



# TOWN OF CHAPEL HILL

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

## Legislation Details (With Text)

**File #:** [21-0331] **Version:** 1 **Name:**  
**Type:** Consent **Status:** Passed  
**File created:** 3/29/2021 **In control:** Town Council  
**On agenda:** 4/21/2021 **Final action:** 4/21/2021  
**Title:** Approve the Miscellaneous Budget Ordinance Amendment to Adjust Various Fund Budgets for FY 2020-21.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Council Questions with Staff Response, 2. AN ORDINANCE TO AMEND "THE ORDINANCE CONCERNING APPROPRIATIONS AND THE RAISING OF REVENUE FOR THE FISCAL YEAR BEGINNING JULY 1, 2020" (2021-04-21/O-1), 3. AN ORDINANCE TO AMEND THE AFFORDABLE HOUSING FUND ORDINANCE (2021-04-21/O-2)

Date	Ver.	Action By	Action	Result
4/21/2021	1	Town Council	adopted	Pass

### Approve the Miscellaneous Budget Ordinance Amendment to Adjust Various Fund Budgets for FY 2020-21.

**Staff:**

Amy Oland, Director  
Matt Brinkley, Assistant Director

**Department:**

Business Management

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



### Recommendation(s):

That the Council:

- Enact the attached budget ordinance amendment to adjust the General Fund, Library Gift Fund, and the Capital Improvements Fund; and
- Enact the attached project ordinance amendment to adjust the Affordable Housing Fund.

### Key Issues:

- **General Fund**

Hargraves Donation - Hargraves Community Center has received a donation of \$6,000 from a local church who does not wish to receive any recognition for the donation. The funding is intended to be used for programs and activities supporting youth at the Hargraves Center. Staff proposes the funds be used toward equipment and supplies for STEM (robotics), life skills, entrepreneurship, and college prep classes as well as two water fountain bottle fillers needed at the facility. Enactment of the attached budget ordinance amendment would recognize and appropriate the \$6,000 for support of Parks and Recreation programs.

- **Library Gift Fund**

Chapel Hill Library Foundation - The Chapel Hill Public Library Foundation would like to make a restricted gift of \$25,000 to the Town. The gift is designated to fund redesign and update the furnishings and fixtures on the lower level of Chapel Hill Public Library and better support users' public computing needs. This gift will allow staff to contract with a designer to draft plans for a subsequent lower-level facelift.

Citizen Science Award - Chapel Hill Public Library has received a \$5,000 Citizen Science Month Mini Award from the Network of the National Library of Medicine to increase awareness of and engagement in Citizen Science Month events and supplemental programs. Library will host a virtual/hybrid City Nature Challenge event in April, add citizen science themed Grab 'n' Go kits during Library's April outreach events to kids and families in historically marginalized communities, and create exploring biodiversity library kits.

COVID-19 Response Mini-Grant - Chapel Hill Public Library has been awarded a COVID-19 Response Mini-Grant in the amount of \$2,000 from the Federal Institute of Museum and Library Services (IMLS) under the provisions of the Library Services and Technology Act (LSTA) as administered by the State Library of North Carolina, a division of the Department of Natural and Cultural Resources. This award will allow the Library to purchase supplies to assist in monitoring visitor occupancy limits and safe social distancing.

Enactment of the attached budget ordinance amendment would recognize and allocate the \$25,000 from the Chapel Hill Library Foundation, \$5,000 from the Network of the National Library of Medicine, and \$2,000 from the Federal Institute of Museum and Library Services.

- **Capital Improvements Funds**

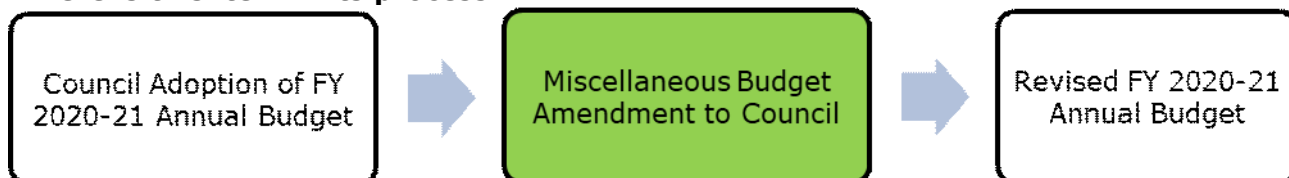
In May of 2020, there were concerns related to the air quality at Fire Station #3. The Public Work's Facilities Division made the recommendation based on conversations with HVAC contractors that a design professional is needed to develop a scope of work that will permanently address and resolve the issue.

On January 27, 2021, Council approved a budget amendment of \$75,000 to allocate funds towards this project. After receiving bids for the project, the lowest bid came in at \$150,000. Enactment of the attached budget ordinance amendment would allocate an additional \$75,000 towards the Fire Station #3 air quality assessment from fund balance within the Capital Improvements Fund.

- **Affordable Housing Fund**

Emergency Housing Assistance - The Town has received \$14,140 from community donations for the Emergency Housing Assistance Program. Enactment of the attached project ordinance amendment would recognize the community donations of \$14,140 and would appropriate the funds to provide support to town residents experiencing a housing crisis.

