



# TOWN OF CHAPEL HILL

Town Hall  
405 Martin Luther King Jr.  
Boulevard  
Chapel Hill, NC 27514

## Legislation Details (With Text)

**File #:** [20-0246]      **Version:** 1      **Name:**

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**File created:** 3/21/2020      **In control:** Town Council

**On agenda:** 4/22/2020      **Final action:** 4/22/2020

**Title:** Approve the Miscellaneous Budget Ordinance Amendment and Project Ordinance Amendments to Adjust Various Fund Budgets for FY 2019-20.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Council Questions with Staff Response, 2. A RESOLUTION AUTHORIZING THE ACCEPTANCE OF THE ORANGE COUNTY ALCOHOLIC BEVERAGE CONTROL BOARD FUNDS (2020-04-22/R-2), 3. AN ORDINANCE TO AMEND "THE ORDINANCE CONCERNING APPROPRIATIONS AND THE RAISING OF REVENUE FOR THE FISCAL YEAR BEGINNING JULY 1, 2019" (2020-04-22/O-1), 4. AN ORDINANCE TO AMEND THE CAPITAL PROJECT ORDINANCE FOR VARIOUS CAPITAL PROJECTS (2020-04-22/O-2), 5. AN ORDINANCE TO AMEND A TRANSIT CAPITAL PROJECT ORDINANCE (2020-04-22/O-3)

Date	Ver.	Action By	Action	Result
4/22/2020	1	Town Council	adopted	Pass

### Approve the Miscellaneous Budget Ordinance Amendment and Project Ordinance Amendments to Adjust Various Fund Budgets for FY 2019-20.

**Staff:**  
Amy Oland, Director

**Department:**  
Business Management

**Overview:** After the Council approves the annual budget, periodic changes require the Town to amend the original budget.

★ **Recommendation(s):**

That the Council:

- Enact the attached budget ordinance amendment to adjust the General Fund, Grants Fund, Library Gift Fund and Transit Capital Reserve Fund; and
- Enact the attached project ordinance amendments to adjust the Capital Projects Ordinance Fund and the Transit Capital Grants Fund; and
- Adopt the attached resolution to accept the ABC Grant.

**Key Issues:**

- **General Fund**  
Orange County established a Collaborative Outreach program (Sales Tax Article 46), making funds available for economic development programs that aid in job creation, drive economic growth, support existing businesses, recruit new businesses, and promote other activities such as innovation and entrepreneurial growth, agri-tourism and agriculture in Orange County. Orange County has allocated \$39,059 in funding based on population for each county municipality.

As the Town considers a major redevelopment on East Rosemary Street, this project may present significant parking and construction impacts to local businesses. The Economic Development Office, in collaboration with the Chamber and Downtown Partnership, plans to offer a grant program to businesses to mitigate construction impacts. The Economic Development Office will create an application process and will review applicants in collaboration with the Chamber and Downtown Partnership. Micro grants will then be issued by the Downtown Partnership to businesses with demonstrated need (\$30,000 total funding available). Additionally, in collaboration with community partners, a marketing campaign for Downtown businesses will be created during the construction period. This program will advertise and publicize that businesses will remain open for business, parking alternatives, and wayfinding (\$9,059 total funding available). Enactment of the attached budget ordinance amendment would recognize and appropriate the \$39,059 in Article 46 funds from Orange County.

- **Grants Fund**

The Orange County ABC Board awarded the Town of Chapel Hill \$18,000 to continue supporting the Police Department's alcohol law enforcement efforts. These funds will be used for overtime salaries and special use funds for equipment and supplies for alcohol law enforcement operations. There are no matching requirements for this grant. Adoption of the attached resolution authorizes acceptance of the ABC Grant, and enactment of the attached budget ordinance amendment establishes the grant budget of \$18,000.

- **Library Gift Fund**

Off-Site Kiosk Grant - The State Library of North Carolina has awarded the Chapel Hill Public Library \$99,600 in Library Sciences & Technology Act (LSTA) grant funding to implement an off-site materials pick-up service. The Friends of the Chapel Hill Public Library have provided a \$10,000 matching award to complete the project. The University Place Locker project will place an automated system with 99 lockers and a book return outside University Place to expand user access and help mitigate demand on-site at the library.

I Was Still Singing Grant - The State Library of North Carolina has awarded the Chapel Hill Public Library a \$5,000 Library Sciences & Technology Act (LSTA) mini-grant to design and launch "I Was Still Singing," a collaborative exhibit in spring 2020 highlighting the contributions of Chapel Hill's African American women elders. The goal of this exhibit is to educate and inspire local people and to honor the women who have contributed so much to the Chapel Hill community through a public history exhibit that is interactive, accessible and engaging for a broad audience.

