

# Town of Chapel Hill



## Annual Report 2001-2002

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Submitted to the Town Council  
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Summary ..... 1

**Department Detail and Graphs**

General Revenue ..... 19  
Engineering ..... 21  
Finance ..... 24  
Fire ..... 26  
Housing and Community Development ..... 30  
Human Resources ..... 32  
Inspections ..... 36  
Library ..... 38  
Manager/Clerk ..... 41  
Parks and Recreation ..... 42  
Planning ..... 47  
Police ..... 58  
Public Works ..... 63  
Transportation ..... 71

**Capital Projects**

**Environmental Improvements**

Downtown Improvements (Streetscape) ..... 77

**General Municipal Improvements**

Cemetery Maintenance ..... 77  
Community Center Capital Repairs ..... 78  
Extraordinary Maintenance ..... 78  
Generator at Town Hall ..... 79  
Hargraves Center – Capital Repairs ..... 79  
IFC Shelter Capital Repairs Phase I ..... 80  
IFC Shelter Capital Repairs Phase II ..... 81  
Municipal Operations Space Needs Study ..... 81  
Museum Capital Maintenance ..... 82  
Park Restrooms/Bathhouses – Capital Maintenance ..... 82  
Post Office/Courthouse-Capital Repairs ..... 82  
Public Housing Renovations ..... 83  
Public Works-Capital Maintenance ..... 84

Public Works Facilities – Building Improvements .....	84
Town Hall - Capital Maintenance .....	85
Town Hall Parking Deck – Capital Maintenance .....	85

### Leisure Activity Improvements

Booker Creek Linear Park .....	86
Greenways .....	86
Hargraves Center/A.D.Clark Pool Renovations .....	87
Homestead Park .....	87
Homestead Park Aquatics/Community Center .....	88
Lower Booker Creek Greenway Trail, Phase II .....	88
Pritchard Park .....	89
Southern Community Park .....	89
Small Park Improvements .....	89

### Public Safety Improvements

Fire Training Facility Renovations .....	90
Ramp Replacement for Fire Station #3 .....	90
Replacement of Fire Apparatus for Station #1 .....	91
Construction of new Fire Station #5 (Southern Fire Station) .....	91
Self-Contained Breathing Apparatus Grant .....	92
Roof reconstruction for Station #4 .....	92

### Transportation Improvements

Sidewalks and Bikeways .....	92
Bridge Replacement .....	93
Curb Repairs: ADA Compliance .....	93
Public Transit Vehicle Replacement .....	94
Park/Ride Lots .....	94
Traffic Calming .....	95



# **SUMMARY**



**PART I: SUMMARY OF THE ANNUAL REPORT  
FOR 2001-2002  
(period ending June 30, 2002)**

**Local Budgeting and Financial Management**

The State's budget deficit and the Governor's seizure of local funds resulted in a difficult budget process for the Town Council. On June 24, the Council adopted an interim Town Budget, with a Final Budget for 2002-03 scheduled for Council adoption at a special meeting on July 26. The Council deferred adoption of the final budget in the hopes that the General Assembly would enact legislation protecting the Town's portions of the utility franchise taxes and beer and wine taxes (about \$2.2 million). If the General Assembly adopted appropriate protective legislation, then the Council would be able to use the funds to reduce the tax rate, provide for employee compensation increases, and allocate funding for additional capital improvement projects.

In February, Governor Easley announced that North Carolina could face a budget shortfall of more than \$900 million in the 2001-02 fiscal year. That figure was later updated to even exceed \$1.3 billion Statewide.

Under State law, the Town is required to adopt an annual budget ordinance by July 1 or adopt interim appropriations until a final budget is adopted. On June 24, the Council also adopted User Fee Schedules and Policies that included the following changes:

- Established fee for Commercial Garbage Collection Service – Existing commercial fees were modified to include a new fee for once per week service for non-residential commercial establishments. Previously, such collections were included as part of basic service for which no fees were charged. The Council granted an exception for residential developments served by dumpsters.
- Increased hourly parking rates for the off-street parking spaces, such as the parking decks on Rosemary Street. However, the Council retained the present on-street parking rates, and retained the present hours during which parking meters are effective. This leaves on-street parking free after 6 p.m. and all day and night on Sundays.

**Development Ordinance**

The Council worked with a consultant and staff to prepare a revised draft of the Town's Development Ordinance. The Council held a Public Hearing on the Ordinance's Second Draft on June 3 and provided further input on the draft ordinance on June 10. Also on June 10, the Council adopted a resolution directing that changes be made to produce a Third Draft, which will be the subject of a Public Hearing on September 18.

### **Red Light Cameras**

On May 29, the Council adopted a resolution authorizing the Manager to negotiate and contract with a private company to implement automated traffic enforcement for red light violations in the Town. The main objectives of automated red light enforcement are:

- To decrease the number of accidents caused by traffic signal violations
- To increase public awareness of safe driving
- To supplement existing Police resources
- To decrease the number of traffic violations at intersections.

The contractor and Town staff will conduct a study to identify potential locations for automated enforcement. Once locations are identified by the contractor and are approved by the Town, the contractor will install the first two cameras. Enforcement would begin with issuance of warning citations for a period of seven days after the cameras are operational. Up to eight additional cameras would be installed within 120 days following notice by the Town to proceed.

### **Rental Licensing**

On April 8, the Council adopted a resolution establishing guidelines for a rental licensing program, effective January 2003. The program would require landlords to apply for a rental license with the Town, meet the requirements of the Minimum Housing Code, and pay a licensing fee. General information about the program and properties found to be in violation of the ordinance would be accessible on the Town's website. Violation information would be removed from the website when a violating property met the requirements of the Minimum Housing Code.

### **Adequate Public Facilities Ordinance for Schools**

The Adequate Public Facilities Ordinance for Schools is a development regulation tool that is intended to synchronize new residential development with the availability of school facilities. On April 8, the Council became the first local elected board to approve the Memorandum of Understanding that, if also adopted by the Carrboro Board of Aldermen, Chapel Hill-Carrboro School Board, and Orange County Board of Commissioners, would lead to adoption of the Schools Adequate Public Facilities Ordinance.

### **Traffic & Road Issues**

#### **Weaver Dairy Road Improvements**

On April 22, the Council concluded that the demands of traffic volume, transportation safety, pedestrian safety, public transportation, and bicyclists, along with concerns about air and water quality, could best be addressed by configuring Weaver Dairy Road in a three-lane design from 15-501 to NC 86 (Airport Road). The Council's resolution, expressed to the Department of Transportation (DOT), also stated that the Council did not wish to consider "no build" as an

option at this time. The DOT responded that, after thorough review and deliberation, the department still preferred a four-lane median divided section throughout the entire project. However, a final decision will not be made until comments are received at a DOT public hearing in the fall.

### South Columbia Street Improvements

The improvement of South Columbia Street between Fordham Boulevard and Manning Drive has been under consideration by the Town and State since the 1980s. Following its May 13, 2002 discussion, the Council held a Public Forum on May 29 to receive comments from citizens and University officials about the currently approved improvement project and the University's request for additional study before proceeding. On June 24, the Council adopted a resolution requesting that the DOT proceed with project development and construction of the limited improvement project currently approved for South Columbia between Manning Drive and Fordham Boulevard. Such improvements include two 12-foot wide travel lanes, 4-foot wide striped bike lanes along both sides of the roadway, curb-and-gutter along both sides of the roadway, and a 5-foot wide sidewalk along the east side of the roadway. The Council further requested that DOT consider providing sidewalks on both sides of the street.

### Mobility Report Card

On June 10, the Council received summary findings on the 2001 Chapel Hill Mobility Report Card. The proposal to complete a Mobility Report Card was included in the Chapel Hill 2000 Comprehensive Plan. The Report Card is intended to provide a "snapshot" of transportation conditions in the Town by measuring such criteria as peak hour intersection volumes, vehicular travel times, daily bicycle and pedestrian counts, and transit ridership. Key findings included:

- There are significant variations in daily traffic volumes throughout Town, ranging from 2,000 to 50,000 vehicles per day.
- Peak travel times during the afternoon tend to be longer than during morning or noon periods.
- Sidewalk coverage throughout the Town is best in the downtown and campus area, very good in recently-constructed developments, and generally lacking in many of the remaining residential areas.
- The highest bicycle activity is within the University campus area and approaches to the campus.
- The Town of Chapel Hill has excellent transit coverage with approximately three-fourths of the Town within one quarter mile of transit.

### 2004-2010 Chapel Hill Transportation Project Priority List

On February 11, the Council adopted a resolution providing the Durham-Chapel Hill-Carrboro Transportation Advisory Committee with comments on the Draft 2004-10 Regional Transportation Project Priority List. The Priority List will be used to develop the 2004-10 Metropolitan Transportation Improvement Program and will be submitted to the N.C. Department of Transportation for use in preparing a draft 2004-10 State Transportation

Improvement Program. More information about the Council's comments can be found on the Town's web site, [www.townofchapelhill.org](http://www.townofchapelhill.org) under "Agendas and Minutes" for the February 11, 2002 Council meeting.

### North Lakeshore Drive Bridge

The North Lakeshore Bridge near Kensington and South Lakeshore Drives reopened in December. The bridge replacement began in August 2001.

### Glen Lennox Parking

In February, the Council adopted ordinances and a resolution that would affect on-street parking regulations in the Glen Lennox area. The ordinances changed on-street parking regulations on many public streets within Glen Lennox to "no parking anytime except by residential permit." Prior to the adoption of the ordinances, the Council and staff heard from several area residents who expressed concern about on-street parking problems created by people who are not residents of Glen Lennox or who are not visiting Glen Lennox residents.

## **Halloween**

For Halloween 2001, the Town undertook a traffic diversion plan to keep vehicles diverted from downtown Chapel Hill and reduced the crowd size from approximately 50,000 in 2000 to approximately 25,000 in 2001.

In planning for Halloween 2002, the Council held two public forums to seek public input for the event. Several residents spoke in favor of providing shuttle service to ease traffic congestion. The basic 2002 plan will include a crowd control perimeter similar to that used prior to 2001. Shuttle buses will operate from outlying areas, and it is intended that fees charged for the shuttle service will cover the costs of the service.

