

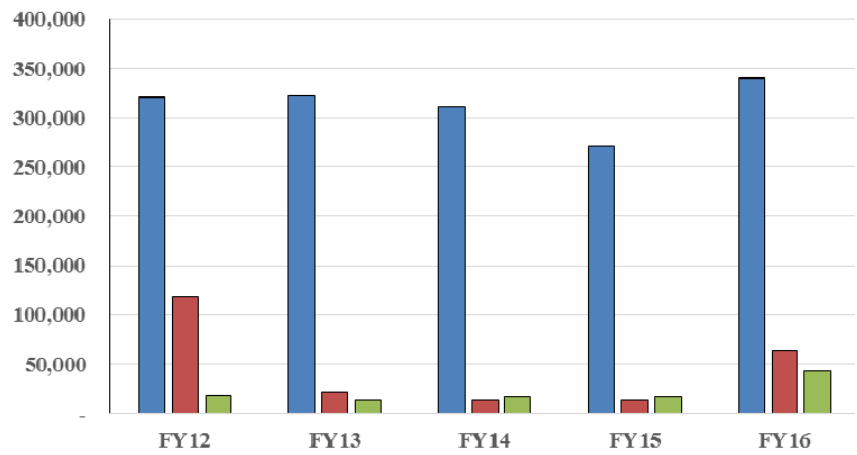
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GRANTS FUND

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

Grant Revenue Sources FY12-FY16



GRANTS FUND

BUDGET SUMMARY

The Grants Fund was established in 2004-05 to account for grants previously included in the General Fund. Grants for 2016-17 consist of three Planning grants that provide personnel and operating funding for transportation planning.

EXPENDITURES

	2014-15 Actual	2015-16 Original Budget	2015-16 Revised Budget	2015-16 Estimated	2016-17 Adopted Budget	% Change from 2015-16
Police Grants	\$ 43,622	\$ -	\$ 243,440	\$ 179,353	\$ -	N/A
Fire Grants	-	-	-	-	-	N/A
Planning Grants	281,400	347,850	479,850	479,850	358,145	3.0%
Transit	-	-	-	-	-	N/A
Library	30,500	-	-	-	-	N/A
Total	\$ 355,522	\$ 347,850	\$ 723,290	\$ 659,203	\$ 358,145	3.0%

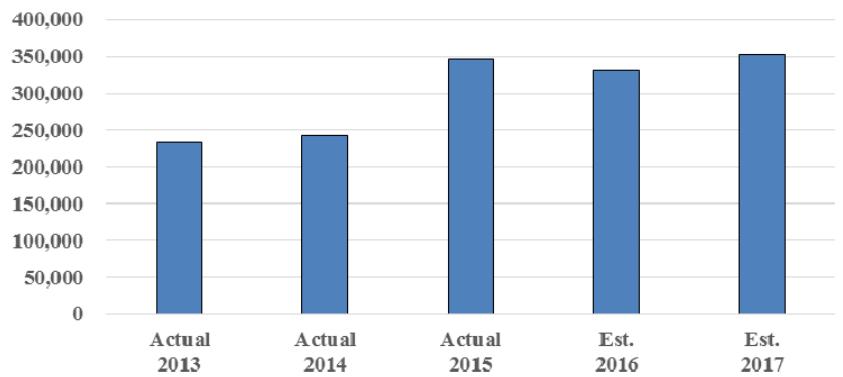
REVENUES

	2014-15 Actual	2015-16 Original Budget	2015-16 Revised Budget	2015-16 Estimated	2016-17 Adopted Budget	% Change from 2015-16
Grants	\$ 302,605	\$ 275,802	\$ 494,946	\$ 521,693	\$ 282,513	2.4%
Transfer from General Fund	83,862	72,048	127,815	111,981	75,632	5.0%
Transfer from Transit	-	-	-	-	-	N/A
Appropriated Fund Balance	(30,945)	-	100,529	25,529	-	N/A
Total	\$ 355,522	\$ 347,850	\$ 723,290	\$ 659,203	\$ 358,145	3.0%

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 Expenditures



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 \$394,991,000. The tax rate of 7.1 cents is unchanged from FY 2015-16, and is expected to yield a total of about \$280,000 in FY 2016-17. This represents an increase of \$8,000 from the current year, due to the increase in value from new development in the downtown area.

