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**AGENDA**  
**TOWN COUNCIL OF THE TOWN OF TARBORO, NC**  
**REGULAR MEETING HELD AT 7:00 PM, MONDAY, MAY 9, 2022**  
**IN THE COUNCIL ROOM, TOWN HALL, TARBORO, NC**

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**1. MEETING CALLED TO ORDER BY THE MAYOR**

**PLEASE TURN CELL PHONES OFF**

**2. INVOCATION**

**3. PLEDGE OF ALLEGIANCE**

**4. APPROVAL OF AGENDA BY COUNCIL**

**5. PRESENTATION BY COUNCIL**

- (1) Building Safety Month Proclamation

**6. REQUESTS AND PETITIONS OF CITIZENS**

(Five minute time limit per person)

**7. MATTERS SCHEDULED FOR PUBLIC HEARING**

Zoning Map Amendment #22-02 - A public hearing will be held to consider an application from Melissa J. Williamson to rezone 12.39 acres located between Weeks Drive and Palmer Street parallel to Lydia Drive from (GR-3) to (RD-C1).

UDO Text Amendment #22-01 - A public hearing will be held to consider amending UDO as recommended by Staff including: Fence Height, Highway Sign Height, Special Use Standards for Townhomes, Bars, Apartment Overlay Clarification, and Clarification of the Sign Section.

**8. TOWN MANAGERS RECOMMENDATIONS**

**Consent Items**

- (1) Approve minutes of the April 11, 2022 regular meeting.
- (2) 2021 Tax Levy Adjustment
- (3) Tax Collector's Report
- (4) Budget Transfers

**Action Items**

- (5) ESFRLP-19 Contract for Services
- (6) LS Cable Expansion - Building Reuse Grant Application
- (7) Uniform Guidance Procurement Standards Policy
- (8) Budget Amendment - Cambridge Commons Phase II
- (9) Budget Amendment - Cultural Arts
- (10) Budget Amendment - Economic Development Incentive
- (11) Residential Development Investment Requests

(12) North Carolina Eastern Municipal Power Agency - Appointments & Compensation

**9. OTHER REPORTS**

A. Town Manager

(1) Proposed Budget Work Sessions - May 16 & 18

B. Town Attorney

C. Council Members

**10. ADJOURNMENT**



# *Proclamation*

**Building Safety Month — May 2022**

Whereas, the Town of Tarboro is committed to recognizing that our growth and strength depends on the safety and essential role our homes, buildings and infrastructure play, both in everyday life and when disasters strike, and;

Whereas, our confidence in the resilience of these buildings that make up our community is achieved through the devotion of vigilant guardians—building safety and fire prevention officials, architects, engineers, builders, tradespeople, design professionals, laborers, plumbers and others in the construction industry—who work year-round to ensure the safe construction of buildings, and;

Whereas, these guardians are dedicated members of the International Code Council, a nonprofit that brings together local, state, territorial, tribal and federal officials who are experts in the built environment to create and implement the highest-quality codes to protect us in the buildings where we live, learn, work and play, and;

Whereas, these modern building codes include safeguards to protect the public from hazards such as hurricanes, snowstorms, tornadoes, wildland fires, floods and earthquakes, and;

Whereas, Building Safety Month is sponsored by the International Code Council to remind the public about the critical role of our communities' largely unknown protectors of public safety—our local code officials—who assure us of safe, sustainable and affordable buildings that are essential to our prosperity, and;

Whereas, “Safety for All: Building Codes in Action,” the theme for Building Safety Month 2022, encourages us all to raise awareness about planning for safe and sustainable construction; career opportunities in building safety; understanding disaster mitigation, energy conservation; and creating a safe and abundant water supply to all of our benefit, and;

Whereas, each year, in observance of Building Safety Month, people all over the world are asked to consider the commitment to improve building safety, resilience and economic investment at home and in the community, and to acknowledge the essential service provided to all of us by local and state building departments, fire prevention bureaus and federal agencies in protecting lives and property.

NOW, THEREFORE, I, Joseph Pitt, Mayor of the Town of Tarboro, do hereby proclaim the month of May 2022 as Building Safety Month. Accordingly, I encourage our citizens to join us as we participate in Building Safety Month activities.

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Signature

**A RESOLUTION ADOPTING A STATEMENT EXPLAINING THE COUNCIL'S REASONS  
FOR APPROVING AN AMENDMENT TO THE OFFICIAL ZONING MAP OF THE TOWN  
OF TARBORO**

**WHEREAS**, an amendment to the Official Zoning Map has been proposed, which amendment is described or identified as follows:

To rezone 12.39 acres of property located between Weeks Drive and Palmer Street parallel to Lydia Drive from GR-3 (General Residential-3) to RD-C1 (Rural Development-C1) zoning classification.

**NOW THEREFORE**, the Town Council of the Town of Tarboro Resolves:

Section 1. The Council concludes that the above-described amendment is consistent with the adopted Tarboro Land Use Plan.

Section 2. The Council concludes that its approval of the above-described amendment is reasonable and in the public interest because: the rezoning is consistent with the intent of the Unified Development Ordinance and the Tarboro Land Use Plan.

Section 3. This resolution becomes effective upon adoption.



**A RESOLUTION ADOPTING A STATEMENT EXPLAINING THE COUNCIL'S REASONS  
FOR REJECTING AN AMENDMENT TO THE OFFICIAL ZONING MAP OF THE TOWN  
OF TARBORO**

**WHEREAS**, an amendment to the Official Zoning Map has been proposed, which amendment is described or identified as follows:

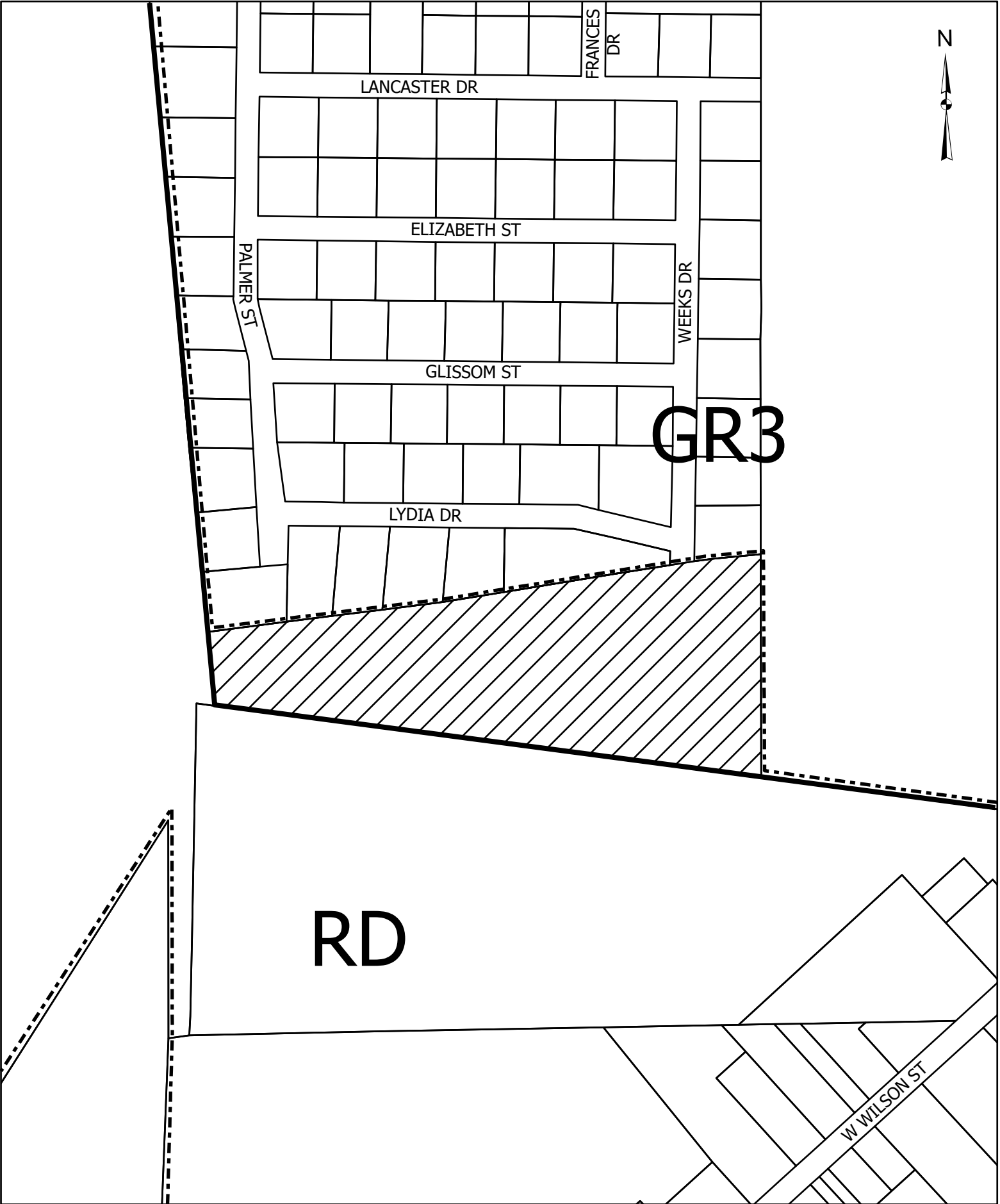
To rezone 12.39 acres of property located between Weeks Drive and Palmer Street parallel to Lydia Drive from GR-3 (General Residential-3) to RD-C1 (Rural Development-C1) zoning classification.

**NOW THEREFORE**, the Town Council of the Town of Tarboro Resolves:

Section 1. The Council concludes that the above-described amendment is not consistent with the adopted Tarboro Unified Development Ordinance and Land Use Plan.

Section 2. The Council concludes that its rejection of the above-described amendment is reasonable and in the public interest because: the amendment is inconsistent with the intent of the Unified Development Ordinance and the Tarboro Land Use Plan.

Section 3. This resolution becomes effective upon adoption.



	NO.	REVISIONS	DATE	Town of Tarboro Tarboro, North Carolina		
				PROPOSED REZONING FROM GR3 TO RD-C1.  PARCEL # 4728-31-8558 LOCATED SOUTH OF LYDIA DRIVE AND THE CLIFTON RIDGE NEIGHBORHOOD.		
				DWN: CJB	DATE: 04/25/22	1 of 1
				CKD:	APPD.	
			SCALE: NONE	PLOT:		

I, Catherine Grimm, Secretary of the Town of Tarboro's Planning Board and Zoning Commission, in accordance with North Carolina G.S. 160-A-384, hereby certify that the attached list of property owners were mailed notices by first-class mail of this public hearing scheduled for May 9, 2022 at 7:00 PM in the Council Chambers of the Town Hall regarding the request to rezone 12.39 acres located between Weeks Drive and Palmer Street parallel to Lydia Drive from GR-3 (General Residential -3) to RD-C1 (Rural Development -C1).

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Catherine Grimm, Secretary

# Property Owner Notification List

Names and addresses of all persons whose property or any part thereof is within 100 feet in any direction of the property sought to be rezoned.