## **Stormwater Management**

### Stormwater Utility

In February, the Council received a final report from the Stormwater Utility Development and Implementation Study Committee. The Council approved a resolution authorizing the Manager to contract with an experienced consultant to draft and present to the Council a pro forma business plan on the development and implementation of a utility-based Stormwater Management Program to serve the Town.

On June 24, the Council received a report about the possible development and implementation of a utility. The report explained that such a utility would provide a stable revenue source for a comprehensive stormwater management program to meet current and future community needs and requirements. Because of budget constraints, further consideration of the issue was deferred until the fall.



## Flood Mitigation

On June 10, the Council adopted a resolution authorizing the Manager to allocate the remaining 1996 drainage bond funds for Burning Tree Drive drainage improvements. The Council also authorized that the Manager provide for Town funding contribution of up to \$10,000 to Federal Realty for associated flood mitigation measures within the Town Linear Park.

The Town Linear Park project, primarily funded by a Department of Transportation Enhancement Grant, allows stormwater runoff from the Eastgate Shopping Center and Staples properties to be routed through the Linear Park in such a way that the environmental restoration and water quality requirements of the grant can be met while improving drainage conditions and alleyway access for the shopping center. Town staff worked closely with the Federal Realty engineering consultants to create a cost-effective design that will benefit both Federal Realty and the Town. This solution has corrected the Staples outlet problem and corrected the frequent drainage problems behind Eastgate Shopping Center.

In August, an intense rainstorm passed through Chapel Hill, resulting in between 1.7 and 3.2 inches of rainfall in a 24-hour period. The rainfall caused significant high water levels at Burning Tree Drive and flooding at several buildings within The Oaks Condominiums. Flood damages occurred to approximately 18 residential units, with floodwater depths in excess of one foot at some units. Public Works and Engineering staff worked with The Oaks residents following the event, investigating conditions and inspecting the watershed area and drainage systems within and around the condominium complex. Town staff provided technical assistance to the Oaks Condominiums Homeowners Association regarding continuing efforts to reduce the risk of flood damages to their property.

## University Discussions

During this fiscal year, the Council amended the Town Development Ordinance to create a new O/I-4 (Office/Institutional-4) zoning district and approved an application for rezoning the main campus to this zone. The University's development plan, as approved by the Council in October, includes 582 acres of the main campus and proposed new buildings and renovations for various University departments.

## Downtown Development

The Council has worked to pursue a goal of encouraging new residential, office, and retail downtown development. During the winter and spring, the Council held Design Workshop sessions to generate concepts for potential development of Town Parking Lots 2 and 5. On June 10, the Council began identifying principles for developing the parking lots and referred the follow-up to a Council Committee to discuss options and develop specific goals for any proposed development of the properties.

## Parks & Open Space

### Southern Community Park Conceptual Plan

On June 24, the Council adopted a resolution authorizing the Manager to communicate to the Orange County Board of Commissioners the Council's desire that the County authorize the release of the remaining \$800,000 in 1997 Orange County Parks bond funds that the Board has allocated for the Southern Community Park. The Council authorized the Manager to prepare construction phasing recommendations after the completion of the project's Special Use Permit. In January 2002, the Council received a report from the Southern Community Park Conceptual Plan Committee and referred it to advisory boards, the County Commissioners, and Intergovernmental Parks Work Group. On March 25, the Council adopted the Committee's report, deleting the youth athletic field and substituting a third full-size athletic/soccer field.

### Donation of Property

On June 10, the Council adopted a resolution accepting a 1.9-acre donation of property from Duke Energy Company. The donation would allow the Town to connect its properties along Morgan Creek to the Merritt Pasture, assuming that permission would be granted by NCDOT to cross under the Highway 15-501 bridge over Morgan Creek. Except for the NCDOT right-of-way, the Town would own an unbroken swath of property east to the Morgan Creek Road neighborhood, south to Culbreth Road, north to Fordham Boulevard, and west to another Duke Energy parcel adjacent to Kingswood Apartments.

### Dickerson Court Properties

On August 27, the Council authorized the Manager to sign a Flood Mitigation Assistance Grant (FMA) agreement for the purchase and demolition of three residential properties located on Dickerson Court. After the flood of July 2000, four residential units on Dickerson Court were damaged and temporarily vacated. Three of the four structures qualified for the FMA Grant program. Land purchased through the FMA Grant funds must revert to open space, and the Council had previously authorized the use of up to \$150,000 of 1996 Open Space Bond funds as the local match. After demolition of the properties, the Dickerson Court area will benefit the Town as an open space and greenway corridor.

### Greenways Program

On June 10, the Council received a status report from the Town Greenways Commission, listing major issues of concern. These issues included increased trail construction, funds for larger projects, and invasive species control. The Commission report also recommended that improvements to such areas as the Bolin Creek, Booker Creek, Dry Creek, and Morgan Creek trails be implemented as soon as possible.

## Dog Park

In October, the Council hosted a dedication ceremony for the Homestead Dog Park at Homestead Community Park. The Southern Community Park Conceptual Plan Committee also included space for a dog park in the southern portion of the park.

## **Signs**

### Utility Poles

On June 24, the Council discussed a petition seeking a change to the Town's regulation prohibiting the posting of signs on utility poles. The Council asked to receive more information in the fall about an option that would allow the posting of signs on utility poles, subject to removal by the Town staff on a routine basis.

### Non-Commercial Signage

On June 24, the Council considered an amendment to the Town Development Ordinance to lengthen the amount of time an election-related political sign can be posted and to modify the number of such signs permitted on a zoning lot. The amendment will return for a second reading and further consideration in the fall.

## **Snow Storm**

Chapel Hill experienced its first significant snowfall since 2000 on January 3, 2002, with approximately 6-8 inches of snowfall accumulated in some areas. Public Works crews worked to clear streets and sidewalks throughout the following days, as melting snow refroze and created hazardous conditions. The Town was able to resume limited bus service on January 4, and most Town offices opened on regular or reduced schedules on that day.

## **New Department Head**

The Town welcomed a new Human Resources Director during this fiscal year. Pam Eastwood began her duties on April 8, replacing Pat Thomas, who retired in December. Ms. Eastwood brought 25 years of human resources experience with her to the position.

## **Budgeting and Financial Management**

### Certificate of Achievement

The Government Finance Officers Association has announced that the 2000-01 comprehensive annual financial report for the Town of Chapel Hill qualifies for a Certificate of Achievement for Excellence in Financial Reporting. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting.

## Comprehensive Annual Financial Report

On November 26, the Council received a copy of the Town's 2000-2001 Comprehensive Annual Financial Report and associated letter from the Town's auditors, McGladrey and Pullen, LLP. The Comprehensive Annual Financial Report provides the audited financial statements for the Town. The Town received a "clean" audit, with no reportable conditions or weaknesses in the Town's systems of internal controls and related procedures.

## 2001-2002 Budget

Final sales tax revenues, including a one-time increase due to adjustments of refunds and increases due to annexations, were 3.9% higher this year than last year. Due to the withholding of two quarters by the State, final franchise taxes were \$1,067,205 this year compared to \$1,858,515 last year. The intangibles tax replacement revenue was slightly less than last year.

The final tax base valuation for fiscal 2001-02 was \$4,021,127,150, or about 32.3% over last year. The increase includes the revaluation of real property and the annexations of the Southern Village and Notting Hill areas.

## **Development, Development Review, and Planning**

### Development Applications

The nature of development applications changed over the past year, reflecting an increased number of applications for smaller projects. There was a 50% increase in the number of subdivision applications and a 42% increase in the number of Special Use Permit or Site Plan applications. However, there was a 60% decrease in the number of new lots proposed, and a 42% drop in the square footage of new buildings proposed.

### Sykes Street Action Strategy

On May 13, the Council received a report prepared by students from the University's Department of City and Regional Planning on activities that have taken place in the Sykes Street area. On January 14, the Council made budget adjustments to: (1) amend a performance agreement with EmPOWERment, Inc., to renovate 501 Sykes Street; (2) work with EmPOWERment to proceed with a recombination of a Town-owned lot located at 501 Sykes Street with 503 Sykes Street; and (3) use \$35,000 of Community Development funds to acquire 503 Sykes Street for affordable housing purposes.

### Chapel Hill Data Book

The Council received the fourth annual edition of the Chapel Hill Data Book in May, including updated Census information listing the Town's 2000 population at 51,598. The Data Book provides a snapshot of the community, with regularly updated facts and statistics. The Data Book is also available for reference on the Town's web site, at [www.townofchapelhill.org](http://www.townofchapelhill.org).

### Northeast Area Development

On January 23, the Council held a work session to discuss the U.S. 15-501/Erwin Road corridor in the northeast part of town. Three petitions were presented to the Council during May-June 2001, all asking that the Council consider enacting a moratorium on development in the northeast area. The Manager's report concluded that the public infrastructure necessary to support new development in the area was either adequate or with facilities planned to be in place in the near future. The exception is the transportation system, where traffic congestion at intersections along U.S. 15-501 result in levels of service below minimum standards. The Council continued its discussion on January 28, and chose not to call a moratorium. The Council decided to focus on the process for adopting a new Development Ordinance by adopting a schedule and calling for a set of citizen workshops.

### Meadowmont Elementary School

On November 26, the Council approved an application for a Special Use Permit Modification for the Meadowmont Elementary School. The approved resolution included several conditions, such as provisions for land use intensity, maximum floor area, internal crosswalks, stormwater management, and landscape protection.

### Meadowmont Town Park

Also on November 26, the Council authorized the Manager to accept a letter of commitment from the Chapel Hill-Carrboro School Board stating that the Board would provide all of the park amenities that are to be located on the site of the Meadowmont Elementary School. The Council authorized, upon payment by the developer of \$1,024,000 to the School Board, release of the bond for the amenities the developer is now required to provide on the school site.

