AGENDA

Tuesday, February 25, 2025: 3:00 PM
Town Council Work Session
C. Michael Haney Community Room: Southern Pines Police Department
450 W. Pennsylvania Ave

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. TOWN MANAGER'S COMMENTS

4. ACTION ITEMS

a. MAPP-05-24: Written Decision for Bethesda Road Preliminary Plat

Planning staff have prepared a draft Written Decision for application MAPP-05-24, Bethesda Road Preliminary Plat, for the Town Council's review and approval. The Preliminary Plat was approved at the February 11, 2025 Regular Meeting.

5. COUNCIL UPDATES AND DISCUSSION

a. County Land Use Plan Update

County Land Use Plan Committee member Frank Quis will update the Council regarding progress of the Plan, answering questions and seeking feedback from the Council.

b. Alcohol Sales at Farmers Market

Cameron-based James Creek Cider House has approached the Town about selling their hard ciders at our Famers Market. The intent is to sell closed bottles for off premise consumption elsewhere. With some minor amendments to the Code of Ordinances, this request could be permitted, if Council desires.

c. Finance Department Update

Staff will provide further information to Council regarding questions that arose during the Annual audit regarding Fund Balance. A review of major revenues and expenditures through December of 2024 will also be offered.

d. Planning Department Update

Staff will update Council on applications advancing from the Planning Board to Council, the latest news on Senate Bill 382, Phase 2 implementation efforts related to the 2040 Comprehensive Plan. Staff will also present information about the Planning Department's administrative fees and request feedback and guidance from the Town Council.

e. NCDOT U5815/5815 (US1/15-501) Utility Relocation Agreement

The NCDOT U5814/5815 (US1/15-501) project has begun work through a Construction Manager at Risk. The project involves the relocation of Town owned water and sewer utilities. In accordance with NCGS § 136-27.1, the Town is responsible for 25% of the non-betterment cost of the relocation of water and sewer utilities associated with NCDOT projects. NCDOT has provided the attached Utility Relocation Agreement based on pricing from the utility subcontractor. Staff will review the agreement and cost and follow up with a subsequent action and budget amendment at the March regular business meeting.

6. COUNCIL ROUNDTABLE

7. ADJOURNMENT

Meetings/work sessions of the Southern Pines Town Council are now available on the Town's YouTube channel. Video of the Town Council meetings will be live streamed on the channel for viewing either during the meetings or after they have concluded. Please note, the video is provided only for the purposes of viewing the meetings; public comments or questions are not accepted via the live stream. To receive notifications when new content is published, please "subscribe" to the Town's channel at https://bit.ly/3hXx2Qk

Agenda Item

To: **Reagan Parsons, Town Manager**

From: **James Broadwell, Planner I**

Via: **BJ Grieve, Planning Director**

Subject: **MAPP-05-24: Major Subdivision Preliminary Plat for 160 South Bethesda Road, on ±5.87 acres on the north side of South Bethesda Road; Petitioner: Mr. Tim Carpenter, of LKC Engineering, PLLC, on behalf of Carolyn R. Scott Heirs (Nelson R. Scott Executor)**

Date: **February 25, 2025**

I. PURPOSE

Per UDO §2.14.6(F)(11), "A written decision must be approved for every quasi-judicial application, either by entering the decision at the end of the hearing or at a subsequent meeting of the hearing body, which shall generally be the next scheduled meeting. As part of the written decision, the hearing body must make findings of fact and conclusions as to applicable standards and any conditions. The chair may direct the Planning Director or Town Attorney to draft a written decision for approval by the hearing body at its next regularly scheduled meeting, which approval may be on a consent agenda."

Planning staff have prepared a draft of the written decision of the Town Council's approval of application MAPP-05-24 that was heard by the Town Council at the regular meeting on February 11, 2025 that the Town Council may now wish to adopt. If the Town Council approves the drafted written decision, the Mayor will sign the document. The original signed version will be delivered to the applicant, authorized agent, and property owner with Planning staff and the Town Clerk maintaining copies of the signed document for their respective files.

II. SUMMARY OF APPLICATION REQUEST

Mr. Tim Carpenter, of LKC Engineering, PLLC, on behalf of Carolyn R. Scott Heirs (Nelson R. Scott Executor) submitted a Major Subdivision Preliminary Plat application pursuant to the Town of Southern Pines Unified Development Ordinance (UDO) §2.20. The plat intends to subdivide the parent tract into four residential lots. The parent tract presently comprises a forested area, one residential home, a shed, and a driveway. The subject property is located on the north side of South Bethesda Road. Per the Moore County tax records, the property is identified as PARID 00055339, which comprises ±5.87 acres, and is owned by Carolyn R. Scott Heirs (Nelson R. Scott Executor).

III. TOWN COUNCIL EVIDENTIARY HEARING AND ACTION

A public evidentiary hearing, regarding the proposed Major Subdivision Preliminary Plat (MAPP) for 160 South Bethesda Road, was called to order with four members present on February 11, 2025. The oath was administered to all witnesses choosing to speak.

Planning staff entered the February 11, 2025 staff report as Exhibit A and staff's February 11, 2025 presentation as Exhibit B. A tree survey for the property, provided by Mr. Tim Carpenter, was entered as Exhibit C. After closing the hearing, the Town Council discussed and voted on the draft findings of fact.

After detailed discussion on topics including, but not limited to, the preservation of trees along S. Bethesda Road and a public right-of-way offered dedication (to clarify the right-of-way boundary on the plat as it is used today), the Town Council voted 4-0 to adopt Attachment 1 of the staff report as Finding of Facts. The Town Council then voted 4-0 to approve, with one condition, MAPP-05-24 as presented at the February 11, 2025 Town Council Meeting. Councilman Goodman moved to adopt and Councilwoman Gray seconded both motions.

IV. STAFF COMMENTS

Planning staff prepared a Written Decision and provided an advance copy to the applicant for their review. The applicants responded in writing on February 18, 2025 that they had read the draft Written Decision and consented to the condition of approval.

V. ATTACHMENTS

1. Written Decision of the Board: MAPP-05-24
2. Applicant Consent to Condition of Approval.

VI. TOWN COUNCIL ACTION

The Town Council may wish to take one of the following actions.

1. No action;
2. **Accept the Written Decision for MAPP-05-24 as prepared by the Town staff;**
3. An action listed above with the following conditions…; or
4. Action not listed above...

CASE NUMBER: MAPP-05-24

FINDINGS OF FACT, DECISION OF THE BOARD, AND ORDER IN THE MATTER OF A MAJOR SUBDIVISION PRELIMINARY PLAT APPLICATION FOR 160 SOUTH BETHESDA ROAD

DESCRIPTION OF MATTER

Mr. Tim Carpenter, of LKC Engineering, PLLC, on behalf of Carolyn R. Scott Heirs (Nelson R. Scott Executor), submitted a Major Subdivision Preliminary Plat application pursuant to the Town of Southern Pines Unified Development Ordinance (UDO) §2.20 for four residential lots, ±5.87 total acres, on the parcel identified as PARID 00055339. Per the Moore County tax record, the subject property is owned by Carolyn R. Scott Heirs (Nelson R. Scott Executor). A public evidentiary hearing regarding the proposed Major Subdivision Preliminary Plat (MAPP) for 160 South Bethesda Road was called to order with four members present on February 11, 2025. The oath was administered to all witnesses choosing to speak. Planning staff entered the February 11, 2025 Staff Report as Exhibit A and staff's February 11, 2025 presentation as Exhibit B. A tree survey for the property, provided by Mr. Tim Carpenter, was entered as Exhibit C. After closing the hearing, the Town Council discussed and voted on the draft findings of fact. Detailed discussion during the evidentiary hearing can be found in the meeting minutes on record in the Town Clerk's office and online.

