


Tamra T. Swanson, Town Clerk

Town of Hudson Regular Meeting

September 16, 2025

Members Present: Mayor Janet Winkler, Mayor Pro Tem, Rick Shew, Commissioners: Larry Chapman, Jim Engelman, Jeff Link, Barry Mitchell and Ann Smith

Others Present: Town Manager, Jonathan Greer, Assist. Town Manager/Finance Officer, Shana Guy, Chief of Police, Brandon Nelson, *Attorney, Joey Petrack, Town Planner, Teresa Kinney, Code Enforcement Officer, Curt Willis and Town Clerk, Tammy Swanson

***(Note: Attorney Joey Petrack is filling in for this meeting in the absence of Town Attorney, Jonathan Green.)**

Call to Order:

Mayor Janet Winkler called the September meeting to order, and Mayor Pro Tem, Rick Shew led the audience in the Pledge of Allegiance and opening prayer.

Discuss/Adjust Agenda:

Janet presented the September agenda, and the following addition was requested:

3A – Adopt Special Resolution

Motion: (Ann Smith/Rick Shew) to approve the agenda as amended. Unanimously approved.

Resolution Honoring the Wedding Anniversary of Gary and Janet Winkler:

Rick read the resolution honoring the 60th Wedding Anniversary of Gary and Janet Winkler.

Motion: (Jim Engelman/Barry Mitchell) to approve the resolution honoring Gary and Janet. Unanimously approved.

The resolution was approved as follows:

Town of Hudson

Resolution

Honoring Mr. and Mrs. Winkler

WHEREAS, the Town of Hudson Board of Commissioners takes great pride in honoring great milestones achieved by members of our community; and

WHEREAS, in 1965, Gary and Janet Winkler were joined in holy matrimony and since that happy day, this excellent couple has shared the joys and sorrows of life as one; and

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WHEREAS, the Board of Commissioners would also like to recognize the outstanding citizenship the Winkler's have shown to the Town of Hudson throughout their many years of residency, through elected and volunteer work with many projects and events throughout Town; and

NOW, THEREFORE, LET IT BE RESOLVED THAT, the Town of Hudson Board of Commissioners pause to honor and congratulate Gary and Janet Winkler as they celebrate their sixtieth wedding anniversary and extend to them our best wishes for continued happiness in the years to come.

Adopted this the 16th Day of September, 2025.


Rick Shew, Mayor Pro Tem

ATTEST:


Tamra, T. Swanson, Town Clerk

Public Comment for Items not on the Agenda:

Comments from Rick Wakefield, owner of the business "Dead People's Stuff:"

Rick stated that he wanted to check in with the Board to find out if something had been decided about putting playground equipment in Windmill Park.

Jonathan stated that the idea had been discussed; however, the Town may not want to add anything in the park at this time. Jonathan explained that the nature of Windmill Park is geared more toward concerts, etc., and not for playground equipment.

Rick stated that there is absolutely nothing in the park for kids. He asked if he needs to put a proposal together for a playground.

Jonathan commented that he is not sure if the Town wants to entertain anything new for Windmill Park.

Rick stated that he feels there should be something added for kids, i.e. creative learning items,, playground equipment, and even something for children with disabilities.

Jonathan commented that the Town has playground equipment available at Redwood Park, where there is a swing for children with disabilities.

Rick stated that he is very disappointed in the Town's social media. He commented that in his opinion, the Town should be sharing information about the local businesses, and should even be having concerts to promote the local businesses. He shared some of his ideas for concerts downtown, and at HUB Station. Rick stated that he knew the Town had hosted outdoor movies

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in the past, even during cold weather. He commented that in his opinion, outdoor movies do not work well in cold weather.

Jim commented that HUB Station has its own website and Facebook page for advertising HUB events.

Rick stated that the Town's website is outdated. He commented that there is contact information for some local businesses on the Town's website; however, most of the information is outdated, and some of the businesses have closed.

Approval of Minutes:

Motion: (Jim Engelman/Barry Mitchell) to approve the minutes, as presented, for the August 19, 2025 Regular Meeting. Unanimously approved.

