2,290,000
International Drive Extension	Transportation		18		\$ 500,000					\$ 500,000
McCrimmon Parkway Grade Separation Betterments (NEW)	Transportation	\$ 800,000	New			\$ 880,000				\$ 880,000
NC54 Betterments - Shiloh Glen to Perimeter Park (NEW)	Transportation	\$ 850,000	New				\$ 920,000			\$ 920,000
Total Capital Investment Program		\$ 80,966,500		\$ 25,605,601	\$ 14,619,000	\$ 11,100,000	\$ 1,840,000	\$ 34,210,000	\$ 3,695,000	\$ 91,069,601

FUNDING PLAN SUMMARY

FUND BALANCE	\$ (5,084,357)	\$ -	\$ (666,320)	\$ -	\$ -	\$ -	\$ (5,750,677)
PARKS CRF	\$ (620,000)	\$ -	\$ (1,310,000)	\$ (700,000)	\$ -	\$ -	\$ (2,630,000)
CIP CRF	\$ (4,100,000)	\$ -	\$ (213,680)	\$ (270,000)	\$ -	\$ -	\$ (4,583,680)
TRANS CRF	\$ (590,000)	\$ (2,017,000)	\$ (300,000)	\$ (650,000)	\$ (660,000)	\$ (395,000)	\$ (4,612,000)
ARPA	\$ -	\$ (1,604,000)	\$ -	\$ -	\$ -	\$ -	\$ (1,604,000)
PPIL	\$ -	\$ (4,230,000)	\$ (510,000)	\$ (220,000)	\$ -	\$ -	\$ (4,960,000)
SPIL	\$ -	\$ (158,700)	\$ -	\$ -	\$ (200,000)	\$ (560,000)	\$ (918,700)
GRANTS	\$ (1,500,000)	\$ (1,911,244)	\$ -	\$ -	\$ -	\$ -	\$ (3,411,244)
BOND	\$ (16,500,000)	\$ (1,909,300)	\$ (8,100,000)	\$ -	\$ (12,400,000)	\$ -	\$ (38,909,300)
DEBT	\$ -	\$ -	\$ -	\$ -	\$ (16,000,000)	\$ -	\$ (16,000,000)
UNFUNDED	\$ -	\$ -	\$ -	\$ -	\$ (6,440,000)	\$ (1,250,000)	\$ (7,690,000)

Projected Funded Project Assumptions	(28,394,357)	(11,830,244)	(11,100,000)	(1,840,000)	(13,260,000)	(955,000)	(83,379,601)
Projected Unfunded Project Assumptions	-	-	-	-	(6,440,000)	(1,250,000)	(7,690,000)
Total Funding Assumptions	\$ (28,394,357)	\$ (11,830,244)	\$ (11,100,000)	\$ (1,840,000)	\$ (19,700,000)	\$ (2,205,000)	\$ (91,069,601)

DEBT OBLIGATION as Annual Debt Service

	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
Current Annual Debt Service	\$ 2,816,717	\$ 2,693,571	\$ 2,615,630	\$ 2,533,839	\$ 2,459,248	\$ 2,384,557
New Proposed Debt		\$ 1,545,000	\$ 1,598,048	\$ 1,540,473	\$ 3,503,528	\$ 4,769,460
Total Debt	\$ 2,816,717	\$ 4,238,571	\$ 4,213,678	\$ 4,074,312	\$ 5,962,776	\$ 7,154,017
Tax Increment to Support New Debt Service = \$0.03		\$ 1,965,000	\$ 2,010,000	\$ 2,093,446	\$ 2,215,000	\$ 2,280,000
General Fund	3,500,000	3,500,000	3,500,000	3,500,000	3,500,000	3,500,000
Use of Debt Reserve	683,283	1,226,429	1,296,322	1,519,134	(247,776)	(1,374,017)
Debt Reserve Fund Balance	\$ 1,039,124	\$ 2,265,553	\$ 3,561,875	\$ 5,081,009	\$ 4,833,233	\$ 3,459,216

Unfunded Projects

Future Conceptual Projects	Category	Submitted Cost Estimate	Council Ranking 2021	FY2023	FY2024	FY2025	FY2026	FY2027	Future	TOTAL
			Cost Escalation Factor	1.05	1.1	1.15	1.2	1.25	1.3	
Crabtree Creek Greenway South Loop	Bicycle & Pedestrian	\$ 527,500	14						\$ 700,000	\$ 700,000
Sawmill Creek Greenway (Stormwater Portion in SWCIP)	Bicycle & Pedestrian	\$ 4,865,000	13						\$ 4,865,000	\$ 4,865,000
Triangle Bikeway	Bicycle & Pedestrian	TBD	NEW						TBD	\$ -
Cedar Fork District Park Field Improve	Parks & Recreation	\$ 3,000,000	8				\$ 900,000	\$ 2,810,000		\$ 3,710,000
Cedar Fork District Park General Improvements	Parks & Recreation	\$ 1,700,000	10					\$ 1,190,000	\$ 980,000	\$ 2,170,000
Recreation & Multi-purpose Center - Town Center (Recombined)	Parks & Recreation	\$ 20,800,000	19/9					\$ 1,000,000	\$ 26,000,000	\$ 27,000,000
Fire Station 2 - Relocation	Public Safety	\$ 9,700,000	TBD			\$ 290,000	\$ 10,980,000			\$ 11,270,000
MAFC Phase 2 Repairs (NEW)	Public Facility	\$ 400,000	NEW		\$ 150,000	\$ 250,000				\$ 400,000
Municipal Town Hall Building	Public Facility	\$ 18,000,000	16					\$ 3,060,000	\$ 20,220,000	\$ 23,280,000
PSMS Renovations (NEW)	Public Facility	\$ 1,225,000	NEW			\$ 120,000	\$ 1,350,000			\$ 1,470,000
Page Historic Homesite	Public Facility	\$ 1,400,000	17						\$ 1,820,000	\$ 1,820,000
Pugh House	Public Facility	\$ 1,000,000	TBD			\$ 170,000	\$ 1,020,000			\$ 1,190,000
Town Center Future Land Acquisitions	Public Facility	\$ 2,700,000	NEW			\$ 3,110,000				\$ 3,110,000
Town Center Parking Deck	Public Facility	\$ 8,400,000	20		\$ 9,220,000					\$ 9,220,000
Church Street North Bypass	Transportation	\$ 11,300,000	11						\$ 14,690,000	\$ 14,690,000
Total Unfunded Capital Investment Program		\$ 79,625,000		\$ -	\$ 9,370,000	\$ 3,940,000	\$ 14,250,000	\$ 8,060,000	\$ 69,275,000	\$ 104,895,000

Assumptions:

- ✓ Submitted cost estimates include a 25% contingency modifier on projected cost.
- ✓ Inflationary adjustments are applied at 5% annual increments depending on the start date.
- ✓ Funding plan anticipates continued annual allocations and projected restricted source receipts in long-range assumptions. Any change or discontinuation of these anticipated annual allocations/receipts will have significant impacts to the long-range projected plan.
- ✓ ARPA requires that projects can be obligated by end of calendar year 2024 and then must spend money by end of calendar year 2026.
- ✓ Shifted Bond funding for CCNP to Town Green in lieu of preserving Grant funds that require completion by October 2023. Town Green, while is likely the unofficial priority to be confirmed was not identified as a potential Bond project in the Parks category.

Stormwater CIP (Adopted)

The Stormwater CIP (SWCIP) is based on the Stormwater Master Plan Study completed in FY2021 and is supported by a proposed increase in the ERU Fee to largely apply a Pay-Go funding. While the SWCIP illustrated here shows 5-years the study proposed a 10-year plan that are reflected in the Future column. The SWCIP will actively address ten identified stormwater area of concerns outlined in the study.

Annualized Cost Escalator			1.05	1.10	1.15	1.20	1.25	1.30	
STORMWATER CIP	2021 Study Cost Estimate	Study Priority	2023	2024	2025	2026	2027	Future	Total
Phase 1 Stormwater Projects									
McCrimmon Pkwy #1	\$ 180,000	1				\$ 216,000		\$ -	\$ 216,000
Wolfsnare Ln Culvert #4	\$ 220,000	4	\$ 231,000					\$ -	\$ 231,000
Savannah Subdivision & MCR Culvert #8	\$ 1,340,000	8	\$ 227,100	\$ 715,000	\$ 621,000			\$ -	\$ 1,563,100
Phase 2 Stormwater Projects									
Garden Sq. Lane & Greenway #2*	\$ 880,000	2					\$ 137,500	\$ 1,001,000	\$ 1,138,500
MCR (West of Millet Dr) #6	\$ 890,000	6						\$ 1,157,000	\$ 1,157,000
Chessway Dr Culvert #7	\$ 1,720,000	7						\$ 2,236,000	\$ 2,236,000
Morrisville Tributary Stream Restoration #10*	\$ 1,900,000	10						\$ 2,470,000	\$ 2,470,000
Phase 3 Stormwater Projects									
Town Hall Dr. Culvert #3	\$ 1,340,000	3						\$ 1,742,000	\$ 1,742,000
MCR West of Davis #5	\$ 500,000	5						\$ 650,000	\$ 650,000
MCR West of Madres Ln #9	\$ 1,050,000	9						\$ 1,365,000	\$ 1,365,000
Total SW CIP Projects	\$ 10,020,000		\$ 458,100	\$ 715,000	\$ 621,000	\$ 216,000	\$ 137,500	\$ 10,621,000	\$ 12,768,600

FUNDING PLAN SUMMARY

									Total
STORMWATER FUND BALANCE	\$	240,000	\$	151,900	\$	52,269	\$	-	\$ 1,199,670
STORMWATER CAPITAL PROJECT (FEE ALLOCATION)	\$	218,100	\$	563,100	\$	568,731	\$	216,000	\$ 6,109,372
GRANT*								TBD	TBD
DEBT								\$ 5,015,389	\$ 5,015,389
Total Funding Assumptions	\$	458,100	\$	715,000	\$	621,000	\$	216,000	\$ 12,768,600

*Grant potential for several projects through County and Federal sources. Staff is actively pursuing other sources.

Assumptions:

- ✓ Fund balance = 2% annual growth.
- ✓ Reserve allocation = 2% annual growth.
- ✓ Cost escalators = 5% annual growth.
- ✓ Grant items – department has applied for Wake County grant for Tributary Stream project and plans to apply for other ARPA federal funds for culvert projects..

Note: The CIP demonstrates Active Projects, Future Conceptual Projects, proposed Funding Summary and anticipated Debt Obligation. The CIP is evaluated annually and is due for a major update in accordance to CIP Policy in Fiscal Year 2023.

CIP Project Summary by Category

This is a brief summary of each project (active or concept) within the CIP Program. The CIP is scheduled for a major update during FY2023 that will reassess all projects, prioritization, and policy.

Bicycle & Pedestrian

Crabtree Hatcher Creek Greenway Loop ***Concept*** ***\$700K***

Unfunded Project Concept

Location: Along Crabtree Crossing Parkway from Morrisville Parkway to Crabtree Hatcher Creek Greenway

Strategic Plan Goal: Improved Transportation Mobility

Brief Scope & Justification: Improve greenway connectivity and non-vehicular transportation from Crabtree Hatcher Creek Greenway, a 50 mile extension along Crabtree Crossing from Morrisville Parkway to current stub - within existing ROW. This would be an 8 to 10 foot wide path. Serves the interest of mobility and connectivity. This would be an east side of road service enhancement. There is an existing sidewalk service on west side of road.

Sawmill Creek Greenway ***Concept*** ***\$4.9M***

Future Debt Obligation

Location: Between Church Street and NC54 - west side of railroad tracks

Strategic Plan Goal: Improved Transportation Mobility

Brief Scope & Justification: To improve pedestrian options and expand greenway system to connect Town Center to Indian Creek Trailhead and to Crabtree Hatcher Creek Greenway. Close proximity to Historic Church parking lot. Potential grant opportunities may be possible. Potential development land dedication. Develop 1.75 miles of greenway trail running north to south along the Sawmill Creek stream and rail corridor. This will enhance greenway trail network and connectivity to other greenway systems. The stream restoration tributary stormwater project must be completed ahead of the greenway construction.

Sidewalk Connectivity & NCDOT Project Betterments* ***Active*** ***\$1M***

Bond Proceeds

Location: Various Phases Prioritized Sidewalks Segments Across Town

Strategic Plan Goal: Improved Transportation Mobility; Thriving and Livable Neighborhoods

Brief Scope & Justification: The Town is committed to completing all of the sidewalk missing segments and working with NCDOT on LAPP and STIP funding for projects on NCDOT rights-of-way.. Our Comprehensive Transportation Plan has identified sidewalks as a key component at all Town corridors. The Betterment project list includes: McCrimmon Parkway, NC 54 at Carrington Mill Blvd to Lichtin Blvd, various segments of Church Street from Mason Farms to Downing Glen and one segment of Louis Stephens Drive from Gray Marble to Parkside Valley Drive.

Sidewalk Connectivity - Future Projects* ***Active*** ***\$2.3M***

Future Bond Proceeds

Location: Various Phases Prioritized Sidewalks Segments Across Town

Strategic Plan Goal: Improved Transportation Mobility; Thriving and Livable Neighborhoods

Brief Scope & Justification: The Town is committed to completing all of the sidewalk missing segments and working with NCDOT on LAPP and STIP funding for projects on NCDOT rights-of-way. The population increase and the demand for alternative modes of transportation has increased as the Town continues to develop and build-out. Our Comprehensive Transportation Plan has identified sidewalks as a key component at all Town corridors. The future projects list includes various segments of Louis Stephens Drive, various segments of NC 54, Sorrell Grove Church Road and two segments of International Drive

Triangle Bikeway (NEW) ***Concept*** ***Cost TBD***

Unfunded Project Concept

Location: NCDOT right-of-way along I-40 corridor

Strategic Plan Goal: Improved Transportation Mobility

Brief Scope & Justification: The Triangle Bikeway Study includes plans for a new 17-mile shared use path connecting Raleigh to Chapel Hill and passing through Cary, Morrisville, RTP, and Durham. Funding options include Accelerated construction (20-40% local match), Incremental construction (LAPP/CIP/Bond funded), Gradual construction (STIP funding with local communities responsible for betterments-wider pavement, lights, trash cans, etc.) There appears to be strong momentum with the municipal and county partner working group that has provided stakeholder input on the project with some members already spearheading discussion about potential coordination options for implementation.

Parks & Recreation

Cedar Fork Elementary Park ***Active*** ***\$920K***

Reserves and Parkland Payment in Lieu

Location: Town Hall Drive at Cedar Fork Community Center

Strategic Plan Goal: Engaged, Inclusive Community

Brief Scope & Justification: Create a flexible Multi-purpose field at Cedar Fork Community Center to accommodate different recreational programs (youth soccer, lacrosse, etc....) with lighting to enhance programming options. Existing field areas could accommodate additional youth, middle and adult programming. The land is part of a joint use agreement with school system, no land acquisition required. The existing Community Center provides for parking and restroom facilities.

<i>Cedar Fork District Park Field Improvements</i>	<i>Concept</i>	<i>\$3.7M</i>
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Unfunded Project Concept

Location: Aviation Parkway/NC54

Strategic Plan Goal: Engaged, Inclusive Community

Brief Scope & Justification: Improve irrigation, lighting, and add a secondary access point to allow the site to have versatility, greater functionality, improved safety and better overall flow. The Parks Master Plan supports enhancing existing park assets. The facility compliments Crabtree Hatcher Creek Greenway system and future Crabtree Creek Nature Park. With some improvements, the fields could support a variety of sports/tournament play. This site is leased through Wake County.

<i>Cedar Fork District Park General Site Enhancements</i>	<i>Concept</i>	<i>\$2.2M</i>
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Unfunded Project Concept

Location: Aviation Parkway/NC54

Strategic Plan Goal: Engaged, Inclusive Community

Brief Scope & Justification: The Parks Master Plan supports enhancing existing park assets through effective upgrades and expansions that improve maintenance and care of existing facilities that may influence programs and offerings provided by a growing community. Improves several aesthetic and functional elements within the existing park such as landscaping, replacing restroom facility, better signage, resurfacing gravel parking lot and other amenities.

<i>Crabtree Creek Nature Park</i>	<i>Active</i>	<i>\$5.2M</i>
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Parkland Payment in Lieu and Grant Resources

Location: Abuts Cedar Fork District Park and Crabtree Creek Greenway trail; located just off NC54 at Keybridge Drive

Strategic Plan Goal: Engaged, Inclusive Community

Brief Scope & Justification: To provide a passive recreation facility with nature park to include a parking lot, a picnic shelter with restrooms, a playground, an open play green space, and walking trails through wetland and forested areas. Educational interpretive signage would be installed throughout the site to describe the different wildlife and environmental aspects of the park. Construction drawings are currently at 60% completion. The Parks Master Plan supports this type of park amenity; could serve as trailhead with commuters for Crabtree Hatcher Creek Greenway, town owned property - providing a needed playground amenity in that service area. The Town has been awarded a \$500,000 Parks and Recreation Trust Fund Grant to reimburse funds paid during construction of Crabtree Creek Nature Park.