FINDINGS OF FACT

1. The Town Council finds that the application is complete and that the facts submitted are relevant to the case because the request for Major Subdivision Preliminary Plat approval has met the specified submittal requirements as required in the Town of Southern Pines UDO Appendices. The applicant has submitted adequate evidence addressing criteria for a Preliminary Plat, and the evidence submitted was sworn testimony by qualified experts or provided through substantiated documentation.

2. The Town Council finds that the application complies with UDO §2.20.4(G), Criterion 1 (the application is consistent with the Comprehensive Plan, as well as any other adopted plans for streets, alleys, parks, playgrounds, and public utility facilities) in that the Preliminary Plat aligns with the 2040 Comprehensive Plan only with the imposition of protection measures to the existing mature trees along South Bethesda Road. These trees provide distinct natural character to the surrounding community, which directly aligns with MAPP Criterion 1, Comprehensive Plan policy 4.9, and Comprehensive Plan policy 4.10. The proposed subdivision is consistent with the General Framework Map and Conservation and Development Maps, which each categorize the site as an Area to Enhance and Neighborhood. Site access and utility connections, provided by Town of Southern Pines Public Works, are

both readily available. Therefore, the project is also compatible with its surrounding infrastructure.

3. The Town Council finds that the application complies with UDO §2.20.4(G), Criterion 2 (the proposed subdivision complies with the UDO and applicable state and federal regulations) in that the Preliminary Plat complies with all applicable UDO subdivision regulations and development standards. The proposal complies with federal regulations in that the Regional Land Use Advisory Commission cross examined the project and assessed that no impact on the Red Cockaded Woodpecker or other endangered species would occur.

4. The Town Council finds that the application complies with UDO §2.20.4(G), Criterion 3 (the proposed Subdivision, including its Lot sizes, density, access, and circulation, is compatible with the existing and/or permissible zoning and future land use of adjacent property) in that the four residential lots and their respective dimensions meet density standards for RS-2 zoning. The proposed lot orientations depicted on the plat will also provide sufficient access to the future residential homes.

5. The Town Council finds that the application complies with UDO §2.20.4(G), Criterion 4 (the proposed subdivision will not have detrimental impacts on the safety or viability of permitted uses on adjacent properties) in that the project does not present a safety or viability concern for the surrounding area. Given the engineering department's analysis on the proposed three new driveways on a Collector Roadway did not reveal safety or site design implications, the council does not find significant impacts on adjacent properties will occur.

6. The Town Council finds that the application complies with UDO §2.20.4(G), Criterion 5 (the proposed public facilities are adequate to serve the normal and emergency demands of the proposed development, and to provide for the efficient and timely extension to serve future development) in that the proposed utility plan adequately meets water, fire flow, and sewer requirements. The Town of Southern Pines will provide all utility extensions and connections, meaning they will serve this development adequately and efficiently.

CONCLUSION AND DECISION

Therefore, by a vote of 4-0, the Town Council voted to approve the 160 South Bethesda Road MAPP-05-24 with the following additional condition:

Condition 1 – All existing trees, 10-inch diameter and larger, within the front setback (30-feet) of the four lots abutting S. Bethesda Rd shall remain and shall be protected in accordance with the town's tree protection standards, excluding areas required for driveways and/or utility access/easements. The preserved trees shall account for the town's major subdivision street trees requirement. Additionally, the Final Plat for MAPP-05-24 shall reflect a note on the plat detailing that all trees, 10-inches in diameter and greater, shall be preserved within the front setback.

This condition is pursuant to MAPP Criterion 1, Comprehensive Plan Policies 4.9 and 4.10, and UDO §4.3.3.

This is the 25th day of February, 2025.

FOR THE TOWN COUNCIL:

_____

Taylor Clement, Mayor

From:	Tim Carpenter
To:	James Broadwell
Cc:	BJ Grieve; Nelson Scott
Subject:	RE: Bethesda Rd (MAPP-05-24) PB Staff Report
Date:	Tuesday, February 18, 2025 10:49:05 AM

James,
Scottie and I have both read the documents and agree to the language.
Thanks
Tim

From: James Broadwell <JBroadwell@southernpines.net>
Sent: Thursday, February 13, 2025 2:51 PM
To: Tim Carpenter <tim@lkcengineering.com>
Cc: BJ Grieve <BJGrieve@southernpines.net>
Subject: RE: Bethesda Rd (MAPP-05-24) PB Staff Report

Tim,

Would you mind taking a look at the Written Decision Documents for MAPP-05-24 (attached), and confirm the language does not present an issue for you all?

There's no change from the staff report or presentation, just want to check ahead of work session on Feb 25. Thank you again!

Sincerely,

James Broadwell
Planner I, The Town of Southern Pines
Email: jbroadwell@southernpines.net
O: (910) 692-4003 **Ext:** 7234

From: Tim Carpenter <tim@lkcengineering.com>
Sent: Tuesday, February 11, 2025 2:32 PM
To: BJ Grieve <BJGrieve@southernpines.net>; James Broadwell <JBroadwell@southernpines.net>
Subject: RE: Bethesda Rd (MAPP-05-24) PB Staff Report

Thank you!

From: BJ Grieve <BJGrieve@southernpines.net>
Sent: Tuesday, February 11, 2025 2:32 PM
To: Tim Carpenter <tim@lkcengineering.com>; James Broadwell <JBroadwell@southernpines.net>

Subject: RE: Bethesda Rd (MAPP-05-24) PB Staff Report

Received and I've got it copies to my computer for this evening. Thank you.

BJ Grieve, AICP®, CFM®, CZO
Planning Director
Town of Southern Pines
801 SE Service Road
Southern Pines, NC 28387
Office: (910) 692-4003

From: Tim Carpenter <tim@lkcengineering.com>
Sent: Tuesday, February 11, 2025 2:10 PM
To: James Broadwell <JBroadwell@southernpines.net>
Cc: BJ Grieve <BJGrieve@southernpines.net>
Subject: RE: Bethesda Rd (MAPP-05-24) PB Staff Report

James,
Could you have this digitally for tonight's meeting. As I mentioned in the PB meeting this is a representative plat of the trees to be preserved less driveway cuts and for utilities. These are 12" DBH trees and we agree to the 10" DBH per the staff report and we can discuss that tonight as needed. Any questions please let me know.
Thanks
Tim

From: James Broadwell <JBroadwell@southernpines.net>
Sent: Friday, January 17, 2025 4:03 PM
To: Tim Carpenter <tim@lkcengineering.com>
Cc: BJ Grieve <BJGrieve@southernpines.net>
Subject: Bethesda Rd (MAPP-05-24) PB Staff Report

Tim,

Attached is the Bethesda Road (MAPP-05-24) staff report as requested.

Let me know if any questions come up – hope you have a good weekend!