Public Hearing and Approval - CDBG:

Janet asked for a motion to open the floor for public hearing.

Motion: (Larry Chapman/Jim Engelman) to open the floor for public hearing. Unanimously approved.

Kyle Case, WPCOG Community & Economic Dev. Manager, addressed the Board to discuss the CDBG funds available to help Habitat for Humanity build houses in Hudson. Kyle explained that for this grant, a government agency has to apply and act as lead agent. The WPCOG will apply on the Town's behalf, and administer the grant to Habitat. The Town will act as applicant and agent. Kyle reviewed the application, and stated that the first public hearing for the grant funding was held October 15, 2024. With the funding, there will be 4 more Habitat homes built off Roy E. Coffey Drive.

Kyle introduced the other staff members from the WPCOG working on this grant project, and he stated that they would be happy to answer any questions about the project.

There were no comments or questions from the audience or Board.

Closed Public Hearing:

Motion: (Ann Smith/Rick Shew) to close the public hearing. Unanimously approved.

Motion: (Larry Chapman/Jim Engelman) to approve the authorizing resolution for the CDBG Grant Application as presented. Unanimously approved.

**RESOLUTION TOWN OF HUDSON
COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION HUDSON HABITAT
HOUSING PROJECT**

WHEREAS, the Hudson Board of Commissioners has previously indicated its desire to assist in community development efforts; and,

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WHEREAS, the Hudson Board of Commissioners has held two public hearings concerning the proposed application for Community Development Block Grant funding to benefit low- and moderate-income residents of the Hudson community; and,

WHEREAS, the Hudson Board of Commissioners wishes the Town to pursue a formal application for Community Development Block Grant funding to benefit low-and-moderate income residents through the construction of four new homes.

WHEREAS, the Hudson Board of Commissioners certifies it will meet all federal regulatory and statutory requirements of the Small Cities Community Development Block Grant Program,

NOW THEREFORE BE IT RESOLVED, BY THE HUDSON BOARD OF COMMISSIONERS:
That Jonathan Greer, Town Manager, and successors so titled, is hereby authorized to execute and file an application on behalf of the Town of Hudson with The NC Department of Commerce Rural Economic Development Division for approval of a Community Development Block Neighborhood Revitalization Grant for Community Development to benefit low-and-moderate income residents through the construction of four new homes.

That Jonathan Greer, Town Manager, and successors so titled, is hereby authorized and directed to furnish such information as The NC Department of Commerce Rural Economic Development Division may request in connection with such application or the project; to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.

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

Adopted this the 16th day of September, 2025 at Hudson, North Carolina.


Janet Winkler, Mayor

ATTEST:


Tamra T. Swanson, Clerk to the Board

Motion: (Ann Smith/Jeff Link) to approve the Action Plan Resolution for the grant as presented.
Unanimously approved.

SECTION 3 ACTION PLAN RESOLUTION TOWN OF HUDSON

WHEREAS, the Town of Hudson has applied for a CDBG grant from the North Carolina Department of Commerce (NCDOC), Rural Economic Development Division, once awarded,

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the Town of Hudson is required by the North Carolina Department of Commerce and Section 3 of the Housing and Urban Development Act of 1968 to have a Section 3 Action Plan; and

WHEREAS, the Section 3 Action Plan is intended to ensure, to the greatest extent feasible, will provide job training, employment and contracting opportunities generated by the U.S. Department of Housing and Urban Development projects be given to low-income workers of the Section 3 project area, and that contracts for work in connection with this project be awarded to qualified Section 3 Business Concerns;

WHEREAS, if awarded, it is the intention of the Town of Hudson to implement its CDBG projects in accordance with all program regulations including the said Section 3 requirements.

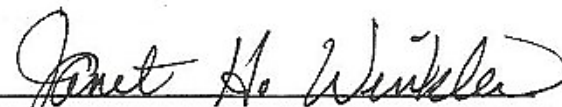
NOW, THEREFORE, BE IT RESOLVED that the Town of Hudson adopts the Section 3 Action Plan, which is attached hereto as "Attachment A" and made a part hereof.