Church Street Park Expansion (NEW) **Active** **\$3.7M**

Reserves and Grant Resources

Location: Church Street Park

Strategic Plan Goal: Engaged, Inclusive Community; Economic Prosperity

Brief Scope & Justification: There is interest from private leagues to partner with the Town to host professional cricket leagues that will attract tourism and international matches. The partnership would include some level of shared funding. The project will upgrade the cricket pitch field area at Church Street Park to include infrastructure improvements increasing seating capacity and the ability to broadcast cricket matches. An expansion project to enhance the existing park. Phase I would improve the Cricket facility by adding improved pitches; increased seating areas, safety netting, broadcasting features and other elements that support tournament level league play and partnerships. Phase II would utilize town owned property (3.4 acres) to add new amenities (i.e. practice pitches, basketball court, restroom/shelter, road improvements and sidewalk along Church St. with associated stormwater controls.

Dog Park (NEW) **Active** **\$1M**

ARPA Grant Resources

Location: To Be Determined

Strategic Plan Goal: Engaged, Inclusive Community

Brief Scope & Justification: To construct an off leash dog park facility of approximately 2 - 3 acres that includes separate space for small dogs and large dogs. The site would need to include parking, vegetated buffers, fencing around the play areas, as well as potential restroom facilities depending on available space, and electronic controlled gates for entry using a scanned card or other tag style device that would be bought from the Town. There is expressed interest through citizen survey and master plan process. Annual tags or licenses for each dog that uses the site may generate some offsetting revenues. If located near an existing facility, the savings on parking, restrooms and utilities would be significant. Several other local municipalities already have similar facilities.

Future Town Parks & Open Space* **Active** **\$12.3M**

Future Bond Proceeds

Location: Undeveloped or Available Land

Strategic Plan Goal: Thriving, Livable Neighborhood

Brief Scope & Justification: To protect limited open space through the acquisition of parkland as identified by the Parks Master Plan over the next 10 years with a variety of park classifications contributing to the overall total acreage of parkland. This could include focus areas within the Town Center, historic preservation and open green spaces. Additionally supported by the Land Acquisition Policy. Purpose to develop a robust park system with adequate acreage and various park types, equitably distributed throughout Town. This project would only include land for the future public purpose of parks and open space aligning with the Town's land acquisition policy goals.

Page Historic Homesite - Pending Revisioning**Concept \$1.8M****Unfunded Project Concept**

Location: 116 South Page Street and other Town owned property in proximity across from Town Hall

Strategic Plan Goal: Engaged, Inclusive Community

Brief Scope & Justification: Create a unique heritage park with natural open space that commemorates the Town's historic and agricultural heritage. Amenities may include historic museum space, art exhibits, interpretive signage and agricultural educational exhibits. Since this concept was proposed in 2012, there have been several new projects that reduce and may limit this concept. The submittal for a SIKH Temple on adjacent property and the consideration of a LUP subarea that would not be consistent with historical aspect of the Page house. Staff will consider revisioning the concept with FY2023 major CIP update.

Morrisville Community Park Phase III***Active****\$2.7M****Bond Proceeds and Reserves**

Location: Kudrow Lane parking Lot

Strategic Plan Goal: Engaged, Inclusive Community; Thriving, Livable Neighborhoods

Brief Scope & Justification: To improve park access and safety. Currently under construction with completion expected September 2022. Will enhance recreation amenities in existing Morrisville Community Park. Will connect adjacent communities to the park and the greenway system with hard surface walking trails, tennis courts, pickleball courts, small shelter and restroom. Walking trails from adjacent communities through the wooded areas and miscellaneous site amenities. The Parks Master Plan supports such amenities. Will allow for program expansion and partnership opportunities to meet the growing needs of community.

Recreation & Multipurpose Center**Concept****\$27M****Unfunded Project Concept**

Location: Town Center Core

Strategic Plan Goal: Engaged, Inclusive Community; Thriving, Livable Neighborhoods

Brief Scope & Justification: To provide a variety of recreation opportunities that align to the goals of Parks Master Plan and Town Center Vision. The project scope will be impacted by the current development of the Town Center Project. There are limited opportunities to expand existing Town Campus facilities to meet growing needs according to space study assessments. Flexible meeting space was identified as a critical need for both employees and community gathering needs/interest. Design and construct a recreation center in Town Center on land owned by the Town. The facility could include a gymnasium, multi-purpose rooms, senior program space, and staff offices with the full project scope to be determined through the design process. Cost estimate is based on a price of \$350 / SF; this cost could vary depending on the final use and design.

Shiloh Park Improvements (NEW)

Active

\$634K

ARPA Grant Resources

Location: 922 Church Street and Barbee Road

Strategic Plan Goal: Engaged, Inclusive Community; Thriving Livable Neighborhoods

Brief Scope & Justification: Replacing the basketball court with a new larger court with buffers, fencing and lights, adding new concrete sidewalks and bleacher pads, installing code compliant accessible parking spaces using concrete wheel stops to improve ADA parking, and renovating the playground with new playground surfacing and equipment. One of the older parks with aging basketball court, drainage issues and outdated playground equipment. The design is expected to be complete in early 2022. We are expecting another six to eight months for bidding and construction combined once design is complete.

Town Center Green & Plazas*

Active

\$5.8M

Future Bond Proceeds and Reserves

Location: Town Center Core in proximity of Carolina Street and Healthy Food Hub

Strategic Plan Goal: Engaged, Inclusive Community; Thriving, Livable Neighborhoods

Brief Scope & Justification: To provide a unique park gathering place and desired open space that compliments other vision elements of Town Center. An opportunity for a recreational site within the Town Center is based on the adopted Town Center Plan. The current Town Center plan calls for a 1.98 acre Town Green. The current plan calls for the construction of several "plazas" or "pocket parks" in Phase I. These are intended encourage residents and visitors to spend time in Town Center. Design and construct public open space in the Town Center Area. The space would serve as a central gathering place for events and a passive open space for recreation when not programmed. The space could host a wide range of outdoor recreation activities for people of all ages. These activities would help draw people and activity to the area and help provide exposure for the local businesses creating a destination.

Public Facilities (Including Public Safety)

Fire Station 3 - Harris Mill*

Active

\$12.2M

Bond Proceeds and Grant Resources

Location: 1021 Harris Mill Road

Strategic Plan Goal: Public Safety Readiness

Brief Scope & Justification: Town has acquired 6.3 acres of land to construct a new Fire Station to relocate fire resources currently co-existing on a share site in the Town of Cary. This is also an opportunity to effectively split fire district 2 and improve both distribution but concentration at the same time. Should result in improved service to Breckenridge and once Town Hall is extended improved service to Providence Place neighborhoods connected to town hall drive. Fire station will use 2.5 acres for station with remaining acres viable for a future use to be determined. Building sqft 15,700, double deep bays with administration and personnel quarters for 27 staff, including an EMS bay on side. Site may require some road frontage improvements. Currently in permitting process.

Fire Station 2 - Relocation **Concept** **\$11.3M**

Unfunded Project Concept

Location: Paramount Parkway/Wake Tech Site

Strategic Plan Goal: Public Safety Readiness

Brief Scope & Justification: While NCDOT road improvement will no longer render facility unusable, the building is reaching its life expectancy. The Town has purchased land from Wake Tech and the location will allow us to improve distribution and cover a higher percentage of addresses in town within both 1.5 and 2.5 mile range which should improve first due response times. Relocate and construct Fire Station 2 on the Wake Tech site with a 12,000 to 15,000 Sq foot, two bay station with an EMS option to meet growing community needs within the service area.

Emergency Traffic Pre-emption **Active** **\$745K**

Reserves

Location: Targeted intersections near Fire Station facilities

Strategic Plan Goal: Operational Excellence

Brief Scope & Justification: This technology is a proven hazard mitigation tool that can reduce intersection crashes between emergency vehicles and other vehicles by up to 70 percent, eliminate priority conflicts in the intersections and grant the right of way to the emergency vehicles, improve response times by up to 25 percent, and reduce the Town of Morrisville's potential liability. Allows emergency vehicles to safely navigate intersections by utilizing Infrared Technology to communicate with the traffic lights in intersections. As an emergency vehicle approaches the intersection, a transponder on the top of the emergency vehicle communicates with a detector installed on the traffic light and safely turns the light green for the emergency vehicle and provide it with the right of way. This service will also be added to all Police Department vehicles.

Public Safety Radios (NEW)* **Active** **\$1.6M**

Bond Proceeds

Location: Police, Fire, & Public Works Department

Strategic Plan Goal: Public Safety Readiness

Brief Scope & Justification: Most of the radios we have in our fleet are first-generation radios that were purchased in October, 2014, and Motorola announced they will discontinue support for these radios. Additionally, there is a new requirement for radios to be able to meet TDMA compliance. Not having TDMA radios means we could not operate on the state's VIPER network, which would prevent us from accessing both Wake County and Cary Communication Center's radios systems. Replacement of all the radios (portables, mobiles, repeaters, and remote heads) for Fire, Police, and public works. This would include 111 handheld portable radios, 80 vehicle installed mobile radios, 6 repeaters to increase tactical operations, and 20 radios for Public Works for their operations.

Public Works Facility****Active****\$25M**Reserves and Future Installment FinancingLocation: Existing site located at 414 Aviation ParkwayStrategic Plan Goal: Operational Excellence

Brief Scope & Justification: Current facility has reach end of life - originally built in 1988 and expanded in 2000. NCDOT has funded in the STIP the road widening on Aviation Parkway starting in FY 2029 with Right-of-way acquisition. The proposed right-of-way for the road widening requires the relocation of these facilities. Wake County has partnered with the Town on this project to relocate their Convenience Center #3. Construct a new public works facility on existing site to include a administration/fleet building, workshop/ storage building and vehicle/equipment storage building. Includes road frontage improvements. In partnership with Wake County Convenience Center #3 Expansion.

Pugh House Pending Revisioning**Concept****\$1.2M**Unfunded Project ConceptLocation: Page Street & Morrisville Carpenter RoadStrategic Plan Goal: Engaged, Inclusive Community

Brief Scope & Justification: Purpose to renovate interior and construct adequate parking to return the facility to a functional use as a small office; historic center, meeting space and/or other. This an existing owned structure that has overall historic value to the Community. The Town has invested funds to relocated, secure, and take care of exterior façade, but the interior is currently not habitable. The cost will vary depending of the desired programmed use of the facility to bring up to code. Staff will revision the concept with the FY2023 major CIP update.

MAFC Phase 2 Repairs (NEW)**Concept****\$400K**Unfunded Project ConceptLocation: MAFC FacilityStrategic Plan Goal: Operational Excellence

Brief Scope & Justification: Water leaks are causing the need for replacement of the glass block that is damaging the drywall & carpet. Need to remove carpet in spin room for hygiene. Exterior lighting at night is very low thus needing sidewalk lighting for safety purposes. Backup generator is requested to ensure safety of pool chemical circulation and sanitation. Elevator upgrade would bring it up to current building standards. Replace deteriorated glass block in rear of building with standard store-front glass and replace the carpet with LVT tile in the "spin room". Additional items include u sidewalks in front of building and adding a generator for back up power.

Municipal Town Hall Building ***Concept*** ***\$23.3M***

Unfunded Project Concept

Location: Town Center

Strategic Plan Goal: Operational Excellence

Brief Scope & Justification: Town Hall was built in 1992. The space needs within the existing Town Hall having exceed maximum capacity. There are limited opportunities to expand the facility to meet growing needs according to space study assessments. Build a new Town Hall in the Town Center area address both current and future space capacity needs, provide improved meeting and flexible space and recombined service departments within a central location.

PSMS Renovations (NEW) ***Concept*** ***\$1.5M***

Unfunded Project Concept

Location: PSMS Building

Strategic Plan Goal: Public Safety Readiness

Brief Scope & Justification: This project is expected to provide a more efficient work space for Engineering and additional space for Police for meetings, evidence storage and movements with prisoners in the building. Alternative is for no change to the facility, leaving the Police Dept to expend into the Engineering area that is not secure. A space study was conducted that determined Engineering, Police and Fire Admin all require additional space. Fire Admin has currently moved into the newly renovated Old FS1 leaving their old space in the PSMS building to be renovated for Engineering and Police.

Town Center Future Land Acquisitions ***Concept*** ***\$3.1M***

Unfunded Project Concept

Location: Town Center

Strategic Plan Goal: Thriving, Livable Neighborhoods

Brief Scope & Justification: These properties are needed to allow development of the Town Center Project phase 1. Future phases can only occur if the Town or developer owned the property and opportunity may exist for to collaborate with developer but it is anticipated that Town will need to purchase in order to advance the Town Center Project. Acquisition of 15 additional properties in the Town Center that are necessary for full built out. Total of all properties is 5.05 acres. Negotiations will affect the final cost. Locations of these properties include Carolina Street, Church Street between Carolina Street & Scoggins Avenue, or Scoggins Avenue.

Town Center Parking Deck ***Concept*** ***\$9.2M***

Unfunded Project Concept

Location: Town Center Core

Strategic Plan Goal: Economic Prosperity

Brief Scope & Justification: To meet a growing need for additional parking in Town Center Core area for public centers, Food Hub, complementary support for private interest and space flexibility for Town events. This project will be impacted by the overall vision of the Town Center demonstration project that may impact cost. Public parking lot to support community use and business development in the Town Center. This will be a 425 space parking deck with spaces reserved for Town / public use on the first two levels. The current conceptual plan calls for the private development partner to construct and own the deck and then lease spaces annually to the Town. Staff recommends removing this concept should a Development Service Agreement be reached removing the need for a publicly funded project.

Transportation

Airport Boulevard Extension Phase I* ***Active*** ***\$6.2M***

Bond Proceeds and Reserves

Location: Between the Intersection of Garden Square Lane Church Street

Strategic Plan Goal: Improved Transportation Mobility

Brief Scope & Justification: Purpose is to design and construct Phase I of the extension of Airport Boulevard (0.435 miles) from current terminus near Garden Square Lane to Church Street. The planning-level cost estimate provided includes engineering, ROW purchase and roadway construction. The improvement would include a 4-Lane cross-section divided with a 17.5 - 31 foot-wide median, a 10-foot side path on the south side and 5-foot sidewalk on the north side, and wide outside lanes. Engineering design is underway and the project is anticipated to be let December 2022 and final construction completed by summer 2024. Provides an important east-west route. The extension will also tie into a future grade separation of Airport Boulevard and the railroad/NC 54, creating an east-west connection from Davis Drive to I-40 and the airport. Most of the right-of-way was designated in prior years, only one additional parcel would be necessary to complete. The extension will qualify for LAPP funds from CAMPO; the segment is supported by the Comprehensive Transportation Plan. Having Phase I constructed or underway will increase the score for Phase II to receive funding.

Church Street North Bypass

Concept

\$14.7M

Unfunded Project Concept

Location: Town Hall Drive at Harris Mill Road to Ferntree Court at New Mason Farm in Providence Place

Strategic Plan Goal: Improved Transportation Mobility

Brief Scope & Justification: Engineering/Design and Right-of-Way Acquisition for the future Town Hall Drive Extension, which will provide an additional north-south route to McCrimmon Parkway for the Providence Place Subdivision and other developments located on the west side of Church Street between McCrimmon Parkway and NC 540. The land on which the road would sit currently belongs to RTP, and it is estimated that the Town would have to acquire approximately 29 acres. Supported by Transportation Plan which identifies the extension as a secondary access to Church Street Park and Providence Place. Establishes an alternative north-south connection in Town to improve mobility in area. The land area is within RTP with significant topography and stream crossings.

International Drive Extension

Active

\$500K

Reserves and Streets Payment in Lieu

Location: Northern terminus of International Drive to Intersection of Airport Boulevard

Strategic Plan Goal: Improved Transportation Mobility

Brief Scope & Justification: Extend International Drive 0.18 miles - current northern terminus to intersect with Airport Boulevard - 3-lane roadway within 80ft ROW. The extension will occur in accordance with a private development agreement. The improvement will allow truck traffic to use either Airport Blvd. or Aviation Parkway to access I-40, shifting heavy truck movements in area. The Transportation Plan identifies this as a long-term project.

Intersection Improvements Phases 1-3*

Active

\$7.5M

Future Bond Proceeds, Reserves, and Streets Payment in Lieu

Location: Church St at Treybrooke & Downing Glen, Morrisville Pkwy at Crabtree Crossing, Downing Glen at Town Hall, Church St at Jeremiah and other various locations

Strategic Plan Goal: Improved Transportation Mobility

Brief Scope & Justification: To provide for a more walkable and safe experience for residents, the Town is committed to completing various pedestrian improvements including sidewalks, crosswalks and signalized crossings. Our Comprehensive Transportation Plan has identified pedestrian level improvements as a key component throughout the TOM. Funding for intersection improvement projects as a result of the intersection improvement study conducted in FY21. Improvements include crosswalk markings and signal improvements to provide for safe pedestrian crossing at identified intersections. Phases include Pedestrian Projects, Current Level of Service and Future level of service.