The Council subsequently approved an application for a Special Use Permit Modification for the Meadowmont Town Park, with conditions. As part of the approval, the Council directed the Manager to report on traffic conditions following completion of a pedestrian trail connection to Lancaster Drive.

### The Franklin Hotel

On November 12, the Council approved an application for a Special Use Permit for the 5-story Franklin Hotel, to be located at 311 West Franklin Street, at the intersection of Kenan Street across from Ham's Restaurant. A vacant building stands on the site that served as the Carolina Trailways bus terminal until 1995.

### Inspections

Overall, the total number of inspections was down by 6% from last year. However, the construction value for all permits issued was up by 6% over last year. The largest decrease was in residential alteration permits – 50%, due to the lack of large projects.

## **Police and Fire Protection**

### Noise Ordinance

On September 24, the Council adopted a new Noise Ordinance for the Town. The new ordinance expands the scope of regulation over the types and levels of noises most often experienced in the Town. The Council's adoption marked the completion of work that began with the Noise Ordinance Study Committee in May 1997 and included the work of Environmental Noise Consultants, Inc. beginning in September 1999.

### Crime Commission Grant

On June 24, the Council adopted a resolution authorizing the acceptance of a Governor's Crime Commission Grant of more than \$15,000. The Police Department will use the funds to create a system to share information on criminal activity through an internet-based software application.

### University Public Safety Jurisdiction

On February 25, the Council considered a proposal to authorize the Manager to sign an agreement with the Board of Trustees of the University to extend the jurisdiction of the University Department of Public Safety into non-campus areas of the Town under certain circumstances. Current jurisdictional limitations restrict University officers' ability to resolve cases involving on-campus offenses when those cases require off-campus investigation or any law enforcement officers to handle the off-campus aspects of University investigations of on-campus offenses. The Council requested that the matter be considered as part of a public forum in April.

On May 29, following the public forum, the Council authorized the Manager to sign an agreement to extend the University jurisdiction to include the magistrate's office at the Chapel Hill Police headquarters building and any location within the Town limits at which the campus police are conducting an investigation into a criminal act committed on campus.

### Safety Initiatives

The Police Department undertook two safety initiatives early in the fiscal year as University students returned to Chapel Hill and as younger students returned to school. Beginning the week of August 16, 2001, the Department began these programs:

- The Downtown Safety Initiative, which increased the downtown foot patrols, both day and night. Civilian security monitors assist officers by providing information and assistance. Officers will also concentrate on alcohol law violations – underage possession of alcohol, selling to underage persons, and driving offenses.

- Back-to-School Traffic Safety, involving the Department's Traffic Enforcement and Education Unit. The unit spent the first four weeks of school emphasizing traffic safety, encompassing school zone traffic safety, pedestrian safety, school bus safety, and safe bicycling.

### We Care Youth Program

The Police Department held an informational meeting on January 15 at the Hargraves Recreation Center to introduce the We Care Youth Program. The program's mission is to assist and encourage youth in the key areas such as encouraging middle and high school dropouts to return to school, securing jobs, understanding the consequences of anti-social behavior, and resolving problems with law enforcement officials.

### Major Crimes

Major crimes reported to the Chapel Hill Police Department decreased 4% compared to last year. The number of reported homicides was the same (0) when compared to last year. During 2001-02, there was a 9% decrease in reported residential break-ins. The number of motor vehicle break-ins decreased by 2%, from 796 to 784.

### Drug Enforcement

Drug charges decreased by 3% compared to last year, from 373 to 363. The number of arrests for underage possession of alcohol decreased by 41% (from 114 to 67) in the same period, while the number of arrests for using false identification stayed the same (9).

### Traffic Law Enforcement

The number of issued traffic citations increased by 7% (3,391 to 3,615) from last year, while the number of DWI arrests also increased by 7% (360 to 385) in the same period.

### Federal Grant for Fire Department

Congressman David Price announced on September 19 that the Fire Department would receive a \$183,375 grant to help purchase life-saving protective equipment that would significantly increase firefighter safety. The grant came from the Federal Emergency Management Agency (FEMA) and allowed the Department to replace its entire inventory of breathing apparatus, which was 10 years old.

### Fire Safety Trailer

On September 24, the Council adopted a resolution authorizing the Manager to provide storage, basic maintenance, and liability insurance for the Fire Safety House owned by the Orange County Fire Chief's Council. The Fire Safety House is a mobile classroom, 29 feet long, used primarily to teach burn prevention and fire escape techniques to children. It is a scaled-down

version of a two-story home with fully-operational kitchen appliances, air conditioning, and a fireplace that uses an electric bulb to simulate flames.

### Fire Emergency Response Times

The average fire response time was 3 minutes in 2001-02, which was the same as in 2000-01. Fire units arrived on the scene within 5 minutes 95% of the time.

### Fire Losses

Total fire damage for the year was \$1,118,170, a decrease from \$1,298,680 in the prior year.

## **Public Works**

### Streetscape

On April 8, the Council approved a Streetscape construction option from the south side of the 100 block of East Franklin Street, from the Gap to Porthole Alley. Construction is expected to be complete by the beginning of the fall University term in August. Streetscape improvement in this section completes the only missing link of improvements adjacent to commercial properties on both sides of the 100 block of East Franklin Street, thereby completing the underground conduit installation needed to service anticipated lighting improvements over a large contiguous area of downtown.

On June 24, the Council authorized the Manager to execute a contract with Arlene Slavin for the creation of artwork for the 2002 segment of Streetscape.

### Solid Waste Services Citations

During the week of April 22, the Public Works Department began issuing Enforcement Citations for certain violations of the Town Code of Ordinances related to garbage collection. Violations that will incur a \$25 fine include: leaving refuse collection containers at the curb beyond the designated collection days, mixing yard waste with garbage, and placing materials in bulk containers that are banned from the Landfill. If, on second inspection, a bulk container contains cardboard, it will result in a \$50 fine. The citation process includes an appeals process.

The Town Code was revised to require that carts be placed at the curb after 4 p.m. on the day before collection day and removed from the curb before 6 a.m. on the day following the collection day.

### Curbside Collection

On June 24, the Council received a status report on the residential refuse collection system in the Town. Curbside collection began in February 2001 for about one-half of the Town; the remaining half received the new service in October 2001, ahead of the scheduled start time. In



the two fiscal years, 2001-01 and 2001-02, the combined savings was \$238,500, or \$56,755 more than the original estimate of \$181,745 for the two years.

### Collection of Yard Waste Materials

As a result of the change in curbside service, the Public Works Department has been able to increase its service level for collection of brush and yard materials placed by residents on the street. Brush and yard materials are now collected weekly, either on Thursday or Friday. Before this weekly, date-certain service, brush and yard materials were collected on an unscheduled basis, with a collection cycle often in excess of two weeks. This improvement has been possible because of the increase in service efficiency made possible by the conversion to weekly curbside refuse collections.

### Newspaper Racks

At the June 10 meeting, the Council adopted an ordinance amendment to extend newspaper rack regulations that currently exist in the 100 block of North Columbia Street to the south side of the 100 block of East Franklin Street.

In the summer of 2001, Public Works Department crews completed Streetscape renovations to the east side of the 100 block of North Columbia Street. As a part of these improvements the Town installed modular newspaper racks for the distribution of free publications and designated the placement and design of coin-operated racks in this area. In order to require that distributors use these racks rather than place other non-conforming racks in the public right-of-way, it was necessary that the Town Code of Ordinances be amended. On July 2, 2001, the Council adopted the necessary ordinance amendment allowing regulation of newspaper racks in the 100 block of North Columbia Street.

### Street Resurfacing

Contract resurfacing was completed on 6.75 miles of streets, compared to a budget objective of 5.5 miles. An additional 2.74 miles of streets received slurry seal by contract during the fourth quarter.

## **Transportation and Parking**

### Fare-Free Transit

On January 2, the Council held a ribbon-cutting ceremony to celebrate the start of Fare-Free Transit Service to the Town. The fare-free policy applies to rides on any regularly-scheduled bus in the system, which serves the towns of Chapel Hill, Carrboro, and the University. Three new routes were added, including one to serve the UNC Law School and Institute of Government. Improved service is also planned to the Friday Center and the P, PR, and NC 54 parking areas.

### Jones Ferry Park-Ride Lot

On April 22, the Council adopted a resolution and ordinance that would award a contract for the construction of the Jones Ferry Road Park-Ride Lot in the Town of Carrboro. The park-ride lot project is part of an ongoing effort to provide sufficient park-ride lots in every major corridor leading into Chapel Hill. The 443 spaces in the Jones Ferry Road lot, which is leased from the University, would increase park-ride capacity in the western corridor to a total of 588 spaces.

### Southern Village V Route

On May 29, the Council adopted a resolution to maintain the existing V Route in Southern Village with a 30-minute change in the route's beginning and ending times. In November 2001, the Council discussed the V Route service within Southern Village, and received several petitions both in favor of and opposed to bus service in the residential area of the neighborhood. The Council did not direct a change of the V Route at that time, but directed the Transportation Board and staff to work with the homeowners of Southern Village to evaluate the options and make recommendations to the Council.

### Transit Ridership, Productivity and Efficiency

In 2001-2002, the Department operated 3,588,387 fixed-route trips compared to the prior year's 2,833,100, a 27% increase – mainly due to Fare-Free. The number of passenger trips per service mile for the period averaged 1.93, compared to 2.36 for last year. Trips per mile were lower, partly due to shorter trip lengths.

### Parking Revenue

Annual revenues from the 317-space James Wallace Parking Plaza on East Rosemary Street increased 4.64% from last year, from \$4.74 to \$4.96 per space per day. Overall system revenue from the Town's parking lots and on-street metered parking spaces decreased almost 3%, from \$1,839,449 last year to \$1,785,052 this year.

## **Public Housing**

### Transitional Housing Program Update

The Council approved a Town Transitional Housing Program for public housing families in 2001. The program's goal is to help families enter the private housing market. Ten families who are currently living in public housing or are on the public housing waiting list would eventually be assisted. On January 14, public housing residents were invited to a meeting with Housing staff to hear information about the program. Nine residents attended the meeting, and three residents have submitted applications for participation in the program. The first home was purchased through this program in June.