Sincerely,

James Broadwell
Planner I, The Town of Southern Pines
Email: jbroadwell@southernpines.net
O: (910) 692-4003 **Ext:** 7234

MEMO

To: Reagan Parsons, ICMA-CM, Town Manager
Cc: Greg Thompson, CPRP, CPSI, Parks and Recreation Director
From: Jessica Roth, ICMA-CM, Assistant Town Manager
Date: February 21, 2025
Re: Alcohol Sales at Farmers Market

Background

James Creek Cider House is a Moore County business that crafts and bottles hard cider from apples and peaches grown on their Cameron farm. They are interested in selling closed bottles at our Farmers Market, which is operated by the Moore County Farmers Market (MCFF) and held in Armory Park on Thursdays and Downtown Park on Saturdays (seasonally). Our current codes prohibit the specific request, detailed below.

Code Review

§ 32.092 of the Town's Code of Ordinances governs "outdoor special events" (OSEs) that occur on public property. While not all OSEs include alcohol sales and consumption, this section also regulates the manner in which that may occur. There are some minor conflicts between the Town's current regulations and the request from James Creek:

- §32.092(B): Alcohol sales are only permitted at events for which an OSE permit has been issued by the Town. This assumes on-site consumption and this review and permit process allows for public safety considerations to be incorporated into the approved permit. We do not issue an OSE to the MCFF and use a simpler operating agreement which is reviewed and renewed annually.
- §32.092(B)(1): Alcohol sales may only take place in the "central business district" or Downtown Park. While this would address the Saturday market at Downtown Park, it would prohibit James Creek from selling at the Thursday market at Armory Park.
- §32.092(B)(2): Alcohol sales are limited to "not-for-profit" entities. While the MCFF meets this criteria, James Creek is a for-profit business.
- §32.092(B)(3): Alcoholic beverages sold at OSEs are limited to malt beverages and unfortified wine. While the NC Alcohol Beverage Control Commission (NC ABCC) regulates hard cider producers and distributors, it is the opinion of Police Chief Polidori that the ciders produced by James Creek may be classified as "fortified wine."

Staff Recommendation

The request from James Creek Cider House is to sell closed bottles only, with the actual consumption to take place elsewhere (not at the Farmers Market and/or on public property). The NC ABCC regulates and permits alcohol sales for all businesses across the state. The "Off-Premises Retail Permit" authorizes the retail sale of alcohol in the manufacturer's original container for consumption off the premises. A retailer is required to obtain an "on premises" permit if the consumption takes place at the same site where the sale occurs, either alone or mixed with other beverages.

It is staff's opinion that the sale of closed bottles of alcohol does not negatively impact the Farmers Market event, nor does it create a need for any additional public safety considerations. In this specific situation, a code amendment would permit a local agricultural business to expand their outreach and sales opportunities. If Council supports this policy change, the following code adjustments would be needed:

- Update §32.092(B) so it is clear that that "off premises retail sales" do not require an OSE. The remainder of §32.092(B) could remain the same since it is specific to OSEs.
- Add a new section to the code that is specific to operating considerations at the Farmers Market.
    - Permit the off-premises sales of malt beverages, fortified wine, and unfortified wine. Chief Polidori does not recommend including distilled spirits.
    - Authorize the off-premises sales at any public facility in which the Farmers Market is hosted. This addresses the current prohibition at Armory Park, while also allowing flexibility for the Market to

relocate/expand in the future, if needed.

- Do not require that only not-for-profit entities can sell alcohol. This would open the Farmers Market up to any vendor who is properly permitted by the NC ABCC for retail off-premises sales. Note, this does not impact the decision-making ability of MCFF to approve/deny vendors per their normal application and review process. Our code amendment would simply allow their approved vendors to sell alcohol.
- Vendors must have and display a current NC ABCC permit(s) that authorizes retail off-premises sales for the type of alcohol they are offering.
- Alcohol vendors must display signage informing customers that alcohol is for off-premises consumption only and may not be consumed at the Farmers Market.
- Add criteria clarifying that this is specific to markets operated by not-for-profits entities who have entered into a user agreement with the Town to host a Farmers Market on public property. This would eliminate the potential for other entities to host an event marketed as a farmers market, which is not affiliated with MCFF.

Next Steps

If Council supports this policy change, staff will prepare the code amendments needed. This can be ready for Council action as soon as the March 11, 2025 meeting, if desired.

Town of Southern Pines

Fund Balance Discussion & Mid-Year Financial Update

February 25, 2025

Fund Balance Policy

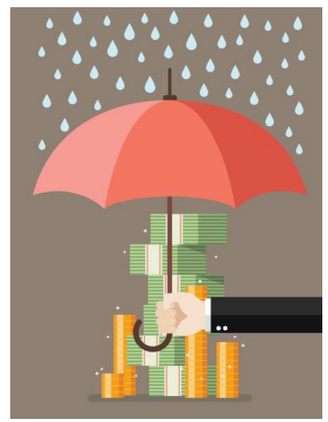
"Governments should maintain a prudent level of financial resources to protect against reducing service levels or raising taxes and fees because of temporary revenue shortfalls or unpredicted one-time expenditures."

Recommended Practice 4.1 of the National Advisory Council on State and Local Budgeting

Fund Balance Policy

Purposes of Fund Balance (FB):

1. Provide cash flow when current revenues may not be available to fund current expenditures
    a) For example, most property taxes are received in August and December. Sufficient cash reserves must be in place to cover operating costs when cash is at its lowest point.
    b) Allows us to avoid short-term borrowing.



2. Provide a “rainy day” fund for emergency situations

    Examples include:

    a) Emergency weather, such as hurricanes or winter storms. These storms can require significant funding that may not qualify for reimbursement.
    a) Economic downturns. Revenue sources such as sales tax and investment income, among others, are economically sensitive and can drop unexpectedly in a short period of time.

3. Save money for future capital expenditures
4. Provide funds for strategic opportunities that arise

Fund Balance Policy

Categories of Fund Balance (from most to least constraining)

1. Nonspendable
   a. Inventory or prepaid
   b. Assets held for resale
   c. Legally required by external party to remain intact

2. Restricted
   a. Another level of govt or external party has rules or laws on how the funds may be spent
   b. Includes creditors, grantors, laws and regulations of other govts, constitutional provisions and enabling legislation

Categories of Fund Balance

3. Committed
   a. Constrained by a formal action of the government itself (i.e. Council)
   b. Formal action to place restraint and binding unless removed in the same manner
   c. Must be in place by end of reporting period (June 30)

4. Assigned
   a. Funds “earmarked” by the government for a particular purpose (debt service, replacement of capital equipment)
   b. The governing board may assign resources or they can delegate the power to assign to another (i.e. Town Manager or Finance Director)
   c. Action may be taken after end of reporting period

Categories of Fund Balance

5. Unassigned
   a. Reflects resources that are available to be appropriated
   b. Only applies to the government's General Fund

Total fund balance
Less: Nonspendable
Less: Restricted
Less: Committed
Less: Assigned
Unassigned fund balance

Fund Balance Policy

- The fund balance needs of communities can differ widely
- The Town's fund balance policy is to maintain available (unassigned) fund balance **of at least** equal to or greater than 25% of budgeted expenditures

Fund Balance Policy

- Fund Balance as of June 30, 2024

TOWN OF SOUTHERN PINES FUND BALANCE FOR FISCAL YEAR END 06/30/24		
Fund Balance 06/30/23	$	20,466,787
Increase (Decrease) in Fund Balance 06/30/24		(1,852,675)
Fund Balance 06/30/24		18,614,112
Less Reserved for Inventories - Nonspendable		56,977
Less Reserved for Prepaids - Nonspendable		97,825
Less Reserved for Leases - Nonspendable		85,651
Less Reserved by State Statute - Restricted		3,031,716
Less Designated-Appropriated for subsequent years expenditures - Assigned		4,102,049
Fund Balance Unassigned 06/30/24	$	11,239,894
Less 3 months expenditures - FB Policy Minimum		7,028,000
Available Fund Balance 06/30/24		$4,211,894

Source: FY 2024 audited financial statements

Fund Balance Policy

Factors to consider when establishing a GF minimum fund balance:

1. A Fund Balance Policy is a Recommended Best Practice by the Government Finance Officers Association (GFOA)
2. The NC Local Government Commission minimum FB target is 8% of expenditures (or approx. 1 month of expenditures)
3. Consider individual government's situation (resort communities, rate of growth and development, concentration of tax revenue in a single or few large taxpayers, size of unit, vulnerability to natural disasters, reliance on state or federal funding, etc.)