ADOPTED this the 16th day of September, 2025.

Hudson, North Carolina

ATTEST:


CLERK

BY: 
MAYOR

"ATTACHMENT A" GRANTEE SECTION 3 ACTION PLAN

In accordance with 12 U.S.C. 1701u the Town of Hudson agrees to implement the following steps, which, to the greatest extent feasible, will provide job training, employment and contracting opportunities for Section 3 workers and Section 3 businesses of the area in which the project is being carried out.

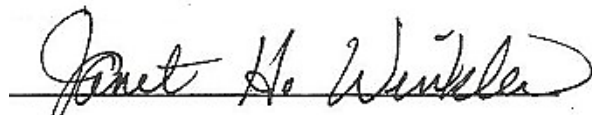
- A. Pass a resolution adopting this plan as a policy to strive to attain goals for compliance to Section 3 regulations by increasing opportunities for employment and contracting for Section 3 workers and businesses.
- B. Assign duties related to implementation of this plan to a designated Section 3 Coordinator. This Coordinator is:

Jonathan Greer, Town Manager, 828.728.8272, j.greer@townofhudsonnc.com
550 Central Street, Hudson, NC 28638

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- C. Identify projected employment, training, and contracting opportunities as the recipient of federal funds and to facilitate the training and employment of Targeted Section 3 workers, Section 3 workers and contracting with Section 3 businesses.
- D. Notify and recruit Section 3 workers and business concerns of potential new employment and contracting opportunities as they are triggered by CDBG grant awards through the use of: public hearings and related advertisements; public notices; bidding advertisements and bid documents; notification to local business organizations such as the Chamber(s) of Commerce, NCWorks; local advertising media including public signage; project area committees and citizen advisory boards and meetings; local HUD offices; regional planning agencies; public and private institutions operating within or serving the project area; and all other appropriate referral sources.
- E. Include Section 3 information in procurement solicitations, incorporate Section 3 clauses in contractual documents, and review Section 3 information at the pre-bid meeting and preconstruction conference and then monitor contractor compliance.
- F. Maintain a list of those eligible Section 3 business concerns for utilization in CDBG funded procurements, notify those businesses of pending contractual opportunities, and make this list available for general grant recipient procurement needs.
- G. Maintain a list of those persons who have identified themselves as Section 3 workers and contact those persons when hiring/training opportunities are available through either the grant recipient or contractors.
- H. Require all bidders, and their subcontractors, to submit a written Section 3 Affirmative Action Plan with their bids. In addition, require submission of and monitor all prime contractors and subcontractors' forms and reports to document actual accomplishments and compliance.
- I. Submit reports as required by HUD or NCDOC regarding compliance with Section 3.
- J. Maintain records, including copies of correspondence, memoranda, reports, contracts, etc., which document that the above action steps have been taken and any barriers encountered. And submit reports and qualitative information on accomplishments as required.
- K. To the extent feasible, additional affirmative steps and qualitative efforts will be taken to encourage and utilize Section 3 workers and businesses and to reach employment, training, and contracting numerical benchmarks.

As the Mayor, I have read and fully agree to this Section 3 Action Plan and agree to actively pursue full implementation of this program.



Mayor

09/16/2025
Date

Motion: (Rick Shew/Jim Engelman) to approve the CDBG Citizen Participation Plan as presented. Unanimously approved.

THE TOWN OF HUDSON CDBG CITIZEN PARTICIPATION PLAN

This plan describes how The **Town of Hudson** will involve citizens in the planning, implementation, and assessment of the Community Development Block Grant (CDBG) program. The funds must be used for projects which benefit low and moderate-income persons, aids in the elimination and prevention of slums and blight. The program is intended to assist governments in understanding neighborhood improvement programs. The regulations give ultimate responsibility for the design and implementation of the program to local elected officials and require that citizens be given an opportunity to serve in a key advisory role to these elected officials.

