

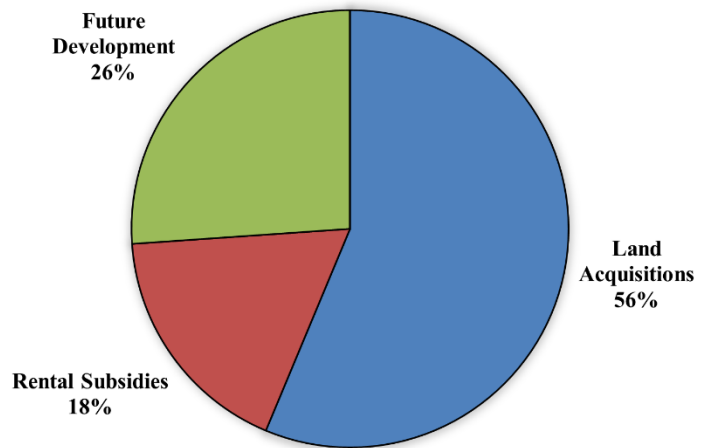
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AFFORDABLE HOUSING DEVELOPMENT RESERVE FUND

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

**FY22 AFFORDABLE HOUSING
EXPENDITURES**



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 FY24, the funding level increases to \$826,850. This increase of \$138,455, along with the addition of the Affordable Housing Manager in the General Fund, brings the overall commitment to \$971,000, which is the equivalent of a penny on the tax rate.

EXPENDITURES

	2021-22 Actual	2022-23 Original Budget	2022-23 Revised Budget	2022-23 Estimated	2023-24 Adopted Budget	% Change from 2022-23
Land Acquisitions	\$ 500,918	\$ -	\$ 235,541	\$ 235,541	\$ -	N/A
Rental Subsidies	156,665	-	252,890	252,890	-	N/A
Homeownership Assist.	-	-	67,000	67,000	-	N/A
Future Development	232,223	-	46,133	46,133	-	N/A
Reserve	-	688,395	1,118,517	86,831	826,850	20.1%
Total	\$ 889,806	\$ 688,395	\$ 1,720,081	\$ 688,395	\$ 826,850	20.1%

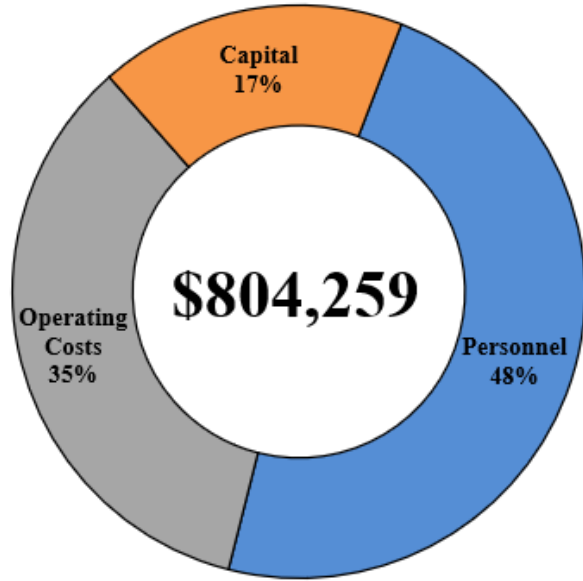
REVENUES

	2021-22 Actual	2022-23 Original Budget	2022-23 Revised Budget	2022-23 Estimated	2023-24 Adopted Budget	% Change from 2022-23
Transfer from General Fund	\$ 688,395	\$ 688,395	\$ 688,395	\$ 688,395	\$ 826,850	20.1%
Appropriated Fund Balance	201,411	-	1,031,686	-	-	N/A
Total	\$ 889,806	\$ 688,395	\$ 1,720,081	\$ 688,395	\$ 826,850	20.1%

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. The adopted budget increased 46.2% from the 2022-23 budget. The 98.6% increase in personnel costs reflects the Community Sustainability Manager's salary moving to the Climate Action Fund from the Planning Department, a 0.75% retirement increase, and a salary increase. Operating costs increased by 20.8% due to consulting services costs that were transferred from the Planning Department budget to the Climate Action Fund. Capital costs increased due to the project to add solar panels to Hargraves Community Center.