Fund Balance Policy

Factors to consider when establishing a minimum fund balance *(continued)*:

4. The NC Local Government Commission compares key financial performance indicators each year upon submission of the audit. The first key indicator is fund balance available for appropriation. They compare our result to peer communities of a similar size. If a unit's fund balance percentage is in the lower quartile of their peer group, they may be asked to prepare a response to the LGC. In FY 2024, our peer group minimum is **25%**.

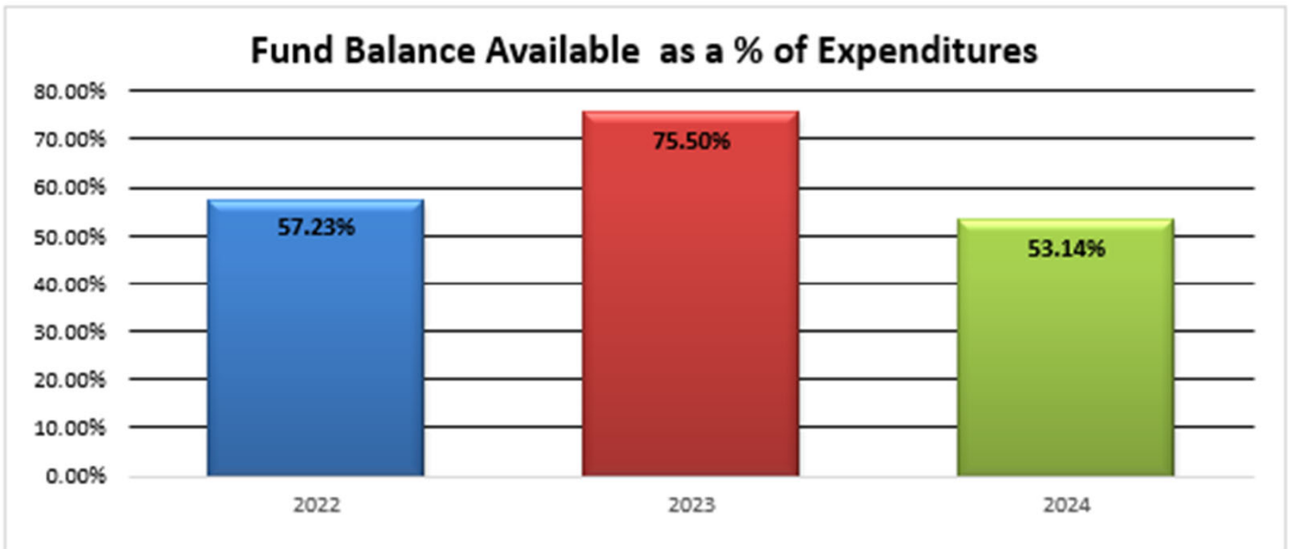
Municipalities General Fund Expenditures below	Median FBA as % of Expenditures without Powell Bill	Minimum Thresholds FBA as % of Expenditures	# of Months FBA using Annualized Expenditures
$100,000	260%	100%	12.00
$100,000 to $999,999	132%	71%	8.52
$1,000,000 to $9,999,999	63%	34%	4.08
Above $10,000,000	46%	25%	3.00

Source: FY 2024 Data Input Worksheet

Fund Balance Policy

Fund Balance Available as a % of Expenditures – FY 2022-2024

The Town's General Fund FBA as a % of Expenditures in FY 2023 was inclusive of ARPA funds converted to fund balance via revenue replacement. The decrease in FY 2024 was after the purchase of two fire trucks without debt financing. The percentage in FY 2024 of 53.14% is comparable with our peer group median of 46% per the NC LGC.



Source: FY 2024 Data Input Worksheet

Mid-Year Financial Update

- Fund Balance as of December 31, 2024

TOWN OF SOUTHERN PINES FUND BALANCE FOR PERIOD ENDING 12/31/24		
Fund Balance at 12/31/24	$	23,199,327
Less Reserved for Inventories - Nonspendable		39,361
Less Reserved for Prepaids - Nonspendable		7,019
Less Reserved for Leases - Nonspendable		85,651
Less Reserved by State Statute - Restricted		348,028
Less Designated-Appropriated for subsequent years expenditures - Assigned		4,102,049
Fund Balance Unassigned 12/31/24	$	18,617,218
Less Budget Amendments - Use of Fund Balance		716,255
Less Budget Amendment - Use of Fund Balance January Knoll Road Amendment		290,000
Less 3 months expenditures - FB Policy Minimum		7,028,000
Available Fund Balance at 12/31/24	$	10,582,963

-Includes sales tax collections for July through September (due to 3 month lag in receiving distributions)

-Includes property tax collections through Dec. 31, 2024

-Fund balance is at a high point in December because we have collected a majority of property tax revenue for the fiscal year with six months of expenditures yet to be made

Sales Tax Comparisons – Collected through February

Current to Prior Year	July	Aug	Sept	Oct	Nov	YTD
FY 23-24	$541,171.95	$572,371.72	$531,417.00	$548,716.00	$548,708.75	**$2,742,385.42**
FY 24-25	$562,237.01	$496,902.00	$545,256.01	$581,530.46	$583,560.81	**$2,769,486.29**
Variance	$21,065.06	($75,469.72)	$13,839.01	$32,890.77	$34,852.06	**$27,177.18**

Budget to Actual	July	Aug	Sept	Oct	Nov	YTD
FY 24-25 Budget	$465,000.00	$510,000.00	$465,000.00	$494,473.00	$483,500.00	**$2,417,973.00**
FY 24-25 Actual	$562,237.01	$496,902.00	$545,256.01	$581,530.46	$583,560.81	**$2,769,486.29**
Variance	$97,237.01	($13,098.00)	$80,256.01	$87,057.46	$100,060.81	**$351,513.29**

Sales tax distributions are received 3 months after sales occur (i.e. July distribution is received in October)

GF Current Year Property Taxes Collected through January 31

- Includes Real & Personal and Motor Vehicle

Current to Prior Year	Annual Budget	YTD Actual through Jan. 31	% of Budget Collected through Jan. 31
FY 23-24	$12,460,796	$12,396,726	99.49%
FY 24-25	$13,063,496	$12,990,972	99.44%

MEMO

To: Reagan Parsons, Town Manager
Cc: Jessica Roth, Assistant Town Manager
From: BJ Grieve, Planning Director

Date: February 25, 2025
Re: Planning Department Administrative Fee Analysis

Administrative Fees – Generally

North Carolina General Statute Chapter 160D authorizes local governments to enact a variety of ordinances and procedures related to planning, zoning, subdivision and inspections. Chapter 160D also authorizes local governments to "fix reasonable fees for support, administration, and implementation of programs authorized."[1] Fees associated with the administration of local development regulations (or "administrative fees") may not exceed the actual costs associated with the regulatory program.