Census Equity Grant - The American Library Association has awarded the Chapel Hill Public Library a \$2,000 Census Equity mini-grant to work with the Town's Housing & Community Department to increase awareness of the Census, offer residents an easy way to complete the online form, and achieve a higher local response rate. Staff will temporarily transform The Circulator into The Census-inator, visiting hard-to-count Chapel Hill populations, including public housing neighborhoods, mobile home communities, student housing areas, and immigrant communities. Grant funds will be used to design and print communication materials and signage in English and other languages, program supplies, paid translators, and translation services.

Continuing Education Scholarships Grant - The State Library of North Carolina has awarded the Chapel Hill Public Library two Continuing Education Scholarships totaling \$3,700 to send two staff members to the Research Institute for Public Libraries (RIPL) National Event in Chicago, IL July 12-15, 2020. RIPL is an event for public library leaders and others interested in public library data and

evaluation. In this immersive, boot camp-style event, participants learn practical, strategic methods of gathering, analyzing, and using data for planning, management, and communicating impact.

Enactment of the attached budget ordinance amendment establishes the four grant budgets.

- **Capital Projects Ordinance Fund**

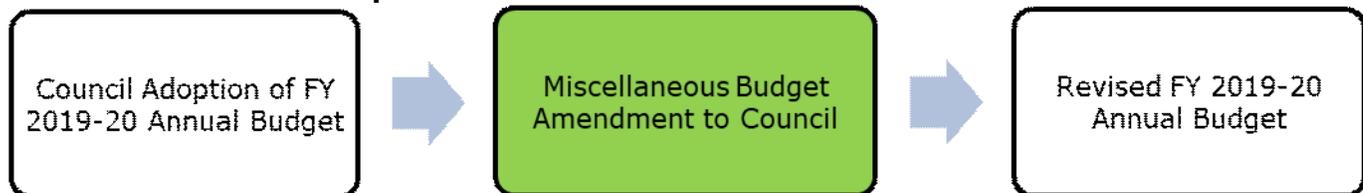
Parks and Recreation would like to recognize a payment in lieu that was received in 2019 from 111 Purefoy Road (\$27,480) and to reappropriate the remainder of a second payment in lieu that was received in 2008 from the Greenbridge development (\$36,388). The AD Clark pool lines and baby pool at Hargraves Park need repair work in preparation to pass the Orange County Health Department Inspection for the summer. Enactment of the attached project ordinance amendment would recognize the \$27,480 and reallocate the \$36,388 for a total of \$63,868 to be used for the AD Clark pool repairs.

- **Transit Capital Grants Fund**

FY 2018 STP-DA Flex Fund Grant - In August 2018, Chapel Hill Transit was awarded a Federal Transit Administration (FTA) grant for \$917,888. The grant purchased two clean diesel buses. The original projected cost of each bus was \$458,944. The actual cost of each bus was \$458,955. Enactment of the attached project ordinance amendment increases the transfer from the Transit Capital Reserve Fund by \$22 for the local match. The project is complete and will be closed out with the FTA.

FY 2017 CMAQ Bus Grant - In January 2017, the Federal Transit Administration (FTA) awarded the Town \$1,400,000 as the FY 2017 Congestion Mitigation and Air Quality (CMAQ) Bus grant for the purchase of three clean diesel buses. The total for the three buses was \$1,376,832. The project is now complete and is ready to be closed out. Enactment of the attached project ordinance amendment would reduce the grant budget by \$23,168.

**Where is this item in its process?**



**Attachments:**

- Resolution - ABC Grant
- Budget Ordinance
- Project Ordinance - Capital Projects Ordinance Fund
- Project Ordinance - Transit Capital Grants Fund

**A RESOLUTION AUTHORIZING THE ACCEPTANCE OF THE ORANGE COUNTY ALCOHOLIC BEVERAGE CONTROL BOARD FUNDS (2020-04-22/R-2)**

WHEREAS, the Orange County Alcoholic Beverage Control (ABC) Board Funds through the ABC Board has made funds available for Alcohol Law Enforcement for the Town of Chapel Hill; and

WHEREAS, the ABC Board has awarded funds for a total amount of \$18,000; and

WHEREAS, the funds would be used for overtime salaries and special use funds for alcohol operations, equipment and supplies relating to those operations.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Town of Chapel Hill that the Council authorizes the Manager to accept the ABC Board Funds and to make all necessary assurances.