SCOPE OF CITIZEN PARTICIPATION

Citizens will be involved in all stages of the CDBG program, including program implementation, assessment of performance, and design of changes in the CDBG Citizen Participation Plan. There will be three (3) general mechanisms for their involvement:

1. To provide input during public hearings or community meetings; and
2. To provide individual citizen efforts in the form of comments, complaints, or inquiries submitted directly to the Program Administrators or designated County official; and
3. To serve as an advisory committee to potential projects impacting a particular area.

PROGRAM IMPLEMENTATION

Citizen participation in program implementation will occur primarily through consultation with the Town. The Town will be asked to review and comment on specific guidelines for approved projects. They will also meet to review any program amendments, budget revisions, and program modifications. All such changes will be discussed with the Town and their comments considered prior to acting. If program amendments require approval from the North Carolina Department of Commerce, a public hearing shall be held, specifically on the amendment. Citizens may also be involved in implementation of projects specifically requiring citizen participation, such as self-help projects. Their roles will be defined as the project develops. Technical assistance will be available as needed.

PROGRAM ASSESSMENT

Program assessment activities by citizens will occur in a variety of ways. A performance hearing will be held twenty- five (25) to sixty (60) days prior to the start of planning for the next program year. The Program Amendment will be asked to provide citizen commentary for the Grantee Performance Report.

As a part of the orientation to the program offered at the public hearing, citizens will be invited to submit comments on all aspects of program performance through the program year.

Comments should be submitted in writing to the **Town of Hudson**, 550 Central St, Hudson, NC 28638. They will respond in writing within ten (10) days. If the response is unsatisfactory, the complainant should write directly to the Chair of the Board of Commissioners c/o the Clerk to the Board, 550 Central St, Hudson, NC 28638. They shall respond within ten (10) days.

If the citizen is still dissatisfied, the citizen should write to the NC Department of Commerce, Rural Economic Development Division/State CDBG Program, 4346 Mail Service Center, Raleigh, NC 27699- 4346, Attention: Citizen Participation Matter. Program staff will also be available during normal business hours to respond to any citizen inquiries or complaints at (919) 814-4663.

The Citizen Participation Plan will be subject to annual review and proposed revision, to occur in the period between the performance hearing and the public hearing on the subsequent year's application.

TECHNICAL ASSISTANCE

Technical Assistance will be provided to citizen organizations and groups of low/moderate income persons or target area residents upon request to the Town of Hudson. Such assistance will support citizen efforts to develop proposals, define policy, and organize for the implementation of the program. It is expected that such assistance will be provided by the **Town of Hudson** in response to their request. Assistance could be provided in the form of local presentations, informational handouts, research of a specific issue, or other short-term efforts.

PUBLIC INFORMATION

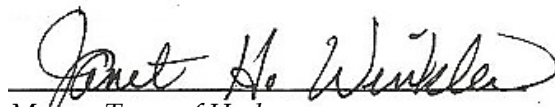
The Town of Hudson will also undertake public information efforts to promote citizen participation. These efforts will include the following:

1. Public Notice of all Public Hearings will be published in the non-legal section of the local newspaper at least ten (10) days before the scheduled hearing. These notices will indicate the date, time, location, and topics to be considered. These notices will also be made available in the form of a press release, posted on the Town of Hudson website and posted at publicly accessible Town of Hudson facilities as appropriate.
2. Orientation Information will be provided at the first public hearing. The Program Administrator(s) will make a presentation which covers: (a) the total amount of CDBG funds available and the competitive basis for award; (b) the range of eligible activities; (c) the planning process and the schedule of meetings and hearings; (d) the role of citizens in the program; and (e) a summary of other program requirements, such as the environmental policies, fair housing provisions, and contracting procedures.
3. A Public File containing program documentation will be available for review at the Town of Hudson, 550 Central St, Hudson, NC 28638 during normal business hours. Included will be copies of the Application, Environmental Review Record, the Citizen Participation Plan, and the Annual Performance Report.

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4. Public Hearings an interpreter will be provided for all non-English speaking individuals and/or hearing-impaired individuals.

Adopted this 16th day of September, 2025.


Mayor, Town of Hudson


Clerk, Town of Hudson

Motion: (Larry Chapman/Barry Mitchell) to approve the Residential Assistance Plan as presented. Unanimously approved.