EXPENDITURES

	2021-22 Actual	2022-23 Original Budget	2022-23 Revised Budget	2022-23 Estimated	2023-24 Adopted Budget	% Change from 2022-23
Personnel	\$ 78,160	\$ 194,897	\$ 225,614	\$ 191,781	\$ 387,001	98.6%
Operating Costs	83,912	229,925	446,421	190,087	277,737	20.8%
Capital	27,407	125,178	388,043	308,164	139,521	11.5%
Contribution to Reserve	422,433	-	-	-	-	N/A
Total	\$ 611,912	\$ 550,000	\$ 1,060,078	\$ 690,032	\$ 804,259	46.2%

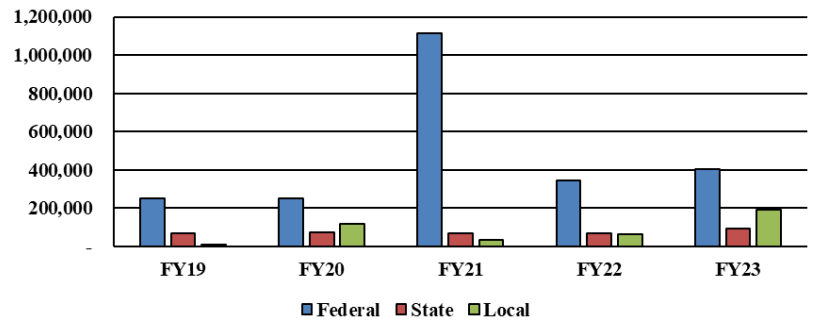
REVENUES

	2021-22 Actual	2022-23 Original Budget	2022-23 Revised Budget	2022-23 Estimated	2023-24 Adopted Budget	% Change from 2022-23
Transfer from						
General Fund	\$ 470,000	\$ 550,000	\$ 550,000	\$ 550,000	\$ 804,259	46.2%
Grants	141,912	-	87,645	-	-	0.0%
Appropriated Fund Balance	-	-	422,433	140,032	-	0.0%
Total	\$ 611,912	\$ 550,000	\$ 1,060,078	\$ 690,032	\$ 804,259	46.2%

GRANTS FUND

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

Grant Revenue Sources FY19-FY23



GRANTS FUND

BUDGET SUMMARY

The Grants Fund was established in 2004-05 to account for grants previously included in the General Fund. Grants for 2023-24 consist of three Planning grants that provide personnel and operating funding for transportation planning and year 2 of the Blue Cross Blue Shield Building Integrated Communities (BIC) Grant.

EXPENDITURES

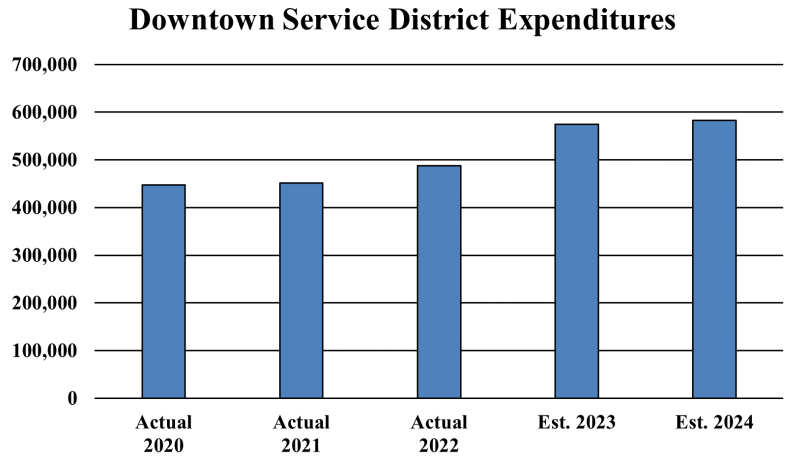
	2021-22 Actual	2022-23 Original Budget	2022-23 Revised Budget	2022-23 Estimated	2023-24 Adopted Budget	% Change from 2022-23
Police Grants	\$ 105,835	\$ -	\$ 197,471	\$ 197,471	\$ -	N/A
Planning Grants	390,173	493,903	493,903	493,903	436,354	-11.7%
AHCC Grants	-	-	125,000	125,000	125,000	N/A
Total	\$ 496,008	\$ 493,903	\$ 816,374	\$ 816,374	\$ 561,354	13.7%