This the 22<sup>nd</sup> day of April, 2020.

**AN ORDINANCE TO AMEND "THE ORDINANCE CONCERNING APPROPRIATIONS AND THE RAISING OF REVENUE FOR THE FISCAL YEAR BEGINNING JULY 1, 2019" (2020-04-22/O-1)**

BE IT ORDAINED by the Council of the Town of Chapel Hill that the Budget Ordinance entitled "An Ordinance Concerning Appropriations and the Raising of Revenue for the Fiscal Year Beginning July 1, 2018" as duly adopted on June 12, 2019, be and the same is hereby amended as follows:

**ARTICLE I**

<b>APPROPRIATIONS</b>	<b>Current Budget</b>	<b>Increase</b>	<b>Decrease</b>	<b>Revised Budget</b>
<b>GENERAL FUND</b>				
Mayor/Council	\$ 475,446	-	-	\$ 475,446
Town Manager/CaPA	2,850,025	39,059	-	2,889,084
Human Resource Dev't	1,964,992	-	-	1,964,992
Business Management	2,311,665	-	-	2,311,665
Technology Solutions	2,389,043	-	-	2,389,043
Attorney	386,581	-	-	386,581
Planning & Sustainability	2,097,143	-	-	2,097,143
Building and Development Services	2,164,364	-	-	2,164,364
Housing and Community	846,475	-	-	846,475
Public Works	13,432,718	-	-	13,432,718
Police	13,936,251	-	-	13,936,251
Fire	9,700,559	-	-	9,700,559
Parks and Recreation	7,273,099	-	-	7,273,099
Library	3,886,421	-	-	3,886,421
Non-Departmental	6,316,823	-	-	6,316,823
	<u>\$70,031,605</u>	<u>\$ 39,059</u>	<u>\$ -</u>	<u>\$70,070,664</u>

**GRANTS FUND**

ABC Grant	-	18,000	-	18,000
	\$ -	\$ 18,000	\$ -	\$ 18,000

**LIBRARY GIFT FUND**

Other Expenses	\$ 470,555	\$ -	\$ -	\$ 470,555
Off-Site Kiosk Project	-	109,600	-	109,600
I Was Still Singing Exhibit	-	5,000	-	5,000
Census Equity Project	-	2,000	-	2,000
Continuing Education Scholarships	-	3,700	-	3,700
	\$ 470,555	\$ 120,300	\$ -	\$ 590,855

**TRANSIT CAPITAL RESERVE FUND**

Other Expenses	\$ 10,000	\$ -	\$ -	\$ 10,000
Transfer to Capital Grants	1,186,005	22	-	1,186,027
	\$ 1,196,005	\$ 22	\$ -	\$ 1,196,027

**ARTICLE II**

<b>REVENUES</b>	<u>Current</u> <u>Budget</u>	<u>Increase</u>	<u>Decrease</u>	<u>Revised</u> <u>Budget</u>
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**GENERAL FUND**

Other Revenues	\$70,031,605	-	-	\$70,031,605
Orange County - Article 46 Funds	-	39,059	-	39,059
	\$70,031,605	39,059	-	\$70,070,664

**GRANTS FUND**

ABC Grant	-	18,000	-	18,000
	\$ -	\$ 18,000	\$ -	\$ 18,000

**LIBRARY GIFT FUND**

Other Revenues	\$ 98,322	-	-	\$ 98,322
LSTA Grant Funds	52,233	108,300	-	160,533
American Library Association Grant Funds	-	2,000	-	2,000
Donations - Friends of C.H. Public Library	320,000	10,000	-	330,000
	\$ 470,555	\$ 120,300	-	\$ 590,855

**TRANSIT CAPITAL RESERVE FUND**

Other Revenues	\$ 10,000	\$ -	\$ -	\$ 10,000
Appropriated Fund Balance	<u>1,186,005</u>	<u>22</u>	<u>-</u>	<u>1,186,027</u>
	\$ 1,196,005	\$ 22	\$ -	\$ 1,196,027

This the 22<sup>nd</sup> day of April, 2020.

**AN ORDINANCE TO AMEND THE CAPITAL PROJECT ORDINANCE FOR VARIOUS CAPITAL PROJECTS (2020-04-22/O-2)**

BE IT ORDAINED by the Council of the Town of Chapel Hill that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, that the capital projects ordinance for various capital projects funded from a variety of sources is hereby amended to read as follows:

**SECTION I**

The capital projects as authorized by the Town Council include various capital projects funded from grants, the Capital Improvements Program funds, and other miscellaneous sources of revenues for a variety of projects extending beyond one year.