Experts at the UNC School of Government recommend a careful analysis of actual costs prior to adopting or revising a fee schedule. Local governments may also, as a matter of public policy, discuss and decide what portion of actual costs should be borne by the applicant (who benefits from a potential approval) and what portion should be borne by the taxpayer (who benefits from review).

Planning Department's Administrative Fees – Currently

The current administrative fee schedule for the Planning Department (Department) is found in the town's Code of Ordinances.[2] The Department's fees were last updated on June 24, 2019.[3] On September 12, 2023 the town adopted a new Comprehensive Plan containing a policy[4] that development fees should be reviewed and adjusted appropriately for cost recovery. There are presently three challenges with the Department's fee schedule:

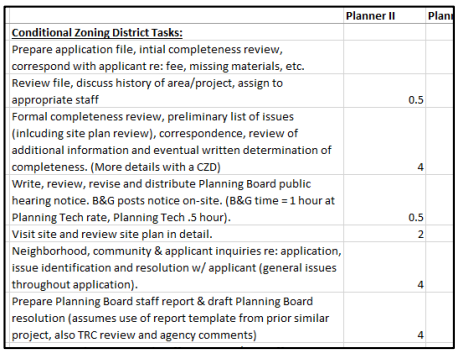
1) The Annual Average Consumer Price Index (CPI) increased from 255.7 in 2019 to 314.4 in 2024. There has been a cumulative CPI increase of 22.96% over the last 5 years.[5]

2) Planning staff are not aware of the methodology used in the past to analyze actual costs associated with development review. This should be addressed for consistency with 160D.

3) The current Council has not discussed the matter of public policy regarding what portion of actual costs should be recovered from the applicant compared to what is subsidized by the taxpayers.

[1] GS §160D-402(d)
[2] Code of Ordinances §32.046
[3] Ordinance #1807
[4] Southern Pines 2040 Comprehensive Plan, Policy 11.2 (page 213).
[5] Minneapolis Federal Reserve Consumer Price Index, 1913- | Federal Reserve Bank of Minneapolis

2025 Analysis of Actual Costs - Methodology



	Planner II	Plan
Conditional Zoning District Tasks:		
Prepare application file, intial completeness review, correspond with applicant re: fee, missing materials, etc.		
Review file, discuss history of area/project, assign to appropriate staff	0.5	
Formal completeness review, preliminary list of issues (inlcuding site plan review), correspondence, review of additional information and eventual written determination of completeness. (More details with a CZD)	4	
Write, review, revise and distribute Planning Board public hearing notice. B&G posts notice on-site. (B&G time = 1 hour at Planning Tech rate, Planning Tech .5 hour).	0.5	
Visit site and review site plan in detail.	2	
Neighborhood, community & applicant inquiries re: application, issue identification and resolution w/ applicant (general issues throughout application).	4	
Prepare Planning Board staff report & draft Planning Board resolution (assumes use of report template from prior similar project, also TRC review and agency comments)	4	

Planning staff have conducted a thorough analysis of actual costs associated with development review. First, the public cost of one hour of each staff position's time (including salary and standard benefits) was calculated. Next, all of the tasks associated with each separate type of development review were listed. Afterwards, a conservative average amount of time[6] that each staff position spends on each task was assigned, as well as an approximate cost for materials.[7] Certain assumptions about each task were documented.[8] Finally, all time and materials were totaled and time was multiplied by the corresponding hourly cost of each staff position.

2025 Analysis of Actual Costs - Results

While the Town is generally recovering a higher portion of the costs for larger review processes, we are not recovering 100% of our costs through any of our current fees. The per cent amount of costs being recovered on various types of development reviews currently range from 0% to as high 81%. Considering the totality of our fee schedule, we are generally subsidizing about 50% of the actual costs based on the fees charged. A sample of comparable development review processes is provided in the table below, including some nearby jurisdictions' administrative fees.

Review Type	2019 Fee	2025 Actual Cost	Cost Recovery %	Cost Subsidy %	Pinehurst Fee	Aberdeen Fee	Moore Co. Fee
Zoning Map Amd.	$1,500	$1,844	81%	19%	$1,300	$500	$500
Cond. Zoning Dist.	$1,500	$1,898	79%	21%	$5,000	$750	$600
Special Use Permit	$1,500	$2,376	63%	37%	$700		
Major Sub. Pre-Plat	$1,500 + $25/lot	$2,247	78%[9]	22%[9]	$4,500	$500 + $20/lot	$1,000
Major Sub. Final Plat	$150 + $25/lot	$528	76%[9]	24%[9]	$325	$100	$50
Subdivision Perf. Guar.	-	$485	0%	100%	-	-	$100
Major Com. Site Plan	$2000	$2,480	81%	19%	$4,000	$500 + $5/acre	$150
Variance	$500	$1,605	31%	69%	$500	$250	$200
Sign Permit[10]	$50	$210	24%	76%	$225 + $50 Insp. Fee	$25	$50

[6] A modest amount of public interest and participation was assumed for all development reviews. Continuances by the applicant and/or boards/council were not included.
[7] Such as vehicle costs for site visits and printing and postage for mailings.
[8] Assumptions such as the lowest-cost employee performs tasks for which the position is qualified, the use of staff report templates to save time and that an application is the only item on an agenda to avoid double-charging for long meetings.
[9] Assumes 10-lot Major Subdivision.
[10] "Level 1" Zoning Permit

AGREEMENT OVERVIEW

NORTH CAROLINA
MOORE COUNTY

DATE: 12/30/2024

PARTIES TO THE AGREEMENT:

NORTH CAROLINA DEPARTMENT OF TRANSPORTATION

AND

TOWN OF SOUTHERN PINES

PROJECT NUMBERS:

TIP #: U-5815B

WBS ELEMENTS: PE 54041.1.3
CON 54041.3.3

The purpose of this Agreement is to identify the participation in project costs, project delivery and/or maintenance, by the other party to this Agreement, as further defined in this Agreement.

SCOPE OF PROJECT ("Project"): This Project consists of construction of US 15/501/NC 211 from US 1 North (Sandhills Boulevard) in Aberdeen to Brucewood Road in Southern Pines. Also, US 1 from Knight Street in Aberdeen to Old US 1 in Southern Pines, including realignment of SR 1112 (Roseland Road), along with improving radii at US 15/501. This Agreement is for preliminary engineering design and construction costs associated with the Town of Southern Pines' water and sewer relocation work required by this Project. This is a joint project (U-5814 and U-5815B) but all payment will go to U-5815B. The Town of Southern Pines is responsible for 25% of the total design and construction costs based on their population.

ESTIMATED COST TO OTHER PARTY: $ 811,714.75
ESTIMATED COST TO OTHER PARTY (PE): $ 16,161.75
ESTIMATED COSTS TO OTHER PARTY (CON): $ 795,553.00

PAYMENT TERMS: The Department will invoice the Town of Southern Pines upon completion of the Project.

MAINTENANCE: Town of Southern Pines

EFFECTIVE DATES OF AGREEMENT:
START: Upon Full Execution of this Agreement
END: When work is complete and all terms are met.

