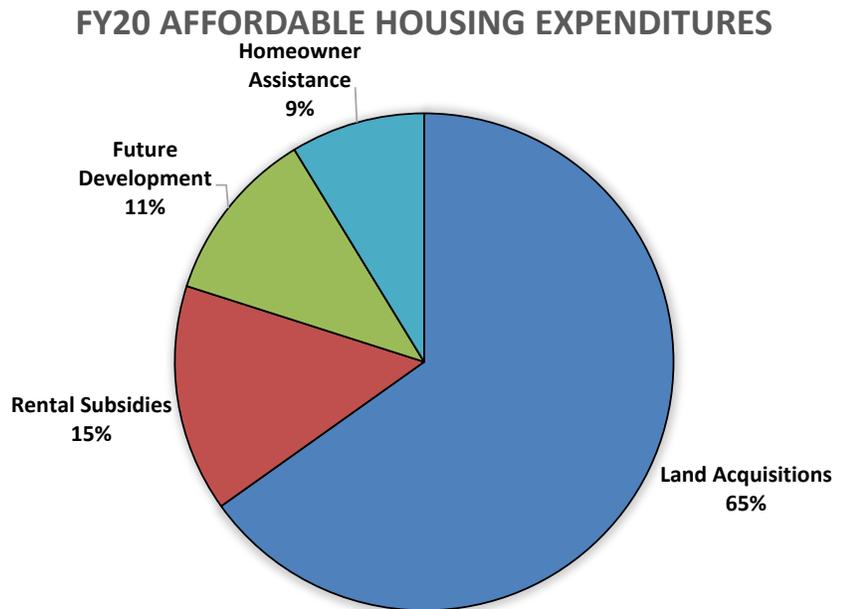


TABLE OF CONTENTS – OTHER FUNDS

| <u>Fund Title</u> | <u>Page</u> |
|--|--------------------|
| <u>Other Special Revenue Funds</u> | |
| Affordable Housing Development Reserve Fund..... | 291 |
| Climate Action Fund | 293 |
| Grants Fund | 295 |
| Downtown Service District Fund | 297 |
| Library Gift Fund..... | 300 |
| <u>Internal Service Funds</u> | |
| Vehicle Replacement Fund..... | 302 |
| Vehicle Maintenance Fund..... | 304 |
| Computer Replacement Fund | 310 |

AFFORDABLE HOUSING DEVELOPMENT RESERVE FUND

The Affordable Housing Development Reserve Fund was established in FY18 to dedicate funding for the development and preservation of affordable housing.



AFFORDABLE HOUSING DEVELOPMENT RESERVE FUND BUDGET SUMMARY

The Affordable Housing Development Reserve Fund is dedicated exclusively for the development and preservation of affordable housing. Funds had been budgeted annually in the General Fund through the "penny for Housing", but in September of 2017, the Town Council approved the creation of the Affordable Housing Development Reserve Fund. For FY22, the funding level remains at \$688,395.

EXPENDITURES

| | 2019-20 Actual | 2020-21 Original Budget | 2020-21 Revised Budget | 2020-21 Estimated | 2021-22 Adopted Budget | % Change from 2020-21 |
|-----------------------|---------------------------|--|---------------------------------------|------------------------------|---------------------------------------|--------------------------------------|
| Land Acquisitions | \$ 523,461 | \$ - | \$ 263,465 | \$ 263,465 | \$ - | N/A |
| Rental Subsidies | 118,906 | - | 432,267 | 432,267 | - | N/A |
| Homeownership Assist. | 70,000 | - | 67,000 | 67,000 | - | N/A |
| Future Development | 91,255 | - | 321,180 | 321,180 | - | N/A |
| Reserve | - | 688,395 | 547,976 | 547,976 | 688,395 | 0.0% |
| Total | \$ 803,622 | \$ 688,395 | \$ 1,631,888 | \$ 1,631,888 | \$ 688,395 | 0.0% |