Name	Address
Jimmie R. Williams/Vernon H. Williams	2021 Lydia Dr. Tarboro, NC 27886
George A. Long/ Linda C. Long	2017 Lydia Dr. Tarboro, NC 27886
Roy N. Butler/Patsy A. Butler	2013 Lydia Dr. Tarboro, NC 27886
Jonathan M. Hooker/Kindel L. Hooker	2009 Lydia Dr. Tarboro, NC 27886
Frank E. League/Patricia F. League	2005 Lydia Dr. Tarboro, NC 27886
Louis Albert Brown/Rebecca Conley Brown	605 Weeks Dr. Tarboro, NC 27886
Town of Tarboro	P. O. Box 220 Tarboro, NC 27886
Michael Rene Hart/Nettie Collins Hart	229 Shalimar Dr. Durham, NC 27713
Alexander M. Peters/Kune P. Coley/Brooks R. Peters IV	6320 Secret Dr. Raleigh, NC 27612
Melissa J. Williamson	1000 Saint Patrick St. Tarboro, NC 27886

# TOWN OF TARBORO

## PETITION FOR CHANGE OF ZONING

PETITIONER: Melissa J. Williamson

DATE: March 2, 2022

The Petitioner named above respectfully requests the Town Council of the Town of Tarboro to rezone the below-described property from GR3 to \*\*\*\*RD-C1 zoning classification. The Petitioner furthermore submits the following information in support of this petition. \*\*\*\*RD-Conditional District for a single-family and equestrian on a single family type use.

1. PETITIONER'S NAME: Melissa J. Williamson

ADDRESS: 1000 Saint Patrick St., Tarboro, NC 27886

TELEPHONE #: ( 305 ) 989-1584

2. INTEREST IN PROPERTY(IES): Owner

3. BROAD DESCRIPTION OF PROPERTY AREAS SOUGHT TO BE REZONED BY REFERENCE TO ADJOINING STREETS: The property lies between Weeks Drive and Palmer Street and parallel to Lydia Drive.

4. DESCRIPTION OF INDIVIDUAL LOTS SOUGHT TO BE REZONED:

a. OWNER: Melissa J. Williamson

TAX MAP: \_\_\_\_\_ BLOCK: \_\_\_\_\_ LOT: \_\_\_\_\_ ACREAGE: 12.39 PARCEL: 4728-31-8558

SUBDIVISION NAME: \_\_\_\_\_ FRONTAGE: \_\_\_\_\_ DEPTH: \_\_\_\_\_

EXISTING STRUCTURES AND USES: No existing structures. Currently wooded acreage

b. OWNER: N/A

TAX MAP: \_\_\_\_\_ BLOCK: \_\_\_\_\_ LOT: \_\_\_\_\_ ACREAGE: \_\_\_\_\_ PARCEL: \_\_\_\_\_

SUBDIVISION NAME: \_\_\_\_\_ FRONTAGE: \_\_\_\_\_ DEPTH: \_\_\_\_\_

EXISTING STRUCTURES AND USES: \_\_\_\_\_  
\_\_\_\_\_

c. OWNER: N/A \_\_\_\_\_

TAX MAP: \_\_\_\_\_ BLOCK: \_\_\_\_\_ LOT: \_\_\_\_\_ ACREAGE: \_\_\_\_\_ PARCEL: \_\_\_\_\_

SUBDIVISION NAME: \_\_\_\_\_ FRONTAGE: \_\_\_\_\_ DEPTH: \_\_\_\_\_

EXISTING STRUCTURES AND USES: \_\_\_\_\_  
\_\_\_\_\_

d. OWNER: N/A \_\_\_\_\_

TAX MAP: \_\_\_\_\_ BLOCK: \_\_\_\_\_ LOT: \_\_\_\_\_ ACREAGE: \_\_\_\_\_ PARCEL: \_\_\_\_\_

SUBDIVISION NAME: \_\_\_\_\_ FRONTAGE: \_\_\_\_\_ DEPTH: \_\_\_\_\_

EXISTING STRUCTURES AND USES: \_\_\_\_\_  
\_\_\_\_\_

5. NAMES AND ADDRESSES OF ALL PERSONS WHOSE PROPERTY OR ANY PART THEREOF IS  
WITHIN 100 FEET IN ANY DIRECTION OF THE PROPERTY SOUGHT TO BE REZONED.

NAME	ADDRESS
Jimmie R. Williams/Vernon H. Williams	2021 Lydia Dr., Tarboro, NC 27886
George A. Long/Linda C. Long	2017 Lydia Dr., Tarboro, NC 27886
Roy N. Butler/Patsy A. Butler	2013 Lydia Dr., Tarboro, NC 27886
Jonathan M. Hooker/Kindel L. Hooker	2009 Lydia Dr., Tarboro, NC 27886
Frank E. League/Patricia F. League	2005 Lydia Dr., Tarboro, NC 27886
Louis Albert Brown/Rebecca Conley Brown	605 Weeks Dr., Tarboro, NC 27886
Town of Tarboro	P.O. Box 220, Tarboro, NC 27886
Michael Rene Hart/Nettie Collins Hart	229 Shalimar Dr., Durham, NC 27713
Alexander M. Peters/Kune P. Coley/Brooks R. Peters IV	6320 Secret Dr., Raleigh, NC 27612
Melissa J. Williamson	1000 Saint Patrick St., Tarboro, NC 27886

6. PLEASE SET OUT AND EXPLAIN THOSE CIRCUMSTANCES PERTINENT TO THE PROPERTY AND THE MANNER IT RELATES TO THE TOWN THAT DEMONSTRATE THAT THE PROPOSED ZONING DISTRICT CLASSIFICATION IS CONSISTENT WITH THE TOWN'S COMPREHENSIVE PLAN. MORE SPECIFICALLY:

(a) How do the potential uses in the new district classification relate to the existing character of the area?

PLEASE SEE THE ANSWERS TO 6(a), 6(b), 6(c) and 6(d) on the attached Exhibit A

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(b) In what way is the property proposed for rezoning peculiarly/particularly suited for the potential uses of the new district?

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(c) How will the proposed rezoning affect the value of nearby buildings?

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## **EXHIBIT A TO MELISSA J. WILLIAMSON PETITION FOR CHANGE OF ZONING**

6. Please set out and explain those circumstances pertinent to the property and the Manner it relates to the Town that demonstrate that the proposed zoning District Classification is consistent with the Town's Comprehensive Plan.  
More specifically.

**(a) How do the potential uses in the new district classification relate to the existing character of the area?**

The property is generally rectangular in shape. One side of the property borders existing homes, one side borders unimproved Town owned wooded property that is zoned GR3 and the other two sides border properties zoned RD. The property is currently wooded with trees planted for timber. I intend to harvest the trees in the center of the property, leaving trees along the property perimeter, and improve the property by building a single-family personal residence for me, a pasture for my three horses and various related out-buildings. Please note that the change in zoning is requested solely to allow me to have my horses with me, at my home and I believe would represent only a minor variance from the current zoning of the property. This variance would also, I believe, be consistent with the RD zoning of adjacent properties.

**(b) In what way is the property proposed for rezoning peculiarly/particularly suited for the potential uses of the new district?**

The property, as indicated above, is located between an area of existing homes and areas zoned RD. Its location makes it particularly suitable for classification as a RD Conditional District, to use as a single-family residence and equestrian on a single-family type use. If the requested zoning change is approved, the property would in effect act as a buffer between those existing homes and the RD zoned areas. The property would retain its residential character, as a single-family residence, while also retaining much of the existing woods and rural appearance.

**(c) How will the proposed rezoning affect the value of nearby buildings?**

The requested change in zoning may help to preserve existing value of the adjacent homes by maintaining the rural character of the view from the homes, looking toward the property, while also limiting the potential future uses of the property. The requested change in zoning would assure that the property retains its rural character while avoiding any agricultural uses other than for equestrian on a single-family residence type use.

**(d) In what way does the rezoning encourage the most appropriate use of the land in the planning jurisdiction?**

I believe that the requested zoning change is consistent with the intent that the property be residential. The zoning change would also, however, allow for the retention of the rural character of the property while limiting its use, as an RD Conditional District, to a single family residence and equestrian use on single-family type use.



(d) In what way does the rezoning encourage the most appropriate use of the land in the planning jurisdiction?

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~~\_\_\_\_\_~~  
~~\_\_\_\_\_~~  
~~\_\_\_\_\_~~  
~~\_\_\_\_\_~~  
~~\_\_\_\_\_~~

WHEREFORE, THE PETITIONER REQUESTS THAT THE OFFICIAL ZONING MAP BE AMENDED AS SET OUT ABOVE. THIS IS THE 2nd DAY OF March, 2022.


PETITIONER'S SIGNATURE:

M. Smith

Legal Description (Metes and Bounds Description):

SEE ATTACHED LEGAL DESCRIPTION

Current land use: Zoned GR3 - unimproved land


  
\_\_\_\_\_  
Signature

March 2, 2022  
\_\_\_\_\_  
Date

## SCHEDULE C

The Land is described as follows:

Beginning at the southwest corner of Lot No. 7, Block D, as shown on map of Clifton Ridge, Section 5, recorded in Plat Cabinet 1, Slide 3-B of the Edgecombe Registry; thence along the southern line of Lot 7, Block D, above described N. 89 deg. 19 min. E. 175.62 feet to the southeast corner of Lot No. 7, Block D as shown on map recorded in Plat Cabinet 1, Slide 3-B, Edgecombe Registry, a corner in the property line of Perkins and Putman property as described in Deed recorded in Book 896, Page 548, Edgecombe Registry, cornering; thence with the Perkins and Putman line S. 6 deg. W. 570 feet, more or less, to a corner in the line of the property of William David Hart, cornering; thence with the Hart line N. 79 deg. 30 min. W. 1488.50 feet, more or less, to a corner of the R.B. Peters Heirs' property in the line of William D. Hart property, cornering; thence with the Peters Heirs' property line N. 1 deg. 05 min. E. 340 feet, more or less to the southwest corner of Lot No. 12, Block F of Clifton Ridge, Sect 5 as recorded in Plat Cabinet 1, Slide 3-B, Edgecombe Registry, cornering; thence along the southern line of Lot No. 12, Block F, Section 5 of Clifton Ridge as recorded in Plat Cabinet 1, Slide 3B, S. 88 deg. 22 min. E. 148.67 feet to a point on the western right of way line of Palmer Street, thence the same course continued S. 88 deg. 22 min. E. 65 feet more or less to a point on the line of Lot No. 5, Block H, Section No. 5 of Clifton Ridge, Plat Cabinet 1, Slide 3B, Edgecombe Registry, cornering; thence with the line of Lot Nos. 5, 4, 3, 2, and 1, Block H of Clifton Ridge Section No. 5, Plat Cabinet 1, Slide 3B of Edgecombe Registry, the following courses and distances S. 7 deg. 8 min. W. 150 feet, more or less, thence N. 89 deg. 16 min. W. 552.13 feet; thence S. 87 deg. 04 min. W. 487 feet more or less to the point of beginning containing 13.5 acres, more or less.