### Flat Rents for the Public Housing Program

On August 27, 2001, the Council approved flat rents for the public housing program. The flat rents have been established based on the reasonable market value of the public housing apartments as required by the U.S. Department of Housing and Urban Development (HUD).

HUD requires that public housing agencies establish flat rents for each of its public housing units. The intent of flat rents is to provide an incentive that would encourage increases in incomes of public housing families and economic independence. However, residents who choose a flat rent but are unable to make monthly payments because of financial difficulties must be switched back to an income-based rent.

### Drug Elimination Grant

On September 24, the Council authorized the acceptance of an \$82,552 public housing Drug Elimination Grant from HUD.

### Refurbishing and Renovations

A contract in the amount of \$687,828 was awarded to Accord Contractors & Developers, Inc. for renovation work at the Pritchard Park neighborhood. Renovations began in May 2002 and work is in progress in six of the 15 apartments. The renovation work will be performed in three phases and is expected to be completed in May 2003.

### Routine Maintenance

Housing staff completed 5,369 work order requests, up from 5,309 for 2000-2001.

### Community Oriented Policing and Drug Elimination Activities

Community police officers have provided tutoring and basketball to various age groups at the Hargraves Center. Officers also organized a bike repair clinic at Eastwood and Rainbow Heights communities. Officers also assist with the summer youth work program and other special events such as the academic incentives program.

Drug prevention activities include computer labs and GED classes offered in collaboration with the Orange County Literacy Council; academic incentives and the continuation of youth programs such as the Boys Group (Dispute Settlement Center), Girl Scouts, 4-H community garden project and Community Cuisine programs.

## **Parks and Recreation**

### **Master Plan**

In February, the Council received the draft Parks and Recreation Master Plan. The Council referred the report to Town advisory boards and held a public hearing on April 18 to receive comment.

On May 29, the Council approved the Master Plan, with revisions, as part of the Town's Comprehensive Plan. Final wording will be prepared and presented to the Council in the fall. The Parks and Recreation Master Plan is a goal of the Comprehensive Plan.

### **Hargraves Center and A.D. Clark Pool**

Work began on renovations to the Hargraves Recreation Center and A.D. Clark Pool early in the calendar year. Most Parks and Recreation programs have been relocated to the Northside Gym during the renovations. In January 2002, the Council authorized the Manager to schedule work on the Hargraves Center and A.D. Clark Pool concurrently. Renovations include the resurfacing of the outdoor basketball court at Hargraves as part of the Town-wide tennis and basketball court resurfacing project.

### **Awards**

On June 10, the Council and the Chapel Hill Greenways Commission held a ceremony to honor and thank recipients of the first Greenways and Open Space Awards. Recipients of the Greenways and Open Space Award are selected from a list of publicly nominated individuals, businesses or community groups who have made contributions toward creating, preserving or enhancing greenways and open space in Chapel Hill.

## **Library**

### **Five-Year Service Plan**

On February 11, the Council received the *Five Year Service Plan: 2001-2006 and Long Term Facilities Needs Through 2020* for the Chapel Hill Public Library. The Council adopted several resolutions that included:

- A statement of basic services to be provided by the Library.
- Direction that the Manager consider Library resource needs outlined in the report as the budget proposal for 2002-03 is developed and in the development of future budgets.
- Authorization that the Mayor request discussions with the Orange County Board of Commissioners about additional County funding for library services in recognition of the Library's service to southern Orange County.
- Authorization that the Manager engage a Library building consultant to revise the 1991 building program at a cost not to exceed \$11,000.

## Circulation

Total Library circulation increased by 3.3% during 2001-02. Patrons made more than 236,000 visits in 2001-02, a 1.6% decrease from last year.

## Library Summer Reading Program

The Library's Summer Reading Program marked another successful season, with more than 400 participants. The program is an annual event, sponsored in part by the State Library. Participants register at the Public Library Children's Desk to keep track of the books they read all summer. As they read books, they receive stamps in a reading log and earn prizes for every eight stamps they receive. The Library also offers story hours and special programs for various ages during the summer months, as part of the Summer Reading Program. This year, the Library worked with the Parks and Recreation Department by bringing a modified version of the Summer Reading Program to Camp Crystal Pool kids. Attendees at both sessions of the camp kept their own reading logs and received stamps from the counselors.

## Technology Grant

On June 24, the Council accepted a Library Service and Technology Act Grant for an amount not to exceed \$20,000, and authorized the Manager to hire a consultant to develop a long-term technology plan for the Library.

## **Additional Items**

### Diversity Training

On February 25, the Council received a report from Henry McKoy, an Assessment of Employee Input for Improving Equal Opportunity. During fall of 2001, Town employees participated in diversity training, and during that training, employees completed a confidential work environment survey questionnaire. According to the McKoy report, employees rated Chapel Hill as "a fine place to work" and perceive the Town as "a fair place to work."

On June 10, the Council received a follow-up report on the McKoy study. Recommendations from the study that are being implemented include formation of an advisory committee consisting of Town employees from a variety of departments and work levels to make recommendations to the Manager concerning the work environment.

### Employee Turnover

The annual turnover rate is 8.3%, which is 2.2 points lower than last year.

## Percent for Art

On March 4, the Council adopted an ordinance and resolution establishing a Percent for Art Program, including the Council's policies for implementing it. The program would provide consideration annually of funding for public art. The Public Arts Commission, in conjunction with Town staff, would review the list of pending capital projects in the Town and would recommend to the Council which project budgets should include funding for public art.



**DEPARTMENT  
DETAIL/GRAPHS**



**General Revenue****Annual Report 2001-2002**

<b>GENERAL FUND REVENUES/EXPENDITURES</b>	<b>Actual 99-00</b>	<b>Actual 00-01</b>	<b>Budget 01-02*</b>	<b>Annual 01-02 Unaudited*</b>	<b>Change from Prior Year</b>
TOTAL REVENUES	31,991,809	34,412,753	37,134,613	34,518,383	0.3%
TOTAL EXPENDITURES	31,091,506	34,689,501	37,134,613	35,026,272	1.0%
EXPENDITURES AS A % OF BUDGET				94%	

<b>GENERAL FUND MAJOR REVENUES</b>	<b>Actual 99-00</b>	<b>Actual 00-01</b>	<b>Budget 01-02*</b>	<b>Annual 01-02 Unaudited*</b>	<b>Change from Prior Year</b>
PROPERTY TAXES	15,266,514	16,118,720	17,888,000	18,482,993	14.7%
STATE SHARED REVENUES					
1% Local Sales Tax Option	2,288,600	2,421,025	2,591,000	2,834,116	17.1%
1/2% Local Option (Article 40)	1,700,951	1,736,733	2,028,000	1,806,412	4.0%
1/2% Local Option (Article 42)	1,686,945	1,723,938	2,028,000	1,791,465	3.9%*
Total Sales Taxes	5,676,497	5,881,696	6,647,000	6,431,993	9.4%
Utility Franchise Tax	1,730,023	1,858,515	1,984,000	1,067,205	(42.6%)
Powell Bill	1,317,648	1,380,205	1,602,000	1,552,568	(3.1)%
Intangibles Tax	515,322	511,219	510,000	503,563	(1.5%)
State Fire Protection	849,764	849,764	850,000	849,764	0%
Beer and Wine Tax	188,930	193,547	205,000	--**	N/A
Other State Shared Revenues	159,288	163,232	182,000	85,894**	47.4%
<b>TOTAL STATE SHARED REVENUES</b>	<b>10,437,471</b>	<b>10,838,178</b>	<b>11,980,000</b>	<b>10,490,987</b>	<b>(3.3%)</b>

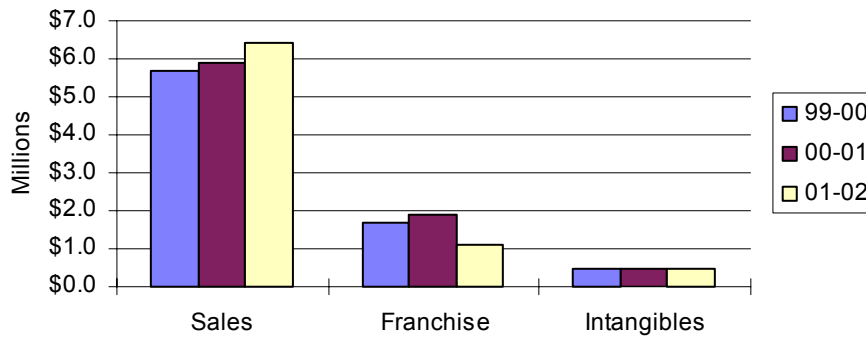
\* includes about \$ 349000 in one-time revenue due to adjustments of sales tax refunds in 2001-02.

\*\* reductions due to withholdings by the State in 2001-02.



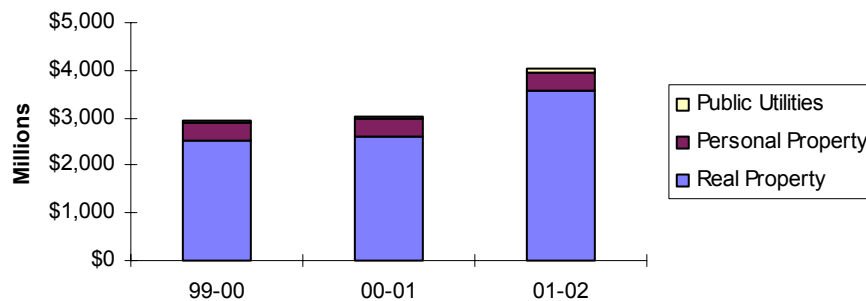
TAX BASE	Actual 99-00	Actual 00-01	Budget 01-02	Annual 01-02 Unaudited	Change from Prior Year
REAL PROPERTY	2,501,345,508	2,589,768,417	3,512,600,000	3,556,314,528	37.3%
PERSONAL PROPERTY	381,872,039	388,087,936	388,000,000	403,939,196	4.1%
PUBLIC UTILITIES	60,948,410	61,660,255	62,000,000	60,873,425	(1.3%)
TOTAL	2,944,165,957	3,039,516,608	3,962,600,000	4,021,127,150	32.3%

**Major State-Shared Revenues**



Final sales tax revenues, including a one-time increase due to adjustments of refunds and increases due to annexations, were 3.9% higher this year than last year. Due to the withholding of two quarters by the State, final franchise taxes were \$1,067,205 this year compared to \$1,858,515 last year. The intangibles tax replacement revenue was slightly less than last year.