McCrimmon Parkway Betterments (NEW)

Active

\$880K

Reserves

Location: McCrimmon Parkway between Davis Drive & NC54

Strategic Plan Goal: Improved Transportation Mobility

Brief Scope & Justification: This project would help relieve traffic congestion along McCrimmon Parkway from west of Davis to NC54. Sidewalk construction will bring project into conformity with the Town's Comprehensive Transportation Plan and take advantage of efficiencies during construction such as installing streetlight conduit. Improvements along McCrimmon Parkway would include an upgrade to a four lane road with landscaped median, bike lanes on both sides, 5-foot sidewalk on the south side and 8-foot sidewalks on the north side. Also included is a proposed grade separation carrying McCrimmon over NC54 and the railroad. Project will be managed and funded by NCDOT with the town responsible for betterments.

NC54 Traffic Congestion Betterments (NEW)*

Active

\$920K

Reserves

Location: Various Intersection and/or Betterments Along NC54

Strategic Plan Goal: Improved Transportation Mobility

Brief Scope & Justification: The NC 54 & More Feasibility Study indicates significant cost (\$74M estimated by CAMPO/NCDOT SPOT 6.0 price last summer) to widen NC54 from Keybridge Drive to Perimeter Parkway. The Town recognizes traffic congestion and flow are significantly hindered across town from growth and commuter traffic. The cost exceed the Town's capacity and must continue to apply a regional approach. Smaller impactful projects at strategic cross-sections may improve traffic flow. Project includes widening of NC54 between Shiloh Glen Drive and Perimeter Park Drive with a 4-lane divided cross section with a median, additional lanes added around the NC540 interchange. The total project length is approx. 1.87 miles. A 10-foot wide multi-use path is planned on the north side of NC54. The project is scheduled for in the STIP for construction from 2023-2025. The project will be managed and funded by NCDOT with the Town responsible for any betterments. Betterments include increased sidewalk/multi-use path width on the northern side of NC54, installation of streetlight conduit, the extension of a median along Perimeter Park Drive, an upgraded traffic light at Carrington Mill Blvd. and Lichtin Blvd. and added pedestrian crossing, and irrigation to landscape medians.

Stormwater

Stormwater Master Plan Projects - Phase I **Active** **\$2M**

Stormwater Reserves

Location: Prioritized projects identified by study as areas of concern.

Strategic Plan Goal: Thriving, Livable Neighborhoods

Scope & Justification: Provide funding for stormwater improvement projects as a result of the stormwater master plan study being conducted in FY21. This request will concentrate on the first phase of projects which accounts for three of the 10 projects compiled in the Study. The recently completed Stormwater Master Plan identified and prioritized 10 areas of concern Town wide. The first phase of identified projects are:

Area of Concern #4 - Wolfsnare Lane Culvert

Area of Concern #8 - Savannah Subdivision & Morrisville Carpenter Road Culvert

Area of Concern #1 - McCrimmon Parkway

Stormwater Master Plan Projects - Phase II **Active** **\$7M**

Stormwater Reserves

Location: Prioritized projects identified by study as areas of concern.

Strategic Plan Goal: Thriving, Livable Neighborhoods

Brief Scope & Justification: This request will concentrate on the second phase of projects which accounts for four of the 10 projects compiled in the Study. The recently completed Stormwater Master Plan identified and prioritized 10 areas of concern Town wide. The second phase of identified projects are:

Area of Concern #2 - Garden Square Lane & Greenway

Area of Concern #6 - Morrisville Carpenter Road Culvert (West of Millet Dr)

Area of Concern #7 - Chessway Drive Culvert

Area of Concern #10 - Morrisville Tributary Stream Restoration (a.k.a. Sawmill Creek Restoration)

Stormwater Master Plan Projects - Phase III **Active** **\$3.8M**

Stormwater Reserves and Future Debt Obligations

Location: Prioritized projects identified by study as areas of concern.

Strategic Plan Goal: Thriving, Livable Neighborhoods

Brief Scope & Justification: This request will concentrate on the third phase of projects which accounts for three of the 10 projects compiled in the Study. The recently completed Stormwater Master Plan identified and prioritized 10 areas of concern Town wide. The first phase of identified projects are:

Area of Concern #3 - Town Hall Drive Culvert

Area of Concern #5 - Morrisville Carpenter Road Culvert (West of Davis Drive)

Area of Concern #9 - Morrisville Carpenter Road Culvert (West of Madres Lane)

Notes: * Anticipated Bond Project(s); ** Potential Installment Financing Project(s).



Additional Information

BUDGET PROCESS & BASIS OF BUDGETING

BUDGET CONTROL & FISCAL POLICIES

POSITION & PAY GRADE CLASSIFICATIONS

USER FEE SCHEDULE

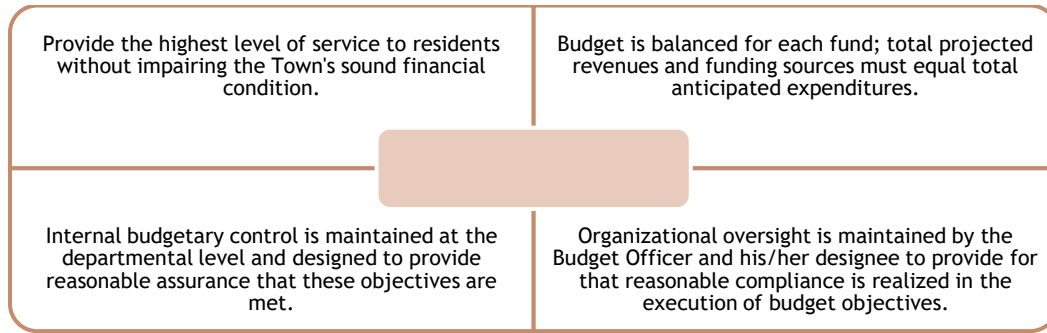
GLOSSARY OF COMMON TERMS



Silver Sneakers Fitness

Budget Process

The Town of Morrisville's budget process is designed to learn by assessing current conditions and desired needs; to set our focus toward delivering the right outcomes based on community demands and financial capacity; to assemble a budget that works within the framework of our focus; to present a balanced and responsible plan that evaluates how decisions today might impact future budgets; and to take action executing the budget with a high degree of proficiency.



Assessment Phase

The initial phase begins in October and runs through January the following year. Reviews of current Town finances occur annually beginning with our Comprehensive Annual Financial Reporting and Audit that helps to define our financial condition and is essential in understanding the challenges and opportunities that may influence future budgets. Performance measures are reported, and Department's begin gathering and analyzing key information for decision-making purposes. This level of both internal/external review of current Town finances & performance covers such specifics as accomplishment of core objectives, revenue performance and diversity and patterns of expenditures. Successes are identified, issues are diagnosed, adjustments made, and future priorities are foreshadowed. Council and staff may elect to conduct Pre-Retreat Work Session(s) to gauge community priorities, issues, performance, and exchange informational needs in preparation of the Annual Retreat.

Focus Phase

The Council conducts an annual planning retreat in winter to collaborate, discuss and focus in on the priorities within an early projected financial capacity. During this phase, consideration is given to make necessary modifications to forecasting assumptions and capital planning, accounting for influential factors such as service demands, economic conditions, trend indicators, performance indices, program changes, and compensation levels while not deviating from the direction of our Town Strategy. Such a multi-year evaluation philosophy allows for a greater understanding of how decisions in one budget year may impact future budgets.

Assembly Phase

In March, staff re-assesses departmental Base Budget projections in relation to their service objectives and resource potential for the coming year as guided by the Town Strategy. Available financial capacity will determine the ability to fund any new initiative requests such as service expansions, onetime priorities or previous unfunded expenditures above a Department's Base Budget. Pre-Budget Meetings are held with Senior Management to gauge and refine budgetary needs within a strategic framework, mitigating redundancies and weighing alternative solutions.

Departments submit their budget requests to the Budget Office by the end of March. Submittals are thoroughly evaluated ensuring reasonable and justifiable requests before the Town Manager finalizes the Preliminary Budget. Internal meetings are held with Department Heads to make any needed adjustments to the departmental budget plans to align resources appropriately. By the end of April, a preliminary budget is complete.

Presentation Phase

The budget document that is presented to the Town Council represents the culmination of intensive research and analysis. The document's purpose is to present to the Council and the public a comprehensive operating plan for the budget year. The proposed budget is presented to the Town Council at the first Council meeting in May. A Public Comment Portal provided via the internet invites the public to weigh in as Council deliberates. After considering the proposed budget, Council schedules a formal public hearing. At least ten days before the hearing, public notice of the time and place, along with a budget summary is published.

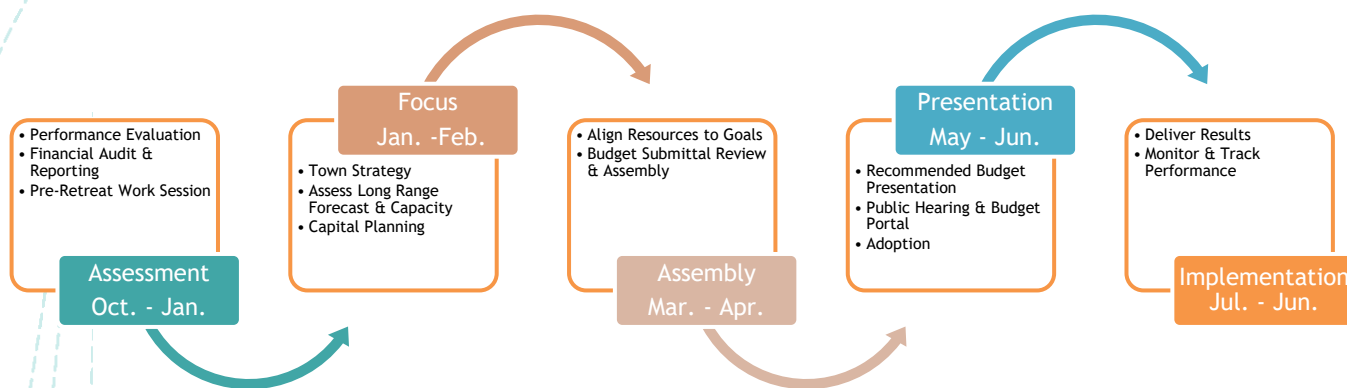
The Council reviews any public comments and adopts the operating budget by ordinance with such modifications or statements as the Council deems advisable on or before June 30th.

Implementation Phase

This is the performance phase where best laid plans become reality by delivering results. The fiscal year runs from July 1st through June 30th annually. During this phase, the organization will responsibly deliver services while maintaining financial accountability.

Execution of the approved budget is monitored and tracked for performance against defined measures to identify successes, diagnose weaknesses and make adjustments to achieve the vision and mission of the community.

Budget Calendar



Basis of Budgeting

The accounts of the Town of Morrisville are organized on the basis of funds. A fund is an independent fiscal and accounting entity, with a self-balancing set of accounts. Funds maintain independent records of cash and/or other resources, together with all related liabilities, obligations, reserves and equities. The purpose of a fund is to carry out specific activities or attain certain objectives in accordance with special financial regulations, restrictions, or limitations. The budget covers the activities and expenditures for a fiscal year that runs from July 1 to June 30 of the following year.

The Town develops its budget as required by the North Carolina Local Government Budget & Fiscal Control Act. All budgets are prepared and adopted using the modified accrual basis whereby revenues are recognized when measurable and available and expenditures are recognized when a liability is incurred. Expenditures may not legally exceed appropriations at the departmental level for all annually budgeted funds. During the year, the Town's accounting system is maintained on the same basis as the adopted budget. Unexpended funds revert to fund balance at close of year, while unexpended capital reserve funds carry forward from year to year. At year-end, the Town's Comprehensive Annual Financial Report (CAFR) is prepared on the basis consistent with Generally Accepted Accounting Principles (GAAP).

The main differences between Budget and CAFR for proprietary funds are:

- *Capital Outlay and Debt Service principal payments are recorded as expenditures for budgetary purposes as opposed to adjustments of balance sheet accounts in the financial statements.*
- *Depreciation is not recognized for budgetary purposes and is recorded as a charge applied against the capital assets in the CAFR.*



The Town of Morrisville maintains the following active fund types

Fund Type	Primary Resources	Fund Use	Budget Cycle
General Fund accounts for all governmental services and summarizes financial transactions except those activities which are more appropriately recorded in another fund group. Annually adopted budget.	- Property Taxes - Sales Tax - Local Fees & Other State Distributed Sources - Interfund Transfers	- Public Safety - Streets, Facilities & Solid Waste - Parks, Recreation & Culture - Economic & Development - General Operations	Annual
Sub-Funds typically related to operations. Separate funds provide for improved tracking for such unique items.	General Fund Transfers	- Debt Obligations - Healthcare Premiums	Annual
Capital Reserve Funds provides a means to set aside funds annually in a reserve to pay for future capital items. The budgeting and financial reporting consolidates this fund into the General Fund under GASB 54 annually.	- General Fund Transfers - Dedicated Value of 1Cent on Tax Rate	- Fire Apparatus Replacements - Capital Investment Projects - Roadway & Transportation Improvements	Annual
Municipal Service District Fund is special revenue fund. The NC General Assembly authorized the creation of a service district property tax levied against only those properties receiving a majority of signed petitions to be included within the district for specific improvements. Annually adopted budget.	Special District Property Tax of \$0.10/\$100 assessed property value	Convert & upgrade private residential streets to public standards	Annual
Stormwater Enterprise Fund is a proprietary fund to create a separate accounting and reporting for which fees are charged in exchange for a utility type service. Annually adopted budget.	- Stormwater ERU Fee - Stormwater Review Fees - Restricted Fees	- Stormwater systems & programs to improve water quality - Compliance with state water resource management mandates	Annual
Retirement Health Care Fund is a fund to account for assets held by the Town in a trustee capacity for others & therefore cannot be used to support the Town's own programs. Annually adopted budget.	3% of Gross Wages	Retiree supplemental medical coverage	Annual
Separation Allowance Fund is a fund used to account for assets held by the Town in a trustee capacity for others and therefore cannot be used to support the Town's own programs. Annually adopted budget.	3% of Law Enforcement Gross Wages	Law Enforcement supplemental retirement	Annual
Capital Project Funds are used for the purpose of tracking active Capital Improvement Projects. These funds operate on a multi-year budgetary basis. No appropriations typically within the annual operating budget. Project Ordinances control appropriations.	- Property Taxes - Fund Balance & Reserves - Debt Proceeds - Grants - Impact Fees	Large non-recurring capital projects	Multi-year

Budgetary Control

The Town Manager serves as the Budget Officer, as mandated by state statute. Annual budget ordinances are adopted each fiscal year and amended as required. The General Fund, Municipal Service District Fund (MSD), Stormwater Fund, and Retirement Funds are on an annual budgetary basis. Capital Reserve Funds are consolidated and reported in the General Fund as per GASB 54 as is the MSD Fund. All Capital Project Funds operate on a multi-year budgetary basis. Multi-year budgets span more than one fiscal year and are adopted and amended as required via project ordinances. Budgetary control is exercised at the departmental level by the adoption of the budget by Town Council, and at the line item within each fund as an internal best practice. All unencumbered budget appropriations, except Capital Reserve and Capital Project Fund budgets, lapse at year-end.

The Budget Officer may designate a person(s) to carry out budgetary responsibilities. The Budget Officer and/or designee must approve transfers within functions. The Budget Officer and/or designee may also approve cross function transfers within the same fund. All transfers must comply with the Adopted Budget Ordinance and the Town's internal Budget Adjustment Policy. Budget amendments requiring additional appropriations must receive Town Council approval in the form of a Budget Ordinance Amendment unless the Annual Budget Ordinance authorizes otherwise. As required by North Carolina law, the Town maintains encumbrance accounts, which are considered to be "budgetary accounts." Encumbrances outstanding at year-end represent the estimated amounts of the expenditures ultimately to result if unperformed contracts in process at year-end are completed. Encumbrances outstanding at year-end do not constitute expenditures or liabilities because the commitments may be honored during the subsequent year (Purchase Order Rollover).

Emergency Appropriations:

Upon a declaration by the Council that there exists a public emergency affecting life, health, property, or the public peace, the Council may make emergency appropriations. If unappropriated revenues are not available to meet such circumstances, the Council is authorized to borrow enough funds to satisfy the emergency.

Balanced Budget:

According to North Carolina General Statute, local governments are required to present and operate under an annual balanced budget ordinance. A budget ordinance is balanced when the sum of estimated net revenues and appropriated fund balances is equal to expenditure appropriations.