  
March 2, 2022

*This page is only a part of a 2016 ALTA® Commitment for Title Insurance issued by First American Title Insurance Company. This Commitment is not valid without the Notice; the Commitment to Issue Policy; the Commitment Conditions; Schedule A; Schedule B, Part I - Requirements; and Schedule B, Part II - Exceptions; and a counter-signature by the Company or its issuing agent that may be in electronic form.*

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**PIN:** 472831855800

**OWNER:** WILLIAMSON MELISSA,

**ADDRESS:** 1000 ST PATRICK STRE

**CITY:** TARBORO

**STATE:** NC

**ZIP:** 27886

**LOCATION:** WEEKS DR

**PROPERTY DESCRIPTION:**

LILLY POND LD

**DEED DATE:** 1/20/2022

**SALE PRICE:** 40000

**DEED LOC:** 1749/0525

**ACCOUNT:** 220587

**ACREAGE:** 12.39

**LAND VALUE:** 92925

**BLDG VAL:** 0

**NET VALUE:** 92925

**DEFERRED:** 0

**SUBDIVISION:**

**TAX CODES:** F06

**ZONING:** RA12



**Edgecombe County**

March 10, 2022

1 inch = 427 feet

















Town of Tarboro  
Official Zoning Map  
Adopted June 8, 2020

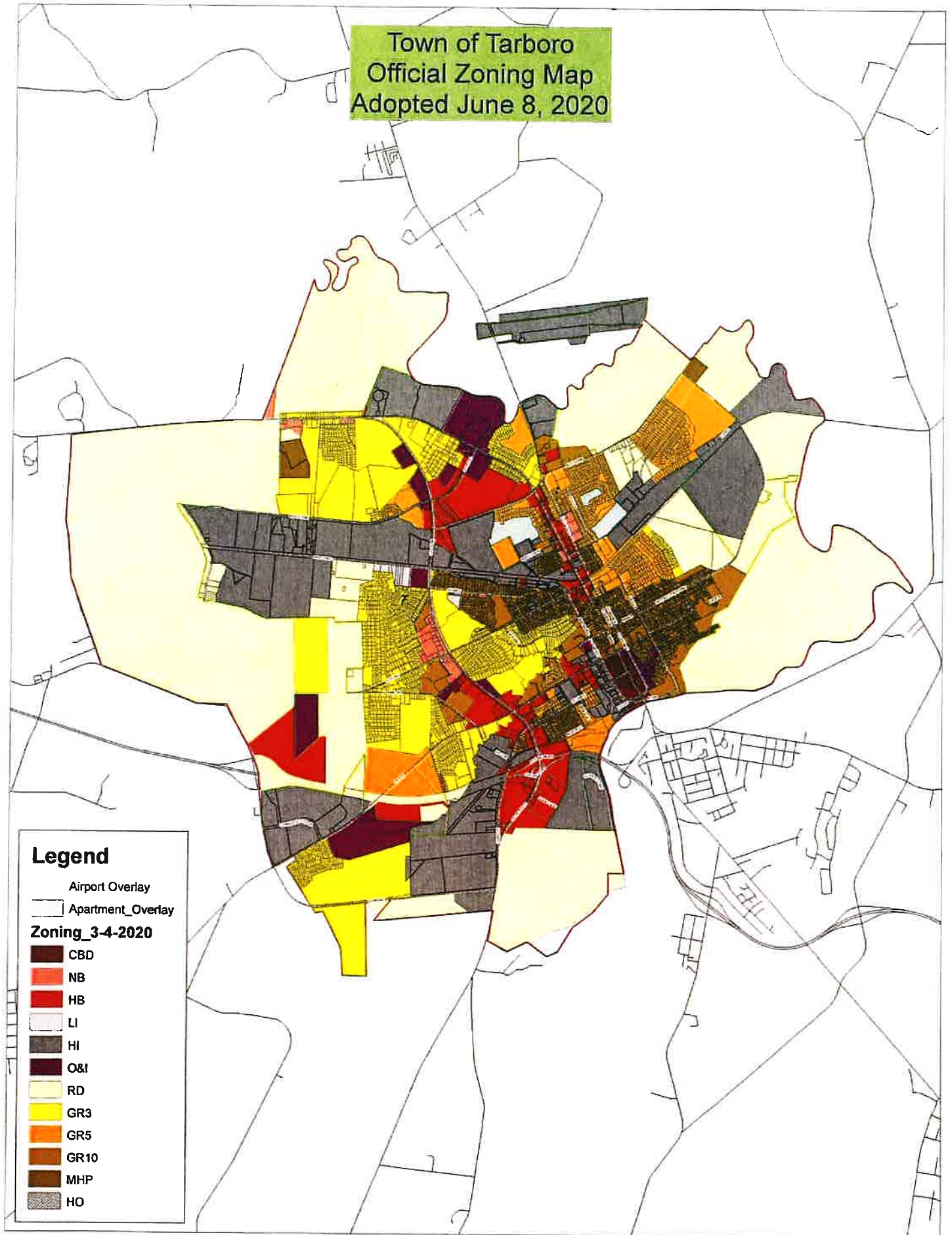
**Legend**

Airport Overlay

Apartment\_Overlay

**Zoning\_3-4-2020**

-  CBD
-  NB
-  HB
-  LI
-  HI
-  O&I
-  RD
-  GR3
-  GR5
-  GR10
-  MHP
-  HO



ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE UNIFIED DEVELOPMENT ORDINANCE (ZONING ORDINANCE) OF THE TOWN OF TARBORO AND ITS ENVIRONS TO AMEND THE ZONING CLASSIFICATION OF 12.39 ACREAGE OF PROPERTY LOCATED BETWEEN WEEKS DRIVE AND PALMER STREET PARALLEL TO LYDIA DRIVE FROM GR-3 (GENERAL RESIDENTIAL-3) TO RD-C1 (RURAL DEVELOPMENT-C1)**

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF TARBORO that:

Section 1. The Zoning Map of the Unified Development Ordinance (Zoning Ordinance) of the Town of Tarboro and its Environs be and the same is hereby amended by changing the Zoning Classification of the property hereinafter described by metes and bounds from GR-3 (Residential District) to RD-C1 (Rural Development) to allow single-family and personal equestrian of a residential nature and said property being more particularly described as follows:

Beginning at the southwest corner of Lot No. 7, Block D, as shown on map of Clifton Ridge, Section 5, recorded in Plat Cabinet 1, Slide 3-B of the Edgecombe Registry; thence along the southern line of Lot 7, Block D, above described N. 89 deg. 19 min. E. 175.62 feet to the southeast corner of Lot No. 7, Block D as shown on map recorded in Plat Cabinet 1, Slide 3-B, Edgecombe Registry, a corner in the property line of Perkins and Putman property as described in Deed recorded in Book 896, Page 548, Edgecombe Registry, cornering; thence with the Perkins and Putnam line S. 6 deg. W. 570 feet, more or less, to a corner in the line of the property of William David Hart, cornering; thence with the Hart line N. 79 deg. 30 min. W. 1488.50 feet, more or less, to a corner of the R.B. Peters Heirs' property in the line of William D. Hart property, cornering; thence with the Peters Heirs' property line N. 1 deg. 05 min. E. 340 feet, more or less to the southwest corner of Lot No. 12, Block F of Clifton Ridge, Sect 5 as recorded in Plat Cabinet 1, Slide 3-B, Edgecombe Registry, cornering; thence along the southern line of Lot No. 12, Block F, Section 5 of Clifton Ridge as recorded in Plat Cabinet 1, Slide 3B, S. 88 deg. 22 min. E. 148.67 feet to a point on the western right of way line of Palmer Street, thence the same course continued S. 88 deg. 22 min. E. 65 feet more or less to a point on the line of Lot No. 5, Block H. Section No. 5 of Clifton Ridge, Plat Cabinet 1, Slide 3B, Edgecombe Registry, cornering; thence with the line of Lot Nos. 5, 4, 3, 2, and 1, Block H of Clifton Ridge Section No. 5, Plat Cabinet 1, Slide 3B of Edgecombe Registry, the following courses and distances S. 7 deg. 8 min. W. 150 feet, more or less, thence N. 89 deg. 16 min. W. 552.13 feet; thence S. 87 deg. 04 min. W. 487 feet more or less to the point of beginning containing 13.5 acres, more or less. See deed recorded in Book 943, page 231, Edgecombe County

Section 2. The Town of Tarboro shall modify the Official Zoning Map of the Unified Development Ordinance of the Town of Tarboro and its Environs in accordance with Section 1 above.

Section 3. That this Ordinance shall be effective immediately upon its adoption.

Adopted this 9<sup>th</sup> day of May, 2022.

Town of Tarboro

\_\_\_\_\_  
Joseph W. Pitt, Mayor

ATTEST:

\_\_\_\_\_  
Leslie M. Lunsford, Town Clerk

## **Modifications to the Unified Development Ordinance**

### **Fence Height:**

#### **Section 4.6.4 Fences**

"The requirements in this section shall not prohibit any necessary retaining wall or prohibit any planted buffer strip, fence, or wall. However, in a residential district no fence or wall shall exceed four (4) feet in any front or side yard measured from the front building line to the front of the lot, unless specified elsewhere in this ordinance, nor shall any fence or wall exceed a height of eight (8) feet in any rear or side yard as measured from the front building line to the rear of the lot. These restrictions shall not apply to a bona fide farm."

### **Sign Section**

#### **Section 10.10.5.B**

"Signs with a height of up to seventy (70) feet shall be allowed immediately adjacent to interstate grade four lane limited access highways."

### **Special Use Standards**

#### **Townhomes**

Modify Section 3.2.2 to Remove "B" and allow flexibility on driveways with the language "Design should reduce driveways in a way that uses the most efficient space and shared driveways are encouraged between adjacent buildings."

Bar/Tavern - A business where alcoholic beverages are sold for on-site consumption, which are not part of a larger restaurant. Includes bars, taverns, pubs, and similar establishments where any food service is subordinate to the sale of alcoholic beverages. May also include beer brewing as part of a microbrewery and other beverage tasting facilities.

Modify the table 3.5 Supplemental Use Standards for Commercial/Entertainment Uses to remove Bar/Tavern from the chart as it is a Permitted Use within the commercial districts.

### **Apartment Overlay**

The UDO shall be updated to include the Apartment Overlay within the Zoning Overlay District list with the matching description.

**ORDINANCE NO. 22 - \_\_\_\_\_**

**AN ORDINANCE AMENDING THE TEXT OF THE UNIFIED DEVELOPMENT ORDINANCE.**

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF TARBORO that:

Section 1. That the text of the Unified Development Ordinance shall be amended as follows:

Section 4.6.4 Fences

"The requirements in this section shall not prohibit any necessary retaining wall or prohibit any planted buffer strip, fence, or wall. However, in a residential district no fence or wall shall exceed four (4) feet in any front or side yard measured from the front building line to the front of the lot, unless specified elsewhere in this ordinance, nor shall any fence or wall exceed a height of eight (8) feet in any rear or side yard as measured from the front building line to the rear of the lot. These restrictions shall not apply to a bona fide farm."

Section 10.10.5.B

"Signs with a height of up to seventy (70) feet shall be allowed immediately adjacent to interstate grade four-lane limited access highways."

Section 3.2.2

Section "B" shall be removed and include the language "Design should reduce driveways in a way that uses the most efficient space and shared driveways are encouraged between adjacent buildings."

Section 3.5

Amend Table 3.5, Supplemental Use Standards for Commercial/Entertainment Uses to remove Bar/Tavern from the chart as it is a Permitted Use within the commercial districts.

Section 2.5

Table 2.5.1 shall include Apartment Overlay as an overlay district and the definition shall read "Multifamily shall be allowed as a permitted use within this overlay district with the issuance of a Special Use Permit."

Section 2. All provisions of any Town ordinance in conflict with this ordinance are repealed.

Section 3. That this Ordinance shall be effective immediately upon its adoption.

Adopted this 9th day of May, 2022.

Town of Tarboro

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Joseph W. Pitt, Mayor

ATTEST:

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Leslie M. Lunsford, Town Clerk



# **A RESOLUTION ADOPTING A STATEMENT EXPLAINING THE COUNCIL'S REASONS FOR APPROVING AN AMENDMENT TO THE TEXT OF THE UNIFIED DEVELOPMENT ORDINANCE**

**WHEREAS**, an amendment to the text of the Tarboro Unified Development Ordinance has been proposed, which amendment is described or identified as follows:

Section 1. That the text of the Unified Development Ordinance shall be amended as follows:

## **Section 4.6.4 Fences**

"The requirements in this section shall not prohibit any necessary retaining wall or prohibit any planted buffer strip, fence, or wall. However, in a residential district no fence or wall shall exceed four (4) feet in any front or side yard measured from the front building line to the front of the lot, unless specified elsewhere in this ordinance, nor shall any fence or wall exceed a height of eight (8) feet in any rear or side yard as measured from the front building line to the rear of the lot. These restrictions shall not apply to a bona fide farm."