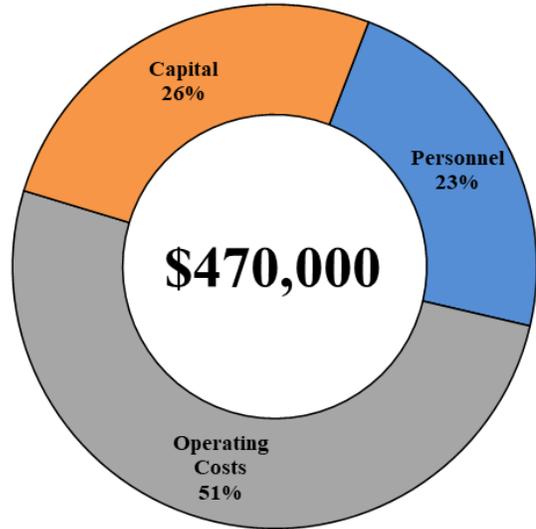
REVENUES

| | 2019-20 Actual | 2020-21 Original Budget | 2020-21 Revised Budget | 2020-21 Estimated | 2021-22 Adopted Budget | % Change from 2020-21 |
|-------------------------------|---------------------------|--|---------------------------------------|------------------------------|---------------------------------------|--------------------------------------|
| Transfer from General Fund | \$ 688,395 | \$ 688,395 | \$ 688,395 | \$ 688,395 | \$ 688,395 | 0.0% |
| Appropriated Fund Balance | 115,227 | - | 943,493 | 943,493 | - | N/A |
| Total | \$ 803,622 | \$ 688,395 | \$ 1,631,888 | \$ 1,631,888 | \$ 688,395 | 0.0% |

CLIMATE ACTION FUND

The Climate Action Fund was established in FY22 to dedicate funding to address climate change.

CLIMATE ACTION FUND



CLIMATE ACTION FUND

BUDGET SUMMARY

The Climate Action Fund was established in FY22 to dedicate funding to address climate change. As this is a new fund for this fiscal year, there are no budgeted funds for prior fiscal years.

EXPENDITURES

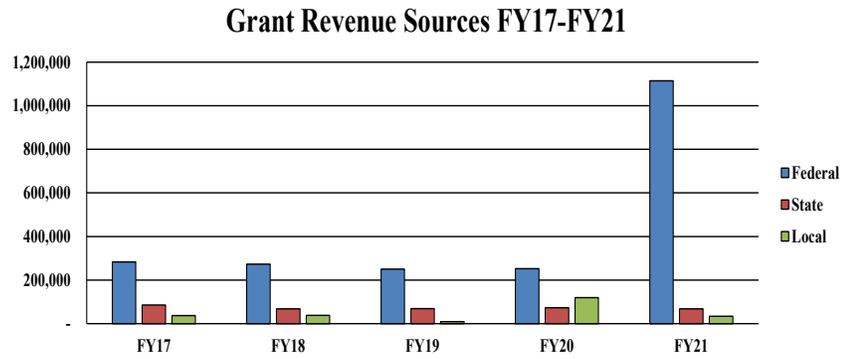
| | 2019-20 Actual | 2020-21 Original Budget | 2020-21 Revised Budget | 2020-21 Estimated | 2021-22 Adopted Budget | % Change from 2020-21 |
|-----------------|---------------------------|--|---------------------------------------|------------------------------|---------------------------------------|--------------------------------------|
| Personnel | \$ - | \$ - | \$ - | \$ - | \$ 107,197 | N/A |
| Operating Costs | - | - | - | - | 239,860 | N/A |
| Capital | - | - | - | - | 122,943 | N/A |
| Total | \$ - | \$ - | \$ - | \$ - | \$ 470,000 | N/A |

REVENUES

| | 2019-20 Actual | 2020-21 Original Budget | 2020-21 Revised Budget | 2020-21 Estimated | 2021-22 Adopted Budget | % Change from 2020-21 |
|-------------------------------|---------------------------|--|---------------------------------------|------------------------------|---------------------------------------|--------------------------------------|
| Transfer from General Fund | \$ - | \$ - | \$ - | \$ - | \$ 470,000 | N/A |
| Total | \$ - | \$ - | \$ - | \$ - | \$ 470,000 | N/A |

GRANTS FUND

The Grants Fund was established to account for miscellaneous small grants that would otherwise be accounted for in the General Fund.



GRANTS FUND BUDGET SUMMARY

The Grants Fund was established in 2004-05 to account for grants previously included in the General Fund. Grants for 2021-22 consist of three Planning grants that provide personnel and operating funding for transportation planning.