**Property Tax Base**



The final tax base valuation for fiscal 2001-2002 was \$4,021,127,150, or about 32.3% over last year. The increase includes the revaluation of real property and the annexations of the Southern Village and Notting Hill areas.

<b>REVENUES/EXPENDITURES</b>	<b>Actual 99-00</b>	<b>Actual 00-01</b>	<b>Budget 01-02</b>	<b>Actual 01-02</b>	<b>Change From Prior Year</b>
Revenues	214,134	163,400	163,400	129,071	-21%
Expenditures	833,388	881,063	975,149	947,286	+8%
Expenditures as % of Budget				97%	

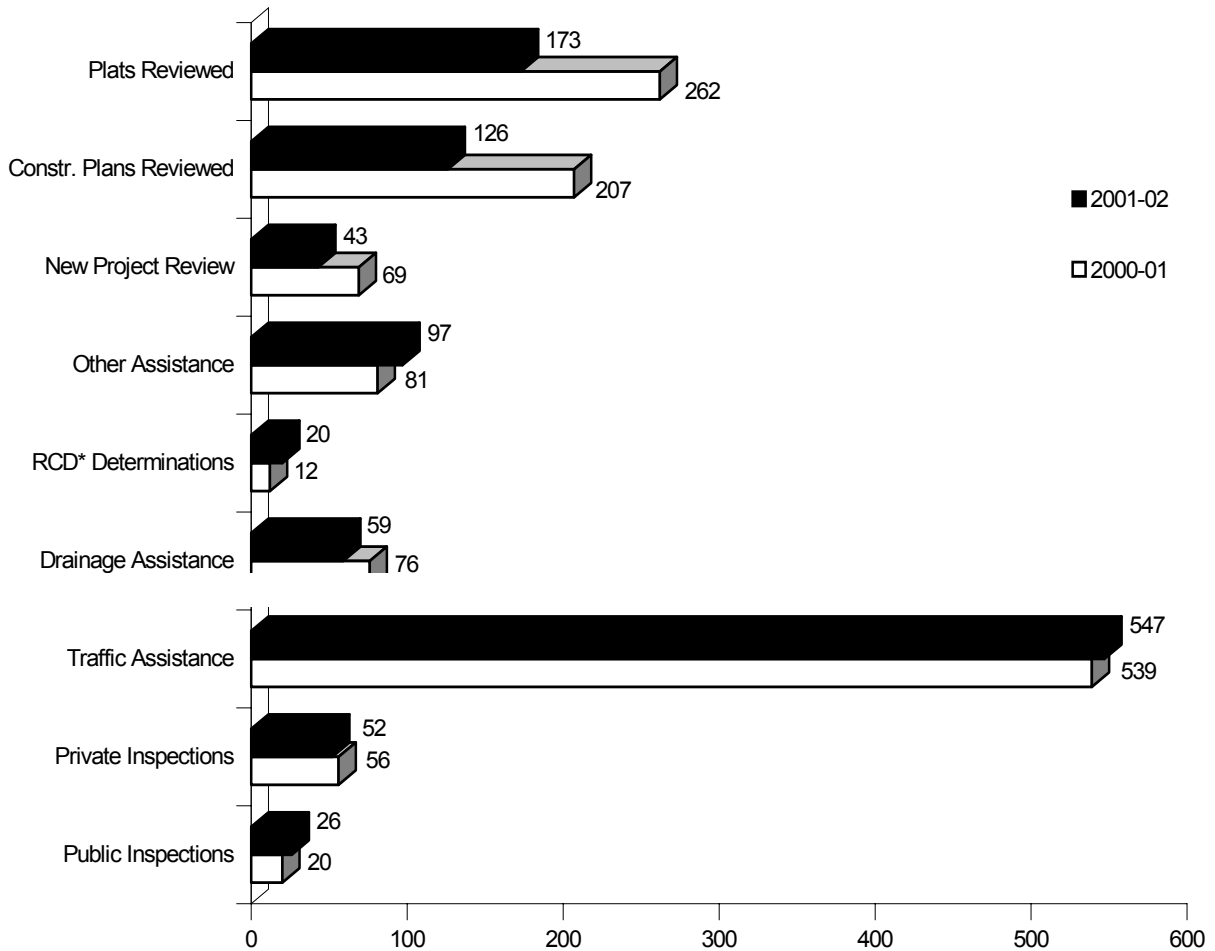
<b>ADDITIONAL DETAIL</b>	<b>Actual 99-00</b>	<b>Actual 00-01</b>	<b>Budget 01-02</b>	<b>Actual 01-02</b>	<b>Change From Prior Year</b>
Drainage Requests	51	76	50	59	-22%
Traffic Requests*	547	539	500	547	N/A
Other Requests	70	81	100	97	+20%
Plat Reviews	249	262	200	173	-34%
New Development Reviews	63	69	50	43	-38%
Constr. Plan/Rpt. Reviews	285	207	150	126	-39%
RCD Determinations	14	12	15	20	+67%
Private Projects Being Inspected	62	56	60	52	-7%
Public Projects Being Inspected	31	20	20	26	+30%
Cemetery Spaces Sold	119	88	120	107	+22%
Cemetery Spaces Staked	111	109	100	96	-12%
Cemetery Monuments Staked	76	86	120	82	-5%

\*New Traffic Engineer started in late August 2000, skewing this statistic.

<b>SAFETY PERFORMANCE</b>	<b>Actual 99-00</b>	<b>Actual 00-01</b>	<b>Budget 01-02</b>	<b>YTD 01-02</b>	<b>Change From Prior Year</b>
Safety Training: # of staff hours of training (# of employees X training time)	37.5	36.4	N/A	4.15	-89%
Safety Inspections: # of hazards identified/ % of items mitigated	0/100%	1/100%	N/A	1/100%	N/A

<b>OBJECTIVES</b>	<b>PROGRESS/STATUS</b>
To provide timely, consistent, thorough reviews and construction supervision of both public and private development projects.	Our review process assures consistency and a timely level of service in meeting review deadlines. We meet with engineers about review comments, and continue to improve interdepartmental communications and procedures. We maintain a high level of field supervision and direction during construction.
To administer a comprehensive Stormwater Management Program which addresses community stormwater quantity and quality issues.	We continue existing stormwater related services and preparation for compliance with Federal and State mandates. We investigate expanded program areas relating to water quality and control of stormwater runoff to the extent practicable. We presented a pro-forma business plan report to the Council in the fourth quarter regarding stormwater utility.
To manage, operate, and maintain a computerized traffic signal system in Chapel Hill and Carrboro.	We manage the system for maximum efficiency and effectiveness. We supplement and improve the system as necessary. We continue negotiations with the State regarding signal system upgrade.
To expand and improve in-house land surveying and engineering design services necessary for developing Town improvement projects.	We maximize use of Town engineering and surveying resources for design and development of Town projects.
To develop, coordinate, and manage a comprehensive Geographic Information System.	We continue to develop G.I.S. applications to improve Town information services and coordination with other local and State agencies. We are preparing for updating aerial photography at such time as funding is available.
Provide and upgrade safety equipment for all Department operations as needed.	We continuously monitor needs and provide safety equipment as needed.
Upgrade equipment and implement Department ergonomic adjustments as needed.	We continuously monitor needs and provide ergonomic equipment as needed.
Identify and mitigate potential and/or actual Department safety risks.	Ongoing review of work areas. Deficiencies corrected as identified.
Progress on Priority Projects named for the year.	Safety program improvements are ongoing.
Explanation for uncorrected inspection items.	All identified items are corrected.

**Engineering Reviews, Assistance, Inspections, and Surveys**



\*Resource Conservation District

Engineering plans and reports for all types of improvements, traffic engineering, and stormwater management relating to new development are reviewed. The number of new projects submitted for our review was lower than last year, perhaps relating to the general economic slow-down. Formal requests for assistance which require a written or verbal response are indicated. Traffic-related requests remain at a high level, as traffic issues continue to be important to the community. The Engineering Department inspects streets and related improvements for proper construction. Most of this work involves infrastructure supporting private development.