FY17 continues funding from Orange County in the amount of \$40,000 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 budget provides for \$120,000 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.

The budget for 2016-17 continues funding for a groundskeeper (\$52,655) dedicated to the downtown area. The 2016-17 budget also includes the addition of about \$62,500 for dues at 140 West, maintenance and utilities for the public art at the 140 West Public Plaza (\$9,000), public unit expenditures (\$38,500) and \$70,000 towards the “Launch” initiative, partly funded by Orange County.

DOWNTOWN SERVICE DISTRICT FUND BUDGET SUMMARY

The adopted Downtown Service District Fund tax rate of 7.1 cents for 2016-17 provides for continued funding of the groundskeeper position dedicated to the downtown area (including a 2% of market rate salary adjustment, effective July 1 and a 1.5% market rate salary adjustment effective January 1, and an 15.5% rate increase in medical insurance). The adopted budget continues an allocaton of about \$120,000 for services related to the district, and includes expenses related to the "Launch" initiative (\$70,000) along with condo dues at 140 West (\$62,500), maintenance and utilities for the public art (\$9,000) and public unit expenses (\$38,500).

EXPENDITURES

	2014-15 Actual	2015-16 Original Budget	2015-16 Revised Budget	2015-16 Estimated	2016-17 Adopted Budget	% Change from 2015-16
Personnel	\$ 48,737	\$ 53,528	\$ 53,528	\$ 35,403	\$ 52,573	-1.8%
Contracted Services	227,324	225,000	225,000	225,000	230,000	2.2%
Grants/Deferred Loans	70,000	70,000	70,000	70,000	70,000	0.0%
Total	\$ 346,061	\$ 348,528	\$ 348,528	\$ 330,403	\$ 352,573	1.2%

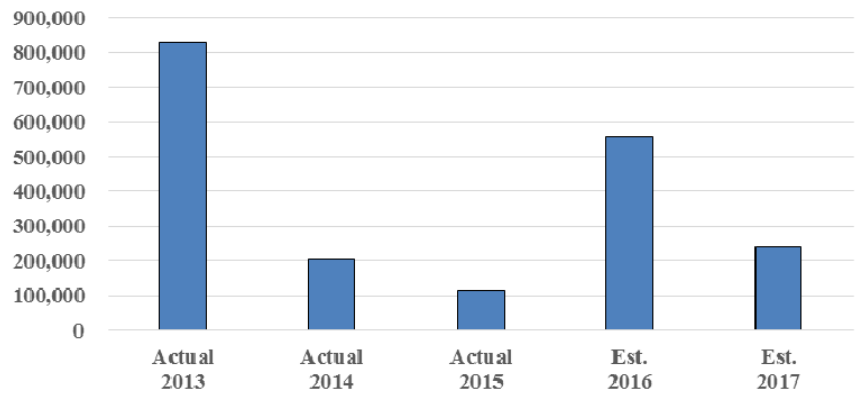
REVENUES

	2014-15 Actual	2015-16 Original Budget	2015-16 Revised Budget	2015-16 Estimated	2016-17 Adopted Budget	% Change from 2015-16
Property Taxes	\$ 277,264	\$ 272,000	\$ 272,000	\$ 280,750	\$ 281,000	3.3%
Interest Income	42	-	-	50	-	0.0%
Gifts and Donations	80,000	40,000	40,000	40,000	40,000	0.0%
Interest on Receivable	1,166	1,291	1,291	1,123	833	0.0%
Appropriated Fund Balance	(12,411)	35,237	35,237	8,480	30,740	-12.8%
Total	\$ 346,061	\$ 348,528	\$ 348,528	\$ 330,403	\$ 352,573	1.2%

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 2016-17 reflects a decrease in expected donations mainly due to the one-time 2015-16 Automated Materials Handling Project (\$300,000). Gifts for 2016-17 include donations (\$87,000) from the Friends of the Library, miscellaneous donations (\$59,969), and a grant of \$99,997 for a Pop-Up Library Truck which will be used for off-set events and promotions. 2016-17 expenses include additions to the collection, computers, software 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 2016-17.