RESIDENTIAL ANTI-DISPLACEMENT AND RELOCATION ASSISTANCE PLAN

This Residential Anti-Displacement and Relocation Assistance Plan is prepared by the Town of Hudson in accordance with the Housing and Community Development Act of 1974, as amended; and HUD regulations at 24 CFR 42.325 and is applicable to our CDBG projects.

Minimize Displacement

Consistent with the goals and objectives of activities assisted under the Act, the Town will take the following steps to minimize the direct and indirect displacement of persons from their homes:

- Coordinate code enforcement with rehabilitation and housing assistance programs.
- Evaluate housing codes and rehabilitation standards in reinvestment areas to prevent undue financial burden on established owners and tenants.
- Arrange for facilities to house persons who must be relocated temporarily during rehabilitation.
- Adopt tax assessment policies, such as deferred tax payment plans, to reduce impacts of increasing property tax assessments on lower income owner-occupants or tenants in revitalizing areas.
- Work with HUD approved Housing Counseling Agency to provide homeowners and tenants with information on assistance available to help them remain in their neighborhood in the face of revitalization pressures.
- Where feasible, give priority to rehabilitation of housing, as opposed to demolition, to avoid displacement.

CDBG programs include: Entitlement Community Development Block Grant (CDBG) Program, State CDBG Program, CDBG Small Cities Program, Section 108 Loan Guarantee Program, CDBG Special Purpose Grants Program, and the Neighborhood Stabilization Program (NSP).

- If feasible, demolish or convert only dwelling units that are not occupied or vacant occupiable dwelling units (especially those units which are "low-income dwelling units" (as defined in 24 CFR 42.305).
- Target only those properties deemed essential to the need or success of the project.

A. Relocation Assistance to Displaced Persons

The Town will provide relocation assistance for lower-income tenants who, in connection with an activity assisted under the CDBG Program[s], move permanently or move personal property from real property as a direct result of the demolition of any dwelling unit or the conversion of a lower-income dwelling unit in accordance with the requirements of 24 CFR 42.350. A displaced person who is not a lower-income tenant will be provided with relocation assistance in accordance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR Part 24.

B. One-for-One Replacement and Lower-Income Dwelling Units

The Town will replace all occupied and vacant occupiable lower-income dwelling units demolished or converted to a use other than lower-income housing in connection with a project assisted with funds provided under the CDBG Program[s] in accordance with 24 CFR 42.375.

Before entering into a contract committing the Town of Hudson to provide funds for a project that will directly result in demolition or conversion of lower-income dwelling units, the Town will make public by publish in a local paper of general circulation and post on the information board in Town Hall and submit to State CDBG Programs(s) North Carolina Department of Commerce (NCDOC) the following information in writing:

1. A description of the proposed assisted project;
2. The address, number of bedrooms, and location on a map of lower-income dwelling units that will be demolished or converted to a use other than as lower-income dwelling units as a result of an assisted project;
3. A time schedule for the commencement and completion of the demolition or conversion;
4. To the extent known, the address, number of lower-income dwelling units by size (number of bedrooms) and location on a map of the replacement lower-income housing that has been or will be provided. *[See also CFR 42.375(d)]*
5. The source of funding and a time schedule for the provision of the replacement dwelling units;
6. The basis for concluding that each replacement dwelling unit will remain a lower-income dwelling unit for at least 10 years from the date of initial occupancy; and
7. Information demonstrating that any proposed replacement of lower-income dwelling units with smaller dwelling units (e.g., a 2-bedroom unit with two 1-bedroom units), or any proposed replacement of efficiency or single-room occupancy (SRO) units with units of a different size, is appropriate and consistent with the housing needs and priorities identified in the HUD-approved Consolidated Plan and 24 CFR 42.375(b).

To the extent that the specific location of the replacement dwelling units and other data in items 4 through 7 are not available at the time of the general submission, the Town will identify the general location of such dwelling units on a map and complete the disclosure and submission requirements as soon as the specific data is available.