## **Section 10.10.5.B**

"Signs with a height of up to seventy (70) feet shall be allowed immediately adjacent to interstate grade four-lane limited access highways."

## **Section 3.2.2**

Section "B" shall be removed and include the language "Design should reduce driveways in a way that uses the most efficient space and shared driveways are encouraged between adjacent buildings."

## **Section 3.5**

Amend Table 3.5, Supplemental Use Standards for Commercial/Entertainment Uses to remove Bar/Tavern from the chart as it is a Permitted Use within the commercial districts.

## **Section 2.5**

Table 2.5.1 shall include Apartment Overlay as an overlay district and the definition shall read "Multifamily shall be allowed as a permitted use within this overlay district with the issuance of a Special Use Permit."

**NOW THEREFORE**, the Town Council of the Town of Tarboro Resolves:

Section 1. The Council concludes that the above-described amendment is consistent with the adopted Tarboro Unified Development Ordinance and Land Development Plan.

Section 2. The Council concludes that its approval of the above-described amendment is reasonable and in the public interest because: the amendment is consistent with the intent of the Unified Development Ordinance and the Tarboro Land Use Plan.

Section 3. This resolution becomes effective upon adoption.

# **A RESOLUTION ADOPTING A STATEMENT EXPLAINING THE COUNCIL'S REASONS FOR REJECTING AN AMENDMENT TO THE TEXT OF THE UNIFIED DEVELOPMENT ORDINANCE**

**WHEREAS**, an amendment to the text of the Tarboro Unified Development Ordinance has been proposed, which amendment is described or identified as follows:

Section 1. That the text of the Unified Development Ordinance shall be amended as follows:

## **Section 4.6.4 Fences**

"The requirements in this section shall not prohibit any necessary retaining wall or prohibit any planted buffer strip, fence, or wall. However, in a residential district no fence or wall shall exceed four (4) feet in any front or side yard measured from the front building line to the front of the lot, unless specified elsewhere in this ordinance, nor shall any fence or wall exceed a height of eight (8) feet in any rear or side yard as measured from the front building line to the rear of the lot. These restrictions shall not apply to a bona fide farm."

## **Section 10.10.5.B**

"Signs with a height of up to seventy (70) feet shall be allowed immediately adjacent to interstate grade four-lane limited access highways."

## **Section 3.2.2**

Section "B" shall be removed and include the language "Design should reduce driveways in a way that uses the most efficient space and shared driveways are encouraged between adjacent buildings."

## **Section 3.5**

Amend Table 3.5, Supplemental Use Standards for Commercial/Entertainment Uses to remove Bar/Tavern from the chart as it is a Permitted Use within the commercial districts.

## **Section 2.5**

Table 2.5.1 shall include Apartment Overlay as an overlay district and the definition shall read "Multifamily shall be allowed as a permitted use within this overlay district with the issuance of a Special Use Permit."

**NOW THEREFORE**, the Town Council of the Town of Tarboro Resolves:

Section 1. The Council concludes that the above-described amendment is inconsistent with the adopted Tarboro Unified Development Ordinance and Land Development Plan.

Section 2. The Council concludes that its rejection of the above-described amendment is reasonable and not in the public interest because: the amendment is inconsistent with the intent of the Unified Development Ordinance and the Tarboro Land Use Plan.

Section 3. This resolution becomes effective upon adoption.

**MINUTES OF A REGULAR MEETING OF THE TOWN COUNCIL OF THE  
TOWN OF TARBORO, HELD AT 7:00 PM ON MONDAY, APRIL 11, 2022 IN THE  
COUNCIL ROOM, TOWN HALL, TARBORO, NORTH CAROLINA**

**MEMBERS PRESENT**

Councilman Woodard, Mayor Pro Tem  
Councilman Taylor  
Councilman Burnette  
Councilman Brown  
Councilman Jenkins  
Councilmember Jordan  
Councilmember Bynum  
Councilman Mayo

**MEMBERS ABSENT**

Mayor Pitt

**ALSO PRESENT**

Troy Lewis, Town Manager  
Leslie Lunsford, Town Clerk  
Chad Hinton, Town Attorney

**1. MEETING CALLED TO ORDER BY THE MAYOR**

**2. INVOCATION**

Councilman Taylor.

**3. PLEDGE OF ALLEGIANCE**

**4. APPROVAL OF AGENDA BY COUNCIL**

Agenda approved as presented.

John Jenkins made a motion, which was seconded by Sabrina Bynum and Passed, Motion.

**5. PRESENTATION BY COUNCIL**

**(1) Arbor Day Proclamation**

Mayor Pro Tem Woodard presented a Proclamation declaring April 29, 2022 as Arbor Day in the Town of Tarboro. All citizens are urged to celebrate the 150th year anniversary of Arbor Day and to support efforts to protect our trees and woodlands.

**(2) Fair Housing Month Proclamation**

Mayor Pro Tem Woodard presented a Proclamation declaring April 2022 in Tarboro, NC as Fair Housing Month.

**(3) Autism Awareness Month Proclamation**

Mayor Pro Tem Woodard presented a Proclamation declaring April 2022 as National

Autism Awareness Month in the Town of Tarboro and urged all residents to better understand the subject of autism spectrum disorders.

(4) National Day of Prayer Proclamation

Mayor Pro Tem Woodard presented a Proclamation declaring May 5, 2022 as a Day of Prayer throughout the Town of Tarboro.

**6. REQUESTS AND PETITIONS OF CITIZENS**

Bobby Gaston, 1012 E Saint John Street - expressed concerns with flooding in East Tarboro. He requested an update from the Army Core of Engineers. Troy Lewis had no update at the time. Mr. Gaston also expressed concerns about trespassing issues at abandoned houses in his neighborhood.

**7. REPORTS OF BOARDS AND COMMISSIONS**

(1) The Planning Director will present the Planning Board Report.

Catherine Grimm, Planning Director, presented the Planning Board and Zoning Commission report. Council called for a public hearing at the May 2022 meeting to consider Zoning Map Amendment #22-01 - GR-3 to RD-C1 and UDO Text Amendment #22-01.

Leo Taylor made a motion, which was seconded by Deborah Jordan and Passed, Motion.

**8. TOWN MANAGERS RECOMMENDATIONS**

**Consent Items**

Consent Items approved as presented.

Tate Mayo made a motion, which was seconded by Sabrina Bynum and Passed, Motion.

(1) Approve minutes of the March 14, 2022 regular meeting.

(2) 2021 Tax Levy Adjustment

(3) 2020 Tax Levy Adjustment

(4) Budget Transfers

(5) Tax Collector's Report

**Action Items**

**(6) Budget Amendment - ESFRLP-19**

Council approved and adopted the ESFRLP-19 budget amendment.

John Jenkins made a motion, which was seconded by Tate Mayo and Passed, Motion.

**(7) ESFRLP-19 Contract for Services**

Council voted to accept the bid from Evans Custom Builders for Cases 25, 26; and Strickland Construction for Cases 19, 22; and CMB Construction for Cases 28, 31.

Council also authorized the Town Manager and Finance Director to execute any necessary agreements.

Leo Taylor made a motion, which was seconded by Deborah Jordan and Passed, Motion.

**(8) Award Contract - Auditing Services**

Council awarded the audit contract for the fiscal year 2021-2022 to Joyce and Company, CPAs at the proposal cost of \$35,000, with the understanding that contracts for future years may be subject to negotiation and require future Council approval.

John Jenkins made a motion, which was seconded by Leo Taylor and Passed, Motion.

**(9) Conterra Networks Right-of-Way Encroachment Agreements**

Council authorized execution of the Right-of-Way Encroachment Agreements to install fiber optic cable within the Town rights-of-way.

John Jenkins made a motion, which was seconded by Leo Taylor and Passed, Motion.

**(10) Appointment for April - Planning Board & Zoning Commission**

Council appointed Brice Thomas Knight to fill the vacancy on the Planning Board and Zoning Commission to represent Ward 7 at the April Council meeting.

John Jenkins made a motion, which was seconded by Clarence Brown and Passed, Motion.

**9. OTHER REPORTS**

Memo Number 22-25 - Rural Transformation Grant

Council authorized staff to make application to the NC Department of Commerce for Rural Transformation funds to improve Riverfront Park and access to the same from Main Street.

Deborah Jordan made a motion, which was seconded by Clarence Brown and Passed, Motion.

A. Town Manager

None.

B. Town Attorney

None.

C. Council Members

Councilman Woodard - none.

Councilman Taylor - requested an update on InfinityLink progress. Troy Lewis, Town Manager, stated that they were hoping to start running fiber connections soon.

Councilman Mayo - none.

Councilmember Jordan - reminded Council of the Map Our Future meeting on Thursday, April 14, 2022 at 6:00pm at Town Hall.

Councilman Jenkins - none.

Councilmember Bynum - expressed concerns with a garbage issue behind Mama's Pizza and Auto Zone. Troy Lewis stated that the business does not qualify for Town garbage collection due to the volume of garbage produced, as it exceeds the towns two can per pick up limit. Code Enforcement will follow up.

Councilman Burnette - none.

Councilman Brown - acknowledged that Councilman Woodard had done a great job as Mayor Pro Tem. He also stated that he enjoyed the recent Springfest event.

## **10. ADJOURNMENT**

Meeting Adjourned.

Clarence Brown made a motion, which was seconded by Leo Taylor and Passed, Motion.



## ***Town of Tarboro, North Carolina Mayor and Council Communication***

**Subject:** 2021 Tax Levy Adjustment

**Date:** 5/9/2022

**Memo Number:** 22-28

---

The Schedule of 2021 Tax Levy Adjusted as of May 9, 2022, attached hereto, lists the valuation and tax amount of one (1) afterlist.

It is recommended that Council:

1. Order the Tax Collector be charged with afterlist 94 in the amount of \$246.73,
2. Approve the Schedule of the 2021 Tax Levy Adjusted as of May 9, 2022, in the amount of \$3,493,928.43.