REVENUES

	2021-22 Actual	2022-23 Original Budget	2022-23 Revised Budget	2022-23 Estimated	2023-24 Adopted Budget	% Change from 2022-23
Grants	\$ 369,829	\$ 386,276	\$ 668,392	\$ 691,597	\$ 465,377	20.5%
Transfer from General Fund	126,089	107,627	107,627	107,627	95,977	-10.8%
Appropriated Fund Balance	90	-	40,355	17,150	-	N/A
Total	\$ 496,008	\$ 493,903	\$ 816,374	\$ 816,374	\$ 561,354	13.7%

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 \$638,000,000. The tax rate of 6.4 cents is unchanged from FY 2022-23 and is expected to yield a total of about \$408,000 in FY 2023-24. This represents an increase of \$11,000 from the current year estimates, due to the increase in value from new development in the downtown area.

FY24 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.

The FY 2023-24 budget also includes a transfer of \$100,000 from the General Fund to further support downtown initiatives.

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 budget provides for continued funding for the Chapel Hill Downtown Partnership of \$150,000. The Chapel Hill Downtown Partnership brings 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. An additional \$100,000 in funding is provided to the Chapel Hill Downtown Partnership for programming and marketing efforts.

Additionally, there are expenses related to the “Launch” initiative (\$147,000) along with 140 West expenses (\$110,000). The FY24 budget continues funding for a groundskeeper (\$70,817) dedicated to the downtown area.

DOWNTOWN SERVICE DISTRICT FUND BUDGET SUMMARY

The adopted Downtown Service District Fund tax rate of 6.4 cents for 2023-24 provides for continued funding of the groundskeeper position dedicated to the downtown area. The adopted budget includes an allocation of about \$500,000 for services related to the district, and includes expenses related to the "Launch" initiative (\$147,000) along with 140 West expenses (\$110,000).

EXPENDITURES

	2021-22 Actual	2022-23 Original Budget	2022-23 Revised Budget	2022-23 Estimated	2023-24 Adopted Budget	% Change from 2022-23
Personnel	\$ 64,486	\$ 67,897	\$ 67,897	\$ 67,661	\$ 70,817	4.3%
Other Expenses	16,991	-	-	-	-	N/A
CH DWTN Partnership	150,000	250,000	250,000	250,000	250,000	0.0%
140 West Expenses	108,957	110,000	110,000	110,000	110,000	0.0%
Launch	147,000	147,000	147,000	147,000	147,000	0.0%
Reserve	-	-	-	-	4,683	N/A
Total	\$ 487,434	\$ 574,897	\$ 574,897	\$ 574,661	\$ 582,500	1.3%

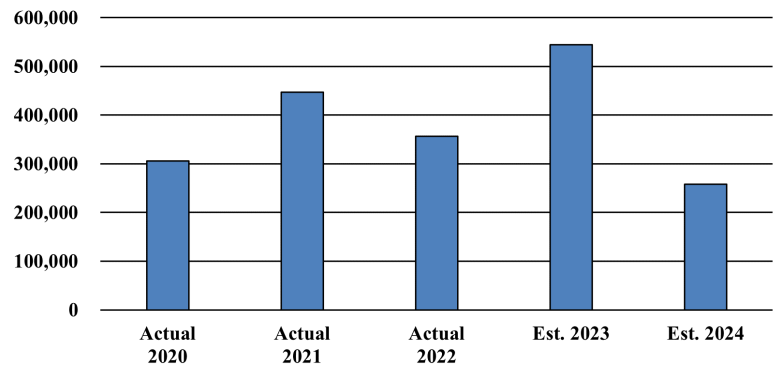
REVENUES

	2021-22 Actual	2022-23 Original Budget	2022-23 Revised Budget	2022-23 Estimated	2023-24 Adopted Budget	% Change from 2022-23
Property Taxes	\$ 390,940	\$ 397,000	\$ 397,000	\$ 397,000	\$ 408,000	2.8%
Interest Income	708	1,000	1,000	1,000	1,000	0.0%
Orange County Launch Contribution	73,500	73,500	73,500	73,500	73,500	0.0%
Interest on Receivable	19	-	-	-	-	N/A
Transfer from General Fund	-	100,000	100,000	100,000	100,000	0.0%
Appropriated Fund Balance	22,267	3,397	3,397	3,161	-	-100.0%
Total	\$ 487,434	\$ 574,897	\$ 574,897	\$ 574,661	\$ 582,500	1.3%

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 2023-24 reflects an increase from the previous year due to an increase in Grants. 2023-24 expenses include additions to the collection, furniture, 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 2023-24.