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C. Replacement not Required Based on Unit Availability

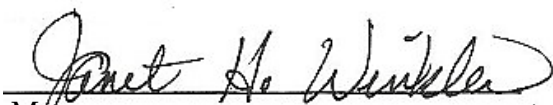
Under CFR 24 42.375(d), the Town may submit a request to the State (NCDOC) for a determination that one-for-one replacement requirement does not apply based on objective data that there is an adequate supply of vacant lower-income dwelling units in standard condition available on a non-discriminatory basis within the areas.

D. Contacts

The Town Clerk, Tammy Swanson (828) 728-8272, is responsible for tracking the replacement of lower income dwelling units and ensuring that they are provided within the required period.

The Chief Financial Officer, Shana Guy (828) 728-8272, is responsible for providing relocation payments and other relocation assistance to any lower-income person displaced by the demolition of any dwelling unit or the conversion of lower-income dwelling units to another use.

Adopted this the 16th day of September, 2025.


Mayor

ATTEST:


Town Clerk

Adoption of Grant Project Ordinance – Veteran’s Healing Journey Through Art:

Addie Faber, HUB Station Director, addressed the Board, and reported that the Town has been awarded a grant from NC Arts. This grant will provide veterans of the area an opportunity to share their stories, and find healing through telling and recording their stories.

Addie stated that this project is called the Veterans’ Healing Journey Through Art Project, and it is being done in partnership with Life Workz. The Town will act as the fiscal sponsor for the project. The project will involve 6 workshops for the veterans to attend, with the workshops being led by artists. At the end of the project, the veterans will have a hardback book of their stories, which they will be able to keep. Addie commented that a copy of these stories will also be provided for the schools.

The grant performance period for the project is July 1, 2025 through June 30, 2026. Addie commented that we are very excited about this project, and a press release went out this week to encourage veteran participation.

Larry stated that the American Legion Post would be a great place to come and share information about the grant, and encourage veterans to participate.

Addie stated that either she or someone working with the project could come out and meet with the American Legion Post.

Motion: (Rick Shew/Jim Engelman) to approve the Grant Project Ordinance for Veteran's Healing Journey Through Art project as presented. Unanimously approved.

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FY 2025-2026 Grant Project Ordinance for Veteran's Healing Journey Through Art Project

BE IT ORDAINED by the Board of Commissioners of the Town of Hudson, North Carolina that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant project ordinance is hereby adopted for the duration of the project:

Section 1: The project authorized is the Veteran's Healing Journey Through Art Project in partnership with Life Workz. The Town of Hudson will act as the fiscal sponsor for this project. This project aims to provide veterans of the area an opportunity to share their stories, preserve their legacies, and find healing through the arts creating a collaborative Heroes Book that will be archived in schools, libraries, and community spaces. The project will be funded by a NC Arts Council Grant with a grant performance period of July 1, 2025 through June 30, 2026.

Section 2: The officers of this unit are hereby directed to proceed with the grant project within the terms of the budget contained herein.

Section 3: The following revenues are anticipated to be available to the Town to complete the project:

PROJECT REVENUES

NC ARTS COUNCIL GRANT	\$	12,000
Total Project Revenues	\$	<u>12,000</u>

Section 4: The following amounts are appropriated for the project and authorized for expenditure:

PROJECTD REVENUES

MATERIALS/SUPPLIES	\$	3,700
ARTIST CONTRACTS	\$	2,000
OTHER CONTRACTS	\$	5,300
ADMINISTRATIVE COSTS	\$	<u>1,000</u>
Total Project Expenditures	\$	<u>12,000</u>

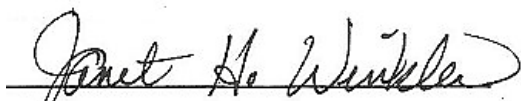
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Section 5: The Finance Officer is hereby directed to maintain within the grant project fund sufficient specific detailed accounting records to provide the accounting required by any financing agreement associated with this project and/or State and Federal regulations.

Section 6: The Finance Officer is hereby directed to report the financial status of the project to the governing board on a quarterly basis.

Section 7: Copies of this grant project ordinance shall be furnished to the Budget Officer, the Finance Officer and to the Clerk to Town Council.