This **Agreement** is made and entered into on the last date executed below, by and between the North Carolina Department of Transportation, an agency of the State of North Carolina, hereinafter referred to as the **Department** and the Town of Southern Pines, hereinafter referred to as the **Municipality**; and collectively referred to as the **Parties**.

The **Parties** to this Agreement, listed above, intend that this Agreement, together with all attachments, schedules, exhibits, and other documents that both are referenced in this

Agreement and refer to this Agreement, represents the entire understanding between the **Parties** with respect to its subject matter and supersedes any previous communication or agreements that may exist.

I. WHEREAS STATEMENTS

WHEREAS, this Agreement is made under the authority granted to the **Department** by the North Carolina General Assembly under General Statutes of North Carolina (NCGS), particularly Chapter 136-27.1 and 136 27.3; and,

WHEREAS, the **Department** has plans to make certain street and highway constructions and/or traffic control improvements; and,

WHEREAS, the **Municipality** has requested that the **Department** perform work or provide services; and,

WHEREAS, the **Parties** hereto wish to enter into an agreement for scoped work to be performed or provided by the **Department** (including construction, reviews, goods, or services) with reimbursement for the costs thereof by the **Municipality** as hereinafter set out; and,

WHEREAS, the **Department** and the **Municipality** have agreed that the jurisdictional limits of the **Parties**, as of the date of entering the agreement for the above-mentioned project, are to be used in determining the duties, responsibilities, rights, and legal obligations of the **Parties** hereto for the purposes of this Agreement.

NOW, THEREFORE, this Agreement states the promises and undertakings of each party as herein provided, and the **Parties** do hereby covenant and agree, each with the other, as follows:

II. RESPONSIBILITIES

A. DEPARTMENT

The **Department** shall be responsible for all phases of project delivery to include planning, design, right of way acquisition, utility relocation, and construction as shown in the **PROJECT DELIVERY** Provision.

B. MUNICIPALITY

The **Municipality** shall be responsible for maintenance as shown in the **PROJECT DELIVERY** Provision and payment as shown in the **COSTS AND FUNDING** Provision.

III. PROJECT DELIVERY REQUIREMENTS

A. PRELIMINARY ENGINEERING

i. At the request of the **Municipality**, the **Department** will provide design services for the required relocation and/or betterment of the **Municipality's** utility lines as affected by Projects U-5814 and U-5815B. The work is described as follows: preliminary engineering

design fees associated with the Town of Southern Pines' water and sewer relocation work required by this Project.

ii. The **Department** will ensure the design of municipal utility relocation is performed by professional engineering services. If the **Department** revises highway plans, then the **Municipality** reserves the right to re-engineer relocation plans.

iii. Upon the satisfactory completion of the utility construction plans covered under this Agreement, the **Municipality** shall review and approve the plans, the associated estimated utility construction cost, and special provisions to be made part of the **Department's** roadway contract for highway construction. The **Municipality** shall release the **Department** of any future responsibility for the design of the utility construction plans. Said releases shall be deemed to be given by the **Municipality** upon completion of the plans, estimate, special provisions and acceptance by the **Department** and **Municipality** for the plans to be made part of the highway contract.

B. CONSTRUCTION

i. At the request of the **Municipality** the **Department** shall place provisions in the construction contract for Project U-5814 and U-5815B, for the contractor to adjust and relocate utility lines and/or provide betterment. The work is described as follows: construction costs associated with the Town of Southern Pines' water and sewer relocation work required by this Project.

ii. Said work shall be accomplished in accordance with plan sheets, attached hereto as Exhibit "A", cost estimate attached hereto as Exhibit "B", and project specific provisions, if applicable, attached hereto as Exhibit "C".

C. MAINTENANCE

i. Upon the satisfactory completion of the relocations and adjustments of the utility lines covered under this Agreement, the **Municipality** shall assume normal maintenance operations to the said utility lines. Upon completion of the construction of the highway project, the **Municipality** shall release the **Department** from any and all claims for damages in connection with adjustments made to its utility lines; and, further, the **Municipality** shall release the **Department** of any future responsibility for the cost of maintenance to said utility lines. Said releases shall be deemed to be given by the **Municipality** upon completion of construction of the project and its acceptance by the **Department** from its contractor unless the **Municipality** notifies the **Department**, in writing, to the contrary prior to the **Department's** acceptance of the project.

ii. The **Municipality** obligates itself to service and to maintain its facilities to be retained and installed over and along the highway within the **Department's** right-of-way limits in accordance with the mandate of the North Carolina General Statutes and such other laws,

rules, and regulations as have been or may be validly enacted or adopted, now or hereafter.

iii. If at any time the **Department** shall require the removal of or changes in the location of the encroaching facilities which are being relocated at the **Municipality's** expense, the **Municipality** binds itself, its successors, and assigns, to promptly remove or alter said facilities, in order to conform to the said requirement (if applicable per G.S. 136-27.1), without any cost to the **Department**.

IV. COSTS AND FUNDING

A. PROJECT COSTS

i. The **Municipality** shall be responsible for relocation, and/or betterment, costs for work as shown on the attached Exhibit "A". The estimated cost to the **Municipality** is $811,714.75 as shown on the attached Exhibit "B".

ii. It is understood by both **Parties** that this is an estimated cost and is subject to change.

B. PAYMENT BY THE MUNICIPALITY

i. Upon completion of the plans, the **Department** shall submit an itemized invoice to the **Municipality** for costs incurred. Billing will be based upon the negotiated cost and any supplemental agreements made part of this agreement. Reimbursement shall be made by the **Municipality** in one final payment within sixty (60) days of said invoice.

ii. Upon completion of the highway work, the **Department** shall submit an itemized invoice to the **Municipality** for costs incurred. Billing will be based upon the actual bid prices and actual quantities used and shall include charges due to the **Department** for administration and oversight of the work.

iii. Reimbursement shall be made by the **Municipality** in one final payment within sixty (60) days of said invoice.

iv. If the **Municipality** does not pay said invoice within sixty (60) days of the date of the invoice, the **Department** shall charge interest on any unpaid balance at a variable rate of the prime plus one percent (1%) in accordance with G.S. 136-27.3.

v. Any cost incurred due to additional utility work requested by the **Municipality** after award of the construction contract, shall be solely the responsibility of the **Municipality**. The **Municipality** shall reimburse the **Department** 100% of the additional utility cost.

vi. In the event the **Municipality** fails for any reason to pay the **Department** in accordance with the provisions for payment hereinabove provided, North Carolina General Statute

136-41.3 authorizes the **Department** to withhold so much of the **Municipality's** share of funds allocated to said **Municipality** by North Carolina General Statute, Section 136-41.1, until such time as the **Department** has received payment in full.

C. DOWN PAYMENT OR PRE-PAYMENT

At any time prior to final billing by the **Department**, the **Municipality** may prepay any portion of the estimated cost by sending payment in accordance with the attached "Remittance Guidance". The **Department** will provide a final billing based on the fixed cost, less any previous payments that have been made.

V. STANDARD PROVISIONS

A. AGREEMENT MODIFICATIONS

Any modification to scope, funding, responsibilities, or time frame will be agreed upon by all **Parties** by means of a written Supplemental Agreement.

B. ASSIGNMENT OF RESPONSIBILITIES

The **Department** must approve any assignment or transfer of the responsibilities of the **Municipality** set forth in this Agreement to other parties or entities.