EXPENDITURES

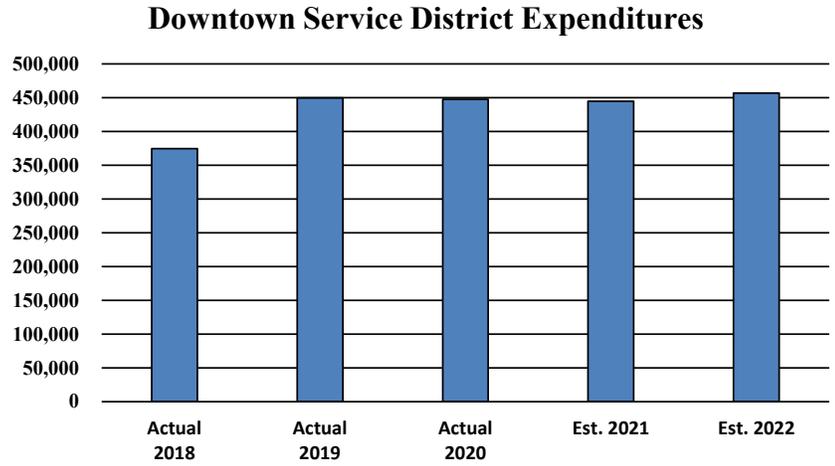
| | 2019-20 Actual | 2020-21 Original Budget | 2020-21 Revised Budget | 2020-21 Estimated | 2021-22 Adopted Budget | % Change from 2020-21 |
|-----------------|---------------------------|--|---------------------------------------|------------------------------|---------------------------------------|--------------------------------------|
| Police Grants | \$ 136,778 | \$ - | \$ 1,720,636 | \$ 1,720,636 | \$ - | N/A |
| Planning Grants | 380,826 | 386,237 | 386,237 | 386,237 | 394,852 | 2.2% |
| Total | \$ 517,604 | \$ 386,237 | \$ 2,106,873 | \$ 2,106,873 | \$ 394,852 | 2.2% |

REVENUES

| | 2019-20 Actual | 2020-21 Original Budget | 2020-21 Revised Budget | 2020-21 Estimated | 2021-22 Adopted Budget | % Change from 2020-21 |
|-------------------------------|---------------------------|--|---------------------------------------|------------------------------|---------------------------------------|--------------------------------------|
| Grants | \$ 418,236 | \$ 300,873 | \$ 2,005,747 | \$ 2,005,747 | \$ 307,402 | 2.2% |
| Transfer from General Fund | 93,706 | 85,364 | 85,364 | 85,364 | 87,450 | 2.4% |
| Appropriated Fund Balance | 5,662 | - | 15,762 | 15,762 | - | N/A |
| Total | \$ 517,604 | \$ 386,237 | \$ 2,106,873 | \$ 2,106,873 | \$ 394,852 | 2.2% |

DOWNTOWN SERVICE DISTRICT FUND

The Downtown Service District Fund accounts for the programs and capital improvements for the downtown service district established by the Town Council.



DOWNTOWN SERVICE DISTRICT FUND

Major Revenue Sources – Descriptions and Estimates

The revenue source for the Downtown Service District is the special district property tax on the assessed value of \$610,392,000. The tax rate of 6.4 cents represents the revenue neutral rate based on the Orange County revaluation and is expected to yield a total of about \$391,000 in FY 2021-22. This represents an increase of \$24,000 from the current year estimates, due to the increase in value from new development in the downtown area and the revaluation.

FY22 continues funding from Orange County in the amount of \$73,500 for the “Launch” initiative, which is a partnership between Orange County, the University and the Town of Chapel Hill with the goal of providing incentives to assist in small and local business development.

Adjustments to the Downtown Service District border were last made for the 2006-07 fiscal year to take into account changes in business status between commercial and residential uses.

Major Expenditures and Estimates

The adopted budget provides for \$140,000 in continued funding for services related to the downtown service district. These services include efforts to bring the resources of the Town, University and downtown community together to maintain, enhance and promote downtown as the social, cultural and spiritual center of Chapel Hill through economic development. Additionally, there are expenses related to the “Launch” initiative (\$147,000) along with 140 West expenses (\$110,000).