Adopted this 16th day of September, 2025.


Janet H. Winkler, Mayor

ATTEST:


Tamra T. Swanson, Town Clerk

Adoption of Capital Project Ordinance – Streetscape Grant:

Jonathan presented the Capital Project Ordinance for Streetscape, and explained that this is an amendment to our Capital Project grant. Jonathan stated that back in February, some of the Board Members lobbied some of our legislative partners, and were fortunate enough to get support for our Streetscape project. The \$1M grant includes funding for Streetscape (construction/administration), and parking improvements along a portion of Central Street and Cedar Valley Road. The grant period of performance is July 1, 2025 through June 30, 2027. Jonathan stated that we have already received the money, but we are waiting on a fully executed contract.

Rick asked when more information about the grant would be made public.

Jonathan stated that he wanted to make sure everything is signed before we go more public with details of the project.

Motion: (Jim Engelman/Rick Shew) to adopt the Capital Project Ordinance for the Streetscape Grant as presented. Unanimously approved.

Capital Project Ordinance adopted March 21, 2023 continues until project closure.

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2023 Capital Project Ordinance - Streetscapes

WHEREAS, THE Town Manager recommends and the Board now desires to amend the Capital Project Ordinance-Streetscapes,

BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE TOWN OF HUDSON, NORTH CAROLINA

that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

Section 1: The project change authorized is the Capital Project Ordinance adopted on March 21, 2023 for Downtown Streetscapes and Parking project. This project is for streetscape and parking improvements along a portion of Central Street and Cedar Valley Road. The Town was awarded a State Directed grant to assist with funding of this project.

The grant has a period of performance commencing July 1, 2025 and expiring June 30, 2027.

Section 2: The following revenues are anticipated to be available to the Town to complete the project:

PROJECT REVENUES

General Fund	\$	100,000
NC State Direct Grant	\$	1,000,000
Total Project Revenues		<u>\$ 1,100,000</u>

Section 3: The following amounts are appropriated for the project and authorized for expenditure:

PROJECT EXPENDITURES

Design/Engineering	\$	100,000
Construction/Administration	\$	511,000
Paving and Concrete	\$	489,000
Total Project Expenditures		<u>\$ 1,100,000</u>

Section 4: Documentation

Copies of this capital project ordinance will be kept on file at Town Hall and shall be furnished to the Town Clerk and Finance Officer to provide direction in the collection of revenues and disbursement of Town funds.

Section 5: The Finance Officer is hereby directed to report the financial status of the project to the governing board on a quarterly basis, or as requested.

Section 6: Special Authorization

- A. The Town Manager shall serve as Budget Officer.
- B. The Budget Officer shall be authorized to reallocate departmental appropriations from among the various expenditures within each department not to exceed \$5,000. Notification of all such transfers or amendments shall be made to the Board of Commissioners at their next regular meeting following the effective date of the transfer.
- C. The Budget Officer shall be authorized to effect interdepartmental transfers not to exceed \$5,000. Notification of all such transfers or amendments shall be made to the Board of Commissioners at their next regular meeting following the effective date of the transfer.

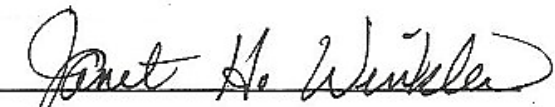
Section 7: Restrictions

- A. Interfund transfers of money shall be accomplished only by authorization from the Board of Commissioners.
- B. The utilization of any contingency appropriation, in any amount, shall be accomplished only by the authorization from the Board of Commissioners.

Section 9: The North Carolina Local Government Budget and Fiscal Control Act allow the Board of Commissioners to amend this budget ordinance at any time during the fiscal year, so long as it complies with the North Carolina General Statutes. The Board of Commissioners must approve all budget amendments, except where the Budget Officer is authorized to make limited transfers.

Section 10: This capital project ordinance expires when the project is complete.

Adopted this 16th day of September, 2025.