<b>REVENUES/EXPENDITURES</b>	<b>Actual 99-00</b>	<b>Actual 00-01</b>	<b>Budget 01-02</b>	<b>Actual 01-02</b>	<b>Change from Prior Year</b>
Expenditures	896,350	1,171,842	1,360,556	1,176,157	0%
Expenditures as % of Budget				86%	

<b>ADDITIONAL DETAIL</b>	<b>Actual 99-00</b>	<b>Actual 00-01</b>	<b>Budget 01-02</b>	<b>Actual 01-02</b>	<b>Change from Prior Year</b>
<b>ACCOUNTING &amp; BUDGETING</b>					
# Payroll checks and direct deposit vouchers written	30,920	29,935	---	27,766	(7%)
# Vendor checks written	11,843	12,832	---	12,230	(5%)
<b>PURCHASING</b>					
# Purchase Orders Issued	2,090	2,070	---	1,745	(2%)
# Contracts Processed	207	239	---	272	14%
\$ Formal Bids	2.235m	2.59m	---	244	(6%)
\$ Informal Bids	.688m	2.47m	---	1.27m	(49%)
\$ Architectural and Engineering Bids	.260m	.47m	---	.11m	(77%)
\$ Construction Bids	1.4m	1.25m	---	2.08m	66%
\$ Contracts received by Minority/Women Owned Enterprises	.165m	.05m	---	.07m	40%
% Contracts received by Minority/Women Owned Enterprises	1.8%	5%	10%	4%	(20%)
<b>RISK MANAGEMENT</b>					
# Insurance Claims Processed	58	61	---	88	44%
\$ Subrogation Collected	23,611	24,712	---	20,994	(20%)
<b>SAFETY PERFORMANCE</b>					
Safety Training: # of staff hours of training (# of employees X training time)	4 X 1.5 = 6 hours	---	---	---	---
Safety Inspections: # of hazards identified/ % of items mitigated	---	---	---	---	---

OBJECTIVE	PROGRESS/STATUS
<b>BUDGET AND ACCOUNTING</b>	
Maintain accounting records in a manner that enables the Town to obtain an unqualified audit opinion on its annual financial statements. Renew the Certificate of Achievement for Excellence in Financial Reporting from the National Government Finance Officers Association.	Task completed per contract. Unqualified audit opinion obtained. Comprehensive financial report presented to the Council in November 2001. Certificate of Excellence received for the FY 2001 report.
Monitor the Town's investment program to assure maximum return on invested funds (considering safety and liquidity) and to assure that at least 98% of all funds are invested daily.	Funds monitored and properly invested. Interest rates began the quarter at 2.0% and ended the quarter at 1.875%.
Provide financial assistance and accounting in the coordination and implementation of bond projects and debt service schedules for bonds approved in November, 1996, including planning for the bond sale in fiscal year 1999-2000.	The Town refunded \$3,380,000 in General Obligation bonds in the third quarter. With the refunding, the Town reduces in bond repayment obligations of approximately \$150,000 spread over the next eight years.
Include information in annual budgets necessary to continue to receive the Distinguished Budget Presentation Award from Governmental Finance Officers' Association.	The Town did not receive the award for the 2001-2002 Final Adopted Budget, but has made revisions to its budget document so that the Town can submit the 2002-03 Final Adopted Budget to the Government Finance Officers' Association Distinguished Budget Presentation program.
Continue implementation of an internal service fund for vehicle replacement and computer replacement and begin development of internal service fund for vehicle maintenance.	Internal service funds for computer and vehicle replacement continue with modification implemented in the current year. Implementation for internal service fund for vehicle maintenance begun in July as planned, with full costs of vehicle maintenance charged to all user departments.
Continue to improve network stability, dependability and ease of management. Implement the elements of the Technology Plan approved by the Council in the 2001-2002 budget.	New lines have been installed to provide improved network speed, functionality and dependability.
<b>PURCHASING AND RISK MANAGEMENT</b>	
Maintain at least a 10% participation level for minority and women-owned businesses in Town construction projects.	The Town had a 4% participation level for minority and women-owned businesses in Town construction projects this year.

<b>REVENUES/EXPENDITURES</b>	<b>Actual 99-00</b>	<b>Actual 00-01</b>	<b>Budget 01-02</b>	<b>Actual 01-02</b>	<b>Change from Prior Year</b>
Expenditures	3,335,550	3,888,784	4,715,628	4,794,051	+23%
Revenue from Inspections	3,685	3,000	3,000	3,845	+28%
Expenditures as % of Budget				98.4%	

<b>ADDITIONAL DETAIL</b>	<b>Actual 99-00</b>	<b>Actual 00-01</b>	<b>Budget 01-02</b>	<b>Actual 01-02</b>	<b>Change from Prior Year</b>
<b>ADMINISTRATION</b>					
# of injuries to citizens due to fire	4	0	0	2	+2
# of on-the-job injuries to employees	23	12	0	32	+20
# of deaths due to fire	0	0	0	0	0
<b>PREVENTION</b>					
# of primary inspections of commercial buildings	921	972	300	927	-45
# of secondary inspections of commercial buildings	607	564	420	469	-95
# of hazards/deficiencies cited in occupancies	1,610	1,388	1,100	1,708	+320
# of site/construction plans reviewed for Fire Code compliance	188	157	75	200	+43
# of fire occurrence investigations for cause and circumstances	25	27	50	23	-4
<b>SUPPRESSION</b>					
# of primary inspections of commercial buildings	266	510	600	362	-148
# of secondary inspections of commercial buildings	225	662	600	346	-316
# of homes actually inspected	228	221	n/a	306	+85
# of fire responses (emergency)	2,187	2,254	1,600	2,423	+169
# of *1st Responder emergency medical responses	1,214	1,287	1,200	1,350	+63
# of fire responses (non-emergency)	49	138	200	152	+14

\* 1st Responder is the program where Town Fire personnel are dispatched along with a County ambulance.

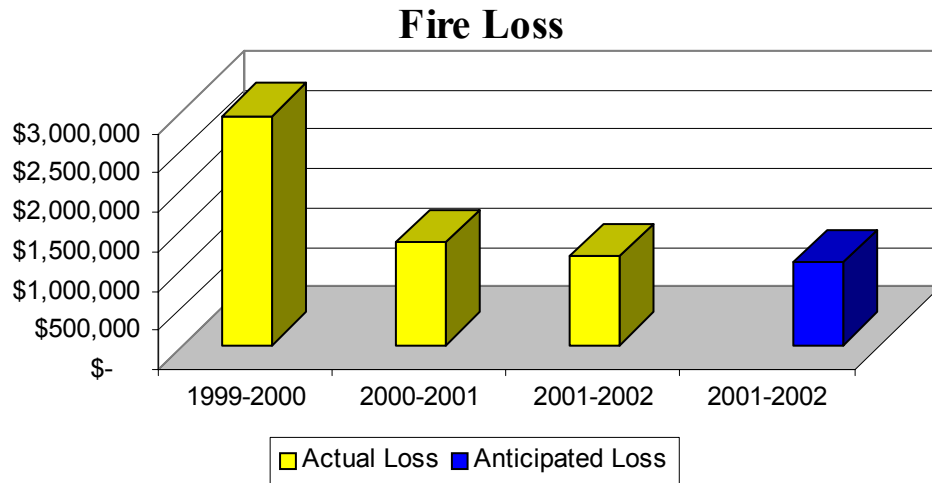
NOTE: Home inspection program has been altered. Home inspections are conducted when requested and not offered door to door as before.

<b>ADDITIONAL DETAIL cont.</b>	<b>Actual 99-00</b>	<b>Actual 00-01</b>	<b>Budget 01-02</b>	<b>Actual 01-02</b>	<b>Change from Prior Year</b>
Average Fire Response Time**	3.3	3.0	5.0	3.0	0
Average 1st Responder Response Time	3.0	2.7	5.0	2.7	0
Average Time Spent on the scene of a 1st Responder Call (minutes)	17.7	16.6	20.0	17.8	+1.2
Type of Fire Loss:					
Commercial	6	3	11	3	0
Institutional	1	7	6	8	+1
Multi-family residential	10	11	16	4	-7
Single-family residential	8	7	18	12	+5
Total fire loss	2,904,195	1,298,680	1,046,369	1,118,170	-180,510

<b>OBJECTIVES</b>	<b>PROGRESS/STATUS</b>
To reduce property loss from fire to 25% lower than the average loss for the previous five years.	Fire damage for this quarter was \$394,050. This brings the total fire damage for the year to \$1,118,170.
To maintain an average emergency response time of less than five minutes with no more than 10% of responses exceeding five minutes.	The Fire Department responded to a total of 2,423 emergency fire calls this year. Non-emergency calls totaled 152. Fire units arrived on scene within 5 minutes 95% of the time.
To improve fire safety in commercial buildings by the primary inspection of 900 occupancies during FY 96-97 and follow-up inspections estimated at 1,020.	The year-to-date totals are for 1,289 primary inspections and for 815 secondary inspections for Emergency Operations and Life Safety Divisions for this year.

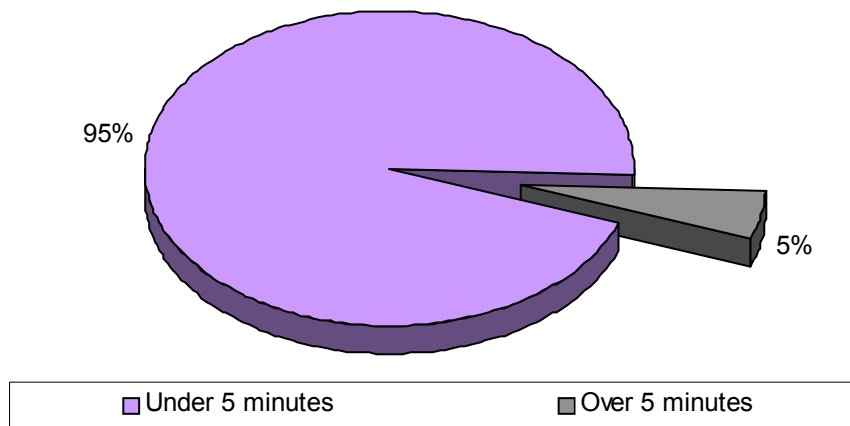
\*\*Response time is the difference between the time the Fire Department acknowledges the dispatch from the communications center and the time Fire personnel arrive on scene. The response time can also be viewed as the travel time for the call.





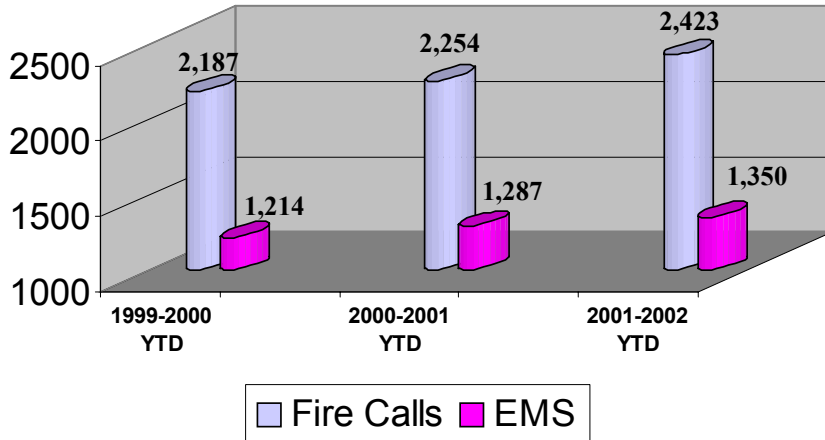
Property damage due to fires in the 4th quarter totaled \$394,050. The year-to-date total for fire loss is \$1,118,170. The estimated FY 2001-2002 fire loss of \$1,046,369 reflects the average over the last five years. This trend is targeted by Fire Department staff for reduction through fire prevention, code enforcement and suppression activities.