EXPENDITURES

	2014-15 Actual	2015-16 Original Budget	2015-16 Revised Budget	2015-16 Estimated	2016-17 Adopted Budget	% Change from 2015-16
Computers/Database	\$ 10,782	\$ 10,000	\$ 5,244	\$ 11,958	\$ -	-100.0%
Furniture/Reopening	20,947	1,500	5,500	7,000	16,000	966.7%
Collection Purchases	14,959	18,200	21,596	21,596	22,500	23.6%
Other	24,211	156,419	201,453	193,239	44,609	-71.5%
Automated Handling	-	300,000	279,565	279,565	-	-100.0%
Pop-Up Library	-	-	-	-	111,997	
Contribution to Reserve	-	-	-	-	-	N/A
Transfer to General Fund	45,000	45,000	45,000	45,000	45,000	0.0%
Total	\$ 115,899	\$ 531,119	\$ 558,358	\$ 558,358	\$ 240,106	-54.8%

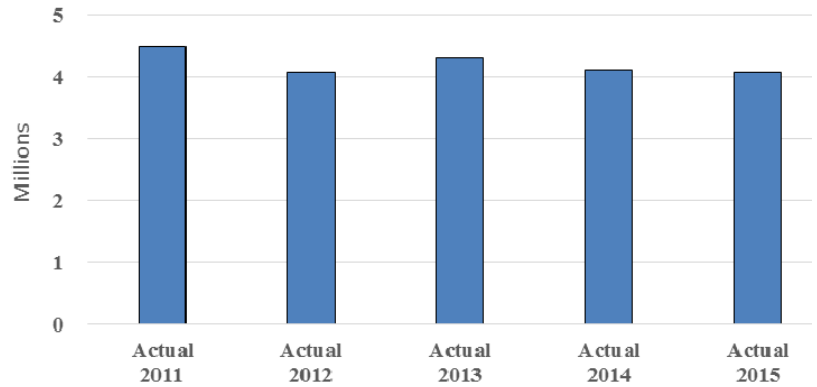
REVENUES

	2014-15 Actual	2015-16 Original Budget	2015-16 Revised Budget	2015-16 Estimated	2016-17 Adopted Budget	% Change from 2015-16
Interest Income	\$ 315	\$ -	\$ -	\$ 52	\$ -	N/A
Foundation Donations	20,046	200,000	200,000	200,000	-	-100.0%
Friends' Donations	45,000	71,150	71,150	72,150	87,000	22.3%
Grants	-	100,000	100,000	100,000	96,997	
Misc Donations	45,608	59,969	59,969	59,240	56,109	-6.4%
Appropriated Fund Balance	4,930	100,000	127,239	126,916	-	-100.0%
Total	\$ 115,899	\$ 531,119	\$ 558,358	\$ 558,358	\$ 240,106	-54.8%

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 - Equipment
(net of depreciation)**



VEHICLE REPLACEMENT FUND BUDGET SUMMARY

The adopted budget for 2016-17 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 2016-17 adopted budget is the replacement of two garbage trucks and six police cars. The Vehicle Replacement Fund is moving to a pay-as-you-go system. Beginning in 2014-15, vehicle purchases were bought outright rather than financed.