EXPENDITURES

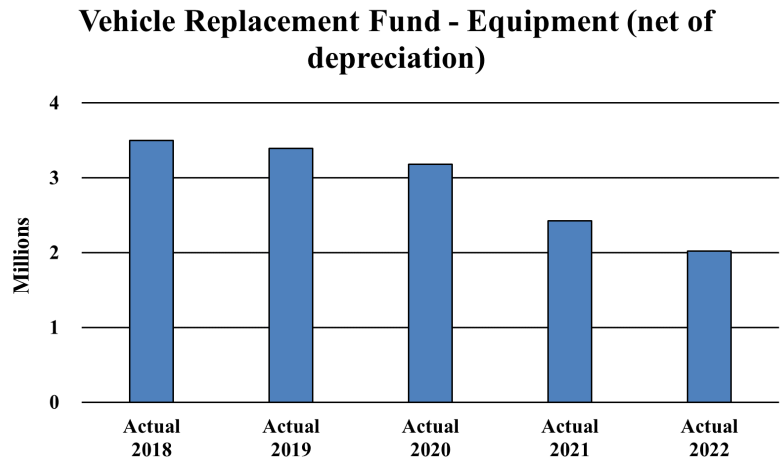
	2021-22 Actual	2022-23 Original Budget	2022-23 Revised Budget	2022-23 Estimated	2023-24 Adopted Budget	% Change from 2022-23
Computers/Database	\$ 26,333	\$ 9,550	\$ 36,576	\$ 29,950	\$ 9,500	-0.5%
Furniture	-	-	114,066	92,308	23,308	N/A
Collection Purchases	43,299	36,000	48,201	51,096	39,000	8.3%
Other	133,022	63,268	396,501	325,755	125,252	98.0%
Transfer to General Fund	45,000	45,000	45,000	45,000	45,000	0.0%
Contribution to Reserve	109,235	27,941	2,941	-	16,406	-41.3%
Total	\$ 356,889	\$ 181,759	\$ 643,285	\$ 544,109	\$ 258,466	42.2%

REVENUES

	2021-22 Actual	2022-23 Original Budget	2022-23 Revised Budget	2022-23 Estimated	2023-24 Adopted Budget	% Change from 2022-23
Interest Income	\$ 62	\$ 341	\$ 341	\$ 1,406	\$ 1,406	312.3%
Friends' Donations	116,000	125,000	125,000	125,000	125,000	0.0%
Grants	46,691	-	203,420	149,730	38,054	N/A
Misc Donations	194,136	52,500	85,000	84,000	57,500	9.5%
Appropriated Fund Balance	-	3,918	229,524	183,973	36,506	831.8%
Total	\$ 356,889	\$ 181,759	\$ 643,285	\$ 544,109	\$ 258,466	42.2%

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 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 2023-24 adopted budget is the replacement of a solid waste front loader, four Police vehicles, two Parks Maintenance vehicles, four mowers, three vehicles in the Streets/Construction Divisions, and a new vehicle for Cultural Arts. 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

	2021-22 Actual	2022-23 Original Budget	2022-23 Revised Budget	2022-23 Estimated	2023-24 Adopted Budget	% Change from 2022-23
Other Expense	\$ 1,893	\$ -	\$ 3,500	\$ 10,404	\$ -	N/A
Capital Equipment	387,481	355,000	1,206,764	1,199,860	1,105,000	211.3%
Contribution to Reserve	903,625	-	-	-	-	N/A
Total	\$ 1,292,999	\$ 355,000	\$ 1,210,264	\$ 1,210,264	\$ 1,105,000	211.3%

REVENUES

	2021-22 Actual	2022-23 Original Budget	2022-23 Revised Budget	2022-23 Estimated	2023-24 Adopted Budget	% Change from 2022-23
Vehicle Use Fees	\$ 344,660	\$ 355,000	\$ 355,000	\$ 355,000	\$ 1,105,000	211.3%
Interest Income	32	-	-	2,008	-	N/A
Sale of Fixed Assets	48,307	-	-	20,090	-	N/A
Transfer from General Fund	900,000	-	-	-	-	N/A
Appropriated Fund Balance	-	-	855,264	833,166	-	N/A
Total	\$ 1,292,999	\$ 355,000	\$ 1,210,264	\$ 1,210,264	\$ 1,105,000	211.3%