Fiscal Policies (Updated)

The Town maintains a number of financial and management policies providing guiding principles and goals that will influence financial management practice of the Town of Morrisville, North Carolina as approved by the Town Council. A fiscal policy that is adopted, adhered to, and regularly reviewed is recognized as the cornerstone of sound financial management for the purpose of:

- a) *Contributing to the Town's ability to insulate itself from fiscal crisis,*
- b) *Enhancing short-term & long-term financial credit ability by helping to achieve the highest credit and bond ratings possible,*
- c) *Promoting long-term financial stability by establishing clear & consistent guidelines,*
- d) *Directing attention to the total financial picture of the Town rather than single issue areas,*
- e) *Promoting the view of linking long-run financial planning with day-to-day operations, and*
- f) *Providing Town Council, citizenry, and professional management a framework for measuring the fiscal impacts of government services against established fiscal parameter & guidelines.*

Accounting & Financial Reporting

The Town will establish and maintain an accounting system according to the North Carolina Local Budget and Fiscal Control Act, generally accepted accounting principles (GAAP), standard of the Governmental Accounting Standards Board (GASB), and the Government Finance Officers Association (GFOA).

Annual Comprehensive Financial Report (ACFR):

The Town's ACFR will be submitted to the GFOA Certification of Achievement for Excellence in Financial Report Program. The financial statements should be in conformity with GAAP, demonstrate compliance with finance related legal and contractual provisions, disclose thoroughness and detail sufficiency, and minimize ambiguities and potentials for misleading inference. The report of the independent auditor will be included in the Town's ACFR. The Long-range forecast is updated post audit with new historical information produced by the annual audit for the purposes of future forecasting analyses.

Internal Controls:

Financial systems will maintain internal controls to monitor revenues, expenditures, and program performance on an ongoing basis.

Note: The Town maintains a number of internal policies defining procedural internal controls. The Town Manager approves such policies.

Fiscal Monitoring:

Quarterly financial reports will present actual expenditures vs. budget on a monthly and cumulative basis and will be provided to Town Council and posted on the website. Major revenue sources will be monitored on a monthly basis, noting the status of each revenue as compared to budget. Expenditures will be monitored on a monthly basis.

Basis of Accounting:

For financial reporting purposes, the governmental funds use the modified accrual basis of accounting, under which revenues considered to be both measurable and available for funding current appropriations are recognized when earned. All other revenues are recognized when received in cash, except that

revenues of material amounts that have not been received at the normal time of receipt are accrued, and any revenues in advance are deferred. Expenditures are recorded at the time liabilities are incurred except for principal and interest on general long-term debt, claims and judgments, and compensated absences which are recognized as expenditures when paid.

Proprietary funds use the accrual basis of accounting under which revenues are recognized when earned, and expenses are recorded when liabilities are incurred.

Basis of Budgeting:

The Town prepares and adopts annually a budget using the modified accrual basis whereby revenues are recognized when measurable and available, and expenditures are recognized when liability is incurred. Expenditures may not legally exceed appropriations at the departmental level for all annually budgeted funds.

Cash Management Policy

The purpose of the Town's Cash Management Policy is to provide guidelines to maximize the use of public moneys in the best interest of the public.

Receipts: Cash receipts will be collected as expediently as reasonably possible to provide secure handling of incoming cash and to move these moneys into interest bearing accounts and investments. All incoming funds will be deposited daily as required by North Carolina General Statute 159-32 which states that all moneys collected on hand that amount to \$500 or greater shall be deposited. Deposits will be made in such a manner as to receive credit for that day's interest.

Cash Disbursements: The Town's objective is to retain moneys for investment for the longest appropriate period of time. Disbursements will be made shortly in advance of or on the agreed-upon contractual date of payment unless earlier payment provides a greater economic benefit to the Town. All checks require (2) signatures: Finance Director, Assistant Town Manager, or Town Manager. The use of electronic signature is authorized by Town Council.

Banking Relations: Banking service providers will be evaluated and selected through a competitive proposal process. Town Council will review the banking relationship at least every five years. The Town will maintain a minimum number of bank accounts to facilitate the movement and investment of funds. Collateralization for deposits will be in accordance with Title 20, Chapter 7 of the North Carolina Administrative Code.

Capital Investment Program (CIP) Policy

The purpose of the Town's Capital Investment Program (CIP) Policy is to provide guidelines to establish sound long-term investment expectations and provide direction for staff to create a usable funding plan that delivers tangible results. The CIP will span a 5-year planning period.

Types of Projects: The type of Projects to be included in the CIP will be determined using the following benchmarks:

- Useful life greater than 5-years
- Cost value threshold greater than \$100,000
- Project characteristics:

- Acquisition, renovation/improvement, and/or construction of a single fixed public asset
- Land purchases not associated with or included in another CIP project
- Major equipment for any public facility when first constructed or acquired
- Capital road maintenance or construction – excluding recurring or routine maintenance projects
- May include State Roadway projects deemed important to advance within the State Transportation Improvement Plan (STIP), that would decrease congestion along major routes, or may contribute to improving public safety or economic development
- Project categories – The projects will be organized within the CIP by the following major categories:
 - Public Facilities
 - Public Safety
 - Parks/Recreational
 - Environmental/Stormwater
 - Bicycle/Pedestrian
 - Public Roadways/Transportation
 - State Roadways (design, grant match funds, or mitigating improvements)

Citizen Engagement: The purpose of citizen engagement will be a strategic focus on values and service needs obtained via a comprehensive survey conducted every four years to gauge community support for certain types of projects. Other methods of citizen engagement will utilize the Town’s Budget Portal and Public Hearing to receive input on needs to influence potential new projects and input on Town Council’s prioritized projects.

Internal Review: An executive CIP Review Team shall be appointed by the Town Manager to critically assess project concept submittals for accuracy, project benefits, alignment to Town Goals, cost feasibility, and practicality of project.

- Staff will utilize Project Evaluation Criteria established by Town Council to gauge the merits of an individual project based on the following criteria listed below in order of their weighted significance:
 - Project Cost
 - Safety
 - Fiscal Efficiencies
 - Availability of Funding
 - Level of Service
 - Mandates
 - Alignment to Goals/Objectives
 - Economic Impact
 - Improvement of Public Fixed Asset
 - Project Readiness

Prioritization of Projects: Council will produce a prioritized list of projects representing the highest priorities using key information tools every 4 years.

Primary Resources: Potential funding sources will include but are not limited to debt methods that may include installment purchase, General Obligation Bonds, and Revenue Bonds; non-debt methods or pay-as-go options that may include the use of the General Fund, Unassigned Fund Balance, Capital Reserve Funds (if established), or Special Assessment/District Tax; and other methods that may include grants, State funding, or developer funding. Funding source(s) will be identified for each project.

Frequency of CIP Update: The CIP will receive a Major Update of the CIP Policy, Projects, and Prioritization on a 4-year cycle, a Mini-Update every 2-years to adjust for necessary project modifications, and a simple cursory review by staff annually for urgent circumstances.

Conflict of Interest Policy

The purpose of the Town's Conflict of Interest Policy is to ensure that when actual or potential conflicts of interest arise, the Town has a process in place under which the affected individual will advise the governing body about all relevant facts concerning the situation.

The policies of the Town prohibit any employee, Council member, officer, or agent from participating in the selection, award, or administration of a contract if he or she has a real or perceived conflict of interest.

Such conflict includes, but is not limited to, the employee, officer, or agent, any member of their immediate family, spouse, or organization they may otherwise work for has any interest, financially or personal, in the party being considered for the contract. Financial interest shall not be considered substantial and therefore a conflict if it is below one thousand dollars (\$1,000).

The Town shall disclose any potential conflicts of interest to the U.S. Department of Treasury or any applicable Federal agency pursuant to their Conflict of Interest policy.

No employee, officer, or agent may solicit or receive any gratuities, favors, or any monetary value from contractors or subcontractors. Any violation of this policy may result in termination as determined by the Town.

Furthermore, N.C. General Statute 14-234 makes it a misdemeanor for a public official to benefit from contracts with the unit he or she works for or represents.

Debt Management Policy

The purpose of the Town's Debt Management Policy is to describe and provide a framework for the issuance of debt by the Town of Morrisville.

The Town of Morrisville recognizes the foundation of any well-managed debt program is a comprehensive debt policy. A debt policy sets forth the parameters for issuing debt and managing outstanding debt and provides guidance to decision makers regarding the timing and purposes for which debt may be issued, types and amounts of permissible debt, method of sale that may be used and structural features that may be incorporated. The debt policy should recognize a binding commitment to full and timely repayment of all debt as an intrinsic requirement for entry into the capital markets. Adherence to a debt policy helps to ensure that a government maintains a sound debt position and that credit quality is protected. Advantages of a debt policy are as follows:

- a) *Enhances the quality of decisions by imposing order and discipline*
- b) *Promotes consistency and continuity in decision making*

- c) *Rationalizes the decision-making process*
- d) *Identifies objectives for staff to implement*
- e) *Demonstrates a commitment to long-term planning objectives*
- f) *Regarded as a positive by the rating agencies in reviewing credit quality*

It is the policy of the Town Council:

- a) *Periodically approve the issuance of Debt Obligations on behalf of the Town to finance the construction or acquisition of infrastructure & other assets for the purpose of meeting its governmental obligations to its residents*
- b) *Approve the issuance of Debt Obligations to refund outstanding debt when indicated by market conditions or management considerations*
- c) *Debt obligations are issued & administered in such a manner as to ensure & sustain the long-term financial integrity of the Town, achieve the highest possible credit rating, preserve & enhance the quality of life, & the safety & welfare of its citizens*

Debt issuance will not be used to finance current operations or normal maintenance.

The Town will strive to maintain its annual tax-supported debt service costs at a level no greater than fifteen percent (15%) of the governmental expenditures (with governmental expenditures defined as ongoing governmental expenditures less capital outlay). Payout of aggregate outstanding tax-supported debt principal shall be no less than 55% repaid in 10 years. The tax-supported debt of the Town will not exceed two (2%) percent of the assessed valuation of the taxable property of the Town.

In the event that the Town anticipates exceeding the policy requirements stated above, Town staff may request an exception from Town Council setting forth the reason and need for the exception and the length of time estimated to achieve compliance.

Whenever possible, the Town will first attempt to fund capital projects with grants, reserves, other services or developer contributions.

The types of debt currently used by the Town of Morrisville include general obligation bonds and installment purchase agreements. The Town may pursue other methods of financing based upon the direction of the Town Manager and approval of the Town Council. The Town will only use debt instruments, which are approved for local government.

The Town will comply with standards of the Government Finance Officers Association for financial reporting and budget presentation and the disclosure requirements of the Securities and Exchange Commission.

Expenditures Policy

The purpose of the Town's Expenditure Policy is to provide guidelines to ensure that funds are used in a responsible and appropriate manner.

Budget Management:

Expenditure budgets are reviewed by the Finance Director, the Budget Manager, the Town Manager and Town Council prior to adoption and are continually monitored throughout the budget year. Budgeted funds will only be spent for categorical purposes for which they were intended. The annual operating budget defines staff authorization for operating budget adjustments and Town Manager special authorities outlined by budget ordinance. No appropriations of the proceeds of a debt instrument will be made except for the purpose for which such debt instrument was issued. Donations will be spent only toward the intent for which they were given.

Fiscal Management:

Current operating expenditures will not exceed current operating revenues. Fund balance may be used to address unanticipated needs or opportunities or to balance the annual budget regarding revenues and expenditures.

Continuing Contracts:

For continuing contracts, funds will be appropriated in the annual budget ordinance to meet current year obligations arising under the contract, in accordance with G.S. 160A-17.

Payroll:

Payroll will be in accordance with the requirements of the Fair Labor Standards Act. Overtime and benefits payments will be in accordance with the Town's Personnel Ordinance.

Fund Balance Policy

The purpose of the Town's Fund Balance Policy is to provide guidelines to ensure that the Town maintains adequate fund balances and reserves in order to provide sufficient cash flow for daily operational needs, secure, and maintain bond ratings, offset significant economic downturns or revenue shortfalls, and provide funds for unforeseen expenditures related to emergencies.

To ensure financial stability, secure and maintain investment grade bond ratings, set a reasonable level of fund balance, establish under what circumstance the Town can go below the policy level, and procedures on how the Town will restore the fund balance within a desired range.

For governmental funds, GASB Statement No. 54 defines five specific classifications of fund balance. These five classifications are intended to identify whether the specific components of fund balance are available for appropriation and are therefore spendable. The classifications are also intended to identify the extent to which fund balance is constrained by special restrictions, if any.

Definitions:

Non-spendable fund balance includes amounts that are not in a spendable form (prepaids, for example) or are required to be maintained intact (the principal of an endowment fund, for example).

Restricted fund balance includes amounts that can be spent only for the specific purposes stipulated by external resource providers (grant providers), constitutionally, or through enabling legislation (legislation that creates a revenue source and restricts its use). Effectively, restrictions may be changed or lifted only with the consent of resource providers.

Committed fund balance includes amounts that can be used only for the specific purposes imposed by majority vote of a quorum of the Town Council a formal action of the government's highest level of decision-making authority. Commitments may be changed or lifted only by the government taking the same formal action that originally imposed the constraint.

Assigned fund balance comprises amounts intended to be used by the government for specific purposes. Intent can be expressed by the governing body or by an official or body to which the governing body delegates the authority. In governmental funds other than the general fund, assigned fund balance represents the amount that is not restricted or committed. This indicates that resources in other governmental funds are, at a minimum, intended to be used for the purpose of that fund.

Unassigned fund balance is the residual classification for the general fund and includes all amounts not contained in the other classifications. Unassigned amounts are technically available for any purpose. If another governmental fund has a fund balance deficit, then it will be reported as a negative amount in the unassigned classification in that fund. Positive unassigned amounts will be reported only in the General Fund.

Fund balance range is the range of amounts this policy has set within which the Town means to maintain the unassigned fund balance.

Surplus is the amount by which the unassigned fund balance exceeds the upper limit of the fund balance range.

Shortfall is the amount by which the unassigned fund balance drops below the lower limit of the fund balance range.

Expenditures are all uses of financial resources, budgeted for any purpose, and include operating and capital expenses, debt service, and transfers to other funds.

Operating expenditures are uses of financial resources for personnel, supplies, services, and materials, and exclude capital expenses, debt service, and transfers to other funds.

Policy:

The Unassigned Fund Balance range for the General Fund shall be no less than three (3) months operating expenditures or twenty-five (25%) percent of the total budgeted operating expenditures. In the event of an extreme emergency, the Town Council may utilize unassigned fund balance that will reduce fund balance below the 25% policy for the purpose of providing for:

- *An unanticipated revenue shortfall*
- *Exposure to natural disasters (i.e., hurricanes or other events that threaten the health or safety of the residents)*
- *Taking advantage of an unforeseen significant opportunity that may be otherwise lost to the community*
- *To protect the long-term fiscal security of the Town of Morrisville*

If Fund Balance falls below twenty-five (25%) percent, the Town Council will adopt a written plan as part of the following year's budget process to restore the Fund Balance available to the policy level within twenty-four (24) months from the date of the budget adoption. This plan may require reduction of services, increases in taxes, fees, or rates, or some combination thereof.

If Unassigned Fund Balance available as calculated as part of closing-out a fiscal year is in excess of forty-five (45%) percent, the Town Council may appropriate or designate the excess for one-time Capital

Expenditures, Economic Development related expenditures, or transfer the excess to a Capital Reserve Fund. Therefore, the unassigned fund balance range target is forty-five (45%) percent.

Investment Policy

The purpose of this investment policy is to guide the Town of Morrisville in managing cash on hand, to preserve principal, and generate income to provide cash for daily operational and capital needs.

- a) *It is the intent of the Town that public funds will be invested to the extent possible to reduce the need for property tax revenues. Funds will be invested with the chief objectives of safety of principal, liquidity, and yield, in that order. All deposits and investments of Town funds will be in accordance with N.C.G.S. 159.*
- b) *The Town will use a Central Depository to maximize the availability and mobility of cash for all funds that can be legally, and practically combined.*
- c) *Cash Flows will be forecast, and investments will be made to mature when funds are projected to be needed to meet cash flow requirements.*
- d) *Liquidity: No less than 20% of funds available for investment will be maintained in liquid investments at any point in time.*
- e) *Maturity: All investments will mature in no more than fifteen (15) years from their purchase date.*
- f) *Custody: All investments will be purchased "payment-versus-delivery" (DVP) basis and if certificated will be held by the Finance Officer in the name of the Town. All non-certificated investments will be held in book-entry form in the name of the Town with the Town's third-party Custodian (Safekeeping Agent).*
- g) *Authorized Investments: The Town may deposit Town Funds into any Council approved Official Depository, if such funds are secured in accordance with NCGS-159 (31). The Town may invest Town Funds in the North Carolina Capital Management Trust, US Treasury Securities, US Agency Securities specifically authorized in NCGS-159 and Commercial Paper meeting the requirements of NCGS-159 plus having a national bond rating.*
- h) *Diversification: No more than 5% of the Town's investment funds may be invested in a specific company's commercial paper and no more than 20% of the Town's investment funds may be invested in commercial paper. No more than 25% of the Town's investments may be invested in any one US Agency's Securities.*
- i) *Allocation: Investment income will be allocated to each participating fund or account based on a fair and equitable formula determined by the Finance Director.*

Nondiscrimination Policy

The purpose of the Town's Nondiscrimination Policy is to address issues of diversity and multiculturalism that foster an inclusive community and the elimination of discrimination.