EXPENDITURES

	2014-15 Actual	2015-16 Original Budget	2015-16 Revised Budget	2015-16 Estimated	2016-17 Adopted Budget	% Change from 2015-16
Lease Purchase Payments	\$ 906,833	\$ 906,833	\$ 906,833	\$ 906,833	\$ 906,833	0.0%
Other Expense	5,121	10,000	10,000	10,000	10,000	0.0%
Capital Equipment	1,175,346	1,307,000	1,512,095	1,512,095	1,371,800	5.0%
Contribution to Reserve	-	-	-	-	-	N/A
Total	\$ 2,087,300	\$ 2,223,833	\$ 2,428,928	\$ 2,428,928	\$ 2,288,633	2.9%

REVENUES

	2014-15 Actual	2015-16 Original Budget	2015-16 Revised Budget	2015-16 Estimated	2016-17 Adopted Budget	% Change from 2015-16
Vehicle Use Fees	\$ 1,456,500	\$ 1,473,000	\$ 1,473,000	\$ 1,473,000	\$ 1,158,666	-21.3%
Interest Income	5,196	2,000	2,000	2,000	2,000	0.0%
Sale of Fixed Assets	39,822	50,000	50,000	50,000	50,000	0.0%
Financing Proceeds	-	-	-	-	-	N/A
Appropriated Fund Balance	585,782	698,833	903,928	903,928	1,077,967	54.3%
Total	\$ 2,087,300	\$ 2,223,833	\$ 2,428,928	\$ 2,428,928	\$ 2,288,633	2.9%

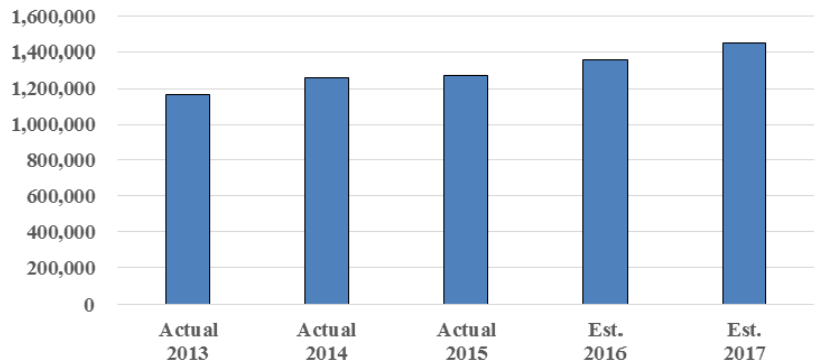
VEHICLE MAINTENANCE FUND

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

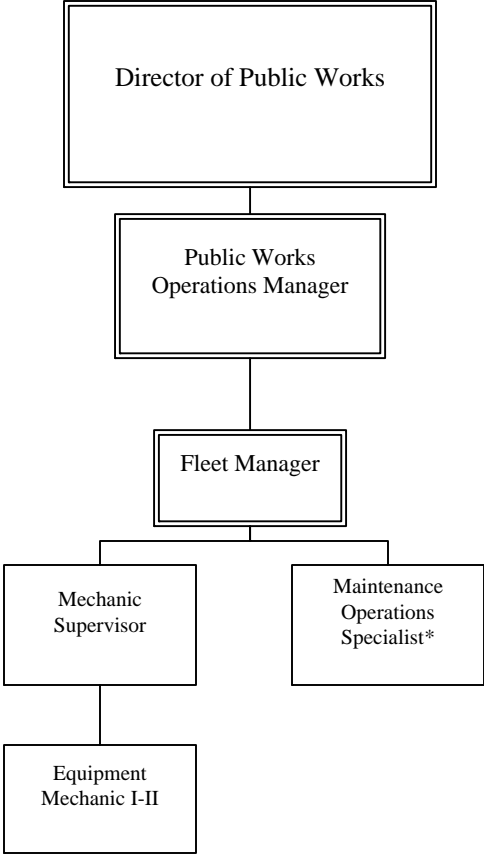
MISSION STATEMENT:

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

	2014-15 ADOPTED	2015-16 ADOPTED	2016-17 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	7.75	7.75	7.75

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 2016-17 adopted budget for the Vehicle Maintenance Fund reflects an overall increase in expenditures of 3.5% from last year's budget. The increase in personnel is the result of a 2% of market rate salary adjustment effective July 1 and 1.5% of market rate salary adjustment effective January 1, and a 15.5% rate increase in medical insurance. The slight increase in operating costs is attributed to an increase in spending on maintenance and repairs for vehicles. There are no planned capital expenses.

