



# TOWN OF CHAPEL HILL

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

## Legislation Details (With Text)

**File #:** [20-0056] **Version:** 1 **Name:**  
**Type:** Consent **Status:** Passed  
**File created:** 11/24/2019 **In control:** Town Council  
**On agenda:** 1/22/2020 **Final action:** 1/22/2020  
**Title:** Approve the Miscellaneous Budget Ordinance Amendment to Adjust Various Fund Budgets for FY 2019-20.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. AN ORDINANCE TO AMEND "THE ORDINANCE CONCERNING APPROPRIATIONS AND THE RAISING OF REVENUE FOR THE FISCAL YEAR BEGINNING JULY 1, 2019" (2020-01-22/O-1), 2. AN ORDINANCE TO AMEND THE TRANSITIONAL HOUSING PROGRAM PROJECT ORDINANCE (2020-01-22/O-2), 3. AN ORDINANCE TO AMEND A CAPITAL FUND PROGRAM (CFP) PROJECT ORDINANCE (2020-01-22/O-3)

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

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

**Staff:**

Amy Oland, Director  
Matt Brinkley, Assistant 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, and the Library Gift Fund, and enact the attached project ordinance amendments to adjust the Transitional Housing Fund and Housing Capital Grants Fund.

**Key Issues:**

- General Fund**

Structural Firefighting Gear - Each year Orange County reserves a small portion of the fire tax funds from each of the rural fire districts to offset losses if a property defaults on its tax obligations. Chapel Hill Fire Department has a reserve with the County for our rural coverage area in South East Orange County. The reserve grows over the years, and when the reserve has sufficient cash flow, the Town can request a portion of the funds for specific Fire Department needs.

The Fire Department will request \$30,000 from Orange County to purchase personal protective equipment for non-structural firefighting response. Enactment of the attached budget ordinance amendment for the General Fund recognizes and appropriates the \$30,000 from Orange County for

the purchase of the equipment.

Duke Energy Tree Planting Grant - The Duke Energy Foundation's Powerful Communities Nature Grant awarded the Town \$20,000 to purchase and plant trees, and to cover watering expenses for one year. This grant supports our goal of planting 200 trees in the community, celebrating the Town's 200th birthday. Trees are a vital part of the Town's community character; they also help achieve the Town's climate goals around carbon reduction and community resilience. Enactment of the attached budget ordinance amendment for the General Fund recognizes and appropriates the \$20,000 grant from Duke Energy Foundation for the tree planting project.

Duke Energy All Access Grant - Duke Energy awarded the Town \$4,000 for the Chapel Hill All Access Program. The Chapel Hill All Access Program will improve public safety by reducing language access barriers during emergency events. This grant helps the Town advance multilingual emergency messages, and implement the language access strategies in the Building Integrated Communities <<https://www.townofchapelhill.org/town-hall/departments-services/housing-and-community/community-programs/chapel-hill-bic-project-proyecto-chapel-hill->

Pritchard Park Outdoor Sculpture - Kim Kelly would like to donate \$30,000 to the Town to create an outdoor sculpture. The Town will commission Paris Alexander <<http://www.parisalexander.org/>> to sculpt the piece and install it in Pritchard Park, in memory of Ms. Kelly's daughter. The budget for the piece is estimated at \$30,000, inclusive of design, fabrication, delivery, and installation. Upon acceptance of this gift, the Town's Community Arts and Culture division will enter into a contractual agreement with the artist to oversee the project. Enactment of the attached budget ordinance amendment for the General Fund recognizes and appropriates the \$30,000 donation for the sculpture.

- **Grants Fund**

Triad Foundation Grant - The Triad Foundation awarded the Town \$92,200 to fund two police patrol efforts in downtown. Of the total award, \$72,200 will fund extra-duty police officer patrols in and around our central business district through the end of the academic year (May 8<sup>th</sup>). This funding supplements existing on-duty patrols for enhanced visibility and safety and provides enhanced officer presence in areas where students are walking and biking in the evening hours and on busy weekends. The remaining \$20,000 will be used to purchase four e-bikes for downtown patrols. These bikes allow for quiet, highly visible, and comprehensive patrol coverage in our downtown area, often allowing bike officers to arrive at emergency calls more quickly than those in vehicles. Enactment of the attached budget ordinance amendment in the Grants Fund recognizes and appropriates the \$92,200 grant from the Triad Foundation for the increased patrol efforts in downtown.