The Town does not and shall not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations. These activities include, but are not limited to, hiring and firing of staff, selection of volunteers and vendors, and provision of services. The Town is committed to providing an

inclusive and welcoming environment for all members of our council, staff, clients, volunteers, vendors, subcontractors, and the community.

The Town has the authority to protect against discrimination that is detrimental to the health, safety and welfare of its residents and the peace and dignity of the Town pursuant to N.C. General Statute § 160A-174.

The Town is authorized by the N.C. General Statute § 153A-122 to permit a Wake County ordinance to apply within the Town's territorial jurisdiction by enacting a resolution so providing.

The Wake County Nondiscrimination Ordinance shall apply within the corporate limits of the Town that are located within Wake County and shall have the same force and effect and shall be enforced to the same extent within the corporate limits of the Town as within Wake County. Wake County shall be authorized and permitted to enforce the provisions of the Wake County Nondiscrimination Ordinance within the corporate limits of the Town that are located within Wake County pursuant to N.C. General Statute § 153A-122, to the fullest extent allowed by law.

Nondiscrimination Policy Related to ARPA Funds

The purpose of this policy is to compliment the Nondiscrimination Policy adopted by Town Council and specifically address and define the terms and conditions regarding the award of American Rescue Plan Act (ARPA) Recovery Funds in order to maintain compliance.

Overview:

The Town has received an allocation of funds from the Coronavirus State Local Fiscal Recovery Fund (CSLFRF). CSLFRF funds are subject to the U.S. Department of Treasury regulations, including the Final Rule, the Award Terms and Conditions, and the Title VII implementing regulations at 31 C.F.R. Part 22.

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

1. Title VI of the Civil Rights Act of 1964 (42 U.S.C. §§ 2000d et seq.) and Treasury's implementing regulations at 31 C.F.R. Part 22, which prohibit discrimination on the basis of race, color, or national origin within programs or activities receiving federal financial assistance.
2. The Fair Housing Act, Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§ 3601 et seq.), which prohibits discrimination in housing on the basis of race, color, religion, national origin, sex, familial status, or disability.
3. Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of disability under any program or activity receiving Federal financial assistance.
4. The Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101 et seq.), and Treasury's implementing regulations at 31 C.F.R. Part 23, which prohibit discrimination on the basis of age in programs or activities receiving federal financial assistance.

5. Title II of the Americans with Disabilities Act of 1990, as amended (42 U.S.C. §§ 12101 et seq.), which prohibits discrimination on the basis of disability under programs, activities, and services provided or made available by state and local governments or instrumentalities or agencies thereto.

The Town agrees to follow the Town's ordinance adopted March 22, 2022 prohibiting discrimination with regards to employment, which extends to contractors, and prohibits discrimination on the basis of race, natural hair or hairstyles, ethnicity, creed, color, sex, pregnancy, marital or familial status, sexual orientation, gender identity or expression, national origin or ancestry, National Guard or veteran status, religious belief or non-belief, age, or disability.

Procedure:

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

1. Denying to a person any service, financial aid, or other program benefit without good cause.
2. Providing to a person any service, financial aid, or another benefit which is different in quantity or quality, or is provided in a different manner, from that provided to others under the program.
3. Subjecting a person to segregation or separate treatment in any matter related to the receipt of any service, financial aid, or other benefit under the program.
4. Restricting a person in the enjoyment of any advantages, privileges, or other benefits enjoyed by others receiving any service, financial aid, or other benefit under the program.
5. Treating a person differently from others in determining whether that person satisfies any admission, enrollment, quota, eligibility, membership, or other requirement or condition which persons must meet to be provided any service, financial aid, or other benefit provided under the program.
6. Implementing different standards, criteria, or other requirements for admission, enrollment, or participation in planning, advisory, contractual, or other integral activities to the program.
7. Adopting methods of administration which, directly or through contractual relationships, would defeat or substantially impair the accomplishment of effective nondiscrimination.
8. Selecting a site or location of facilities with the purpose or effect of excluding persons from, denying them the benefits of, subjecting them to discrimination, or with the purpose or effect of defeating or substantially impairing the accomplishment of the objectives of Title VI or related acts and regulations.
9. Discriminating against any person, either directly or through a contractual agreement, in any employment resulting from the program, a primary objective of which is to provide employment.
10. Committing acts of intimidation or retaliation, including threatening, coercing, or discriminating against any individual for the purpose of interfering with any right or privilege secured by any pertinent nondiscrimination law, or because an individual made a complaint, testified, assisted, or participated in an investigation, proceeding, or hearing

Reporting & Enforcement:

1. The Town shall cooperate in any enforcement or compliance review activities by the Department of the Treasury. Enforcement may include investigation, arbitration, mediation, litigation, and monitoring of any settlement agreements that may result from these actions. The Town shall comply with information requests, on-site compliance reviews, and reporting requirements.
2. The Town shall maintain a complaint log and inform the Treasury of any complaints of discrimination on the grounds of race, color, or national origin (including limited English proficiency covered by Title VI of the Civil Rights Act of 1964 and implementing regulations and provide, upon request, a list of all such reviews or proceedings based on the complaint, whether pending or completed, including the outcome. The Town shall inform the Treasury if it has received no complaints under Title VI.
3. Any person who believes they have been aggrieved by a discriminatory practice under Title VI has a right to file a formal complaint with the Treasury. Any such complaint must be in writing and filed with the Treasury's Title VI Coordinator within one hundred eighty (180) days following the date of the alleged discriminatory occurrence.
4. Any person who believes that because of that person's race, natural hair or hairstyles, ethnicity, creed, color, sex, pregnancy, marital or familial status, sexual orientation, gender identity or expression, national origin or ancestry, National Guard or veteran status, religious belief or non-belief, age, or disability that he/she/they have been discriminated against or unfairly treated by the Town in violation of this policy should contact the Town Manager's office within 90 days from the date of the alleged discriminatory occurrence on the complaint form provided by the Town.

Reserves Policy

The purpose of the Town's Reserve Policy is to provide guidelines that some portions of the Town's fund balance be reserved for future use. In addition, as a general budget principle concerning the use of reserves, the Town Council decides whether to appropriate funds from reserve accounts. Reserve funds will not be spent for any other function other than the specific purpose of the reserve accounts without specific direction in the annual budget or by separate Town Council action.

Reserve for State Statute:

In accordance with state statute, appropriated fund balance in any fund will not exceed the sum of cash and investments minus the sum of liabilities, encumbrances, and unavailable or unearned revenues arising from cash receipts.

Unassigned Fund Balance:

The Town will maintain an unassigned fund balance in operating funds. These funds will be used to avoid cash flow interruptions, generate interest income, eliminate the need for short-term borrowing, assist in maintaining an investment-grade bond rating, provide funding flexibility for unanticipated needs and opportunities, and sustain operations during unanticipated emergencies and disasters. The level of unassigned fund balance will be determined based on anticipated future funding needs, historical trends,

growth patterns, the economy, and contractual obligations, including bond covenants. Refer to the Fund Balance Policy in this section.

Interfund Transfers:

Interfund transfers are permitted for the operating subsidy to another fund or non-recurring transfers or close-out of a fund.

Capital Investments Program:

The Town will update on a 4 year cycle a 5-Year Capital Investments Program ("CIP"); including upcoming annual capital improvement budget and a five-year projection of capital needs and expenditures, which details the estimated cost, description, and anticipated funding sources for capital projects. The program will include costs that have been estimated including consideration for inflation. The inflation rate will be determined annually in the budget process. The first year of the 5-Year CIP will be the basis of formal fiscal year appropriations intersecting with the annual budget process each year. If new project needs arise during the year, a budget amendment identifying both funding sources and project appropriations will be utilized to provide formal budgetary authority for the subject projects. The Capital Investments Budget and Plan will generally address those capital assets with a value of more than \$100,000 and a useful life of five (5) years or greater and typically requires financing. The Town will emphasize preventive maintenance as a cost-effective approach to infrastructure maintenance.

Financing Sources:

The Town acknowledges pay-as-you-go financing as a significant capital-financing source but will determine the most appropriate financing structure for each capital project on an individual basis using all relevant factors of a project. Fund balance in excess of aforementioned LGC guidelines may be utilized as a capital source for pay-as-you-go financing.

Revenue Policy

The purpose of the Town's Revenue Policy is to provide guidelines and direction on how to manage revenue collection more efficiently and effectively in order to maximize the collection of revenue.

The Town seeks to implement a diversified taxing policy that will ensure reasonable stability for operation at continuous service levels, but that will provide elasticity necessary for responding quickly to increased service demands due to new development. Revenue management includes within its focus, an ongoing process for reviewing and analyzing each revenue source to ensure that proceeds from each source are at an optimum level. Every attempt will be made to project revenues within 5% of final actual results, and the projections will be based on historical trends, growth patterns, and the economy. To meet these objectives, the Town observes the following guidelines:

Ad Valorem Taxes:

As provided by the North Carolina Local Budget and Fiscal Control Act, estimated revenue from the Ad Valorem Tax levy will be budgeted as follows:

- *Assessed valuation will be estimated based on historical trends, growth patterns, & anticipated construction.*

- *The estimated percentage of collection will not exceed the percentage of the levy actually realized in cash as of June 30th during the preceding fiscal year, in accordance with state law.*
- *The tax rate will be set each year based on the cost of providing general governmental services & paying debt service. Consideration will be given to future net revenue requirements for capital improvement project operational expenditure impacts & debt service.*

User Fees:

The Town sets fees that maximize user charges in lieu of Ad Valorem Taxes for services that can be individually identified and where the costs are directly related to the level of service. Emphasis of user charges over Ad Valorem Taxes results in the following benefits:

- *User Fees are paid by all users, including those exempted from property taxes.*
- *User Fees avoid subsidization in instances where the service is not being provided to the general public.*
- *User Fees are a means of rationing the provision of certain services to assist in offsetting cost.*
- *User Fees for certain services can be justified on the basis of equity & efficiency, by producing information on the demand level for services & by helping to make the connection between the amount paid & the service received.*

Lost Revenue:

When program revenue may be impacted by economic factors/facility closings, a relatively conservative approach will be utilized to forecast revenue to help mitigate these effects. The Town will strategically look for other funding sources to replace lost revenues and offset expenditures.

Other Revenue:

All other revenues will be programmed through the annual budget process to meet Town Council's goals.

Positions & Pay Grade Classification (Adopted)

Position Change Summary

Full-time	2020	2021	2022	Adopted 2023	FY Changes
General Government					
ADMINISTRATION	5	6	3	4	1
BUDGET*	-	-	4	4	-
COMMUNICATIONS/OUTREACH	4	4	5	5	-
HUMAN RESOURCES	3	4	4	4	-
FINANCE	5	5	6	6	-
INFORMATION TECHNOLOGY	6	7	8	8	-
	23	26	30	31	1
Public Safety					
POLICE	45	46	49	49	-
FIRE	58	58	61	61	-
	103	104	110	110	-
Development					
INSPECTIONS	10	10	10	10	-
PLANNING	12	12	12	12	-
ENGINEERING	8	8	8	8	-
STORMWATER	3	3	3	4	1
	33	33	33	34	1
Public Works	22	23	25	25	-
Parks & Recreation	15	16	17	17	-
GRAND TOTAL FULL-TIME	196	202	215	217	2
Part-time	2020	2021	2022	Adopted 2023	FY Changes
INFORMATION TECHNOLOGY	0.25	0.25	0.5	0.5	-
FIRE	18	18	3	3	-
POLICE	2.3	2.3	2.3	2.3	-
PLANNING	-	-	-	-	-
PUBLIC WORKS	2	2	2	2	-
PARKS & RECREATION	25.05	30.05	30.80	30.80	-
GRAND TOTAL PART-TIME	47.60	52.60	38.6	38.6	0.80
TOTAL ALL POSITIONS	243.60	254.60	253.6	255.60	13.80

Note: * Budget Department has been broken out as a separate department. Key administration personnel will shift over as of July 1. The transition is shown in FY2022 for purposes of reflecting the added position in FY 2023 to administration.

Fulltime Pay Grade Classification FY2023 – Effective July 1, 2022

Grade	Beginning	End	Classification Title
11	32,593	52,149	RECEPTIONIST
12	34,222	54,755	ADMINISTRATIVE SUPPORT ASSISTANT AQUATICS SPECIALIST
13	35,935	57,493	ATHLETIC FACILITIES MAINTENANCE TECHNICIAN I GROUNDS MAINTENANCE TECHNICIAN I STREET MAINTENANCE TECHNICIAN I COMMUNITY CENTER CUSTOMER SERVICE REPRESENTATIVE
14	37,730	60,369	PLANNING ASSISTANT RECREATION PROGRAM LEADER SENIOR AQUATICS SPECIALIST
15	39,617	63,387	ATHLETIC FACILITIES MAINTENANCE TECHNICIAN II GROUNDS MAINTENANCE TECHNICIAN II POLICE RECORDS TECHNICIAN STREET MAINTENANCE TECHNICIAN II
16	41,596	66,556	FACILITIES MAINTENANCE TECHNICIAN I SENIOR ADMINISTRATIVE SUPPORT ASSISTANT SENIOR ATHLETIC FACILITIES MAINTENANCE TECHNICIAN
17	43,677	69,884	ACCOUNTING TECHNICIAN ATHLETICS FACILITIES MAINTENANCE TECHNICIAN III GROUNDS MAINTENANCE TECHNICIAN III PAYROLL ADMINISTRATOR PERMIT TECHNICIAN
18	45,862	73,378	ADMINISTRATIVE SUPPORT SPECIALIST ENGINEERING SUPPORT SERVICES COORDINATOR FACILITIES MAINTENANCE TECHNICIAN II MECHANIC
19	48,154	77,047	ATHLETICS PROGRAM SPECIALIST DEVELOPMENT SERVICES COORDINATOR FIREFIGHTER FITNESS PROGRAM SPECIALIST RECREATION PROGRAM SPECIALIST
20	50,562	80,899	HUMAN RESOURCES SPECIALIST INSPECTIONS CUSTOMER SERVICE SUPERVISOR PLANNING TECHNICIAN POLICE SUPPORT SERVICE ANALYST FACILITIES MAINTENANCE TECHNICIAN III
21	53,090	84,944	ATHLETICS FACILITIES MAINTENANCE SUPERVISOR AQUATICS MANAGER BUILDING CODES INSPECTOR I CODE ENFORCEMENT OFFICER COMMUNITY RELATIONS LIAISON CULTURAL RESOURCES SPECIALIST ENGINEERING INSPECTOR GROUNDS MAINTENANCE SUPERVISOR MAFC MARKETING AND MEMBERSHIP COORDINATOR MARKETING & EVENTS SPECIALIST MASTER FIREFIGHTER POLICE OFFICER I SENIOR MECHANIC STREET MAINTENANCE SUPERVISOR SUSTAINABILITY SPECIALIST ATHLETICS SUPERVISOR

Grade	Beginning	End	Classification Title
22	55,744	89,191	HUMAN RESOURCES ANALYST
			MASTER POLICE OFFICER
			PLANNER I
			TOWN CLERK
23	58,531	93,650	ENVIRONMENTAL SPECIALIST
			FIRE ENGINEER
			PROJECTS COORDINATOR
			PUBLIC WORKS OPERATIONS ANALYST
			BUILDING CODES INSPECTOR II
24	61,458	98,333	SUSTAINABILITY PROGRAMS COORDINATOR
			COMMUNITY CENTER SUPERVISOR
			FACILITIES AND FLEET SUPERINTENDENT
			FIRE LIEUTENANT
			INFORMATION TECHNOLOGY SUPPORT ANALYST I
			MANAGEMENT AND BUDGET ANALYST
			PARKS & GROUNDS SUPERINTENDENT
			PARKS AND RECREATION PLANNER
			PLANNER II
			PROGRAMS COORDINATOR
			PUBLIC INFORMATION OFFICER
			PURCHASING & CONTRACT MANAGER
			SENIOR POLICE OFFICER
			SOCIAL MEDIA COORDINATOR
25	64,531	103,250	ENGINEERING TECHNICIAN
			SENIOR HUMAN RESOURCES ANALYST
			SENIOR BUILDING CODES INSPECTOR
26	67,757	108,412	ASSISTANT FIRE MARSHAL
			FINANCIAL SYSTEMS MANAGER
			FIRE CAPTAIN
			INFORMATION TECHNOLOGY SUPPORT ANALYST II
			POLICE CORPORAL
			PUBLIC WORKS OPERATIONS MANAGER
			RISK MANAGER
			SENIOR PLANNER
			SMART CITY PROGRAM MANAGER
27	71,146	113,833	SPECIAL PROJECTS COORDINATOR
			STRATEGIC PERFORMANCE MANAGER
			BUDGET MANAGER
			DEPUTY FIRE MARSHAL
			DEVELOPMENT SERVICES SUPERVISOR
			FIRE TRAINING OFFICER
			GIS MANAGER
			NETWORK AND SECURITY ADMINISTRATOR
			POLICE SERGEANT
28	74,702	119,525	SENIOR IT ANALYST
			STORMWATER ENGINEER
			CAPITAL PROJECTS MANAGER
			CONTROLLER
			FISCAL RECOVERY OFFICER
			INSPECTIONS OPERATIONS MANAGER
			PRINCIPAL PLANNER
			RECREATION SUPERINTENDENT

Grade	Beginning	End	Classification Title
29	78,437	125,500	BATTALION CHIEF
			FIRE MARSHAL
			POLICE LIEUTENANT
30	82,359	131,776	ASSISTANT PUBLIC WORKS DIRECTOR
			IT OPERATIONS MANAGER
			PLANNING MANAGER
			SENIOR CAPITAL PROJECTS MANAGER
			STORMWATER ENGINEERING MANAGER
31	86,477	138,365	POLICE CAPTAIN
			ASSISTANT BUDGET DIRECTOR
			ASSISTANT FIRE CHIEF
			ASSISTANT PLANNING DIRECTOR
32	90,802	145,284	DEPUTY FIRE CHIEF
NG	MARKET	BASED	ASSISTANT TOWN MANAGER
			BUDGET DIRECTOR
			CHIEF INFORMATION OFFICER
			COMMUNICATIONS & OUTREACH DIRECTOR
			DEPUTY TOWN MANAGER
			DIRECTOR OF ENGINEERING
			DIRECTOR OF MANAGEMENT SERVICES
			FINANCE DIRECTOR
			FIRE CHIEF
			HUMAN RESOURCES DIRECTOR
			INSPECTIONS DIRECTOR
			PARKS & RECREATION DIRECTOR
			PLANNING DIRECTOR
			POLICE CHIEF
			PUBLIC WORKS DIRECTOR

Note: Market range adjustments/reclassifications were made based on recommendations from our consultant (Billings & Associates) during the annual position study. There is a 5% spread between each grade and a 60% spread within each range (minimum to maximum).