EXPENDITURES

	2014-15 Actual	2015-16 Original Budget	2015-16 Revised Budget	2015-16 Estimated	2016-17 Adopted Budget	% Change from 2015-16
Personnel	\$ 512,864	\$ 563,469	\$ 563,469	\$ 537,474	\$ 585,444	3.9%
Operating Costs	758,329	835,646	862,939	823,939	862,435	3.2%
Capital Outlay	-	-	48,811	-	-	N/A
Total	\$ 1,271,193	\$ 1,399,115	\$ 1,475,219	\$ 1,361,413	\$ 1,447,879	3.5%

REVENUES

	2014-15 Actual	2015-16 Original Budget	2015-16 Revised Budget	2015-16 Estimated	2016-17 Adopted Budget	% Change from 2015-16
Vehicle Maintenance Fees	\$ 1,310,702	\$ 1,388,600	\$ 1,388,600	\$ 1,388,600	\$ 1,407,300	1.3%
Interest Income	500	-	-	-	-	N/A
Insurance Claims	11,694	20,000	20,000	20,000	20,000	0.0%
Appropriated Fund Balance	(51,703)	(9,485)	66,619	(47,187)	20,579	N/A
Total	\$ 1,271,193	\$ 1,399,115	\$ 1,475,219	\$ 1,361,413	\$ 1,447,879	3.5%

VEHICLE MAINTENANCE

KEY PERFORMANCE MEASURES



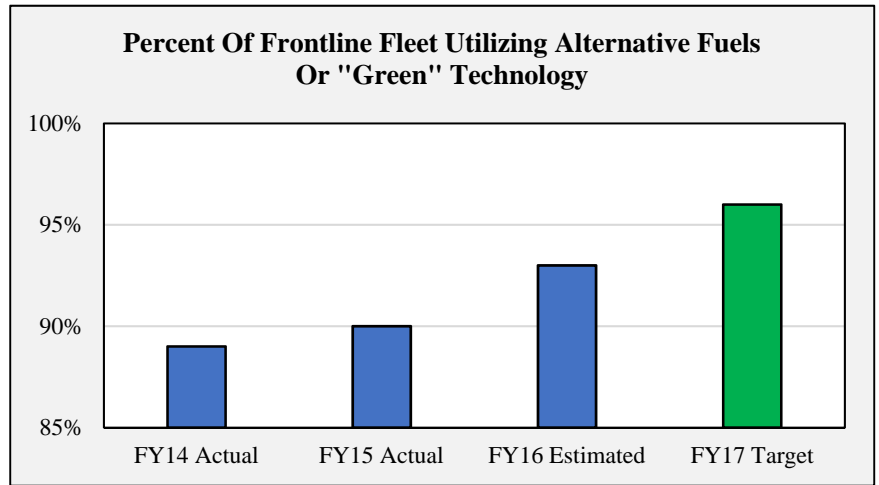
**Govern with Quality and
Steward Public Assets**

Department Program: Fleet Services

Objective: Achieve 100% replacement of frontline unleaded vehicles with “green” vehicles—hybrids, alternative fuels, etc.—by the end of FY2018, with 96% replaced by the end of FY2017

Environmental stewardship continues to be a top priority for Fleet Services, with a goal of a 100% “green” frontline fleet by the end of FY18, and a 100% “green” total fleet by the end of FY21.