### Fire and Emergency Response Time



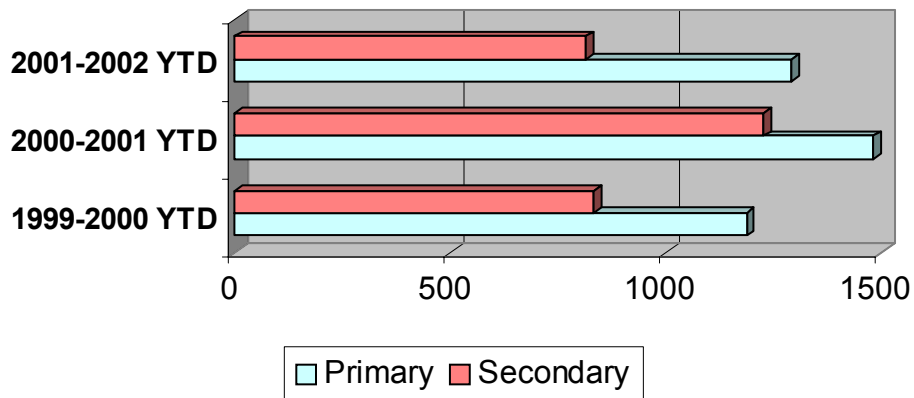
Fire personnel responded to 2,423 emergency fire-related calls and 152 non-emergency fire-related calls this year. In addition, fire apparatus responded to 1,350 1<sup>st</sup> responder calls. The total number of calls where Fire personnel have rendered assistance for the year is 3,925.

### Calls for Service



Approximately 95% of emergency fire calls received a response within 5 minutes of a dispatch from Orange County 911 Center. The objective is 90%.

### Commercial Inspections



Inspection of commercial buildings consisted of 1,289 primary and 815 secondary visits by Life Safety and Emergency Operations Divisions during the fiscal year.

**Housing****Annual Report 2001-2002**

<b>REVENUES/EXPENDITURES</b>	<b>Actual 99-00</b>	<b>Actual 00-01</b>	<b>Budget 01-02</b>	<b>Actual 01-02</b>	<b>Change from Prior Year</b>
Revenues: Operations	1,263,550	1,271,410	1,470,858	1,300,852	+2%
Expenditures: Operations	1,268,530	1,225,993	1,470,858	1,335,934	+8%
Expenditures as % of Budget				91%	

<b>ADDITIONAL DETAIL</b>	<b>Actual 99-00</b>	<b>Actual 00-01</b>	<b>Estimated 01-02</b>	<b>Actual 01-02</b>	<b>Change from Prior Year</b>
<b>EXPENDITURES (Percent of each budget expended to date)</b>					
Capital Fund Program for public housing renovations.	636,632	71,357	600,884	464,802	+85%
Drug Elimination Grant	98,608	98,510	97,528	84,526	-14%
<b>HOUSING SERVICES</b>					
# of Vacant Apartments Prepared for Occupancy.	48	68	60	57	-16%
# of Units Refurbished	61	46	38	27	-41%
# of Work Orders Completed	4,452	5,309	5,000	5,369	+1%
Preventive Maintenance/Safety Inspections	1,344	1,344	1,344	672	-50%
Safety and Emergency Repairs	1,344	1,722	1,444	1,801	+4%
# of Families on Public Housing Waiting List	147	119	300	235	+51%
Percent of Rent Collected On Time	92%	98%	98%	92%	-6%
Units Occupied	327	321	N/A	321	0%
Units Under Renovation	17	9	9	7	-22%
Units Vacant	9	15	N/A	8	-47%

Note: The number of vacant apartments includes 2 apartments that are being used as Community Centers.

<b>SAFETY PERFORMANCE</b>	<b>Actual 99-00</b>	<b>Actual 00-01</b>	<b>Budget 01-02</b>	<b>Actual 01-02</b>	<b>Change From Prior Year</b>
Safety Training: # of staff hours of training (# of employees X training time)	4 (13)	2 (13)	3 (17)	3 (17)	0
Safety Inspections: # of hazards identified/ % of items mitigated	N/A	0	0	0	0
Time lost due to work-related injury or illness	N/A	0	0	0	0

<b>OBJECTIVES</b>	<b>PROGRESS/STATUS</b>
Safety Prevention	Staff performed monthly inspections of their work environment.
Dept. Safety Committee Activity	# of meetings: 0 # of employees attended: 0
Progress on Priority Safety Projects named for the year	Staff performed monthly inspections of their work environment.
Explanation for uncorrected inspection items	n/a
To Administer the Drug Elimination Program	<p>The Housing Investigator investigated and tracked all crimes in public housing or involving housing residents. In addition, the investigator produces monthly statistical reports on crime in public housing, meets with Housing staff on a weekly basis and attends orientation for new tenants.</p> <p>An academic incentives program for middle and high school students continued this quarter. An average of thirteen students are participating in awards and recognition activities. Through the suggestion of a resident, a talent show was planned and implemented this quarter for youth in all communities. Computer labs continued to be available to youth and adults through open labs, after school programs, and training classes. Internet training classes have been available to residents. The literacy council continued to offer a GED prep class. The summer youth work program was organized, 27 youth applied and were interviewed. Fourteen youth were placed in jobs in Town Departments.</p>
To Recertify Eligibility for public Housing Tenancy Every Twelve Months	A total of 302 re-certifications were completed and a total of 162 interim adjustments were completed.
To complete refurbishing work in 38 public housing apartments.	Refurbishing work was completed in 27 public housing apartments.
To administer the <i>ACHIEVE!</i> Family Self-Sufficiency Program	<p><i>ACHIEVE!</i> Participants and Advisory Group met monthly to review the status of the program. A grant application was submitted to HUD for funding under the Resident and Self-Sufficiency Program (ROSS). Funds would be used to support <i>ACHIEVE!</i> activities. Program activities included working with individual participants in the areas of:</p> <ul style="list-style-type: none"> <li>• Educational Opportunities</li> <li>• Substance Abuse Counseling</li> <li>• Job Search</li> <li>• Budget Counseling</li> </ul>

REVENUES/EXPENDITURES	Actual 99-00	Actual 00-01	Budget 01-02	Annual 01-02	Change from Prior Year
Expenditure	529,387	492,915	525,850	528,273	7.2%
Expenditures as % of Budget				100%	

	Actual 99-00	Actual 00-01	Budget 01-02	Annual 01-02	Change from Prior Year
# of Personnel Transaction Forms Processed	1191	1319	1250	1001	-318
# Contracts processed	438	289	300	292	3
# Job applications (permanent and contract)	2680	3279	3000	3684	405
# Recruitments / # Positions (permanent and contract)	143/420	105/399	120 400	84/221	-36/-179
# New Hires (permanent)	74	77	75	93	16
# Grievances	14	10	N/A	12	2
# Disability claims initiated	16	10	N/A	6	-4
# Promotions & Career Advancements	61	48	N/A	113	65
<b>TURNOVER (Permanent Positions)</b>					
Turnover %, Annualized	12.4%	10.54%	11%	8.3%	-2.24%
# Voluntary Resignations: Law Enforcement	2	5	N/A	5	0
# Voluntary Resignations: Non-Law Enforcement	49	45	N/A	28	-17
# Service Retirements	12	4	N/A	9	5
# Disability Separations (Including disability retirements)	5	6	N/A	2	-4
# Involuntary Terminations	6	3	N/A	11	8
Total # separations from employment	74	63	70	49	-14

	<b>Actual 99-00</b>	<b>Actual 00-01</b>	<b>Budget 01-02</b>	<b>Annual 01-02</b>	<b>Change from Prior Year</b>
# Lost days - Workers' Compensation (WC)	432.28	740	N/A	1097	357
New # WC claims - over 3 days lost time	6	12	N/A	6	-6
# Employees in group safety and health programs, including Health Fairs	249	856	500	370	-486
# Employees in individual safety and health programs	43	23	40	11	-12
# Safety and health/wellness hours	918	1925	700	249	-1676
# Employees trained by Human Resources staff	687	401	300	74	-327
# Training Hours by Human Resources staff	1757	1088	1500	444	-644
# Employees - training conducted by others and arranged by Human Resources	164	400	150	594	194
# Training Hours - training arranged by Human Resources	437	856	400	2381	1525
# Approved applications, tuition assistance	15	23	20	2	-1

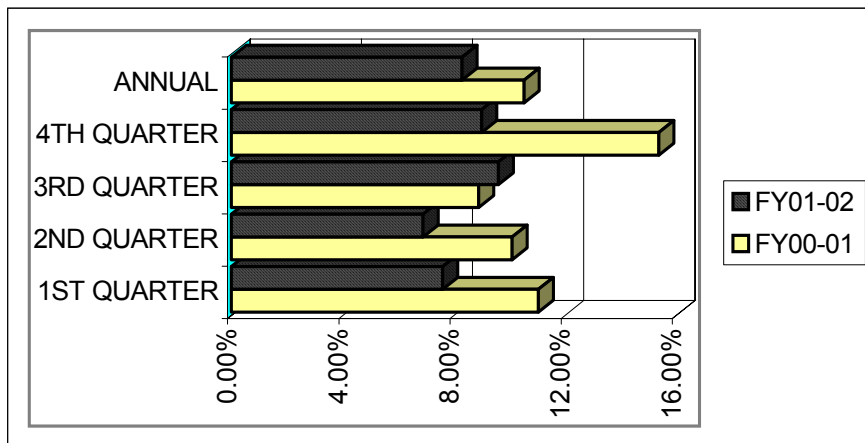
<b>SPECIAL OBJECTIVES</b>	<b>PROGRESS / STATUS</b>
Work with Finance Department staff to use new technologies and computer programs for Town human resources and payroll programs, and on transition for budget and payroll activities.	HR and Finance Department staff continues to work with new reports generating software allowing easier access to payroll and financial information.
With the retirement of two long-term HR staff members, provide transition and training for new departmental officials.	New Assistant HR Director Anissa Graham-Davis began work in July and worked closely with the former Assistant Director on a variety of payroll, salary survey and budget preparation issues. She served as Interim HR Director for the third quarter. New HR Director Pam Eastwood began work in April.