Part-time Pay Grade Classification Fy2023 – Effective July 1, 2022

Grade	Skill Level	Hourly Rates	Classification Title
1	Recreation Aide I	\$10.00	SCOREKEEPER
2	Recreation Aide II	\$11.00	COUNSELOR - Before School* - After School - Summer Camp MINI-BUS DRIVER
3	Recreation Aide III	\$12.00	CENTER AIDE FIELD SUPERVISOR PRESCHOOL PROGRAM ASST.
4	Recreation Aide IV	\$13.00	DUTY OFFICER LIFEGUARD SENIOR PROGRAM AIDE
5	Recreation Aide V	\$15.00	PRESCHOOL LEADER
6	Market Pay	\$15.00 \$16.00 \$24.00	CROSSING GUARD SWIM INSTRUCTOR INSTRUCTORS (ART/FITNESS/SENIOR PROGRAMS) All Others – Rate Varies Depending on Job Assignment

Notes: * Early Arrivals add \$2.00/Critical Shift

User Fee Schedule - Effective July 1, 2022 (Adopted)

Administration Fee Description	FY2022 Fee	Adopted Fee Change	Notes
Ad Valorem Tax	36¢ per \$100	<u>39¢ per \$100</u>	Voter approved Bond Referendum
Ad Valorem Municipal Service District Tax (only impacts those residents located within Service District Area)	10 ¢ per \$100		
Vehicle Tag Fee	\$30.00		
Paper Copies (Includes Certified Documents)			
For Color (If available)– Double Fees			
8 ½" x 11" (one/two sided)	15¢		
8 ½" x 14" (one/two sided)	20¢		
11" x 17" (one/two sided)	25¢		
Site Plans & Construction Drawings (Full Size)	\$8 first sheet, \$1.50 each add 'l sheet		
Site Plans & Construction Drawings (11" x 17")	\$5 first sheet, \$1.00 each add 'l sheet		
Digital Copies			
All documents & maps, except custom, sent via email or FTP site	No Charge		
Documents provided via USB Flash Drive	\$6.00		
Copies from Plotter (Maps)			
17" x 22" (Size C)	\$7.00 first sheet, \$1.50 each add 'l sheet		
22" x 34" (Size D)	\$9.00 first sheet, \$1.50 each add 'l sheet		
34" x 44" (Size E)	\$13.00 first sheet, \$1.50 each add 'l sheet		
Custom Map			
Fee includes One digital version and one hard copy from plotter	Base map fee + \$130.00 per hour		
Development Plans and Documents			
Land Use Plan – Current Version	\$20		
Land Use Plan - Previous Version	\$5		
Town Center	\$40		

Administration Fee Description	FY2022 Fee	Adopted Fee Change	Notes
Transportation Plan – Current Version	\$40		
UDO	\$40		
Other Plans Not Listed Above	\$40		
Off- Site File Retrieval	\$60 per file/specific record		

Statutory authority to assess fees § 132-6.2. Provisions for copies of public records; fees. Reasonable "service fee" may be charged for defined extreme cases requiring "extensive use of IT resources or labor costs of personnel."

Planning Fee Description	FY2022 Fee	Adopted Fee Change	Notes
Comprehensive Plan Amendments			
Comprehensive Plan Amendments - Consultant Peer Review Fee	Actual Cost of Review		
Comprehensive Plan Amendments - Map Amendment	\$1,000		
Comprehensive Plan Amendments - Text Amendment	\$1,000		
Conceptual Master Plan Approval			
Conceptual Master Plan Approval / Major Modifications (includes first 3 reviews)	\$750 + \$30/acre		
Conceptual Master Plan Approval - Minor Modification (includes first 3 reviews)	\$600		
Conceptual Master Plan Approval: 4 th Review and each review thereafter	\$250		
Landscaping & Tree Preservation			
Alternative Landscape Plan	\$250 per requested alternative		
Payment in Lieu for Replacement Tree	\$305 per caliper inch		
Tree Damage Report	Actual Cost of Review		
Ordinance Amendments			
Ordinance Amendment - Conditional	\$1,000 + \$30/acre		
Ordinance Amendment - General Use	\$750 + \$30/acre		
Ordinance Amendment - Planned Development	\$2,000 + \$30/acre		
Ordinance Amendment - Planned Development: Minor Modification	\$600		
Sign Permits			

Planning Fee Description	FY2022 Fee	Adopted Fee Change	Notes
Specific Sign Types – Ground Sign A, Wall Mounted Fascia Sign, Projection Fascia Sign, Awning-Mounted Sign & Marquee Sign	\$135 (Sign less than or equal to 30 sqft); or \$6 per sqft (Sign greater than 30 sqft)		
Specific Sign Types - Bracket Mounted	\$6 per sqft		
Yard Sign A	\$5 per sqft		
Ground Sign B	\$135 (Sign less than or equal to 30 sqft); or \$6 per sqft (Sign greater than 30 sqft)		
Ground Sign C	\$6 per sqft		
Yard Sign B	\$25		
Temporary Sign - Light Pole Banner Sign	\$25 per pole (One-time fee required for initial installation. This is necessary to ensure banner location & brackets comply with UDO standards)		
Temporary Sign - Banner Sign or Sock Sign	\$25 per sign (One-time fee required for initial installation. This is necessary to ensure signs comply with UDO standards)		
Site Plan			
Site Plan: Minor Non-Residential use and Mixed Use (includes first 3 reviews)	\$800 + \$30/acre		
Site Plan: Minor Single Family Attached and Multi-family (includes first 3 reviews)	\$800 + \$25/unit		
Site Plan: Minor Modification (includes first 3 reviews)	\$600		
Site Plan: 4 th review and each review thereafter	\$600		
Site-Specific Development Plan Designation	\$1,015		
Subdivision Approval			
Subdivision Final Plat - Type 1 and Type 2 (includes first 3 paper reviews & mylar review)	\$200 + \$15/lot and \$25/unit (if mixed use has residential component)		
Subdivision Final Plat - Type 1 and Type 2 Each additional review	\$105		

Planning Fee Description	FY2022 Fee	Adopted Fee Change	Notes
Subdivision Final Plat - Determination of Subdivision Exclusion (includes first 3 paper reviews & mylar)	\$200		
Subdivision Final Plat - Determination of Subdivision Exclusion (each additional review)	\$105		
Subdivision Final Plat - Right-of-Way Dedication (includes first 3 paper reviews & mylar review)	\$200		
Subdivision Final Plat - Right-of-Way Dedication Each additional review	\$105		
Subdivision Preliminary - Type 1 / Major Modifications (includes first 3 reviews) * Note: Fee not required for single family attached. See Site Plan fees	\$1,000 + \$25/lot		
Subdivision Preliminary - Type 2/ Major Modifications (includes first 3 reviews) * Note: Fee not required for single family attached. See Site Plan fees	\$800 + \$25/lot		
Subdivision Preliminary - Type 1 and 2: Minor Modification (includes first 3 reviews) * Note: Fee not required for single family attached. See Site Plan fees	\$600		
Subdivision Preliminary - Type 1 and Type 2: 4 th review and each review thereafter	\$600		
Temporary Uses			
Street Vendor Permit	\$50		
Special Event Permit	Tier I - \$100 Tier II - \$25		
Special Event Permit: Late Fee by Tier	Tier I - \$250 (if not submitted 60 day prior to event) Tier II - \$50 (if not submitted 21 days prior to event)		
All Other Temporary General Uses	\$50		
All Other Fees			
Administrative Adjustment	\$250 per requested adjustment		
Administrative Appeal (UDO)	\$610		
Alternative Equivalent of Compliance	\$750 +\$30/acre		
Accessory Structure Fee	\$155		

Planning Fee Description	FY2022 Fee	Adopted Fee Change	Notes
Annexation Petition - Voluntary Annexation	\$360		
Cross Access Waiver	\$250 per cross access point		
Development Agreement	\$1,015		
Development Name Change	\$560		
Food Truck Permit	\$50		
Grave Removal Request	\$230		
Home Occupation Fee	\$50		
Interpretation (UDO)	\$250		
Loading Space Waiver	\$250 per application		
Parking - Alternative Parking Plan	\$250		
Parking - Master Parking Payment-in-Lieu	\$2030 per space		
Parkland Payment Appraisal	Actual Cost of the Appraisal		
Parkland Payment-in-Lieu (Multi-Family)	\$2,472 per unit	<u>\$2,798.30 per unit</u>	<u>Increased annually based on 5-year average for single family PIL</u>
Parkland Payment-in-Lieu (Single-Family attached, detached, duplex and manufactured home dwellings)	1/35 of an acre (predevelopment cost) times the number of dwelling units		
Public Notice Mailing Fee	\$1 per mailed notice		
Public Notice Sign	\$30 per required sign	-	
Request to Waive Limitation on Subsequent Similar Applications	\$255		
Road Closing	\$3,000	-	
Road Name Change	\$560		
Security Fence Plan	\$250		
Special Use Permit	\$1,000 + \$30/acre		
Special Use Permit: Minor Amendment	\$750		
Stockpiling Permit	\$105		
Structures in the Right-of-way (See Section 2.5.24 Right-of-Way Encroachment Agreement Approval)	\$510		
Telecommunications Facility: Small Cell Antenna/DAS [1][2] NOTE: Fees does not apply to those in the right-of-way.	\$100 per facility (first 5)		

Planning Fee Description	FY2022 Fee	Adopted Fee Change	Notes
Telecommunications Facility: Small Cell Antenna/DAS [1][2] NOTE: Fees does not apply to those in the right-of-way.	\$50 per facility (next 20)		
Telecommunications Facility: Small Cell Antenna/DAS [1][2] NOTE: Fees does not apply to those in the right-of-way.	\$500 Consultant Review/Application		
Telecommunications Facility: Colocation	\$1,000		
Telecommunications Facility: New Facility	\$4,500		
Traffic Signal - Town Review Fee	\$385		
Traffic Signal - Consultant Peer Review Fee	Actual Cost of Review		
Transportation Impact Analysis - Town Review Fee	\$700 + \$15/acre		
Transportation Impact Analysis - Consultant Peer Review Fee	Actual Cost of Review		
Variance (also see Riparian Buffer)	\$600 per request		
Waivers to UDO requirements by the Planning Director (not otherwise identified in this fee schedule)	\$250 per requested waiver		
Vesting Determination	\$250		
Zoning Compliance Letter	\$200		
[1] The consultant review fee is included in the Total fee.			
[2] Refer to NC S.L. 2017-159 for additional detail regarding Small Wireless Facilities.			
Engineering Fee Description	FY2022 Fee	Adopted Fee Change	Notes
Engineering Review Fees			
<u>Construction Site Plan Review Fee</u>			
Construction Plan Review includes 3 reviews Note: If submitted concurrent with Site Plan it includes first 4 reviews	\$750 + \$30/acre		
Construction Plan Review Re-submittal 4th review and after	\$560		
Construction Drawing Minor Modification Fee	\$600		
Encroachment/ Irrigation and Drainage Plan Review	\$50		
Encroachment Utility	\$50	0	Included in GS already
Floodplain Development Permit			

Engineering Fee Description	FY2022 Fee	Adopted Fee Change	Notes
Elevation Certificate	\$150		
Map Revision (CLOMR/LOMR)	\$1,000		
Riparian Buffer Development (No practical alternatives) Submittal			
2 Reviews	\$250		
3 rd Review and thereafter	\$75		
Stormwater Plan Review Fee (Includes 3 review or if submitted concurrent with Site Plan includes first 4 reviews.)	\$550 + \$55/acre per disturbed acre		
Re-Submittal Stormwater Plan Review Fee (4 th submittal and each thereafter.)	\$350		
Project Close-Out Fees (Paid upon Project Completion)			
Record Drawing Review - Includes 2 Reviews Note: Morrisville Only, See Town of Cary for fees related to utility As-Builts	\$250		
Re-submittal Record Drawing - 3 rd Review and each Thereafter	\$150		
Stormwater As-Builts - includes 2 reviews	\$250 per SCM		
Stormwater As-Builts - 3 rd Review and each Thereafter	\$125		
Miscellaneous Fees			
Administrative Appeal (EDCM)	\$610		
Alternative Standard (EDCM) - Request for alternative standard	\$250 per request standard		
Bulletin Drawing Review - <i>per review (includes 2 reviews)</i>	\$150		
Interpretation (EDCM)	\$205		
<u>Retaining Wall/Other Structures Submittal</u>			
1st Review	\$200		
2nd Review and each Thereafter	\$100		
Riparian Buffer Variance	\$500		
Stream Buffer Determination	\$250 per Stream		
Stormwater ERU Fee - Per Equivalent Residential Unit (ERU) and billed by Wake County	\$25 per ERU	<u>\$40 per ERU</u>	<i>Stormwater Master Plan Study</i>
Stormwater Variance	\$500		

Engineering Fee Description	FY2022 Fee	Adopted Fee Change	Notes
Infrastructure Fees			
Roadway improvements w/in or adjacent to public right-of-way includes storm drainage, grading, curb and gutter, sidewalks, paving, and street acceptance (includes 1 punch-list walkthrough, 1 post punch-list walkthrough, 1 end of warranty punch-list and 1 final acceptance walkthrough)	\$6.00 per linear foot [NOTE: punch-lists are only valid for 3 months from date of inspection letter unless otherwise allowed for by the Town Engineer. Failure to complete required repairs will result in a new punch-list walkthrough being completed and re-inspection fee required]]		
Street Acceptance Walk Through (Punch-list) Re-inspection	\$50 per street + \$0.50 per linear foot		
Roadway Improvements Re-inspection	\$50 per inspection		
Driveway curb cut includes excavation, forming, and concrete placement	\$50 per driveway opening		
Re-inspection of driveway curb cut	\$50 per driveway opening		
Encroachment in public right-of-way (includes excavation, backfill and work relating to the installation, repair, replacement, and removal of utilities, structures, or other encumbrances within Town R/W)	\$2.00 per linear foot		
Detached single-family dwelling unit (includes one inspection and one re-inspection)	\$150 per lot		
Re-inspection of detached single-family dwelling unit includes 2 additional re-inspections	\$150 per lot		
Sidewalk improvements outside public right-of-way	\$0.50 per linear foot		
Roadway / Fire lane improvements outside of public right-of-way	\$2.50 per linear foot		
Storm drainage improvements outside of public right-of-way	\$1.50 per linear foot		
Drainage swale/ditch improvements (outside of public right-of-way)	\$1.50 per linear foot		
Attached town home dwelling unit (includes one inspection and one re-inspection)	\$75 per lot		
Re-inspection of attached town home dwelling unit (includes two additional re-inspections)	\$75 per lot		