Janet H. Winkler, Mayor

ATTEST:


Tamra T. Swanson, Town Clerk

Date:	September 2, 2025			
Department:	Admin			
Dept Head Signature				
Purpose:	To recognize receipt of NC State direct grant for work on Streetscape project			
Revenue:				
Account Number	Account Title	Current Budget	Change to Budget	Amended Budget
46-360-6000	NC State Direct Grant	\$ -	\$1,000,000	\$ 1,000,000
				\$ -
				\$ -
	Total	\$ -	\$1,000,000	\$ 1,000,000
Expense:				
Account Number	Account Title	Current Budget	Change to Budget	Amended Budget
46-421-2451	CONSTRUCTION/ADMIN	-	\$ 511,000	\$ 511,000
46-421-2452	PAVING/CONCRETE	-	\$ 489,000	\$ 489,000
				\$ -
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	Total		\$1,000,000	\$ 1,000,000

WPCOG Presentation of Drone Services:

Melani Harrell, GIS Analyst for the WPCOG, briefly discussed the GIS services they have available. She explained how drones are used to gather information pertaining to utilities services, stormwater compliance and electric services for towns. She commented that although the software is expensive, it is very helpful in gathering useful information.

Curt Willis added that the drones are also used by law enforcement, with Hudson's PD now having one. He stated that he has been helping with the training for the Caldwell County Sheriff's Dept. He stated, too, that the drones are being used by towns for several things, including to update cemetery records. Although the information is not survey-quality, it is very close.

Barry asked how many drones the WPCOG has available.

Curt stated that the WPCOG has 4 drones.

Janet asked how many people at the WPCOG are licensed to use the drones.

Curt stated that there are currently 3 on staff that are licensed to use the drones.



**127 Shamrock Cir-
Street Parking?
Possibly police matter**

**128 Shamrock Cir-
TJD**



114 Palmer Ave



Again....



1711 Greenbrooke Dr- OVR

Civil issues going on with this property according to notice on door.



199 Hayes Ave- TJD

Owners stated that this shed and junk is not on their property. I have reissued to 489 Dogwood St & 205 Hayes Ave to see who claims it...



437 Mulberry St- TJD

Sales Tax Revenue		
	PY	CY
3231	61,205.26	75,038.00
3232	49,491.24	53,239.50
3233	29,325.32	37,729.25
3234	13,675.82	14,310.63
3235	55,876.95	56,781.17
	209,574.59	237,098.55
% Increase		13.13%

September 16, 2025 Regular Meeting

- Tax Report**

Tax Billing Comparision - 2024 and 2025:							
		2024 Tax Year	2025 Tax Year				
Categories			Tax levy	Increase			
Original Levy:							
Personal Property		\$ 224,618.17	\$ 227,308.37	\$ 1,784.03			
State Assessed							
City Late Fee							
Real Property:		\$ 1,196,210.24	\$ 1,727,428.72	\$ 531,218.48			
				\$ 533,002.51	Increase in Tax Billing for 2025		
Sanitation		\$ 207,270.00	\$ 206,262.00	\$ (1,008.00)	Decrease in Sanitation (based on # of users)		
Monthly Report							
Tax Billing and Payment Status Report							
			2025 Billiing	Discount	Collected		Uncollected
Personal Property			\$ 227,308.37				
Real Property (Including Sanitation)			\$ 1,964,072.33				
			\$ 2,191,380.70	\$ (30,621.71)	\$ (1,528,778.72)	72% Collected	\$ 631,980.27

- Upcoming Events – HUB Station:**

-Mitford Museum – Book Launch “My Beloved” by Jan Karon - October 4th.

-Dinner Theater “Dearly Departed” October 16th – 18th, October 19th – Sunday Matinee and October 23rd – 25th.

Update on Restriping for Claude F. Selia Dr.:

Jeff commented that the restriping of Claude F. Selia Drive has been done, and looks great. Jeff stated that it was much needed and appreciated.

Jonathan stated that the Town did its part in the restriping project, and CCC & TI did its part.

Adjournment:

Motion: (Larry Chapman/Jim Engelman) to adjourn the meeting. Unanimously approved.

Tamra T. Swanson, Town Clerk