**ATTACHMENTS:**

Description	Upload Date	Type
2021 Tax Levy Adjustment	5/3/2022	Cover Memo

TOWN OF TARBORO, NORTH CAROLINA  
SCHEDULE OF 2021 TAX LEVY  
May 9, 2022

**VALUATIONS**

	Real	Personal	Public Service Companies	Dog Tax	Total
Balance April 11, 2022	589,171,598	222,355,492	39,242,952	0	850,770,042
After list: 94	0	48,958	0	0	48,958
Less Releases:	0	0	0	0	0
	<u>589,171,598</u>	<u>222,404,450</u>	<u>39,242,952</u>	<u>0</u>	<u>850,819,000</u>
Balance as of May 9, 2022	<u>589,171,598</u>	<u>222,404,450</u>	<u>39,242,952</u>	<u>0</u>	<u>850,819,000</u>

**TAX CALCULATIONS**

	Real, Personal, & Pub. Ser. Co.	Late Listing Penalty	Auto Tax	Dog Tax	Total
Balance April 11, 2022	3,488,157.88	5,523.82	0.00	0.00	3,493,681.70
After list: 94	200.73	46.00	0.00	0.00	246.73
Less Releases:	0.00	0.00	0.00	0.00	0.00
	<u>3,488,358.61</u>	<u>5,569.82</u>	<u>0.00</u>	<u>0.00</u>	<u>3,493,928.43</u>
Balance as of May 9, 2022	<u>3,488,358.61</u>	<u>5,569.82</u>	<u>0.00</u>	<u>0.00</u>	<u>3,493,928.43</u>



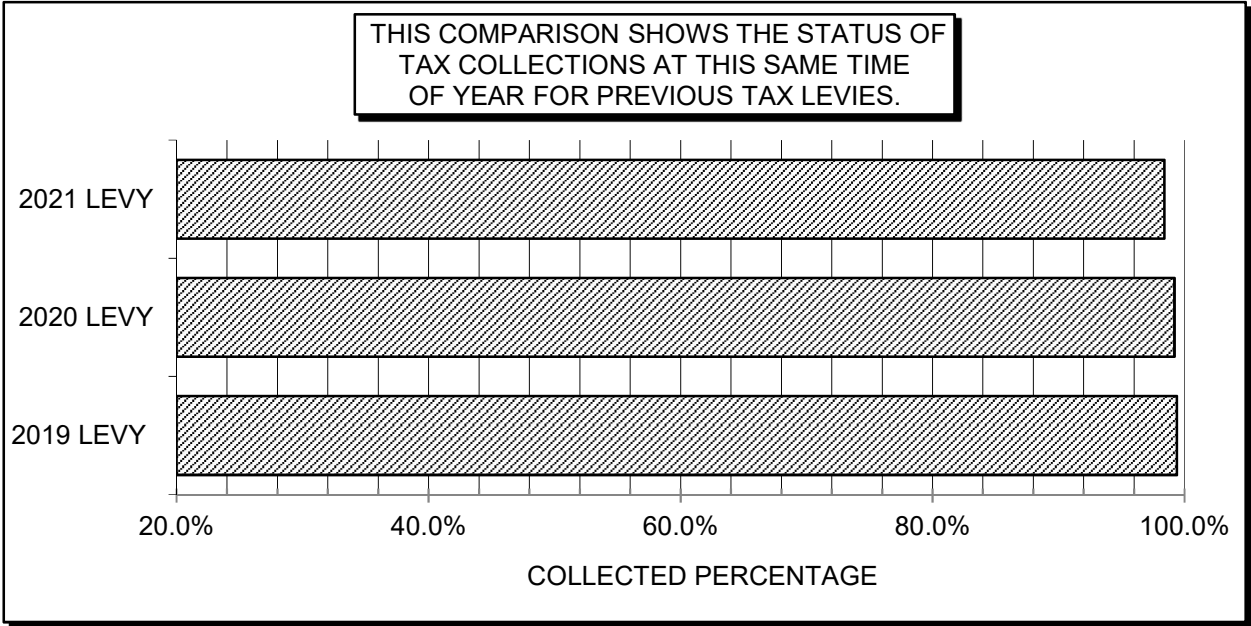
# TOWN OF TARBORO, NORTH CAROLINA

## TAX COLLECTOR'S REPORT

### For the Year Ended April 30, 2022

Levy Year	Current Fiscal Year Charges	COLLECTIONS		Uncollected Balance	Collected Percentage
		This Month	Fiscal Year-To-Date		
2021	3,331,503.65	15,687.61	3,146,357.15	185,146.50	94.44%
2020	93,955.89	3,951.46	40,224.15	53,731.74	98.38%
2019	107,185.89	904.61	76,226.42	30,959.47	99.05%
2018	53,197.48	285.18	33,910.09	19,287.39	99.41%
2017	23,861.41	28.82	9,647.11	14,214.30	99.56%
2016	19,318.84	238.67	5,717.31	13,601.53	99.59%
2015	15,540.44	154.76	3,731.92	11,808.52	99.65%
2014	12,033.85	72.78	3,190.86	8,842.99	99.74%
2013	9,279.68	8.10	1,858.27	7,421.41	99.79%
2012	7,909.33	10.29	1,356.85	6,552.48	99.82%
2011	4,969.36	0.00	839.31	4,130.05	99.88%
Prior	10,912.25	0.00	769.95	10,142.30	-
Subtotal	3,689,668.07	21,342.28	3,323,829.39	365,838.68	
		2,061.13	53,956.78	<== Interest on Taxes	
Net Tax Collections ==>		23,403.41	3,377,786.17		
		220.00	220.00	<== Beer & Wine Licenses	
TOTAL COLLECTED ==>		23,623.41	3,378,006.17		

prepared by: **Leslie M. Lunsford, Collector of Revenue**



**To:** Troy Lewis, Town Manager

**From:** Anne Mann, Finance Director

**Date:** May 4, 2022

**Re:** Reallocation of Departmental Appropriations



In accordance with Section 8 of the FY 2021-2022 Budget Ordinance of the Town of Tarboro, in your capacity as the Budget Officer, you have approved certain reallocations of departmental appropriations. Such transfers are required to be reported to Town Council within sixty (60) days.

Also, in accordance with Section 8 of the FY 2021-2022 Budget Ordinance of the Town of Tarboro, in your capacity as the Budget Officer, you have approved certain transfers between departments within the same fund. Such transfers shall be reported to Town Council at its next regular meeting and entered in the minutes.

These reallocations and transfers are summarized on the following pages for presentation to Town Council.

Account Id	Description	Previous Budget	Budget Transfer	Modified Budget
10-4250-1400	PW / Garage / Travel & Training	2,000.00	-1,000.00	1,000.00
10-4250-3150	PW / Garage / Gasoline & Fuel	2,000.00	1,000.00	3,000.00
10-4260-3300	PW / Bldgs & Grounds / Dept Supplies	30,000.00	-3,000.00	27,000.00
10-4260-3150	PW / Bldgs & Grounds / Gasoline & Fuel	25,000.00	-6,000.00	19,000.00
10-4260-1502	PW / Bldgs & Grounds / Maint & Repair - Recreation	20,000.00	1,000.00	21,000.00
10-4260-1600	PW / Bldgs & Grounds / Maint & Repair - Equipment	2,000.00	2,000.00	4,000.00
10-4260-3100	PW / Bldgs & Grounds / Auto Supplies	33,000.00	3,000.00	36,000.00
10-4520-3300	PW / Streets / Department Supplies	33,000.00	-2,259.00	30,741.00
10-4520-3800	PW / Streets / Mosquito Control Grant	10,000.00	259.00	10,259.00
10-4520-3150	PW / Streets / Gasoline & Fuel	21,000.00	2,000.00	23,000.00
10-6130-1500	P&R / Indian Lake / Maint & Repair	7,500.00	3,000.00	10,500.00
19-4525-7400	Powell Bill / Capital Outlay - Equipment	43,000.00	-15,700.00	27,300.00
19-4525-7300	Powell Bill / Capital Outlay - Construction	160,000.00	15,700.00	175,700.00
31-7100-1400	Water & Sewer / Administration / Travel	15,000.00	-4,200.00	10,800.00
31-7100-1600	Water & Sewer / Administration / Maint & Repair - Eq	35,000.00	-5,045.00	29,955.00
31-7100-3300	Water & Sewer / Administration / Dept Supplies	0.00	45.00	45.00
31-7100-5400	Water & Sewer / Administration / Insurance	75,000.00	4,200.00	79,200.00
31-7120-3100	Water & Sewer / Auto Supplies	15,000.00	-3,000.00	12,000.00
31-7120-3150	Water & Sewer / Gasoline & Fuel	8,000.00	3,000.00	11,000.00
31-7150-7300	Water & Sewer / Capital Outlay - Improvements	20,000.00	5,000.00	25,000.00
33-7300-1110	Stormwater / Overtime	7,000.00	-2,000.00	5,000.00
33-7300-3150	Stormwater / Gasoline & Fuel	20,000.00	2,000.00	22,000.00
		583,500.00	0.00	583,500.00



## ***Town of Tarboro, North Carolina Mayor and Council Communication***

**Subject:** ESFRLP-19 Contract for Services

**Date:** 5/9/2022

**Memo Number:** 22-29

---

Since the initial award of the Essential Single Family Rehabilitation Loan Program, additional funds have been awarded from the NC Housing Finance Agency to rehabilitate more homes within Edgecombe County. Additional bids have been submitted for the next round of homes.

It is recommended that Council vote to accept the low bids for each case as attached for CMB Construction, B&B Construction, and Robert Strickland Construction, contingent on securing additional funds for cases over \$30,000 or bids being reduced to \$30,000 or less by reducing the work scope, as has been done on prior cases with lead abatement.

It is also recommended that Council authorize the Town Manager and Finance Director to execute any necessary agreements.

### **ATTACHMENTS:**

Description	Upload Date	Type
ESFLP19 Contract for Rehabilitation	5/4/2022	Exhibit

**TOWN OF TARBORO**

**ESFRLP1921 BID TABULATION SHEET**

TIME: 10:00 AM

DATE: WEDNESDAY, APRIL 27, 2022

LOCATION: TOWN OF TARBORO, 500 MAIN STREET, TARBORO, NC

CONTRACTOR	CASE #21	CASE #27	CASE #29	CASE #33	Case #34	Case #35
	Urmila Smith 3706 Clayton Pl. Tarboro	Tawanda Bellamy 39 Center St. Tarboro	Quartina Lynch 1713 Preston Dr. Tarboro	Betty Highsmith 1987 NC 97 W. Battleboro	Rachel Thigpen 10622 US Hwy 64 Alt., Rocky Mount	Marie Bryant 703 Elm St. Tarboro
Robert Strickland Construction	40,160	no bid	25,900.00	40,260.00	no bid	21,620*
B&B Construction	43,625	45,850	25,600	47,950	37,100 *	25,750
CMB Construction	33,920 *	40,500 *	22,825 *	32,850 *	39,975	25,700
<b>COST ESTIMATE</b>						

This is to notify of the bids opened and read aloud at the time, date and location shown above.

The Locality will award the contract based on the contractor qualifications, cost estimate and contractor scheduling.

Witnessed By

Opened By



## ***Town of Tarboro, North Carolina Mayor and Council Communication***

**Subject:** LS Cable Expansion - Building Reuse Grant Application

**Date:** 5/9/2022

**Memo Number:** 22-30

---

LS Cable & System (LS Cable) plans to expand operations at their Tarboro plants located at 2801 and 2901 Anaconda Road. The project proposes to create 61 new jobs and invest more than \$27 million in the property. In order to assist with building renovations related to this project, it is proposed that the Town of Tarboro make application to the North Carolina Department of Commerce for \$475,000 in Building Reuse Grant Funds. A 5% match is required for the project that will be paid by Carolinas Gateway Partnership.

Therefore it is recommended that the Town Council approve the attached Resolution authorizing the Town to apply for Building Reuse Grant Funds for this project and authorize the appropriate officials to execute documents related to the same.