- **Library Gift Fund**

Library Kids' Room - The FY 2019 Library Gift Fund budget appropriated \$24,000 from fund balance to design and implement improvements to children's services in the library kid's room at the Library. This work was not completed in FY 2019 due to time constraints. The Library would like to carryforward \$19,500, the remaining balance of unused project funds, to the FY 2020 budget for fixtures, furniture, signage, and small equipment upgrades. Enactment of the attached budget ordinance amendment in the Library Gift Fund appropriates \$19,500 of fund balance for the library kid's room project.

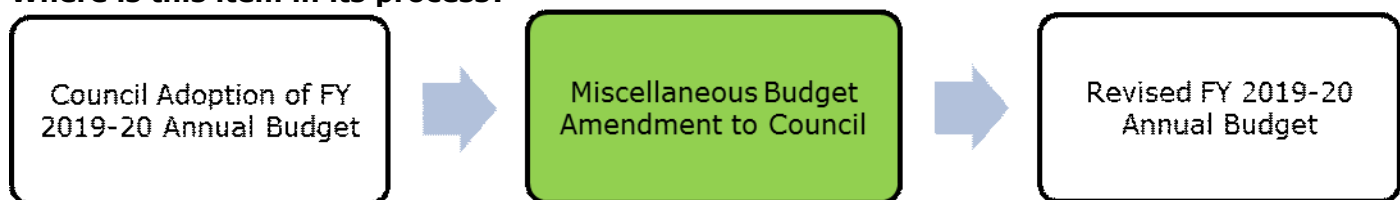
- **Transitional Housing Fund**

501 Sykes Street - The Chapel Hill Police Department (CHPD) was using 501 Sykes Street as a police substation. In 2018, CHPD moved out and transferred ownership back to the Housing and Community Department. This two-bedroom house is currently in the Town's Transitional Housing Program. The Transitional Housing program is for families wanting to move from the Town's public housing to private market housing, homeownership, or private rental housing. Families are in the Transitional Housing program for five years. During the five year period, they receive one-on-one support from a case manager to work towards their personal financial and housing goals, have access to classes and programs with local agency partners, and 20% of their rent goes into an escrow account for the purchase of a home or market rate rental housing in the future. Enactment of the attached project ordinance amendment for the Transitional Housing Fund recognizes and appropriates program income (rent revenue) in the amount of \$4,387 to maintain the 501 Sykes Street property.

- **Housing Capital Grants Fund**

2019 Housing Capital Fund Grant - The U.S. Department of Housing and Urban Development (HUD) determined that there is additional Capital Funding available for award. As a result, HUD's Office of Capital Improvements revised the amounts of all 2019 Capital Fund Program (CFP) Formula Grants to distribute an additional \$13,321,360 in capital Funds to all agencies who received funding. Public Housing Agencies (PHA) will see an increase in their 2019 CFP Formula Grant awards, and these adjustments will be about 0.5% of the 2019 original grant award for most PHAs. The Town's increase is \$4,120 and is committed to continued improvement and maintenance on public housing units. Enactment of the attached project ordinance amendment for the Housing Capital Grants Fund recognizes and appropriates the \$4,120 in additional HUD funding towards housing maintenance.

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



**Attachments:**

- Budget Ordinance
- Project Ordinance - Transitional Housing Fund
- Project Ordinance - Housing Capital Grants Fund

**AN ORDINANCE TO AMEND "THE ORDINANCE CONCERNING APPROPRIATIONS AND THE RAISING OF REVENUE FOR THE FISCAL YEAR BEGINNING JULY 1, 2019" (2020-01-22/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, 2019" 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	-	-	2,850,025
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	842,475	4,000	-	846,475
Public Works	13,399,670	-	-	13,399,670
Police	13,936,251	-	-	13,936,251
Fire	9,670,559	30,000	-	9,700,559
Parks and Recreation	7,253,099	20,000	-	7,273,099
Library	3,856,421	30,000	-	3,886,421
Non-Departmental	6,142,321	-	-	6,142,321
	<b>\$69,740,055</b>	<b>\$ 84,000</b>	<b>\$ -</b>	<b>\$69,824,055</b>

**GRANTS FUND**

Triad Foundation Grant	-	92,200	-	92,200
	\$ -	\$ 92,200	\$ -	\$ 92,200

**LIBRARY GIFT FUND**

Other Expenses	\$ 266,055	\$ -	\$ -	\$ 266,055
Library Kid's Room Project	-	19,500	-	19,500
	\$ 266,055	\$ 19,500	\$ -	\$ 285,555