Engineering Fee Description	FY2022 Fee	Adopted Fee Change	Notes
Greenway (Public and Private)	\$0.50 per linear foot		
Apartments, commercial, office, institutional, and industrial lots (includes one inspection and one re-inspection)	\$400 per building		
Re-inspection of apartments, commercial, office, institutional, and industrial lots (includes two additional re-inspections)	\$400 per building		
Stormwater Facility(ies) Inspection (includes 1 inspection and 1 re-inspection)	\$250 per facility		
Stormwater Facility(ies) Re-inspection	\$100 per inspection		

Inspections Fee Description	FY2022 Fee	Adopted Fee Change	Notes
Residential -Single Family Dwelling & Single-Family Townhome			
New Single Family & Duplex up to 1,200 sqft per dwelling	\$600		
New Single Family & Duplexes over 1,200 sqft per dwelling	\$600+ \$0.25 per sqft		
*Gross floor area served by either mechanical, plumbing, or electrical systems and suitable for occupant's use within the inside perimeter of the exterior walls - to include garages, corridors, stairs, closets, or other features such as decks, porches, or bonus rooms.			
Residential Addition:			
Bedrooms, bathrooms, sunrooms, or similar addition with up to 400 sqft	\$250		
Bedrooms, bathrooms, sunrooms, or similar addition with over 400 sqft	Same as New Single Family		
Multi-Family Dwelling	\$600 first unit (per unit)		
Manufactured home or construction trailer (includes piers, tie-downs, steps, decks, electrical, plumbing & mechanical)	\$250		
Modular Units/Dwellings Moved on Lot	\$80 each trade + \$0.25 per sqft		
Residential Accessory Structure - includes attached deck, garage, open porch, etc. Or detached shed or garage of more than 144 sqft or greater	\$80 each trade + \$0.25 per sqft		
Residential Alteration, Change Out or Individual Trade - Building, Electrical Plumbing, or Mechanical	\$80		
Electrical Service or Gas Utility - Conditional Power and/or Conditional Mechanical	\$80		
Non – Residential/Commercial			
Based on total construction cost of all trades including both labor and materials, fire suppression, and alarm systems if applicable. Permits limited in project scope to change outs are based off cost of construction of highest single trade only.			
\$0 - \$2,500	\$250		
\$2,501 - \$7,500	\$300		
\$7,501 - \$15,000	\$400		
\$15,001 - \$25,000	\$600		
\$25,001 - \$50,000	\$850		
\$50,001 - \$100,000	\$1,500		

Inspections Fee Description	FY2022 Fee	Adopted Fee Change	Notes
\$100,001 - \$200,000	\$3,000		
\$200,001 - \$350,000	\$5,000		
\$350,001 - \$500,000	\$6,500		
\$500,001 - \$750,000	\$8,500		
\$750,001 - \$1,000,000	\$10,500		
over \$1,000,000	\$10,500 + .20% (.0020) of everything over \$1,000,000		
<u>Single dwelling unit change out</u>		<u>\$80/same as residential change out</u>	<u>Change out within a single dwelling unit. Multiple dwelling units based on commercial cost of construction.</u>
Other Fees			
Application Re-processing	\$80		
Residential Irrigation Permit Only	\$80		
Commercial Irrigation Permit Only	\$200		
Residential - New Single Family & Townhome Plan review fee	\$100		
Commercial - Plan Review Fee (non-refundable)	New Construction-\$200 Alterations/Upfits/Single Trade-\$100, \$50 per shop drawing added to a permit		
Re-review Fee	\$80		
Plan Change Commercial	\$150		
Plan Change-New Residential	\$100		
Plan Change-Existing Residential	\$50		
<u>Re-Inspection Fee</u>	\$80 each trade		
Homeowner Recovery Fee	\$10		
Demolition Permit	\$200		
Temporary Electrical Power - Tree sales, etc..	\$80		
Work Without a Permit	Double Permit Fee		
Permit Issued	Forfeit Fees		
Refund Policy - Expired	Forfeit Fees		
Weekend Inspection	\$125 per hour with a minimum of 3 hours		

Inspections Fee Description	FY2022 Fee	Adopted Fee Change	Notes
After Hours Inspection (Monday through Friday)	\$75 an hour with a minimum of 2 hours		
Temporary Structure	\$80		
Temporary Occupancy Request	\$250		
Temporary Occupancy Request-Same Day	\$500		
Safe to Stock Request	\$150		
Building Plan Express Review	\$600		
Building Plan Express Review each quarter hour thereafter	\$150		
Building Plan Express cancellation fee, minimum 3-day notice required	\$200		
Change of Contractor	\$50		
Miscellaneous	\$80		
Same Day Inspection	\$125 per inspection commercial, \$80 per inspection residential (Single Family Dwelling & Single-Family Townhome)		
Cancelled Inspection Fee	\$80		
Stop Work Order	\$150		
Police Fee Description	FY2022 Fee	Adopted Fee Change	Notes
Residential & Commercial False Alarm Fees			
1 - 3 false alarms annually along with official notification from the Chief of Police	No Charge		
4 - 5 consecutive false alarms at same address during same year	\$80.00 per false alarm		
6 - 8 consecutive false alarms at same address during same year	\$150.00 per false alarm		
9 - 10 consecutive false alarms at same address during same year	\$200.00 per false alarm		
> 10 consecutive false alarms occurrences at same address during same year	\$300.00 per false alarm		

Fire Fee Description	FY2022 Fee	Adopted Fee Change	Notes
Fire Inspection Service Fees			
Single Family attached/detached, commercial, industrial, office, etc.... based on square footage			
Inspection Fee			
1-2,500 sqft	\$50.00		
2,501 - 5,000 sqft	\$75.00		
5,001 - 10,000 sqft	\$100.00		
10,001 - 25,000 sqft	\$125.00		
25,001 - 50,000 sqft	\$150.00		
50,001 - 100,000 sqft	\$175.00		
100,001 - 500,000 sqft	\$225.00		
>500,000 sqft	\$325.00		
1st Re - Inspection Fee	No Fee		
If violations still exist issue another warning, assess fee included with initial fire inspection			
2nd & 3rd Re - Inspection Fees	2 nd Re-Inspection	3 rd Re-Inspection	
1-2,500 sqft	\$75.00	\$100.00	
2,501 - 5,000 sqft	\$75.00	\$100.00	
5,001 - 10,000 sqft	\$75.00	\$100.00	
10,001 - 25,000 sqft	\$75.00	\$100.00	
25,001 - 50,000 sqft	\$75.00	\$100.00	
50,001 - 100,000 sqft	\$75.00	\$100.00	
100,001 - 500,000 sqft	\$75.00	\$100.00	
>500,000 sqft	\$75.00	\$100.00	
If violations corrected - no fee. If violations still exist 2 nd /3 rd warning (time TBD by inspector) assess fee (below).			
Subsequent Offense	1 st	2 nd	3 rd
1-2,500 sqft	\$100	\$200	\$500
2,501 - 5,000 sqft	\$100	\$200	\$500
5,001 - 10,000 sqft	\$100	\$200	\$500
10,001 - 25,000 sqft	\$100	\$200	\$500
25,001 - 50,000 sqft	\$100	\$200	\$500
50,001 - 100,000 sqft	\$100	\$200	\$500

Fire Fee Description	FY2022 Fee			Adopted Fee Change	Notes
100,001 - 500,000 sqft	\$100	\$200	\$500		
>500,000 sqft	\$100	\$200	\$500		
Example: Locked/Blocked Exits, Over Capacity, etc....					
Violations from date of 2nd Re-inspection Fee	\$25.00 per day for each violation				
Fire Inspection Service Fees					
<u>Apartments, Hotel/Motel and Condominiums</u>					
Inspection Fee					
3 - 9 Units	\$50.00				
10 - 19 Units	\$100.00				
20 - 29 Units	\$150.00				
30 - 49 Units	\$200.00				
50 -99 Units	\$225.00				
100 Units	\$250.00				
1st Re-Inspection Fee	No Fee				
Subsequent 2 nd & 3 rd Re-Inspection Fees	2 nd Re-Inspection	3 rd Re-Inspection			
3 - 9 Units	\$75.00	\$100.00			
10 - 19 Units	\$75.00	\$100.00			
20 - 29 Units	\$75.00	\$100.00			
30 - 49 Units	\$75.00	\$100.00			
50 -99 Units	\$75.00	\$100.00			
100 Units	\$75.00	\$100.00			
Other Fire Inspection Fees					
<u>After Hours Commercial Fire Inspection</u>					
Monday - Friday	\$100.00 8a-5p, min. 2 hours				
Saturday - Sunday	\$200.00 include after hours, min. 3 hours				
2 hours minimum if already at work and 3 hours minimum if inspector must leave from his/her residence.					
Water Flow Testing	\$150.00				
Witness Flow Testing	\$75.00				
Fire Hydrant & Fire Lane No Parking Violations	\$75.00				

Fire Fee Description	FY2022 Fee	Adopted Fee Change	Notes
Pine Straw Violation	\$500.00		
<u>Private Fire Hydrant Non-Maintaining</u>			
1st Non-Compliance	\$250.00		
2nd Non-Compliance	\$500.00		
3rd Non-Compliance	\$1,000.00		
<u>Misc. Test</u>	\$50		
ABC License Application Inspection	\$60.00 Minimum or based on square footage, whichever is greater		
Work & Modification without plan submittal & approval (Fire Alarms & Sprinklers)	\$200.00		
<u>Fire Alarm System Reset</u>			
1st-3rd Offenses	\$250/occurrence		
4th Offense on	\$1,000/occurrence		
False Alarm Offense (4 Complimentary per Calendar Year)	\$150 for 4th offense, \$300 for 5th offense and \$500 for each offense after in the same calendar year		
Fire Permit Fees			
Amusement Buildings	\$70		
Carnival & Fairs	\$70		
Combustible Dust Producing Operations	\$70		
Covered Mall Building- Certain Indoor Activities	\$70		
Exhibits & Trade Shows	\$70		
Explosive Materials/Blasting	\$70		
Flammable & Combustible Liquids	\$70		
Fogging Hazardous Chemicals	\$150		
Fumigation & Insecticidal Fogging	\$70		
Fumigation & Thermal Insecticide	\$70		
Liquid or gas vehicles inside of an Assembly building	\$70		
Pitt Burning	\$70		
Private Fire Hydrants	\$70		

Fire Fee Description	FY2022 Fee	Adopted Fee Change	Notes
Public Fireworks Display	\$150		
Pyrotechnic Special Effects Material	\$70		
Spraying or Dipping	\$70		
Tents	\$70		
Underground Tank Removal	\$150 per Tank		
Fire Service Fees			
<i>Fire Watch</i>	\$75 per hour		
<i>Public Education Employer Mandated Training</i>	\$25 per hour		
<i>Company Standby Fee</i>	\$200 per hour		
<i>Express Fire Plan Review Fee</i>	\$300		
<i>Resident Camp Fee</i>	\$125		
<i>Non-Resident Camp Fee</i>	\$188		

Parks Fee Description	FY2022 Fee	Adopted Fee Change	Notes
MAFC Membership			
<u>Daily Passes</u>			
Adult age 15-54 Senior age 55+ Youth age 12 - 22 Children age 3-14 (under 3 free)	Res \$5 / Non \$6 Res \$4 / Non \$5 Res \$3 / Non \$4 Res \$2 / Non \$3		
<u>Punch Passes (10 daily visits)</u>			
Adult age 15-54 Senior age 55+ Youth age 12 - 22 Children age 3-14 (under 3 free)	Res \$40 / Non \$50 Res \$30 / Non \$40 Res \$20 / Non \$30 Res \$15 / Non \$25		
Membership Fees - 1 year			
Adult age 23-54 Senior age 55+ Young Adult age 15-22 Child Add-on age 3-14 (under 3 free)	Res \$300 / Non \$350 Res \$255 / Non \$335 Res \$255 / Non \$335 Res \$150 / Non \$200 per child		
Monthly Membership Adult age 23-54 Senior age 55+ Young Adult age 12-22 Child Add-on age 3-14 (under 3 free)	Res \$32 / Non \$36 Res \$30 / Non \$33 Res \$30 / Non \$33 Res \$13 / Non \$17 per child	Res \$35 / Non \$40 Res \$29 / Non \$35 Res \$29 / Non \$35 Res \$14 / Non \$17 per child	

Parks Fee Description	FY2022 Fee	Adopted Fee Change	Notes
Monthly Membership - Bank Draft/credit card Adult age 23-54 Senior age 55+ Young Adult age 15-22 Child Add-on age 3-14 (under 3 free)	Res \$30 / Non \$35 Res \$28 / Non \$32 Res \$28 / Non \$32 Res \$12 / Non \$16 per child	Res \$30 / Non \$35 Res \$27 / Non \$32 Res \$27 / Non \$32 Res \$13 / Non \$15 per child	
Aquatics (varying age groups)			
Morning or Evening Swim Lessons	Res \$ 61 / Non \$82		
Stroke School	NA	Res \$ 61 / Non \$82	
Adult Lessons	NA	Res \$ 61 / Non \$82	
Parent/Tot Lessons	NA	Res \$ 61 / Non \$82	
Athletics (varying age groups)			
Youth Soccer Programs	Res \$53 / Non \$78		
Youth Baseball Programs	Res \$53 / Non \$78		
Girls Volleyball Program	Res \$53 / Non \$78		
Youth Basketball Programs	Res \$72/ Non \$103		
Jr. Basketball Programs	Res \$53 / Non \$78		
Adult Corporate League Basketball Programs age 18+	\$460 Team Fee; plus \$25 each non-residential team member		
Fitness (varying age groups/dates/times)			
Teen Fit age 12-15	Free for members, daily visit cost or punch pass	Res \$64/ Non \$74	
Shotokan Karate for Adults or Youth	Res \$53 / Non \$79 Res \$40 / Non \$59 (short sessions)	Res \$53/ Non \$79	
Line Dancing age 18+	Free		Line dancing program at the senior center
Women on Weights		Res \$64/Non \$74	
Aerobics Classes	Free for members / Nonmembers pay Daily Pass rate / insurance-based member fees	Part of membership or daily fee	
Water Aerobics Classes	Free for members / Nonmembers pay Daily Pass rate / insurance-based member fees	Part of membership or daily fee	
Tai Chi	Free		
Youth Programs			

Parks Fee Description	FY2022 Fee	Adopted Fee Change	Notes
Early Arrivals grades K-5	Rec \$20 / NR \$24 (weekly)		
After School grades K-5	Res \$25/week/program (up to 2 programs) NR \$30/week/program (up to 2 programs)		
Teacher Workday Camps	Res \$37 / Non \$53 per session		
Early Release Days	Res \$15 / Non \$22 per session		
<u>Summer Camps</u>			
Deposit - nonrefundable	\$50/session		
Camp Wiggle Worms age 3-5	Res \$100 / Non \$125 per week session		The staff will no longer offer this program.
Camp Cedar Fork Jr. rising Kindergarteners	Res \$160 / Non \$225 per week session		Staff has combined this program with the other Cedar Fork Summer Camp Program.
Camp Cedar Fork rising kindergarteners -5 (rising 5th graders)	Res \$140 / Non \$195 per week session		
Camp Cedar Fork Sr (rising 6 - 8 graders)	Res \$140 / Non \$195 per week session		
Counselor in Training (CIT) Camp (rising 9 graders)	Res \$140 / Non \$195 per week session		
<u>Education Classes</u>			
Academic Adventures in Kindergarten Readiness ages	Res \$150 / Non \$225 per session daily		
Ready, Set, Go A	Res \$950 / Non \$1,250 per year daily		
Ready, Set, Go B	Res \$1,500 / Non \$2,000 per year		
Senior Programs			
Senior BINGO	\$1 per card	\$1 per card plus \$1 per person	
Senior Dominoes Night	\$1 for everyone		
Senior Friday Game Day	Free		
Senior Game Night	Free		
Senior Flex & Balance	Free for members / Nonmembers pay Daily Pass rate		
Senior Yoga	TBD		

Parks Fee Description	FY2022 Fee	Adopted Fee Change	Notes
Senior Mat Yoga	TBD		
Silver Sneakers Membership & Silver Sneakers Classic	Free for members / Nonmembers pay Daily Pass rate		
Arthritis Foundation Tai Chi	Free for members / Nonmembers pay Daily Pass rate		
Senior Center Exercise/Fitness Class	Free		
Senior Center Monthly Fitness Pass	N/A		
Senior Center Game Times	Free		
Senior Education Classes			Variable based on program costs
Senior Center Luncheons			Variable based on program costs
Senior Trips			Variable based on program costs
Sponsorships			
<u>Athletics - Sports Leagues per season</u> MVP Sponsor All-Star Sponsor Team Captain Sponsor Home Run Sponsor	\$750 1 league / 16 or more Teams \$625 1 league / 11-15 teams \$475 1 league / 6-10 teams \$300 1 league / 5 or less teams		
<u>Special Events</u> Opportunities vary year to year	programs and fees vary		
Park Facility Rentals			
<u>Cedar Fork Community Center</u>			
Deposit (2 hours minimum)	\$100 / \$200 after hours		
Classrooms During hours After hours Kitchen usage fee	Res \$39 per hr / Non \$59 per hr Res \$67 per hr / Non \$97 per hr \$22		
Gymnasium 1 Court during hours 1 Court after hours Both courts during hours Both courts after hours	Res \$30 per hr / Non \$44 per hr Res \$57 per hr / Non \$85 per hr Res \$57 per hr / Non \$85 per hr Res \$85 per hr / Non \$126 per hr		