### **ATTACHMENTS:**

Description	Upload Date	Type
LS Cable Building Reuse Grant Authorizing Resolution	5/4/2022	Cover Memo



**AUTHORIZING RESOLUTION BY THE TOWN OF TARBORO**  
for the  
North Carolina Department of Commerce  
Building Reuse Program  
**“LS Cable Building Reuse”**

**WHEREAS**, The North Carolina General Assembly has authorized funds to stimulate economic development and job creation in distressed areas through constructing critical water and wastewater facilities, addressing technology needs, renovating vacant buildings, and implementing research and demonstration projects; and

**WHEREAS**, the Town has need for and intends to assist in the renovation of a building in a project described as the "LS Cable Building Reuse Project", also known as "Project Echo"; and

**WHEREAS**, the Town intends to request funding assistance from the North Carolina Department of Commerce from its Building Reuse Program for the project;

**NOW THEREFORE BE IT RESOLVED, BY THE TARBORO TOWN COUNCIL:**

That the Town is in full support of the application and the project, if funding is received, and

That the Town will arrange for a local cash match of at least 5% of the requested grant amount, and

That the Town has substantially complied or will substantially comply with all State, and local laws, rules, regulations, and ordinances applicable to the project and to the grants pertaining thereto, and

That Troy R. Lewis, Town Manager, is authorized to execute any additional documents pertaining to the grant application or grant administration as requested by the North Carolina Department of Commerce.

Adopted this the 9th day of May 2022 in Tarboro, North Carolina.

---

Joseph W. Pitt, Mayor

**ATTEST:**

---

Leslie Lunsford, Clerk

(Seal)



## ***Town of Tarboro, North Carolina Mayor and Council Communication***

**Subject:** Uniform Guidance Procurement Standards Policy

**Date:** 5/9/2022

**Memo Number:** 22-31

---

The Office of Budget and Management (OMB) implemented its Uniform Administrative Requirements, Cost Principles, and Audit Requirements, commonly referred to as the Uniform Guidance, on December 14, 2017.

The Town was required to begin complying with the Uniform Guidance beginning July 1, 2018.

On August 13, 2020, the OMB published revisions to the Uniform Guidance. Among other things, the revisions to the Uniform Guidance allow non-Federal entities to raise, via annual self-certification, the micro-purchase threshold to a “higher threshold consistent with State law”.

Town staff is recommending the micro-purchase threshold increase from \$10,000 for the purchase of all goods and services to:

- \$30,000 for the purchase of “apparatus, supplies, materials or equipment”, and
- \$30,000 for the “purchase of “construction or repair work”, and
- \$50,000 for the purchase of services not subject to competitive bidding under NC law, and
- \$50,000 for the purchase of services subject to the qualifications-based selection process in the Mini-Brooks Act.

Revising the micro-purchase threshold to the amounts consistent with state law will simplify the procurement process for federal grants, and thus make it easier to ensure compliance.

Raising the micro-purchase threshold requires that the Town Council self-certify these thresholds annually and the self-certification is applicable through the end of the fiscal year, and will need to be performed annually.

It is recommended that Council approve the attached Resolution authorizing an increase in the micro-purchase threshold for procurement under the Uniform Guidance for federal grants.

### **ATTACHMENTS:**

Description	Upload Date	Type
Resolution Authorizing Increase in Micro-Purchase Threshold	5/5/2022	Resolution Letter



**RESOLUTION  
OF  
THE TOWN COUNCIL  
OF THE TOWN OF TARBORO  
AUTHORIZING INCREASE IN MICRO-PURCHASE THRESHOLD**

\* \* \* \* \*

**WHEREAS**, from time to time, the Town of Tarboro (the “Town”) purchases goods and services using federal funding subject to the procurement standards in 2 C.F.R. Part 200, Subpart D; and

**WHEREAS**, the Town’s procurement of such goods and services is subject to the Town of Tarboro Purchasing Policy and Procedures, as most recently amended on September 8, 2014; and

**WHEREAS**, the Town is a non-Federal entity under the definition set forth in 2 C.F.R. § 200.1; and

**WHEREAS**, pursuant to 2 C.F.R. 200.320(a)(1)(ii), a non-Federal entity may award micro-purchases without soliciting competitive price or rate quotations if the non-Federal entity considers the price to be reasonable based on research, experience, purchase history or other information and documents that the non-Federal entity files accordingly; and

**WHEREAS**, pursuant to 2 C.F.R. 200.320(a)(1)(iii), a non-Federal entity is responsible for determining and documenting an appropriate micro-purchase threshold based on internal controls, an evaluation of risk, and its documented procurement procedures; and

**WHEREAS**, pursuant to 2 C.F.R. § 200.320(a)(1)(iv), a non-Federal entity may self-certify on an annual basis a micro-purchase threshold not to exceed \$50,000 and maintain documentation to be made available to a Federal awarding agency and auditors in accordance with 2 C.F.R. § 200.334; and

**WHEREAS**, pursuant to 2 C.F.R. § 200.320(a)(1)(iv), such self-certification must include (1) a justification for the threshold, (2) a clear identification of the threshold, and (3) supporting documentation, which, for public institutions, may be a “higher threshold consistent with State law”; and

**WHEREAS**, G.S. 143-129(a) and G.S. 143-131(a) require the Town to conduct a competitive bidding process for the purchase of (1) “apparatus, supplies, materials, or equipment” where the cost of such purchase is equal to or greater than \$30,000, and (2) “construction or repair work” where the cost of such purchase is greater than or equal to \$30,000; and

**WHEREAS**, North Carolina law does not require a unit of local government to competitively bid for purchase of services other than services subject to the qualifications-based selection process set forth in Article 3D of Chapter 143 of the North Carolina General Statutes (the “Mini-Brooks Act”); and

**WHEREAS**, G.S. 143-64.32 permits units of local government to exercise, in writing, an exemption to the qualifications-based selection process for services subject to the Mini-Brooks Act for particular projects where the aggregate cost of such services do not exceed \$50,000; and

**WHEREAS**, pursuant to 2 C.F.R. 200.320(a)(1)(iv), the Town Council of the Town of Tarboro now desires to adopt higher micro-purchase thresholds than those identified in 48 C.F.R. § 2.101.

**NOW THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF  
TARBORO:**

1. In accordance with 2 C.F.R. § 200.320(a)(1)(iv) and the applicable provisions of North Carolina law, the Town hereby self-certifies the following micro-purchase thresholds, each of which is a “higher threshold consistent with State law” under 2 C.F.R. § 200.320(a)(1)(iv)(C) for the reasons set forth in the recitals to this resolution:

A. \$30,000, for the purchase of “apparatus, supplies, materials, or equipment”; and

B. \$30,000, for the purchase of “construction or repair work”; and

C. \$50,000, for the purchase of services not subject to competitive bidding under North Carolina law; and

D. \$50,000, for the purchase of services subject to the qualifications-based selection process in the Mini-Brooks Act; provided that such threshold shall apply to a contract only if the Town has exercised an exemption to the Mini-Brooks Act, in writing, for a particular project pursuant to G.S. 143-64.32. If the exemption is not authorized, the micro-purchase threshold shall be \$10,000.

2. The self-certification made herein shall be effective as of the date hereof and shall be applicable until the end of the 2023 fiscal year of the Town, but shall not be applicable to Federal financial assistance awards issued prior to November 12, 2020, including financial assistance awards issued prior to that date under the Coronavirus Aid, Relief, and Economic Support (CARES) Act of 2020 (Pub. L. 116-136).

3. In the event that the Town receives funding from a federal grantor agency that adopts a threshold more restrictive than those contained herein, the Town shall comply with the more restrictive threshold when expending such funds.

4. The Town shall maintain documentation to be made available to a Federal awarding agency, any pass-through entity, and auditors in accordance with 2 C.F.R. § 200.334.

5. The Town Manager and Finance Director of the Town of Tarboro are hereby authorized, individually and collectively, to revise the Purchasing Policy of the Town to reflect the increased micro-purchase thresholds specified herein, and to take all such actions, individually and collectively, to carry into effect the purpose and intent of the foregoing resolution.

\* \* \* \* \*

Adopted this the 9th day of May, 2022.



## ***Town of Tarboro, North Carolina Mayor and Council Communication***

**Subject:** Budget Amendment - Cambridge Commons Phase II

**Date:** 5/9/2022

**Memo Number:** 22-32

---

In May 2020, the Town entered into an agreement with Four Seasons Contractors in accordance with the Residential Development Investment found in Chapter 17, Article 1, Section 17-2 of the Tarboro Code of Ordinances. The agreement applies to the development of the subdivision known as Cambridge Commons Phase II.

The agreement authorizes the Town to reimburse the contractor up to fifty percent of the total cost of water, sewer, and street improvements, not to exceed \$495,000, based on actual costs. Such reimbursement will be made on a per-structure basis upon the issuance of a certificate of occupancy.

Construction is well underway, and a budget amendment is necessary to process the reimbursement requests now that actual costs have been calculated.

It is recommended that Council approve the attached budget amendment.

### **ATTACHMENTS:**

Description	Upload Date	Type
Budget Amendment - Residential Development	5/5/2022	Budget Amendment

## BUDGET RESOLUTION

### TOWN COUNCIL OF THE TOWN OF TARBORO

May 9, 2022

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF TARBORO, NORTH CAROLINA, that the 2021-2022 Fiscal Year Budget be amended by amending Revenue and Expenditure line items as follows:

<u>Account Number</u>	<u>Account Name</u>	<u>Current Budget</u>		<u>Amount of Change</u>		<u>Revised Budget</u>
<b>REVENUES</b>						
19-3991-0100	Fund Balance Appropriated	10,500	+	124,380	=	134,880
31-3991-0100	Fund Balance Appropriated	199,753	+	221,120	=	420,873
<b>EXPENDITURES</b>						
19-4525-6300	Residential Development Program	-	+	124,380	=	124,380
31-7100-6300	Residential Development Program	-	+	221,120	=	221,120

BE IT FURTHER RESOLVED that the Budget Officer is hereby authorized and directed to implement said budget as amended.



## ***Town of Tarboro, North Carolina Mayor and Council Communication***

**Subject:** Budget Amendment - Cultural Arts

**Date:** 5/9/2022

**Memo Number:** 22-33

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The Tarboro-Edgecombe Public Arts Commission was established in 2020 through agreement between the Town of Tarboro and Edgecombe County. The Art Director's salary and basic expenses of the Cultural Arts Program are funded equally by the two entities. Additional programming is funded through public donations and successful grant applications.

TEPAC, under the oversight of the Town of Tarboro, has received a Grassroots Grant from the North Carolina Arts Council in the amount of \$16,440, and has received numerous donations from the community.

In order to expend these funds and provide Arts Programming to the community, it is necessary for the Town of Tarboro to appropriate this amount within its FY21-22 Budget Ordinance.

It is recommended that Council approve the attached budget amendment.

### **ATTACHMENTS:**

Description	Upload Date	Type
Budget Amendment - Cultural Arts - Special Events	5/4/2022	Budget Amendment

## BUDGET RESOLUTION

### TOWN COUNCIL OF THE TOWN OF TARBORO

May 9, 2022

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF TARBORO, NORTH CAROLINA, that the 2021-2022 Fiscal Year Budget be amended by amending Revenue and Expenditure line items as follows:

<u>Account Number</u>	<u>Account Name</u>	<u>Current Budget</u>		<u>Amount of Change</u>		<u>Revised Budget</u>
<b>REVENUES - CULTURAL ARTS</b>						
61-3490-1000	Grant Revenue	-	+	16,440	=	16,440
61-3650-1160	Donations - Public Purpose	-	+	10,000	=	10,000
61-3650-1800	Art Shows	-	+	2,500	=	2,500
61-3650-1900	Special Events	-	+	2,500	=	2,500
<b>EXPENDITURES - CULTURAL ARTS</b>						
61-6140-8000	Grassroots Grant Expenditures	-	+	11,940	=	11,940
61-6140-8010	Grassroots Sub-Grants	-	+	4,500	=	4,500
61-6140-8020	Grassroots - Departmental Supplies	-	+	2,500	=	2,500
61-6140-8200	Cultural Arts Events	-	+	5,000	=	5,000
61-6140-8300	Holiday Arts Bazaar - Vendor Payments	-	+	5,000	=	5,000
61-6140-8310	Holiday Arts Bazaar - Department Supplies	-	+	500	=	500
61-6140-8400	Special Exhibit - Vendor Payments	-	+	1,500	=	1,500
61-6140-8410	Special Exhibit - Department Supplies	-	+	500	=	500

BE IT FURTHER RESOLVED that the Budget Officer is hereby authorized and directed to implement said budget as amended.