DOWNTOWN SERVICE DISTRICT FUND BUDGET SUMMARY

The adopted Downtown Service District Fund tax rate of 6.4 cents for 2021-22 provides for continued funding of the groundskeeper position dedicated to the downtown area (including a 5.5% rate increase in medical insurance). The adopted budget continues an allocation of about \$150,000 for services related to the district, and includes expenses related to the "Launch" initiative (\$147,000) along with 140 West expenses (\$100,000).

EXPENDITURES

| | 2019-20 Actual | 2020-21 Original Budget | 2020-21 Revised Budget | 2020-21 Estimated | 2021-22 Adopted Budget | % Change from 2020-21 |
|-----------------------|---------------------------|--|---------------------------------------|------------------------------|---------------------------------------|--------------------------------------|
| Personnel | \$ 58,058 | \$ 59,954 | \$ 59,954 | \$ 57,786 | \$ 62,177 | 3.7% |
| Contracted Services | 242,599 | 250,000 | 250,000 | 240,000 | 250,000 | 0.0% |
| Grants/Deferred Loans | 147,000 | 147,000 | 147,000 | 147,000 | 147,000 | 0.0% |
| Reserve | - | - | - | - | 6,323 | N/A |
| Total | \$ 447,657 | \$ 456,954 | \$ 456,954 | \$ 444,786 | \$ 465,500 | 1.9% |

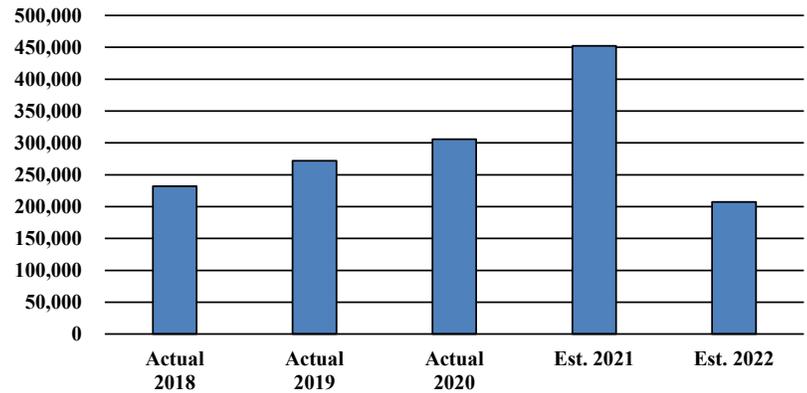
REVENUES

| | 2019-20 Actual | 2020-21 Original Budget | 2020-21 Revised Budget | 2020-21 Estimated | 2021-22 Adopted Budget | % Change from 2020-21 |
|------------------------------|---------------------------|--|---------------------------------------|------------------------------|---------------------------------------|--------------------------------------|
| Property Taxes | \$ 372,377 | \$ 382,000 | \$ 382,000 | \$ 367,000 | \$ 391,000 | 2.4% |
| Interest Income | 572 | 1,000 | 1,000 | 1,750 | 1,000 | 0.0% |
| Gifts and Donations | 73,500 | 73,500 | 73,500 | 73,500 | 73,500 | 0.0% |
| Interest on Receivable | 395 | - | - | - | - | N/A |
| Appropriated Fund Balance | 813 | 454 | 454 | 2,536 | - | -100.0% |
| Total | \$ 447,657 | \$ 456,954 | \$ 456,954 | \$ 444,786 | \$ 465,500 | 1.9% |

LIBRARY GIFT FUND

The Library Gift Fund accounts for private contributions to the Town's library.

Library Gift Fund Donations and Interest Earnings



LIBRARY GIFT FUND BUDGET SUMMARY

The adopted budget for the Library Gift Fund for 2021-22 reflects a decrease from the previous year due to a one-time grant received in FY21. Gifts for 2021-22 include a decrease in funding from the current year (\$75,000) and level funding for miscellaneous donations (\$47,500). 2021-22 expenses include additions to the collection, staff support, and other miscellaneous expenses. The Library Gift Fund continues to budget a transfer to the General Fund to support Library operations, at an amount of \$45,000 for 2021-22.