Parks Fee Description	FY2022 Fee	Adopted Fee Change	Notes
Gym Floor Covering Fee (during hours only)	\$225		
Volleyball Standards Setup	\$45		
<u>Morrisville Aquatics & Fitness Center</u>			
Deposit (during hours)	\$100		
Multipurpose Room (during hours)	Res \$36 per hr / Non \$54 per hr		No longer available
<u>Historic Christian Church</u>			
Deposit (2 hours minimum)	\$200.00		
Meeting Hall (8am - 9pm)	Res \$43 per hr / Non \$64 per hr	Res \$60 per hr / Non \$75 per hr	
<u>Luther Green Community Center</u>			
Deposit (2 hours minimum)	\$100.00		
Meeting Hall (8am - 9pm)	Res \$43 per hr / Non \$64 per hr		
<u>Shelter Rentals</u>			
Deposit (all shelters)	\$100 per shelter/\$200 for special event		
Church Street Park	Res \$79 / Non \$105 1/2 day Res \$158 / Non \$210 all day		
Morrisville Community Park Shelter	Res \$79 / Non \$105 1/2 day Res \$158 / Non \$210 all day		
Nathaniel Mayo Shelter	Res \$79 / Non \$105 1/2 day Res \$158 / Non \$210 all day		
Northwest Park Shelter	Res \$79 / Non \$105 1/2 day Res \$158 / Non \$210 all day		
Indian Creek Trailhead Shelter	Res \$64 / Non \$89 1/2 day Res \$128 / Non \$178 all day		

Parks Fee Description	FY2022 Fee	Adopted Fee Change	Notes
<u>Athletic Field Rentals (per field)</u>			
Deposit (all fields)	\$100 per field/ \$200 for special event		
Field Prep (all fields)	\$42.00		
Light Fee (all fields except Church Street)	\$27 per hr		
Church Street Park Fields	Res \$55 / Non \$75		
Church Street Park Field Light Fee	\$40 per hour		
Church Street Park Pitch Prep Fee (weekend)	\$100	\$35 hr. for staff time	Charging per hours needed can vary with weather
Crabtree Nature Park Field	Res \$28 / Non \$38		
Morrisville Community Park Fields	Res \$43 per hr / Non \$54 per hr		
Shiloh Park Fields	Res \$43 per hr / Non \$54 per hr		
Cedar Fork District Park Fields 1 -8	Res \$43 per hr / Non \$54 per hr		
Other			
Administrative Refund Fee	\$5 or 5% of transaction, whichever is higher		
Membership Replacement Fee	\$5		

Disclaimers apply to all User Fees unless specifically designated by the disclaimer.

- The Town Manager is authorized to waive the processing fees subject to administrative review authority that are considered "de minimus" or erroneous circumstances relating to minor site plan modifications such as switching from one tree species to another, shifting the location of several parking spaces, changing from one brick color to another or correcting review mistakes.*
- The Parks and Recreational Fees follow the guidelines for the Parks, Recreation and Cultural Resources Fees and Charges Policy.*
- The foregoing User Fee Schedule does not apply to local governments. Applications shall be made in accordance to processes and work will comply with UDO and inspected per Code, but not fee will be assessed.*

Glossary of Terms

Account – A separate financial reporting unit for budgeting, management, or accounting purposes. All budgetary transactions, whether revenue or expenditure, are recorded in accounts.

Accounts Payable – A short term liability account reflecting amounts owed to private persons or organizations for goods and services received by the Town.

Accounts Receivable – An asset account reflecting amounts due from private persons or organizations for goods and services furnished by the Town.

Accrual Basis – The recording of the financial effects on an entity of cash transactions in the periods in which they occur rather than the periods in which the cash is received.

Ad Valorem Taxes – Commonly referred to as property taxes, are levied on the value of real, certain personal, and public utility property according to the property's valuation and tax rate.

Adopted Budget – The budget approved by the Town Council and enacted through a budget ordinance adopted on or before June 30 of each year.

Appropriated Fund Balance - The amount of fund balance budgeted as revenue to offset expenses that exceed current revenue.

Appropriation – This is the legal authorization granted by the Town Council to expend or obligate funds for specific purposes. An appropriation usually is limited in the amount and time that it may be expended. The Council appropriates annually, at the beginning of each

fiscal year, by department, based upon the adopted Budget. Additional appropriations may be approved by the Council during the fiscal year by amending the Budget and appropriating the funds for expenditure.

Assessed Value – The value of real estate or personal property as determined by the Wake County Tax Assessor as a basis for levying property taxes.

Asset – A probable future economic benefit obtained or controlled by the Town as a result of past transactions or events.

Audit – An examination, usually by an official or private accounting firm retained by the Town Council that reports on the accuracy of the annual financial report.

Authorized Positions - Employee positions that are authorized in the adopted budget to be filled during the fiscal year.

Balanced Budget – Occurs when planned expenditures equal anticipated revenues. In North Carolina, it is a requirement that the budget submitted to the Town Council be balanced.

Base Budget – Those resources necessary to meet established and existing routine service levels.

Basis of Accounting & Basis of Budgeting – The system under which revenues, expenditures, expenses, and transfers – and the related assets and liabilities – are recognized in accounts and reported in financial statements. It specifically relates to the timing of the measurements made.

Bond – a written promise to pay a designated sum of money (the principal) at a specific date in the future, along with periodic interest at a specified rate. The payment on bonds is identified as Debt Service. Bonds are generally used to obtain long-term financing for capital improvements.

Bond Rating – A grade indicating a governmental unit's investment qualities. Generally speaking, the higher the bond rating, the more favorable the interest rate and the lower the cost of financing of capital projects funded by bonds. A high rating is indicative of the government's strong financial position.

Bond Referendum – An election in which registered voters vote on whether the Town will be allowed to issue debt in the form of interest-bearing bonds.

Budget – A financial plan containing estimated expenditures and resources covering a fiscal year.

Budget Adjustment Transfer – the transfer of funds between line accounts within a function or across functional areas in accordance with policy. Authority is granted by Town Council to Budget Officer/Designee.

Budget Amendment – A revision of the adopted budget that, when approved by the Town Council, replaces the original provision. Budget amendments occur throughout the fiscal year as spending priorities shift.

Budget Calendar – The schedule of key dates which the Town follows in the preparation and adoption of the budget.

Budget Document – The official written statement prepared by the Town's staff and presented to the Town Council containing the proposed financial plan for the fiscal year.

Budget Message – A written summary of the proposed budget to the Town Council which discusses major budget issues and recommendations.

Budget Ordinance – The official enactment by the Council establishing the legal authority for staff to obligate and expend funds.

CAFR – Comprehensive Annual Financial Report. The official annual report of a government.

Capital Improvement Plan (CIP) – A plan of proposed capital outlay to be incurred each year over a fixed number of years to meet capital needs.

Capital Outlay – Outlays which result in the acquisition (either new or replacement) or additions to fixed assets having a significant value (\$5,000 or more) and possessing a useful life of more than one year.

Capital Project – Major construction, acquisition, or renovation activities which add value to physical assets or significantly increase their useful life.

Capital Project Fund – A fund used to account for financial resources accumulated for the acquisition or construction of major capital facilities.

Capital Reserve Fund - A type of account on a municipality's balance sheet that is reserved for long-term capital investment projects or any other large and anticipated expense(s) that will be incurred in the future. This type of reserve fund is set aside to ensure that the company or municipality has adequate funding to at least partially finance the project.

Chart of Accounts – A chart that assigns a unique number to each type of transaction and to each budgetary unit in the organization.

COLA – A Cost-of-Living Adjustment is an increase in salaries to offset the adverse effect of inflation on compensation.

Consumer Price Index (CPI) – A statistical description of price levels provided by the U.S. Department of Labor. The index is used as a measure of the increase in the cost of living (economic inflation).

Contingency Account – Account in which funds are set aside for emergency and exceptional expenditures that may become necessary during the year and which have not otherwise been provided for in the context of the annual operating budget.

Debt Service – Payment of interest and repayment of principal on Town debt.

Deficit – The amount by which expenditures exceed revenues during an accounting period.

Department – An organizational unit within the Town which is functionally unique in its delivery of services or activities.

Depreciation – Expiration in the service life of fixed assets, other than wasting assets, attributable to wear and tear, deterioration, action of the physical elements, inadequacy, and obsolescence. The portion of the cost of a fixed asset, other than a wasting asset, charged as an expense during a particular period. In accounting for depreciation, the cost of a fixed asset, less any salvage value, is prorated over the estimated service life of such an asset, and each period is charged with a portion of the cost. Through this process, the entire cost of the asset is ultimately charged off as an expense.

Designated Fund Balance – Monies over the years that remain unspent after all budgeted expenditures have been made, but which are

reserved for specific purposes and are unavailable for appropriation.

Effectiveness Measure – A performance measure identifying quality or extent to which an organization is obtaining its objectives (i.e. Percentage of year waste/leaf collection points serviced on time)

Efficiency Measure – A performance measure identifying inputs used per unit of output, or unit of cost (i.e. Cost per ton of yard waste/leaves collected)

Encumbrance – The commitment of appropriated funds to purchase an item or service.

Enterprise Fund – A fund that accounts for operations that are financed and operated in a manner similar to private business enterprises. Operations are financed from charges to users for services provided.

Expenditure – The cost of goods or services whether payment has been made or not.

Fees – A general term used for any charge levied by the Town associated with providing a service or permitting an activity.

Fiduciary Fund – A special classification fund used to account for assets held by the Town in a trustee capacity on behalf of outside parties, including other governments.

Fiscal Year (FY) – A twelve-month period which determines the time frame for financial reporting, budgeting, and accounting.

Fixed Assets – Long-lived tangible assets obtained or controlled as a result of past transactions, events or circumstances.

Fund – A fiscal entity with revenues and expenses that are segregated for the purpose of accounting for an activity(s) with common objectives.

Fund Balance – The excess of the assets of a fund over its liabilities.

GAAP – Generally accepted accounting principles. A uniform minimum standard used by state and local governments for financial recording and reporting; established by the accounting profession through the Governmental Accounting Standards Board.

General Fund – A fund that accounts for most of the basic government services such as public safety, streets and highways, sanitation, parks and recreation, and general government services.

General Obligation Bonds – Bonds issued by a government entity which are backed by its full faith, credit and unlimited taxing authority.

Goal – a statement of Council direction, purpose or intent based on the needs of the community. A goal is general and timeless; that is, it is not concerned with a specific achievement in a given time period.

Grants – Contributions or gifts of cash or other assets from another government to be used or expended for a specified purpose, activity, or facility.

In Lieu of Taxes – A contribution by benefactors of Town services who are tax exempt.

Interest – Compensation for the use of borrowed money, generally expressed as an annual percentage of the principal amount.

Interfund Transfers – The movement of moneys between funds of the same governmental entity.

Interfund Loan - The loan of moneys between funds of the same governmental entity for cash flow purposes with full intent to reimburse.

Intergovernmental Revenue – Revenue received from another government for general purposes or special intent.

Law Enforcement Officer's (LEO) Special Separation Allowance – A single-employer defined benefit plan that provides retirement benefits to the Town's qualified sworn law enforcement officers.

Lease – A contract for temporary use of equipment or facilities at a negotiated price.

Levy – To impose taxes for the support of government services and activities.

Liabilities – Probable future sacrifices of economic benefits arising from present obligations of a particular entity to transfer assets or provide services to other entities in the future as a result of past transactions or events.

Local Government Budget and Fiscal Control Act – General Statute of the State of North Carolina governing budgetary and fiscal affairs of local governments.

Local Government Commission (LGC) – A division of the North Carolina Department of State Treasurer that is primarily responsible for the approval, sale, and delivery of local government bonds and notes as well as monitoring certain fiscal and accounting standards.

Mission – A broad statement outlining the Town's purpose for existing.

Modified Accrual Basis – A method for accounting for the receipt and expenditure of funds whereby revenues are recorded when they

become measurable and available and expenditures are recorded when the liability is incurred.

Moody's Investor Service – A recognized bond rating agency.

Net Bonded Debt – The amount calculated as gross bonded debt less debt service monies available at year-end less debt payable from Enterprise Revenues, which ultimately equates to amounts to be repaid through property taxes.

North Carolina Municipal Council - A recognized bond rating agency.

Objective – a statement of specific direction, purpose, or intent to be accomplished by staff within a program.

Operating Budget – Includes all funds except those accounted for in the capital budget. The Operating Budget is adopted by the Town Council by budget ordinance amendment on a fiscal year basis.

Operating Expenses – The cost of contractual services, materials, supplies and other expenses not related to personnel expenses and capital projects.

Per Capita Debt – The amount of the Town's debt divided by the population. It is used as an indication of credit position by reference to the proportionate debt borne per resident.

Performance Measurement – Any systematic attempt to learn how responsive a government's services are to the needs of constituents through the use of standards, workload indicators, etc....

Personnel Expenses – Cost of salaries, wages, and fringe benefits such as employer's share of social security contributions, retirement

expenses, and health and life insurance payments.

Powell Bill Funds – Revenue from state-shared gasoline tax which is restricted for use on maintenance of local streets and roads.

Proprietary Funds – A fund that accounts for operations that are financed and operated in a manner similar to private business enterprises. Operations are financed from charges to users for services provided. Also referred to as an Enterprise Fund.

Resources – Assets that can be used to fund expenditures such as property taxes, charges for services, beginning fund balances, or working capital.

Revenue – A term used to represent actual or expected income to a specific fund.

Retirement Healthcare Fund (OPEB) – A legal trust fund having been established to account for the collection of assets to be expended for medical coverage for retired Morrisville employees up to the age of Medicare eligibility.

Special Revenue Fund – Funds that are set aside to pay for large expenditure items. The fund provides a means to provide consistent funding from General Fund without competition with other community investment projects or increasing debt.

Standard & Poor's Corporation – A recognized bond rating agency.

Structurally Balanced Budget – A balanced budget that supports financial sustainability for multiple years into the future.

Surplus – The amount by which revenues exceed expenditures.

Tax Base – The total assessed valuation of real property within the Town.

Tax Levy – The product when the tax rate is multiplied by assessed values.

Tax Rate – The amount per \$100 pf property valuation that is levied for the support of government services or activities.

Transfer – An appropriation to or from another fund. A transfer is the movement of money from one fund to another to (wholly or partially) support the functions of the receiving fund.

Unencumbered Balance – The amount of an appropriation that is neither expended nor

encumbered. It is essentially the amount of money still available for future purchases.

Unassigned Fund Balance – That portion of resources, which at year's end, exceeded requirements and has not been assigned to some future time for a specific project or use. Money in the unassigned fund balance is not in the Budget and therefore has not been appropriated for expenditure. However, those funds are available for use if the need arises in accordance with Town Policy.

Workload Measure – A performance measure identifying how much or how many products or services were produced (ex. Number of yard waste/leaf collection points served).

Common Acronyms

ACFR	Annual Comprehensive Financial Report	LEED	Leadership in Energy and Environmental Design
ARPA	America Rescue Plan Act	LGC	Local Government Commission
CALEA	Commission on Accreditation for Law Enforcement Agencies	LGERS	Local Government Employee's Retirement System
CIP	Capital Investment Program	LUP	Land Use Plan
CO	Certificate of Occupancy	MSD	Municipal Service District
DENR	Department of Environment and Natural Resources	NCDOT	North Carolina Department of Transportation
DMV	Department of Motor Vehicles	NCDWQ	North Carolina Department of Water Quality
EEO	Equal Employment Opportunity	NCLM	North Carolina League of Municipalities
EMS	Emergency Management Services	NFPA	National Fire Protection Agency
EPA	Environmental Protection Agency	NPDES	National Pollutant Discharge Elimination System
ETJ	Extra Territorial Jurisdiction	OPEB	Other Post Employment Benefits
FEMA	Federal Emergency Management Administration	OSHA	Occupational Safety and Health Act
FT	Full-time	PIL	Payment in Lieu
FTE	Full-time Equivalent	PPIL	Parkland Payment in Lieu
FY	Fiscal Year	PIO	Public Information Officer
GAAP	Generally Accepted Accounting Principles	PO	Purchase Order
GASB	Governmental Accounting Standards Board	PT	Part-time
GFOA	Government Finance Officers Association	TIA	Traffic Impact Analysis
GO Bonds	General Obligation Bonds	TIP	Transportation Improvement Program



FY2023 Annual Operation Budget & Capital Investment Program

orrisville

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Presented by: Martha Paige, Town Manager/Budget Officer