**SECTION II**

The Manager of the Town of Chapel Hill is hereby directed to proceed with implementation of these projects within terms of funds appropriated here.

**SECTION III**

Revenues anticipated to be available to the Town to complete the project are hereby amended as follows:

	Current Budget	Revised Budget
Other Revenues	\$ 39,750,182	\$ 39,750,182
Payment in Lieu - Recreation	<u>117,592</u>	<u>145,072</u>
Total Revenues	\$ 39,867,774	\$ 39,895,254

**SECTION IV**

Amounts appropriated for capital projects are hereby amended as follows:

	Current Budget	Revised Budget
Other Projects	\$ 39,867,774	\$ 39,831,38
Hargraves - AD Clark Pool	<u>-</u>	<u>63,868</u>
Total Expenditures	\$ 39,867,774	\$ 39,895,25

**SECTION V**

The Manager is directed to report annually on the financial status of the project in an informational section to be included in the Annual Budget, and shall keep the council informed of any unusual occurrences.

**SECTION VI**

Copies of this amended projects ordinance shall be entered into the minutes of the Council and copies shall be filed within five days of adoption with the Manager, Business Management Director and Town Clerk."

This the 22<sup>nd</sup> day of April, 2020.

**AN ORDINANCE TO AMEND A TRANSIT CAPITAL PROJECT ORDINANCE (2020-04-22/O-3)**

BE IT ORDAINED by the Council of the Town of Chapel Hill that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, that the transit capital projects ordinance for various capital projects funded from a variety of sources is hereby amended to read as follows:

**SECTION I**

Transit capital projects as authorized by the Town Council are capital projects funded from Federal Transit Administration (FTA) grants and grants from the State of North Carolina.

**SECTION II**

The Manager of the Town of Chapel Hill is hereby directed to proceed with implementation of these transit capital projects within terms of funds appropriated here.

**SECTION III**

Revenues anticipated to be available to the Town to complete the project are hereby amended as follows:

	Current Budget	Revised Budget
Federal Transit Administration	\$ 7,510,840	\$ 7,495,971
North Carolina Department of Transportation	547,073	545,215
UNC Renewable Energy Special Projects	390,000	390,000
Active Living By Design Grant	260,000	260,000
GO Triangle	2,290,000	2,290,000
UNC Contributions	4,535	4,535
Program Income	606	606
Transfer from Transit Fund	680,129	680,129
Transfer from Capital Reserve	<u>2,244,343</u>	<u>2,237,911</u>
Total Revenues	\$ 13,927,526	\$ 13,904,381

**SECTION IV**

Amounts appropriated for capital projects are hereby amended as follows:

	Current Budget	Revised Budget
Active Living By Design Grant	265,141	265,141
FY11 Section 5307 Radio System Grant	1,505,000	1,505,000
FY17 STP-DA Flex Fund Grant	1,376,832	1,376,832
FY17 CMAQ Bus Grant	1,400,000	1,376,832
FY18 GO Triangle Grant	2,838,894	2,838,894
FY16 Section 5339 Grant	534,037	534,037
FY18 Section 5339 Grant	592,708	592,708
FY18 STP-DA Flex Fund Grant	917,888	917,910
FY18 CMAQ Bus Grant	1,366,271	1,366,271
FY20 Section 5339 Grant	<u>3,130,755</u>	<u>3,130,755</u>
Total Expenditures	\$ 13,927,526	\$ 13,904,38

**SECTION V**

The Manager is directed to report annually on the financial status of the project in an informational section to be included in the Annual Budget, and shall keep the council informed of any unusual occurrences.

**SECTION VI**

Funds may be advanced from General funds for the purpose of making payments as due. Reimbursement requests should be made to FTA in an orderly and timely manner.

**SECTION VII**

Copies of this amended projects ordinance shall be entered into the minutes of the Council and copies shall be filed within five days of adoption with the Manager, Business Management Director and Town Clerk."

This the 22<sup>nd</sup> day of April, 2020.

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**The Agenda will reflect the text below and/or the motion text will be used during the meeting.**

By enacting the budget ordinance amendment, the Council adjusts the General Fund, Grants Fund, Library Gift Fund and Transit Capital Reserve Fund FY 2020 budgets. By enacting the project ordinance amendments, the Council adjusts the Capital Projects Ordinance Fund and the Transit Capital Grants Fund project budgets. By adopting the resolution, the Council accepts funding from the Orange County ABC Board.