EXPENDITURES

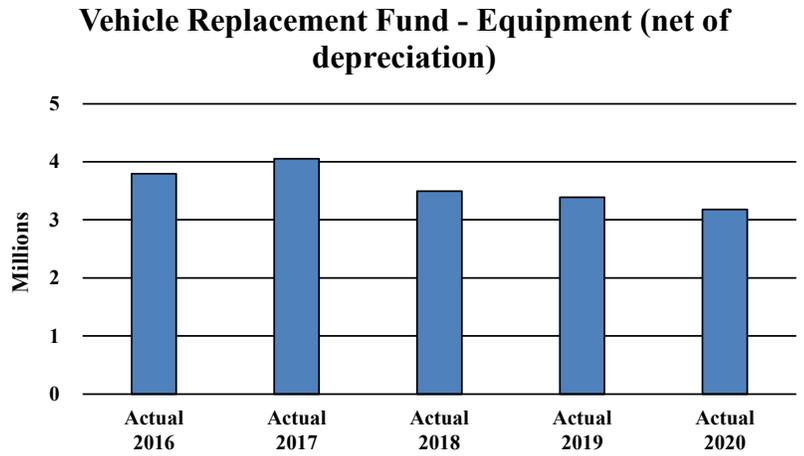
| | 2019-20 Actual | 2020-21 Original Budget | 2020-21 Revised Budget | 2020-21 Estimated | 2021-22 Adopted Budget | % Change from 2020-21 |
|--------------------------|---------------------------|--|---------------------------------------|------------------------------|---------------------------------------|--------------------------------------|
| Computers/Database | \$ 9,624 | \$ 532 | \$ - | \$ - | \$ - | -100.0% |
| Furniture | 14,421 | - | - | - | - | N/A |
| Collection Purchases | 28,942 | 40,000 | 40,000 | 27,000 | 32,000 | -20.0% |
| Other | 187,634 | 183,059 | 567,526 | 414,420 | 139,841 | -23.6% |
| Transfer to General Fund | 45,000 | 45,000 | 45,000 | 45,000 | 45,000 | 0.0% |
| Total | \$ 285,621 | \$ 268,591 | \$ 652,526 | \$ 486,420 | \$ 216,841 | -19.3% |

REVENUES

| | 2019-20 Actual | 2020-21 Original Budget | 2020-21 Revised Budget | 2020-21 Estimated | 2021-22 Adopted Budget | % Change from 2020-21 |
|------------------------------|---------------------------|--|---------------------------------------|------------------------------|---------------------------------------|--------------------------------------|
| Interest Income | \$ 765 | \$ 441 | \$ 441 | \$ 87 | \$ 341 | -22.7% |
| Friends' Donations | 185,000 | 100,000 | 202,486 | 184,486 | 75,000 | -25.0% |
| Grants | 68,662 | 106,975 | 364,864 | 220,829 | 84,600 | -20.9% |
| Misc Donations | 51,359 | 47,500 | 47,500 | 46,898 | 47,500 | 0.0% |
| Appropriated Fund Balance | (20,165) | 13,675 | 37,235 | 34,120 | 9,400 | -31.3% |
| Total | \$ 285,621 | \$ 268,591 | \$ 652,526 | \$ 486,420 | \$ 216,841 | -19.3% |

VEHICLE REPLACEMENT FUND

The Vehicle Replacement Fund accounts for the purchase and financing of motor vehicles and related costs to other Town departments.



VEHICLE REPLACEMENT FUND BUDGET SUMMARY

The adopted budget for 2021-22 for the Vehicle Replacement Fund includes a list of the most critical capital equipment needs pending a comprehensive review of the Town's fixed assets. Included in the 2021-22 budget is the replacement of a solid waste rear loader, a Fire training vehicle, and a truck for the Streets Division. The Vehicle Replacement Fund has moved to a pay-as-you-go system. Beginning in 2014-15, vehicle purchases were bought outright rather than financed.