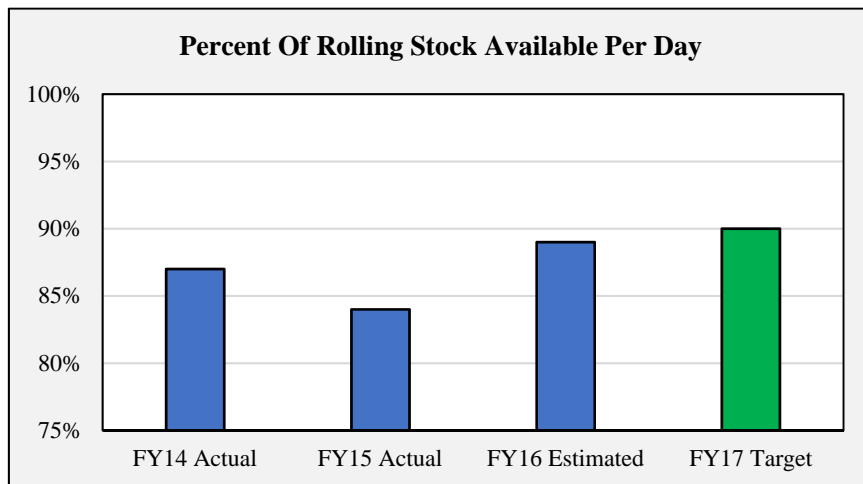
At the end of FY16 our total fleet was 78% “green”, a 5% increase from FY14. At the end of FY16 our frontline fleet was 93% “green”, a 4% increase from FY14.



**Govern with Quality and
Steward Public Assets**

Department Program: Fleet Services

Objective: Ensure that 90% of rolling stock is available per day

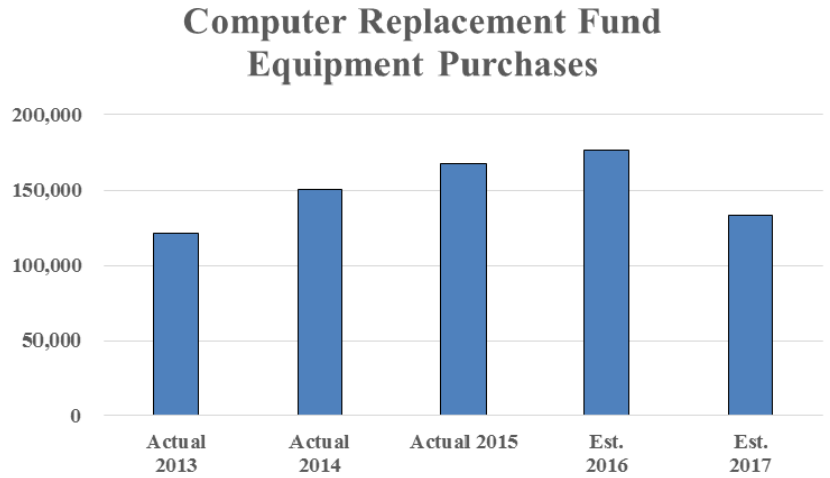


Fleet has worked diligently to increase our productivity over the last year. After returning to full staff at the start of FY16, our efficiencies have increased in diagnostic/repair, work order processing and customer communication.

This measure aligns with the measure in the School of Government Benchmarking Report. It excludes generators, light towers, mowers, weed whackers, leaf blowers, leaf vacuum machines, and sign towers.

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 2016-17 provides for replacement of computer equipment on a pay-as-you-go basis.

EXPENDITURES

	2014-15 Actual	2015-16 Original Budget	2015-16 Revised Budget	2015-16 Estimated	2016-17 Adopted Budget	% Change from 2015-16
Small Equipment	\$ 166,921	\$ 175,500	\$ 175,500	\$ 175,500	\$ 132,625	-24.4%
Other Expense	223	500	500	711	500	0.0%
Total	\$ 167,144	\$ 176,000	\$ 176,000	\$ 176,211	\$ 133,125	-24.4%

REVENUES

	2014-15 Actual	2015-16 Original Budget	2015-16 Revised Budget	2015-16 Estimated	2016-17 Adopted Budget	% Change from 2015-16
Computer Use Fees	\$ 159,970	\$ 176,000	\$ 176,000	\$ 176,000	\$ 133,125	-24.4%
Interest Income	606	-	-	100	-	N/A
Sale of Equipment	2,976	-	-	111	-	N/A
Appropriated Fund Balance	3,592	-	-	-	-	N/A
Total	\$ 167,144	\$ 176,000	\$ 176,000	\$ 176,211	\$ 133,125	-24.4%