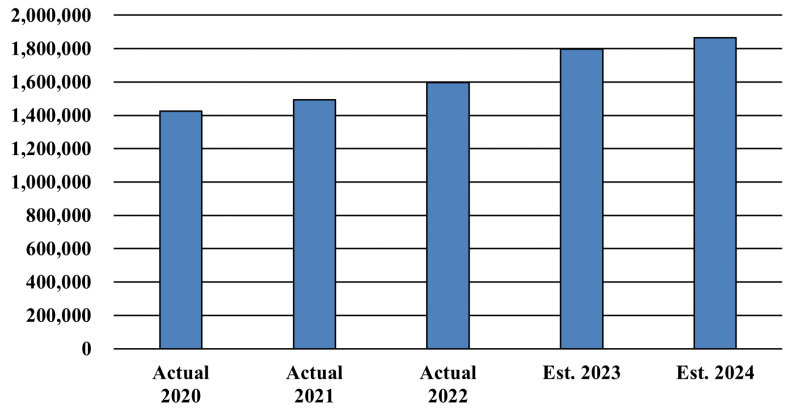
FLEET MANAGEMENT FUND

The Fleet Management Fund, formerly known as 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.

Fleet management 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.

Fleet Management Fund Expenditures



FLEET MANAGEMENT

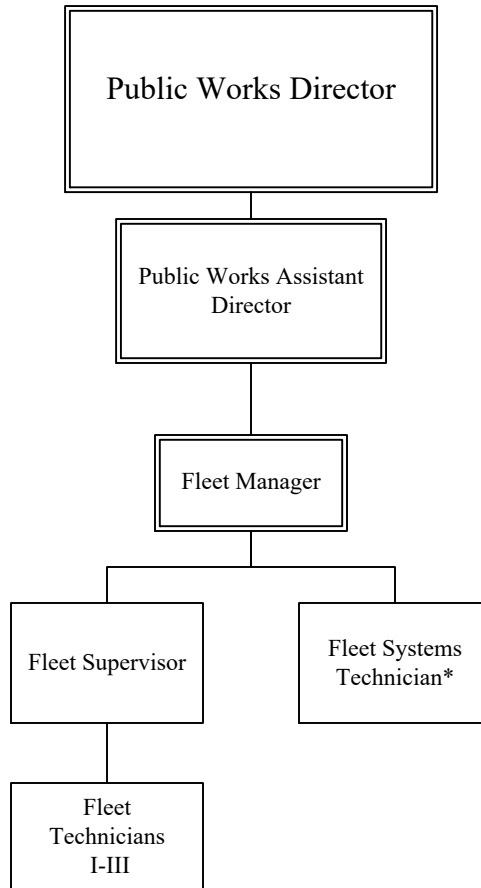
MISSION STATEMENT:

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

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

- Strategic planning, maintenance and management of the Town's Fleet Program and Vehicle Replacement Program that supports the Climate Action Plan.
- Manage fueling facilities and provide electrical charging stations and other greener fuels.
- Provide for major vehicle and equipment maintenance and repairs using in-house and outside resources.
- Provide on-call emergency vehicle and equipment services.

FLEET MANAGEMENT



*Position is split with Facilities Management.

FLEET MANAGEMENT FUND
STAFFING COMPARISONS - IN FULL-TIME

	2021-22 ADOPTED	2022-23 ADOPTED	2023-24 ADOPTED
Manager - Fleet	1.00	1.00	1.00
Supervisor - Fleet	1.00	1.00	1.00
Fleet Technician (I-III)	5.00	5.00	5.00
Fleet Systems Technician ¹	0.75	0.75	0.75
Unit Totals	7.75	7.75	7.75

¹ Position is split between Facilities Management and the Fleet Management Fund.

Note: Fleet Management is supervised by the Public Works Department.

FLEET MANAGEMENT FUND BUDGET SUMMARY

The 2023-24 adopted budget for the Fleet Management Fund, formerly the Vehicle Maintenance Fund, reflects an overall increase in expenditures of 13.3% from last year's budget. The 6.9% increase in personnel is the result of a 0.75% increase in retirement costs and a pay increase. The operating budget increased 18.6% largely due to an increase in vehicle maintenance and repair costs.