EXPENDITURES

| | 2019-20 Actual | 2020-21 Original Budget | 2020-21 Revised Budget | 2020-21 Estimated | 2021-22 Adopted Budget | % Change from 2020-21 |
|-------------------------|---------------------------|--|---------------------------------------|------------------------------|---------------------------------------|--------------------------------------|
| Lease Purchase Payments | \$ 268,186 | \$ 66,596 | \$ 66,596 | \$ 66,596 | \$ - | -100.0% |
| Other Expense | 22 | 6,000 | 6,000 | 6,000 | - | -100.0% |
| Capital Equipment | 745,707 | - | 131,246 | 131,246 | 344,660 | N/A |
| Total | \$ 1,013,915 | \$ 72,596 | \$ 203,842 | \$ 203,842 | \$ 344,660 | 374.8% |

REVENUES

| | 2019-20 Actual | 2020-21 Original Budget | 2020-21 Revised Budget | 2020-21 Estimated | 2021-22 Adopted Budget | % Change from 2020-21 |
|------------------------------|---------------------------|--|---------------------------------------|------------------------------|---------------------------------------|--------------------------------------|
| Vehicle Use Fees | \$ 453,089 | \$ - | \$ - | \$ - | \$ 344,660 | N/A |
| Interest Income | 1,578 | 3,000 | 3,000 | 3,000 | - | -100.0% |
| Sale of Fixed Assets | 44,943 | 50,000 | 50,000 | 50,000 | - | -100.0% |
| Insurance Claims | 7,959 | - | - | - | - | N/A |
| Appropriated Fund Balance | 506,346 | 19,596 | 150,842 | 150,842 | - | -100.0% |
| Total | \$ 1,013,915 | \$ 72,596 | \$ 203,842 | \$ 203,842 | \$ 344,660 | 374.8% |

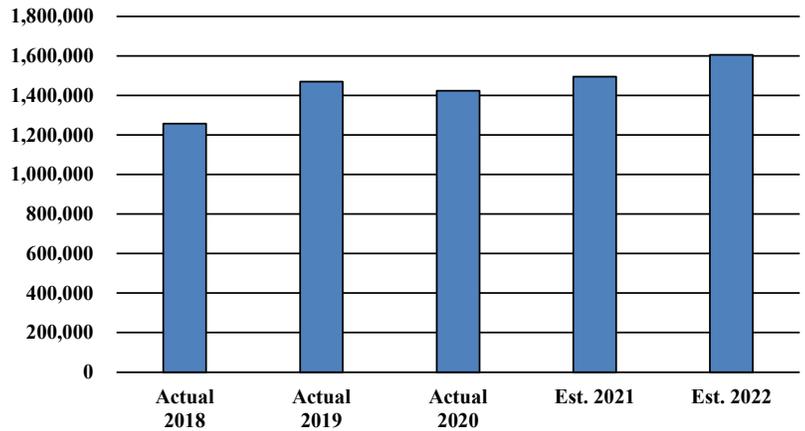
VEHICLE MAINTENANCE FUND

The Vehicle Maintenance Fund accounts for the repair and maintenance of all the Town's cars, trucks, and heavy equipment, excluding those used in public transit operations.

Vehicle maintenance is an internal service fund; its cost is charged out to other Town departments based on actual repairs.

The division is supervised by Public Works.

Vehicle Maintenance Fund Expenditures



VEHICLE MAINTENANCE

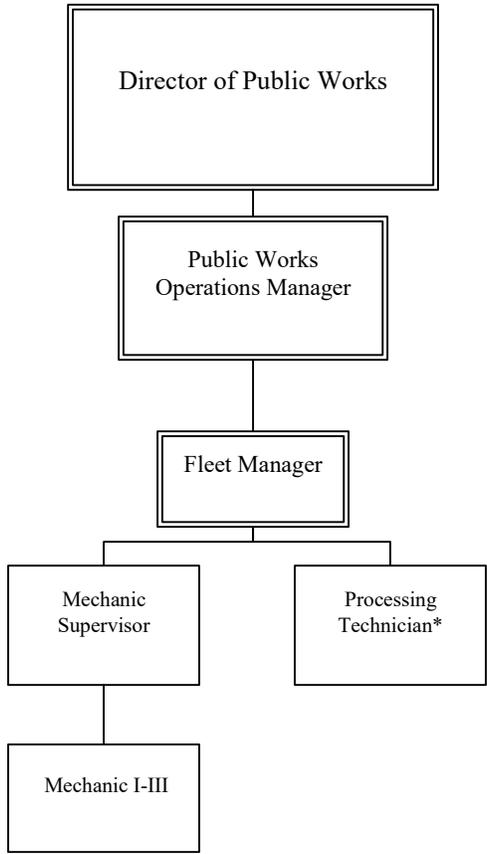
MISSION STATEMENT:

The overall mission of the Fleet Maintenance Fund is to ensure safe, reliable fleet and equipment essential for provision of public services, with an emphasis on sustainability, efficiency and effectiveness.