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



**Attachments:**

- Budget Ordinance
- Project Ordinance - Affordable Housing Fund

**AN ORDINANCE TO AMEND "THE ORDINANCE CONCERNING APPROPRIATIONS AND THE RAISING OF REVENUE FOR THE FISCAL YEAR BEGINNING JULY 1, 2020" (2021-04-21/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, 2020" as duly adopted on June 24, 2020, 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	\$ 419,020	\$ -	\$ -	\$ 419,020
Town Manager/CaPA	2,949,041	-	-	2,949,041
Human Resource Dev't	1,902,810	-	-	1,902,810
Business Management	2,330,886	-	-	2,330,886
Technology Solutions	2,386,765	-	-	2,386,765
Attorney	391,747	-	-	391,747
Planning & Sustainability	2,177,472	-	-	2,177,472
Building and Development Services	2,403,013	-	-	2,403,013
Housing and Community	834,709	-	-	834,709
Public Works	12,465,577	-	-	12,465,577
Police	13,953,921	-	-	13,953,921
Fire	9,700,234	-	-	9,700,234
Parks and Recreation	7,258,077	6,000	-	7,264,077
Library	3,715,709	-	-	3,715,709
Non-Departmental	5,526,192	-	-	5,526,192
	<u>\$ 68,415,173</u>	<u>\$ 6,000</u>	<u>\$ -</u>	<u>\$ 68,421,173</u>

**LIBRARY GIFT FUND**

Other Expenses	\$ 652,466	\$ -	\$ -	\$ 652,466
Chapel Hill Library Foundation	-	25,000	-	25,000
Citizen Science Award	-	5,000	-	5,000
COVID-19 Response Mini-Grant	-	2,000	-	2,000
	<u>\$ 652,466</u>	<u>\$ 32,000</u>	<u>\$ -</u>	<u>\$ 684,466</u>

**CIP FUND**

Other Projects	\$ 743,773	\$ -	\$ -	\$ 743,773
Fire Station #3 Air Assessment	<u>75,000</u>	<u>75,000</u>	<u>-</u>	<u>150,000</u>
	<u>\$ 818,773</u>	<u>\$ 75,000</u>	<u>\$ -</u>	<u>\$ 893,773</u>

**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	\$ 68,415,173	\$ -	\$ -	\$ 68,415,173
Donations-Recreation	<u>-</u>	<u>6,000</u>	<u>-</u>	<u>6,000</u>
	<u>\$ 68,415,173</u>	<u>\$ 6,000</u>	<u>\$ -</u>	<u>\$ 68,421,173</u>
<b>LIBRARY GIFT FUND</b>				
Other Expenses	\$ 652,466	\$ -	\$ -	\$ 652,466
Chapel Hill Library Foundation	-	25,000	-	25,000
Citizen Science Award	-	5,000	-	5,000
COVID-19 Response Mini-Grant	<u>-</u>	<u>2,000</u>	<u>-</u>	<u>2,000</u>
	<u>\$ 652,466</u>	<u>\$ 32,000</u>	<u>\$ -</u>	<u>\$ 684,466</u>
<b>CIP FUND</b>				
Other Revenues	\$ 245,494	\$ -	\$ -	\$ 245,494
Appropriated Fund Balance	<u>573,279</u>	<u>75,000</u>	<u>-</u>	<u>648,279</u>
	<u>\$ 818,773</u>	<u>\$ 75,000</u>	<u>\$ -</u>	<u>\$ 893,773</u>

This the 21<sup>st</sup> day of April, 2021.

**AN ORDINANCE TO AMEND THE AFFORDABLE HOUSING FUND ORDINANCE (2021-04-21/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 Affordable Housing Fund Ordinance to provide funds to support affordable homeownership opportunities is hereby amended as follows:

**"SECTION I**

The Affordable Housing Fund Ordinance as authorized by the Town Council provides funds to purchase properties to create permanently affordable homeownership opportunities.

**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 are hereby amended as follows:

	Current Budget	Revised Budget
Transfer from Housing Loan Trust Fund	\$ 155,778	\$ 155,778
Loan Repayment	650,799	650,799
Payment in lieu - Affordable Housing	3,502,576	3,502,576
Donations - Rental Assistance	36,542	50,682
Interest Income	<u>54,612</u>	<u>54,612</u>
Total Revenues	\$ 4,400,307	\$ 4,414,447

#### SECTION IV

Amounts appropriated to create permanently affordable homeownership opportunities are hereby amended as follows:

	Current Budget	Revised Budget
Grants/Deferred Loans	\$ 1,426,536	\$ 1,440,676
Revolving Loan Fund	650,800	650,800
Rehabilitation & Refurbishment	106,511	106,511
Contributions to HOME Program	338,974	338,974
Contributions to Affordable Housing agencies	165,000	165,000
Contributions to Community Home Trust	394,242	394,242
Contributions to Affordable Housing	632,100	632,100
Rental Assistance	77,147	77,147
Homestead Road project	100,000	100,000
Professional Services	50,000	50,000
Miscellaneous Contracted Services	75,000	75,000
Legal Fees	380,000	380,000
Other Expenditures	<u>3,997</u>	<u>3,997</u>
Total Expenditures	\$ 4,400,307	\$ 4,414,447

#### 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 21<sup>st</sup> day of April, 2021.

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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, Library Gift Fund, and Capital Improvements Fund FY 2021 budgets. By enacting the projects ordinance amendment, the Council adjusts the Affordable Housing Fund.