C. AGREEMENT FOR IDENTIFIED PARTIES ONLY

This Agreement is solely for the benefit of the identified **Parties** to the Agreement and is not intended to give any rights, claims, or benefits to third parties or to the public at large.

D. OTHER AGREEMENTS

The **Municipality** is solely responsible for all agreements, contracts, and work orders entered into or issued by the **Municipality** to meet the terms of this Agreement. The **Department** is not responsible for any expenses or obligations incurred for the terms of this Agreement except those specifically eligible for the funds and obligations as approved by the **Department** under the terms of this Agreement.

E. TITLE VI

The other party to this Agreement shall comply with Title VI of the Civil Rights Act of 1964 (Title 49 CFR, Subtitle A, Part 21) and related nondiscrimination authorities. Title VI and related authorities prohibit discrimination on the basis of race, color, national origin, disability, gender, and age in all programs or activities of any recipient of Federal assistance.

F. FACSIMILE

A copy or facsimile copy of the signature of any party shall be deemed an original with each fully executed copy of the Agreement as binding as an original, and the **Parties** agree that this Agreement can be executed in counterparts, as duplicate originals, with facsimile signatures sufficient to evidence an agreement to be bound by the terms of the Agreement.

G. AUTHORIZATION TO EXECUTE

The **Parties** hereby acknowledge that the individual executing this Agreement has read this Agreement, conferred with legal counsel, fully understands its contents, and is authorized to execute this Agreement and to bind the respective **Parties** to the terms contained herein.

H. DEBARMENT POLICY

It is the policy of the **Department** not to enter into any agreement with parties that have been debarred by any government agency (Federal or State). By execution of this agreement, the **Municipality** certifies that neither it nor its agents or contractors are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any Federal or State Agency or Department and that it will not enter into agreements with any entity that is debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction.

I. INDEMNIFICATION

To the extent authorized by state and federal claims statutes, the **Municipality** shall be responsible for its actions under the terms of this agreement and save harmless the FHWA (if applicable), the **Department**, and the State of North Carolina, their respective officers, directors, principals, employees, agents, successors, and assigns from and against any and all claim for payment, damages and/or liabilities of any nature, asserted against the **Department** in connection with this Agreement. The **Department** shall not be liable and shall be held harmless from any and all third-party claims that might arise on account of the **Municipality's** negligence and/or responsibilities under the terms of this agreement.

J. AVAILABILITY OF FUNDS

All terms and conditions of this Agreement are dependent upon, and, subject to the allocation of funds for the purpose set forth in the Agreement and the Agreement shall automatically terminate if funds cease to be available.

K. DOCUSIGN

The **Department** and **Municipality** acknowledge and agree that the electronic signature application DocuSign may be used, at the sole election of the **Department** or the **Municipality**, to execute this Agreement. By selecting "I Agree", "I Accept", or other similar

item, button, or icon via use of a keypad, mouse, or other device, as part of the DocuSign application, the **Department** and **Municipality** consent to be legally bound by the terms and conditions of Agreement and that such act constitutes **Department's** signature as if actually signed by the **Department** in writing or the **Municipality's** signature as if actually signed by the **Municipality** in writing. The **Department** and **Municipality** also agree that no certification authority or other third-party verification is necessary to validate its electronic signature and that the lack of such certification or third-party verification will not in any way affect the enforceability of its electronic signature. The **Department** and **Municipality** acknowledge and agree that delivery of a copy of this Agreement or any other document contemplated hereby through the DocuSign application, will have the same effect as physical delivery of the paper document bearing an original written signature.

L. GIFT BAN

By Executive Order 24, issued by Governor Perdue, and NCGS 133-32, it is unlawful for any vendor or contractor (i.e. architect, bidder, contractor, construction manager, design professional, engineer, landlord, offeror, seller, subcontractor, supplier, or vendor), to make gifts or to give favors to any State employee of the Governor's Cabinet Agencies (i.e. Administration, Adult Corrections, Commerce, Environmental Quality, Health and Human Services, Information Technology, Military and Veterans Affairs, Natural and Cultural Resources, Public Safety, Revenue, Transportation, and the Office of the Governor).

SIGNATURE PAGE

IN WITNESS WHEREOF, this Agreement has been executed the day and year heretofore set out, on the part of the **Department** and the **Municipality** by authority duly given.

(DOCUSIGN ONLY)

Authorized Signer: _____

Print Name: _____

Title: _____

Date Signed: _____

If applicable, this Agreement has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act:

TOWN OF SOUTHERN PINES

FED TAX ID NO: _____

REMITTANCE ADDRESS:

_____

_____

Finance Officer: _____

Print Name: _____

Date Signed: _____

DEPARTMENT OF TRANSPORTATION

BY: _____

TITLE: _____

DATE: _____

APPROVED BY BOARD OF TRANSPORTATION ITEM O: _____ (DATE)

SIGNATURE PAGE

IN WITNESS WHEREOF, this Agreement has been executed the day and year heretofore set out, on the part of the **Department** and the **Municipality** by authority duly given.

(INK SIGNATURES ONLY)

ATTEST:

BY: _____

TITLE: _____

Authorized Signer: _____

Print Name: _____

Title: _____

Date Signed: _____

If applicable, this Agreement has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act:

TOWN OF SOUTHERN PINES

FED TAX ID NO: _____

REMITTANCE ADDRESS:

_____

_____

Finance Officer: _____

Print Name: _____

Date Signed: _____

DEPARTMENT OF TRANSPORTATION (DocuSign)

BY: _____

TITLE: _____

DATE: _____

APPROVED BY BOARD OF TRANSPORTATION ITEM O: _____ (DATE)

NCDOT Project: U-5814 and U-5815B

UCA Estimate - Town of Southern Pines

PREPARED BY: NCDOT

Exhibit "B"

Sewer

UTILITY OWNER: Town of Southern Pines

DATE: 10/21/2024

OPINION OF PROBABLE CONSTRUCTION COST		
Town of Southern Pines (25%)	$	156,786.00
NCDOT	$	470,358.01
TOTAL	$	627,144.01

ROAD NAME: US-1 & US-15/501
LOCATION: Moore County
CITY/TOWN: Aberdeen/Southern Pines
DESCRIPTION: Wet Utility Relocation