EXPENDITURES




	2021-22 Actual	2022-23 Original Budget	2022-23 Revised Budget	2022-23 Estimated	2023-24 Adopted Budget	% Change from 2022-23
Personnel	\$ 675,065	\$ 743,255	\$ 743,255	\$ 747,448	\$ 794,613	6.9%
Operating Costs	898,401	903,385	1,063,594	1,049,135	1,070,963	18.6%
Capital Outlay	23,057	-	-	-	-	N/A
Total	\$ 1,596,523	\$ 1,646,640	\$ 1,806,849	\$ 1,796,583	\$ 1,865,576	13.3%

REVENUES

	2021-22 Actual	2022-23 Original Budget	2022-23 Revised Budget	2022-23 Estimated	2023-24 Adopted Budget	% Change from 2022-23
Vehicle Maintenance Fees	\$ 1,521,025	\$ 1,609,100	\$ 1,609,100	\$ 1,609,100	\$ 1,830,846	13.8%
Interest Income	75	-	-	1,135	-	N/A
Sale of Equipment	-	-	-	-	-	N/A
Insurance Claims	25,096	18,000	18,000	4,351	-	-100.0%
Appropriated Fund Balance	50,327	19,540	179,749	181,997	34,730	77.7%
Total	\$ 1,596,523	\$ 1,646,640	\$ 1,806,849	\$ 1,796,583	\$ 1,865,576	13.3%

FLEET MANAGEMENT

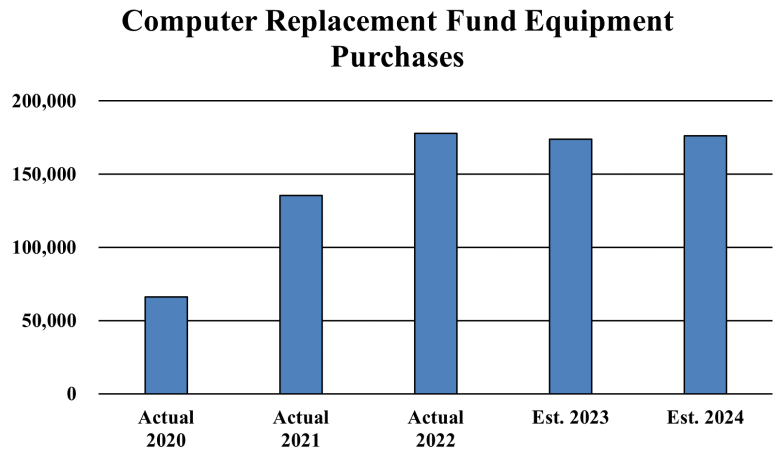
Performance Measures

 <p>Environmental Stewardship</p>  <p>Connected Community</p>  <p>Safe Community</p>	<p>Strategic Objectives</p> <ul style="list-style-type: none"> ➤ Ensure that at least 50% 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
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Core Business Program	Performance Measure	FY21 Actual	FY22 Actual	FY23 Estimate	FY24 Target
Fleet Services	Percent of work orders that are preventive maintenance	39%	35%	34%	50%
	Percent of work orders that are repeat repairs	Est. <2%	<1%	<2%	<2%
	Percent of preventive maintenances completed as scheduled	61%	77%	64%	95%
	Percent of rolling stock available per day	95%	93%	91%	90%
	Percent of work orders completed in less than 1 work day	60%	62%	58%	85%
	Percent of work orders completed in excess of 2 work days	29%	26%	32%	<10%

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 2023-24 provides for replacement of computer equipment on a pay-as-you-go basis.

EXPENDITURES

	2021-22 Actual	2022-23 Original Budget	2022-23 Revised Budget	2022-23 Estimated	2023-24 Adopted Budget	% Change from 2022-23
Small Equipment Reserve	\$ 170,868 6,902	\$ 173,975 -	\$ 173,975 -	\$ 173,975 -	\$ 176,100 -	1.2% N/A
Total	\$ 177,770	\$ 173,975	\$ 173,975	\$ 173,975	\$ 176,100	1.2%

REVENUES

	2021-22 Actual	2022-23 Original Budget	2022-23 Revised Budget	2022-23 Estimated	2023-24 Adopted Budget	% Change from 2022-23
Computer Use Fees	\$ 177,750	\$ 173,975	\$ 173,975	\$ 173,975	\$ 176,100	1.2%
Interest Income	20	-	-	-	-	N/A
Appropriated Fund Balance	-	-	-	-	-	N/A
Total	\$ 177,770	\$ 173,975	\$ 173,975	\$ 173,975	\$ 176,100	1.2%