## ***Town of Tarboro, North Carolina Mayor and Council Communication***

**Subject:** Budget Amendment - Economic Development Incentive

**Date:** 5/9/2022

**Memo Number:** 22-34

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In March 2020, the Town entered into an Economic Development and Incentive Agreement with Sara Lee Frozen Bakery. During the Certification Period which ended on December 31, 2021, Sara Lee's expansion project expenditures totaled over \$25 million, and the company hired 319 new employees.

Under the terms of the agreement, the Town will provide an incentive payment to Sara Lee for 5 years equal to 50% of the taxes paid on capital improvements in the corresponding year.

It is recommended that Council approve the attached budget amendment allocating funds for the incentive payment.

### **ATTACHMENTS:**

Description	Upload Date	Type
Budget Amendment - Economic Development	5/4/2022	Budget Amendment

## BUDGET RESOLUTION

### TOWN COUNCIL OF THE TOWN OF TARBORO

May 9, 2022

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF TARBORO, NORTH CAROLINA, that the 2021-2022 Fiscal Year Budget be amended by amending Revenue and Expenditure line items as follows:

<u>Account Number</u>	<u>Account Name</u>	<u>Current Budget</u>		<u>Amount of Change</u>		<u>Revised Budget</u>
<b>REVENUES - GENERAL FUND</b>						
10-3991-0100	Fund Balance Appropriated	1,092,234	+	32,250	=	1,124,484
<b>EXPENDITURES - GENERAL FUND</b>						
10-4120-6200	Economic Development Programs	156,188	+	32,250	=	188,438

BE IT FURTHER RESOLVED that the Budget Officer is hereby authorized and directed to implement said budget as amended.





## ***Town of Tarboro, North Carolina Mayor and Council Communication***

**Subject:** Residential Development Investment Requests

**Date:** 5/9/2022

**Memo Number:** 22-35

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Staff has received two (2) preliminary requests for Town participation in the development of new subdivisions in Town. Each developer has indicated construction of the respective developments are dependent upon participation in the Town's Residential Development Investment Program. Information provided is preliminary with final numbers dependent on site plan approval through the Special Use Permit process. The purpose of discussion on this agenda is to provide feedback on the willingness/ability of the Town to financially participate in the proposed developments. Attached are preliminary sight plans for each development and below are initial estimates regarding potential costs to the Town.

Cambridge Commons Phase III  
Estimated Infrastructure Cost - \$1,000,000  
Estimated Cost to Tarboro - \$500,000  
33 Lots

Katie's Field Subdivision  
Estimated Infrastructure Cost - \$3.8 million  
Estimated Cost To Tarboro - \$1.9 million  
82 Lots, 125 Townhomes

The Town has had tremendous growth in residential development since adoption of the Residential Development Investment Program. Should Council decide that sufficient funds do not exist to continue to incentivize development or that the goals of the program have been met, an Ordinance is also attached to repeal Section 17, Article I, Sec. 1-2.

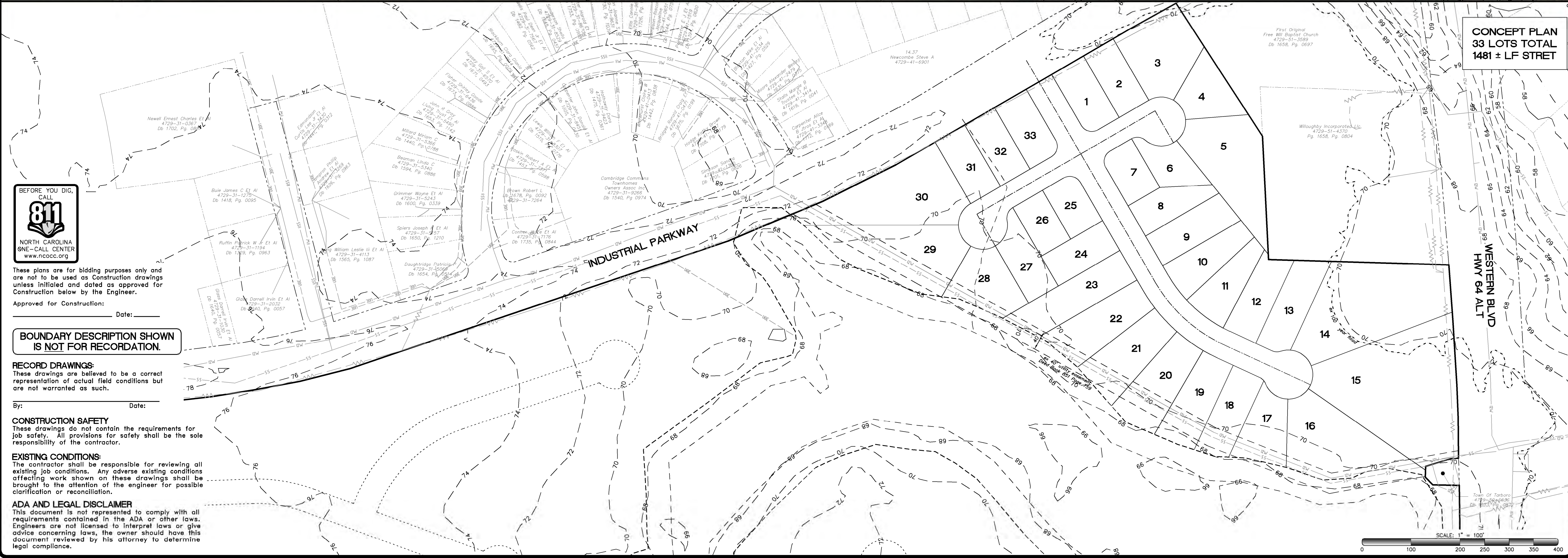
It is recommended that Council discuss the future of the Residential Development Investment Program and decide if it is feasible to continue the same.

### **ATTACHMENTS:**

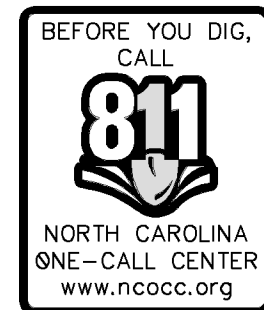
Description	Upload Date	Type
Cambridge Commons Phase III	5/5/2022	Cover Memo
Katie's Field Subdivision	5/5/2022	Cover Memo
Ordinance to Repeal Residential Development Investment Program	5/5/2022	Cover Memo



PROPERTY AREA: 119.3 ACRES  
7.5% REQUIRED FOR GREEN SPACE: 8.95 ACRES  
GREEN SPACE SHOWN: 24.37 ACRES (20%)



CONCEPT PLAN  
33 LOTS TOTAL  
1481 ± LF STRET



These plans are for bidding purposes only and are not to be used as Construction drawings unless Initialed and dated as approved for Construction below by the Engineer.

Approved for Construction: \_\_\_\_\_ Date: \_\_\_\_\_

BOUNDARY DESCRIPTION SHOWN  
IS NOT FOR RECORDATION.

RECORD DRAWINGS:  
These drawings are believed to be a correct representation of actual field conditions but are not warranted as such.

By: \_\_\_\_\_ Date: \_\_\_\_\_

CONSTRUCTION SAFETY  
These drawings do not contain the requirements for job safety. All provisions for safety shall be the sole responsibility of the contractor.

EXISTING CONDITIONS:  
The contractor shall be responsible for reviewing all existing job conditions. Any adverse existing conditions affecting work shown on these drawings shall be brought to the attention of the engineer for possible clarification or reconciliation.

ADA AND LEGAL DISCLAIMER  
This document is not represented to comply with all requirements contained in the ADA or other laws. Engineers are not licensed to interpret laws or give advice concerning laws, the owner should have this document reviewed by his attorney to determine legal compliance.



DATE:	04/25/2022	DESIGN:	David Revell
SCALE:	1" = 100'	DRAWN BY:	Kelly Williams
REV. SCALE:	N/A	DATE:	
REVISIONS			
NO.	DATE	BY	DESCRIPTION
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CONSULTING ENGINEERS, P.A.  
CIVIL, MUNICIPAL, &  
STRUCTURAL ENGINEERS  
BLN = 00562

154 Roundabout Ct.  
P.O. Box 7966  
Rocky Mount, N.C. 27804  
Phone: (252) 972-7703

www.appianengineers.com  
admin@appianengineers.com

THESE PLANS WERE  
PRINTED USING COLOR.  
IF THIS NOTE IS NOT SHOWN  
IN RED, PLEASE REFER TO  
ORIGINAL PLANS.

Final Drawings  
Review Purposes ONLY

PRELIMINARY DWG'S



NOT FOR CONSTRUCTION

CONCEPT PLAN  
CAMBRIDGE COMMONS III  
EDGEcombe COUNTY, TARBORO, N.C.

22-025  
D-0000  
CE-2



Date Plotted: Apr 26, 2022, 12:34pm Plotted By: J. KESTER, J. C. (AUG 2022) 210467A\_TARBORO HORIZONS, SUBDIVISION SKETCH PLAN V2.dwg

NOTES

- Property Owner: TARBORO HORIZONS, LLC; PO BOX 2088, ROCKY MOUNT NC 27802
- Property Information  
Site Address: SHERWOOD AVE, TARBORO, NC 27886  
Deed Book 1361, Page 1059; NC Pin# 4729-90-2742  
Zoning at time of survey: GR5 (GENERAL RESIDENTIAL 5)  
Minimum Setback Requirements for GR5:  
Front: 20' Side: 10' Rear: 25' Min. Lot Width: 70'  
Maximum Building Height: 35'  
Total Lots = 82  
Total Townhouses = 125  
Total Area = +/- 1,786,876 SF (41.02 ACRES)
- This map does not depict encumbrances that are found during a thorough & complete Title Search.
- Area computed by coordinate method. All distances are horizontal ground distances, in US survey feet, unless noted otherwise. All bearings are based on the North Carolina State Plane Coordinate System.

- NCGS monument "STEER" is within 2000 feet of surveyed property.
- All Right-of-Ways are Public, unless noted otherwise.
- The property shown hereon contains Special Flood Hazard Areas (SFHAs) subject to inundation by the 1% Annual Chance Flood (i.e. 100-Yr. Event) per FEMA FIRM Map Panel No. 3720472900J, effective date 11/03/04; 3720472800J with an effective date 11/03/2004 and 3720473900K with an effective date 06/02/2015 (NAVD 1988).
- Surveyor did not visibly see any cemeteries in any open areas unless noted otherwise.
- Joyner Keeny, PLLC, can only locate utilities that are above ground at the time of field survey. Underground lines shown hereon are approximate or as reported by various responsible parties. Location of Underground Utilities are APPROXIMATE and must be field verified. Call N.C. One Call Center before digging at 1.800.632.4949. Surveyor does NOT guarantee that any underground structures such as utilities, tanks and pipes are located hereon.
- The Contractor/Owner shall be responsible for verifying all minimum building setback requirements with the Building Inspections Department prior to construction.
- Private roads shall be no curb and gutter.
- Public roads shall be 18" roll curb.