Town of Southern Pines Facilities

Line Item	Betterment	% NCDOT Cost Share	NCDOT Pay Item	NCDOT Section	Item Description	Quantity	Units	Unit Price	Amount	TOSP Cost Share	NCDOT Cost Share
1	N	75%	2830000000-N	858	Adjustment of Manholes (SS & Water)	3	EA	$ 2,985.00	$ 8,955.00	$ 2,238.75	$ 6,716.25
19	N	75%	5691300000-E	1520	8" Sanitary Gravity Sewer	731	LF	$ 382.00	$ 279,242.00	$ 69,810.50	$ 209,431.50
20	N	75%	5691400000-E	1520	10" Sanitary Gravity Sewer	368	LF	$ 427.00	$ 157,136.00	$ 39,284.00	$ 117,852.00
21	N	75%	5768000000-N	1520	Sanitary Sewer Cleanout	4	EA	$ 2,719.00	$ 10,876.00	$ 2,719.00	$ 8,157.00
22	N	75%	5768500000-E	1520	Sewer Service Line	152	LF	$ 146.00	$ 22,192.00	$ 5,548.00	$ 16,644.00
23	N	75%	5775000000-E	1525	4' Dia Utility MH	6	EA	$ 10,290.00	$ 61,740.00	$ 15,435.00	$ 46,305.00
24	N	75%	5781000000-E	1525	4' Dia MH Wall	12	LF	$ 809.00	$ 9,708.00	$ 2,427.00	$ 7,281.00
26	N	75%	5801000000-E	1530	Abandon 8" Utility Pipe	805	LF	$ 11.00	$ 8,855.00	$ 2,213.75	$ 6,641.25
27	N	75%	5802000000-E	1530	Abandon 10" Utility Pipe	488	LF	$ 12.00	$ 5,856.00	$ 1,464.00	$ 4,392.00
32	N	75%	5828000000-N	1530	Remove Utility Manhole	2	EA	$ 2,810.00	$ 5,620.00	$ 1,405.00	$ 4,215.00
37	N	75%	5771000000-E	SP	GENERIC UTILITY ITEM - CIPP Lining of Sanitary Gravity Sewer	564	LF	$ 101.00	$ 56,964.00	$ 14,241.00	$ 42,723.00
39	N	75%	5918000000-N	SP	GENERIC UTILITY ITEM - Maintenance of SS Flows - TOSP	1	HR	$ 0.01	$ 0.01	$ 0.00	$ 0.01
							Subtotal for TOSP Facilities		**$ 627,144.01**		
							TOSP Cost Share			**$ 156,786.00**	
							NCDOT Cost Share				**$ 470,358.01**

NCDOT Project: U-5814 and U-5815B

UCA Estimate - Town of Southern Pines

PREPARED BY: NCDOT

Exhibit "B"

Water

UTILITY OWNER: Town of Southern Pines

DATE: 10/21/2024

OPINION OF PROBABLE CONSTRUCTION COST		
Town of Southern Pines (25%)	$	654,928.75
NCDOT	$	1,964,786.25
TOTAL	$	2,619,715.00

ROAD NAME: US-1 & US-15/501
LOCATION: Moore County
CITY/TOWN: Aberdeen/Southern Pines
DESCRIPTION: Wet Utility Relocation

Town of Southern Pines Facilities

Line Item	Betterment	% NCDOT Cost Share	NCDOT Pay Item	NCDOT Section	Item Description	Quantity	Units	Unit Price	Amount	TOSP Cost Share	NCDOT Cost Share
2	N	75%	5325600000-E	1510	6" Water Line	457	LF	$ 284.00	$ 129,788.00	$ 32,447.00	$ 97,341.00
3	N	75%	5325800000-E	1510	8" Water Line	2725	LF	$ 232.00	$ 632,200.00	$ 158,050.00	$ 474,150.00
4	N	75%	5326600000-E	1510	16" Water Line	103	LF	$ 397.00	$ 40,891.00	$ 10,222.75	$ 30,668.25
5	N	75%	5325000000-E	1510	18" Water Line	1167	LF	$ 390.00	$ 455,130.00	$ 113,782.50	$ 341,347.50
6	N	75%	5329000000-E	1510	Ductile Iron Water Pipe Fittings	14700	LB	$ 24.00	$ 352,800.00	$ 88,200.00	$ 264,600.00
7	N	75%	5540000000-E	1515	6" Valve	8	EA	$ 6,220.00	$ 49,760.00	$ 12,440.00	$ 37,320.00
8	N	75%	5546000000-E	1515	8" Valve	15	EA	$ 7,383.00	$ 110,745.00	$ 27,686.25	$ 83,058.75
9	N	75%	5558600000-E	1515	16" Valve	1	EA	$ 25,430.00	$ 25,430.00	$ 6,357.50	$ 19,072.50
10	N	75%	5534000000-E	1515	18" Valve	1	EA	$ 37,307.00	$ 37,307.00	$ 9,326.75	$ 27,980.25
11	N	75%	5571600000-E	1515	6" Tapping Sleeve and Valve	5	EA	$ 10,085.00	$ 50,425.00	$ 12,606.25	$ 37,818.75
12	N	75%	5648000000-N	1515	Relocate Water Meter	4	EA	$ 6,327.00	$ 25,308.00	$ 6,327.00	$ 18,981.00
13	N	75%	5649000000-N	1515	Reconnect Water Meter	11	EA	$ 2,528.00	$ 27,808.00	$ 6,952.00	$ 20,856.00
14	N	75%	5666000000-N	1515	Fire Hydrant	9	EA	$ 12,204.00	$ 109,836.00	$ 27,459.00	$ 82,377.00
15	N	75%	5673000000-E	1515	Fire Hydrant Leg	146	LF	$ 360.00	$ 52,560.00	$ 13,140.00	$ 39,420.00
16	N	75%	5686500000-E	1515	Water Service Line	563	LF	$ 129.00	$ 72,627.00	$ 18,156.75	$ 54,470.25
17	N	75%	5689000000-E	1515	GENERIC UTILITY ITEM - 6" Insertion Valve	1	EA	$ 21,688.00	$ 21,688.00	$ 5,422.00	$ 16,266.00
18	N	75%	5689000000-E	1515	GENERIC UTILITY ITEM - 8" Insertion Valve	1	EA	$ 24,576.00	$ 24,576.00	$ 6,144.00	$ 18,432.00
25	N	75%	5800000000-E	1530	Abandon 6" Utility Pipe	1663	LF	$ 11.00	$ 18,293.00	$ 4,573.25	$ 13,719.75
26	N	75%	5801000000-E	1530	Abandon 8" Utility Pipe	2540	LF	$ 11.00	$ 27,940.00	$ 6,985.00	$ 20,955.00
28	N	75%	5810000000-E	1530	Abandon 16" Utility Pipe	129	LF	$ 20.00	$ 2,580.00	$ 645.00	$ 1,935.00
29	N	75%	5811000000-E	1530	Abandon 18" Utility Pipe	1136	LF	$ 22.00	$ 24,992.00	$ 6,248.00	$ 18,744.00
30	N	75%	5815000000-N	1530	Remove Water Meter	1	EA	$ 1,483.00	$ 1,483.00	$ 370.75	$ 1,112.25
31	N	75%	5815500000-N	1530	Remove Fire Hydrant	9	EA	$ 2,922.00	$ 26,298.00	$ 6,574.50	$ 19,723.50
33	N	75%	5835600000-E	1540	12" Encasement Pipe	72	LF	$ 146.00	$ 10,512.00	$ 2,628.00	$ 7,884.00
34	N	75%	5835700000-E	1540	16" Encasement Pipe	149	LF	$ 191.00	$ 28,459.00	$ 7,114.75	$ 21,344.25
35	N	75%	5872500000-E	1550	Bore & Jack of 12"	72	LF	$ 827.00	$ 59,544.00	$ 14,886.00	$ 44,658.00
36	N	75%	5872500000-E	1550	Bore & Jack of 16"	149	LF	$ 857.00	$ 127,693.00	$ 31,923.25	$ 95,769.75
38	N	75%	5771000000-E	SP	GENERIC UTILITY ITEM - 3" HDPE Trenchless Encasement	115	LF	$ 73.00	$ 8,395.00	$ 2,098.75	$ 6,296.25
40	N	75%	N/A		Design Fee	1	LS	$ 64,647.00	$ 64,647.00	$ 16,161.75	$ 48,485.25
								Subtotal for TOSP Facilities	**$ 2,619,715.00**		
								TOSP Cost Share		**$ 654,928.75**	
								NCDOT Cost Share			**$ 1,964,786.25**