**ARTICLE II**

<b>REVENUES</b>	<b>Current Budget</b>	<b>Increase</b>	<b>Decrease</b>	<b>Revised Budget</b>
<b>GENERAL FUND</b>				
Other Revenues	\$69,740,055	\$ -	\$ -	\$69,740,055
Orange County Contribution	-	30,000	-	30,000
Duke Energy Tree Planting Grant	-	20,000	-	20,000
Duke Energy All Access Grant	-	4,000	-	4,000
Community Arts & Culture Donation	-	30,000	-	30,000
	\$69,740,055	\$ 84,000	\$ -	\$69,824,055
<b>GRANTS FUND</b>				
Triad Foundation Grant	-	92,200	-	92,200
	\$ -	\$ 92,200	\$ -	\$ 92,200
<b>LIBRARY GIFT FUND</b>				
Other Revenues	\$ 237,468	\$ -	\$ -	\$ 237,468
Appropriated Fund Balance	28,587	19,500	-	48,087
	\$ 266,055	\$ 19,500	\$ -	\$ 285,555

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

**AN ORDINANCE TO AMEND THE TRANSITIONAL HOUSING PROGRAM PROJECT ORDINANCE  
(2020-01-22/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, the Transitional Housing Program Projects Ordinance for various capital projects funded from a variety of sources is hereby amended to read as follows:

**"SECTION I**

The project authorized is the Transitional Housing Program for Public Housing Families as approved by the Town Council on April 23, 2001.

**SECTION II**

The Manager of the Town of Chapel Hill is hereby directed to proceed with the project within the rules and regulations of the program, and the budget contained herein.

**SECTION III**

The following revenue is available to complete the project:

	Current Budget	Revised Budget
HOME Program	\$ 165,776	\$ 165,776
Orange County Contribution	75,000	75,000
Program Rental Income	219,740	219,740
Return of Program Income	(60,363)	(60,363)
Interest Income	853	853
Rent Revenue	590	590
Miscellaneous Revenue	393	393
Transfer from Housing Loan Trust Fund	17,500	17,500
Community Development Program Income	-	<u>4,387</u>
Total Revenues	\$ 419,489	\$ 423,876

**SECTION IV**

The following amounts are appropriated for the project:

	Current Budget	Revised Budget
Operations	\$ 123,065	\$ 123,065
Acquisitions	296,424	296,424
501 Sykes Street	<u>-</u>	<u>4,387</u>
Total Expenditures	\$ 419,489	\$ 423,876

#### **SECTION V**

The Business Management Director of the Town of Chapel Hill is hereby directed to maintain within the Project Fund sufficient detailed accounting records to provide the accounting to Orange County as required by the HOME Program.

#### **SECTION VI**

The Town Manager is directed to report annually on the financial status of the project in the Section IV and on the total revenues received."

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

**AN ORDINANCE TO AMEND A CAPITAL FUND PROGRAM (CFP) PROJECT ORDINANCE (2020-01-22/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, the following project ordinance is hereby amended as follows:

**"SECTION I**

The project authorized is the Housing Capital Fund Project budget as approved by the Council on April 24, 2019.

**SECTION II**

The Manager of the Town of Chapel Hill is hereby directed to proceed with implementation with the project within the terms of the Contract document(s), the rules and regulations of the U.S. Department of Housing and Urban Development, and budget contained herein.

**SECTION III**

The following revenue is available to complete the project:

	Current Budget	Revised Budget
Capital Fund Program	<u>\$ 821,793</u>	<u>\$ 825,913</u>
Total Revenues	\$ 821,793	\$ 825,913

**SECTION IV**

The amounts appropriated for the project are amended as follows:

	Current Budget	Revised Budget
Public Housing Renovations	\$ 639,793	\$ 643,913
Public Housing Master Plan	50,000	50,000
Professional Services	50,000	50,000
Administrative Costs	<u>82,000</u>	<u>82,000</u>
Total Expenditures	\$ 821,793	\$ 825,913

#### **SECTION V**

The Finance Officer of the Town of Chapel Hill is hereby directed to maintain within the Project Fund sufficient specific detailed accounting records to provide the accounting to the U.S. Department of Housing and Urban Development as required by the Annual Contributions Contract and federal regulations.

#### **SECTION VI**

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

#### **SECTION VII**

The Manager is directed to report annually on the financial status of each project in Section IV and on the total revenues received.”

This the 22<sup>nd</sup> day of January, 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, and the Library Gift Fund FY 2020 budgets. By enacting the project ordinance amendments, the Council adjusts the Transitional Housing Fund and the Housing Capital Grants Fund project budgets.