I, PALMER W. RANDALL, JR., certify that this project was completed under my direct and responsible charge from an actual survey made under my supervision; that this ground survey was performed at the 95 percent confidence level to meet Federal Geographic Data Committee Standards; that this survey was performed to meet the requirements for a topographic survey to the accuracy of Class A-A and vertical accuracy when applicable to the Class A standard, and that the original data was obtained on 01/25/22 - 01/31/22; that the survey was completed on 02/14/2022; that contours shown as [broken lines] may not meet the stated standard; and all coordinates are based on NAD 83/2011 and all elevations are based on NAVD 88. The following information was used to perform the survey:  
POSITIONAL ACCURACY: 0.01 (HORIZONTAL), 0.03 (VERTICAL)  
TYPE OF GPS FIELD PROCEDURE: VRS  
DATES OF SURVEY: 01/25/2022 - 02/14/2022  
DATUM/EPOCH: NAD83/2011 2010.00  
PUBLISHED/FIXED CONTROL USE: PUBLISHED CONTROL  
GEOD MODEL: GEOD 12B  
COMBINED GRID FACTOR: 0.99994178  
UNITS: US SURVEY FEET  
TYPE AND MODEL OF GPS RECEIVER USED: TRIMBLE R8  
PROPERTY CORNERS WERE LOCATED USING CONVENTIONAL SURVEYING METHODS  
ALL CONTROL POINTS AND OTHER POINTS LOCATED WITH VRS WERE LOCALIZED AROUND NCGS MONUMENT "STEER" WITH NAD 83/2011 COORDINATES OF NORTHING: 791,045.49 FEET AND EASTING: 2,425,770.52 FEET  
Witness my Original Signature, License Number and Seal this 17TH day of MARCH, 2022.

Surveyor:  
License Number: L-5025

PRELIMINARY  
NOT FOR  
RECORDATION,  
CONVEYANCE  
OR SALES

LEGEND

Lines Surveyed	
Lines Not Surveyed	
Woods Line	
Overhead Electric Line	
Iron Property Corner	
(set unless noted otherwise)	
Above Ground	AG
Below Ground	BG
Bottom	BTM
Catch Basin	CB
Centerline	CL
Chain Link Fence	CHLK
Concrete Monument Found	CMF
Corrugated Metal Pipe	CMF
Corrugated Plastic Pipe	CPF
Deed Book	DB
Direction	DIR.
Drop Inlet	DI
Ductile Iron Pipe	DIP
Eastings	E
Elevation	ELEV
Existing	EX
Fiber Optic Cable	FOC
Fire Hydrant	FH
Flared End Section	FES
Grate Inlet	GI
Gravel	GR
Gay Wire	GW
Invert	INV
Iron Pipe Found	IPF
Iron Pipe Set	IPS
Iron Rebar Found	IRF
Light Pole	LP
Light Pole w/Transformer	LPWT
Map Book	MB
Now or Formerly	NF
Northing	N
Page	PG
Polyvinyl Chloride	PVC
Power Pole w/Transformer	PPWT
Rebar and Cap	RBC
Reinforced Concrete Pipe	RCP
Right of Way	R/W
Sanitary Sewer Manhole	SSMH
Storm Manhole	STMH
Subdivision	SUBD
Telephone Pedestal	TPED
Traverse Nail	TN
Virtual Clay Pipe	VCP
Water Meter	WM
Water Valve	WV
Wood	WD
3 Strand Barbed Wire	3SBW



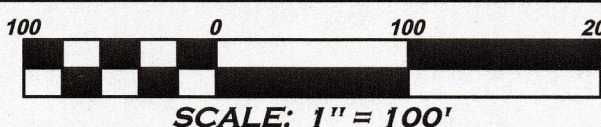
1051 North Winstead Avenue - P.O. Box 7533  
Rocky Mount, North Carolina 27804  
North Carolina Firm Number P-0551  
Office: 252.977.3124 Fax: 252.985.6026  
www.joynerkeeney.com

SITE PLAN FOR:

KATIE'S FIELD

DEVELOPER:

BIG TIME GRAND



TWSP: 01	COUNTY: EDGECOMBE	STATE: NC
DRAWN BY: RLK	CHECKED BY: PWRJ	DATE: 04/26/2022
DWG: 210467A_TARBORO HORIZONS, SUBDIVISION SKETCH PLAN V2.dwg		
JOB NO: 210467A	SHEET NO: 1 of 1	



ORDINANCE NO. 22- \_\_\_\_\_

AN ORDINANCE AMENDING THE CODE OF ORDINANCES CHAPTER 17, ARTICLE I,  
SEC. 17-2 RESIDENTIAL DEVELOPMENT INVESTMENT

WHEREAS, the purpose of the adoption of Chapter 17, Article 1, Sec. 17-2 has been satisfied and sufficient housing has been created to cease investment in new developments, it is necessary to repeal the ordinance in its entirety.

Therefore, the Town Council of the Town of Tarboro ordains the following changes:

Section 1. Repeal Chapter 17, Article 1, Sec. 17-2

Section 2. This ordinance shall become effective upon adoption.

Adopted this 9th day of May, 2022.

Town of Tarboro

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Joseph W. Pitt, Mayor

ATTEST:

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Leslie M. Lunsford, Town Clerk



## ***Town of Tarboro, North Carolina*** ***Mayor and Council Communication***

**Subject:** North Carolina Eastern Municipal Power Agency - Appointments & Compensation

**Date:** 5/9/2022

**Memo Number:** 22-36

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In that retired Electric Utility Director, Brian Mustard was the Town of Tarboro's appointed second alternate commissioner to the North Carolina Eastern Municipal Power Agency's (Power Agency) Board of Commissioners and the Rate Committee of the same, it is necessary for Council to appoint a replacement to fill this position. Currently Troy Lewis, Town Manager is the Town's appointee and Councilman Steve Burnette is the first alternate commissioner.

Secondly, at the April 27, 2022 meeting of the Power Agency, the Board of Commissioners adopted Resolution EAR-1-22 establishing compensation for Power Agency members elected to serve on the ElectriCities Board of Directors.

It is recommended that Council appoint Charles Dickson, Electric Utility Director to serve as second alternate commissioner representing the Town of Tarboro on the North Carolina Eastern Municipal Power Agency Board of Commissioners and Rate Committee and adopt the attached resolution regarding compensation by the Power Agency of elected ElectriCities Board Members.

### **ATTACHMENTS:**

Description	Upload Date	Type
Resolution EAR-1-22	5/5/2022	Cover Memo
Resolution of the Town of Tarboro	5/5/2022	Cover Memo

**BOARD OF COMMISSIONERS  
NORTH CAROLINA EASTERN MUNICIPAL POWER AGENCY  
APRIL 26, 2022**

**ITEM:** NCEMPA Board of Directors Compensation Committee Report

**ANALYSIS:** NCEMPA Board of Commissioners Chairman Eddie Braxton appointed Kip Padgett of Wake Forest (Chair), James Johnson of Wilson, and Troy Lewis of Tarboro to serve on the Compensation Committee.

The Compensation Committee met on February 7, 2022 to consider possible changes to compensation for members and Ex Officio members of the ElectriCities Board of Directors elected by the NCEMPA Board of Commissioners, and those representing the non-Power Agency municipalities.

The Compensation Committee will present their recommendation to the NCEMPA Board of Commissioners at the April 26, 2022 meeting.

**RECOMMENDED ACTION:** Consider adoption of Resolution No. EAR-1-22, fixing the compensation for certain members of the ElectriCities Board of Directors.

**FOR INFORMATION, CONTACT:** Kip Padgett, Chair  
919-435-9411



**RESOLUTION NO. EAR-1-22**

**RESOLUTION OF THE BOARD OF COMMISSIONERS OF  
NORTH CAROLINA EASTERN MUNICIPAL POWER AGENCY  
FIXING THE COMPENSATION TO BE PAID TO CERTAIN MEMBERS OF THE  
ELECTRICITIES BOARD OF DIRECTORS FOR ATTENDANCE AT  
BOARD OF DIRECTORS MEETINGS**

**WHEREAS**, this Board of Commissioners, by the adoption of Resolution R-8-95 on August 3, 1995, provided for the creation of the ElectriCities Board of Directors for North Carolina Eastern Municipal Power Agency ("Power Agency") and provided, among other things, that the compensation of the members of the ElectriCities Board of Directors would be as determined by the Board of Commissioners; and

**WHEREAS**, this Board of Commissioners, by the adoption of Resolution EAR-1-09 on January 28, 2009, provided for the Chairman of this Board of Commissioners to serve as an Ex Officio member of the ElectriCities Board of Directors without compensation; and

**WHEREAS**, this Board of Commissioners desires to change the compensation payable to members and Ex Officio members of the ElectriCities Board of Directors elected by this Board of Commissioners and those representing the non-Power Agency municipalities previously fixed by this Board of Commissioners; and

**NOW, THEREFORE, BE IT RESOLVED**, that:

1. This Board of Commissioners finds and determines that the compensation payable to members and Ex Officio members of the ElectriCities Board of Directors elected by this Board of Commissioners shall be fixed at the sum of \$1,000.00 per month and the compensation payable to the duly elected Chairman of the ElectriCities Board of Directors, if elected by this Board of Commissioners, shall be fixed at the sum of \$1,500.00 per month, in each case payable by Power Agency and irrespective of the number of meetings held per month; provided, however, that each month the foregoing compensation shall be pro-rated based on the relationship of the meetings attended to the total number of meetings during the month.
2. This Board of Commissioners further hereby finds and determines that members of the ElectriCities Board of Directors elected by the non-Power Agency municipalities shall receive compensation, payable by Power Agency, in an amount equal to \$500.00 per month, irrespective of the number of meetings held per month; provided, however, that each month the foregoing compensation shall be pro-rated, based on the relationship of the meetings attended to the total number of meetings during the month.

3. The Resolution shall become effective upon its adoption, and payment for current Directors should be retroactive January 1, 2022.

Adopted this 27th day of April 2022 in Wilson, North Carolina.

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*Chair, NCEMPA Board of Commissioners*

Attest:

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*Secretary-Treasurer*





## **A RESOLUTION OF THE TOWN OF TARBORO**

**WHEREAS**, the North Carolina Municipal Power Agency, of which Tarboro is a member, by the adoption of Resolution R-8-95 on August 3, 1995, provided for the creation of the ElectriCities Board of Directors and, among other things, that the compensation of the members of the Board of Directors would be as determined by the Board of Commissioners of the Power Agency; and

**WHEREAS**, ElectriCities of North Carolina, Inc., (ElectriCities) is a Joint Municipal Assistance Agency as defined in the General Statutes of North Carolina, §159B-42; and

**WHEREAS**, ElectriCities is governed by a Board of Directors, elected from the membership of the Power Agencies; and

**WHEREAS**, on August 27, 2022 the North Carolina Eastern Municipal Power Agency (NCEMPA) in Resolution No. EAR-1-22 resolved that members of the Power Agency that are elected to the ElectriCities Board of Directors, including Ex Officio members, be compensated for their service on the Board; and

**WHEREAS**, it is in the interest of the citizens of the Town of Tarboro for its employees to be active in NCEMPA and serve on the ElectriCities Board of Directors if possible.

**NOW, THEREFORE, BE IT RESOLVED** that the Town Council of the Town of Tarboro resolves that an employee elected by the membership of the North Carolina Municipal Power Agency to the Board of Directors of ElectriCities of North Carolina, Inc. shall receive the full amount of compensation paid by ElectriCities as determined by the North Carolina Municipal Power Agency.

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Joseph W. Pitt, Mayor

Attest:

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Leslie Lunsford, Town Clerk