Summary of services provided in support of department's mission:

- Full-service automotive garage, including refueling station.
- Use of state-of-art fuel efficiency techniques.
- Comprehensive preventive maintenance program for vehicles and equipment.
- Major repair program, including both in-house and outside vendors.
- Around-the-clock emergency road services.
- Overall management of the Town's vehicle replacement program with emphasis on greening our fleet.

VEHICLE MAINTENANCE



*Position is split with Building Maintenance.

VEHICLE MAINTENANCE FUND
STAFFING COMPARISONS - IN FULL-TIME EQUIVALENTS

| | 2019-20 | 2020-21 | 2021-22 |
|------------------------------------|----------------|----------------|----------------|
| | ADOPTED | ADOPTED | ADOPTED |
| Supervisor-Mechanic | 1.00 | 1.00 | 1.00 |
| Mechanic (I-III) | 5.00 | 5.00 | 5.00 |
| Manager-Fleet | 1.00 | 1.00 | 1.00 |
| Processing Technician ¹ | 0.75 | 0.75 | 0.75 |
| Unit Totals | <u>7.75</u> | <u>7.75</u> | <u>7.75</u> |

¹ Processing Technician is split between Building Maintenance and the Vehicle Maintenance Fund.

Note: Vehicle Maintenance is supervised by the Public Works Department.

VEHICLE MAINTENANCE FUND BUDGET SUMMARY

The 2021-22 adopted budget for the Vehicle Maintenance Fund reflects an overall increase in expenditures of 3.2% from last year's budget. The increase in personnel is the result of a 5.5% rate increase in medical insurance, a 3% pay increase, and a 1.2% increase in retirement costs. The 1.9% increase in the operating budget is due to the increase in maintenance due to the aging fleet.

EXPENDITURES

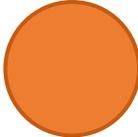
| | 2019-20 Actual | 2020-21 Original Budget | 2020-21 Revised Budget | 2020-21 Estimated | 2021-22 Adopted Budget | % Change from 2020-21 |
|-----------------|---------------------------|--|---------------------------------------|------------------------------|---------------------------------------|--------------------------------------|
| Personnel | \$ 585,188 | \$ 672,087 | \$ 672,087 | \$ 656,860 | \$ 705,003 | 4.9% |
| Operating Costs | 839,527 | 883,775 | 883,775 | 838,997 | 900,219 | 1.9% |
| Capital Outlay | - | - | - | - | - | N/A |
| Total | \$ 1,424,715 | \$ 1,555,862 | \$ 1,555,862 | \$ 1,495,857 | \$ 1,605,222 | 3.2% |

REVENUES

| | 2019-20 Actual | 2020-21 Original Budget | 2020-21 Revised Budget | 2020-21 Estimated | 2021-22 Adopted Budget | % Change from 2020-21 |
|------------------------------|---------------------------|--|---------------------------------------|------------------------------|---------------------------------------|--------------------------------------|
| Vehicle Maintenance Fees | \$ 1,274,051 | \$ 1,529,000 | \$ 1,529,000 | \$ 1,491,000 | \$ 1,559,100 | 2.0% |
| Interest Income | 2,034 | - | - | - | - | N/A |
| Insurance Claims | 23,547 | 18,000 | 18,000 | 18,000 | 18,000 | 0.0% |
| Appropriated Fund Balance | 125,083 | 8,862 | 8,862 | (13,143) | 28,122 | 217.3% |
| Total | \$ 1,424,715 | \$ 1,555,862 | \$ 1,555,862 | \$ 1,495,857 | \$ 1,605,222 | 3.2% |

VEHICLE MAINTENANCE

Performance Measures

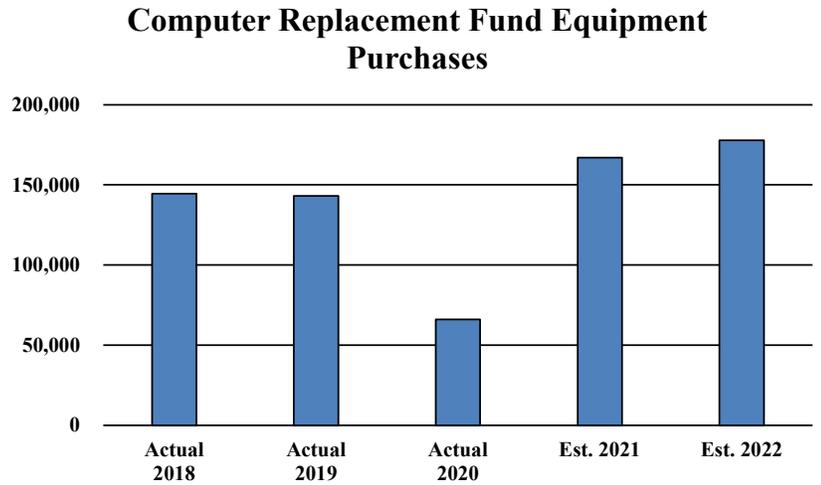
| | |
|--|--|
|  COLLABORATION & INNOVATION | <p>Strategic Objectives</p> <ul style="list-style-type: none"> ➤ Ensure that at least 30% of all work orders are preventive maintenance work ➤ Limit repeat repairs to 2% or less ➤ Complete at least 95% of preventive maintenances as scheduled in order to reduce out-of-service time ➤ Ensure that 90% of rolling stock is available per day ➤ Complete 85% of repair orders within 1 work day, with no more than 10% taking longer than 2 work days |
|--|--|

| Core Business Program | Performance Measure | FY18 Actual | FY19 Actual | FY20 Estimate | FY21 Target |
|-----------------------|---|-------------|-------------|---------------|-------------|
| Fleet Services | Percent of work orders that are preventive maintenance | 32% | 38% | 34% | 30% |
| | Percent of work orders that are repeat repairs | 0.92% | 0.90% | 0.27% | < 2% |
| | Percent of preventive maintenances completed as scheduled | 69% | 76% | 63% | 95% |
| | Percent of rolling stock available per day | * | * | 95% | 90% |
| | Percent of work orders completed in less than 1 work day | * | * | 65% | 85% |
| | Percent of work orders completed in excess of 2 work days | * | * | 26% | <10% |

* Past fiscal year data was not reported because Public Works staff was completing an internal review of data and identified improvements needed to ensure high quality data. Staff developed a new system of entering work orders in Sept. 2019 to more accurately track and record these measures.

COMPUTER REPLACEMENT FUND

The Computer Replacement Fund accounts for the purchase and financing of computer equipment and software to the Town departments.



COMPUTER REPLACEMENT FUND BUDGET SUMMARY

The adopted budget for 2021-22 provides for replacement of computer equipment on a pay-as-you-go basis.

EXPENDITURES

| | 2019-20 Actual | 2020-21 Original Budget | 2020-21 Revised Budget | 2020-21 Estimated | 2021-22 Adopted Budget | % Change from 2020-21 |
|-----------------|---------------------------|--|---------------------------------------|------------------------------|---------------------------------------|--------------------------------------|
| Small Equipment | \$ 66,002 | \$ 167,000 | \$ 167,000 | \$ 167,000 | \$ 177,750 | 6.4% |
| Other Expense | - | - | - | - | - | N/A |
| Total | \$ 66,002 | \$ 167,000 | \$ 167,000 | \$ 167,000 | \$ 177,750 | 6.4% |

REVENUES

| | 2019-20 Actual | 2020-21 Original Budget | 2020-21 Revised Budget | 2020-21 Estimated | 2021-22 Adopted Budget | % Change from 2020-21 |
|------------------------------|---------------------------|--|---------------------------------------|------------------------------|---------------------------------------|--------------------------------------|
| Computer Use Fees | \$ - | \$ - | \$ - | \$ - | \$ 177,750 | N/A |
| Interest Income | 856 | - | - | - | - | N/A |
| Appropriated Fund Balance | 65,146 | 167,000 | 167,000 | 167,000 | - | -100.0% |
| Total | \$ 66,002 | \$ 167,000 | \$ 167,000 | \$ 167,000 | \$ 177,750 | 6.4% |