<p><b>ON-GOING OBJECTIVES:</b></p> <p>Conduct and coordinate training for employees as requested by employees and departments.</p>	<p>Training</p> <ul style="list-style-type: none"> <li>◆ Diversity Training led by Henry McCoy                     <ul style="list-style-type: none"> <li>6 supervisory sessions of 6 hours each</li> <li>107 supervisors attended - 642 training hours</li> <li>20 non-supervisory sessions of 4 hours each</li> <li>391 employees attended - 1564 training hours</li> <li>1 pilot session of 6 hours</li> <li>15 employees attended - 90 training hours</li> <li>Total of 2296 hours of diversity training</li> </ul> </li> <li>◆ New Employee Orientation                     <ul style="list-style-type: none"> <li>5 sessions of 6 hours each</li> <li>74 employees attended – 444 training hours</li> </ul> </li> <li>◆ Workplace Violence Prevention                     <ul style="list-style-type: none"> <li>1 session of 2 hours</li> <li>8 employees attended – 16 training hours</li> </ul> </li> <li>◆ Investing Guidelines                     <ul style="list-style-type: none"> <li>4 sessions of 1 hour each</li> <li>58 employees attended – 58 training hours</li> </ul> </li> <li>◆ Guidelines for Education Investing                     <ul style="list-style-type: none"> <li>1 session of 1 hour</li> <li>11 employees attended – 11 training hours</li> </ul> </li> </ul> <p>*Kim Kuhn, Safety and Wellness Coordinator, was on maternity leave beginning in November 2001 and resigned from the HR Department effective 2/1/02. This was the reason in the reduction of categories 1) #Employees in group safety and health programs, including health fairs 2) #Employees in individual safety and health programs 3) #Safety and health/wellness hours.</p>
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<b>ON-GOING OBJECTIVES:</b>	
<p>Work with departmental Benefits and Payroll Committee (made up of one or more employees from each department responsible for payroll and other personnel paperwork) in improving the consistency and accuracy of payroll, personnel records, and timesheets, in communicating benefits information, and in documenting policies and procedures.</p>	<ul style="list-style-type: none"> <li>◆ Updated employee handbooks were distributed.</li> <li>◆ Reviewed Town policies on Grievances and Disciplinary Action.</li> <li>◆ Reviewed provisions of the Family Medical Leave Act.</li> <li>◆ Reviewed the I9 process.</li> <li>◆ Reviewed the Employment Eligibility Verification forms.</li> <li>◆ Reviewed PTF documentation.</li> <li>◆ Reviewed Fundraising in the Workplace policy.</li> </ul>
<p>Plan and coordinate activities and events to recognize Town employees.</p>	<ul style="list-style-type: none"> <li>◆ Employee Appreciation Day was held April 12. 311 employees attended and there were 82 take out orders. Celebration included a health fair and representatives from area colleges and universities. The Mayor and Council and the prior year retirees were invited to participate. The committee continues to work on ways to increase participation and make event enjoyable for all employees.</li> <li>◆ Service award receptions were held in October 2001 and May 2002 to honor employees with 5, 10, 15,20,25,30 and 30+ years of service. 61 employees were recognized.</li> <li>◆ The Longevity Breakfast was held in December for employees with 20 or more years of service. 61 employees were recognized.</li> <li>◆ The Mayor and Council presented retirement plaques to 8 employees in November 2001.</li> </ul>

**Turnover Comparison Chart**  
FY 2000-2001 vs. FY 2001-02

Annual turnover is 8.3%, 2.24% lower than last year.





<b>REVENUES/EXPENDITURES</b>	<b>Actual 99-00</b>	<b>Actual 00-01</b>	<b>Budget 01-02</b>	<b>Actual 01-02</b>	<b>Change From Prior Year</b>
Revenues	780,353	702,614	670,000	728,497	+03%
Expenditures	473,497	509,843	612,694	582,610	+14%
Expenditures as % of Budget				95%	

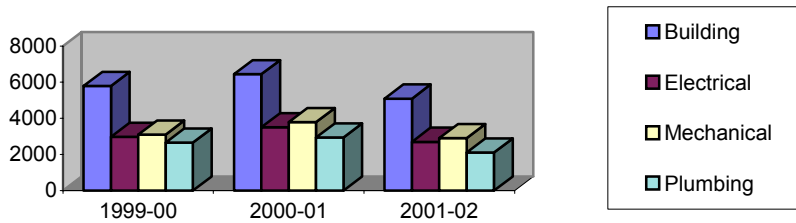
<b>ADDITIONAL DETAIL</b>	<b>Actual 99-00</b>	<b>Actual 00-01</b>	<b>Budget 01-02</b>	<b>Actual 01-02</b>	<b>Change From Prior Year</b>
# Sign Inspections	*8	125	-	**498	+31%
# Zoning Inspections	87	85	100	217	+255%
# Day Care Center Inspections	23	14	25	19	+26%
# Private Property Complaints	100	86	100	321	+373%
# Business Occupancy Inspections	67	63	50	51	-19%
<b>VALUE OF CONSTRUCTION</b>					
<b>Type of Construction</b>					
New Residential	81,839,451	74,764,732	30,000,000	87,041,901	+14%
New Non-Residential	52,288,066	14,062,830	10,000,000	17,235,440	+18%
Residential Alterations	8,458,847	24,079,183	5,000,000	12,107,689	-200%
Non-Residential Alterations	8,507,448	11,243,989	7,500,000	15,706,373	+37%
<b>TOTAL PERMITTED VALUES</b>	<b>151,093,812</b>	<b>124,150,734</b>	<b>52,500,000</b>	<b>132,091,403</b>	<b>+06%</b>
<b>INSPECTION TYPE</b>					
Building	5,786	6,449	3,660	5,091	-21%
Electrical	2,973	3,505	1,830	2,696	-23%
Mechanical	3,099	3,783	1,830	2,901	-23%
Plumbing	2,656	2,941	1,830	2,109	-28%
<b>TOTALS</b>	<b>14,514</b>	<b>16,678</b>	<b>9,150</b>	<b>12,797</b>	<b>-23%</b>
<b>SAFETY PERFORMANCE</b>					
Safety Training: # of staff hours of training (# of employees X training time)	-	42	42	42	-
Safety Inspections: # of hazards identified/ % of items mitigated	-	1	-	-	-

\* The Code Enforcement Officer was transferred to the Inspections Department April, 2000.

\*\* As estimated by the Code Enforcement Officer, 98% of the sign inspections were in the public R-O-W and were removed.

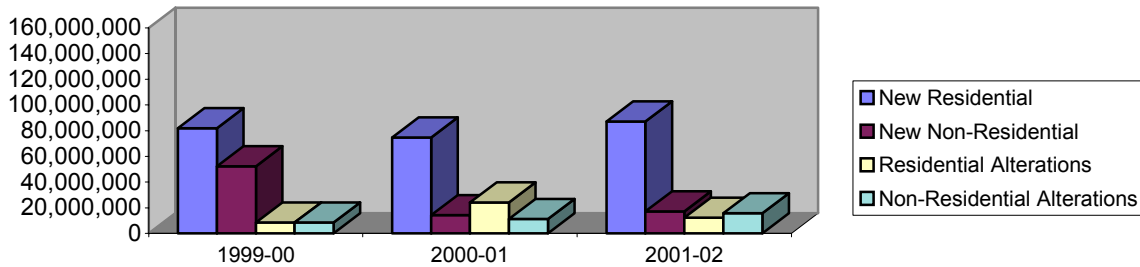
OBJECTIVE	PROGRESS/STATUS
To review plans, inspect construction projects and assure correction of all Code violations found on an estimated 685 units of construction.	We reviewed plans, inspected construction projects and assured correction of all Code violations on 1,082 units of construction.
To investigate all requests for enforcing the Minimum Housing Code and to have corrected 80% of all deficiencies within 60 days.	We investigated 313 requests for enforcing the Minimum Housing Code and 219 were corrected within 60 days, using Minimum Housing Code procedures, for a 70% compliance rate.
To investigate dilapidated vehicles on private property and have them removed.	We investigated 88 dilapidated vehicles and had 62 removed for a 70% success rate.

**Number of Inspections**



The total number of inspections was down by 06% from last year mainly due to the completion of two apartment complexes.

**Construction Values**



The construction value for all permits issued was up by 6% over last year.

The largest decrease was in residential alteration permits, 200% mainly due to lack of large projects. The number of inspections went down by 6%, but in all areas of inspections, we exceeded budget estimates.

REVENUES/ EXPENDITURES	Actual 99-00	Actual 00-01	Budget 01-02	Actual 01-02	Change from Prior Year
Revenues	413,082	437,403	445,931	448,621	+2.56%
Expenditures	1,596,461	1,677,071	1,811,099	1,782,766	+6.3%
Expenditures as % of Budget				98%	

ADDITIONAL DETAIL	Actual 99-00	Actual 00-01	Budget 01-02	Actual 01-02	Change from Prior Year
Adult and young adult	419,055	418,866	431,450	429,913	+2.6%
Children	290,871	311,781	321,150	325,167	+4.3%
<i>TOTAL CIRCULATION</i>	709,926	730,647	752,600	755,080	+3.3%
Circulation per hour: In library 68 hours	200.7	206.6	212.8	213.5	+3.3%
Interlibrary loan requests	788	846	870	798	-5.7%
Reserves of materials	9,900	10,451	10,775	10,998	+5.2%
Patron registration	25,797	24,594	26,000	26,030	+5.8%
Reference activity	91,427	76,282	78,420	101,126	+32.6% *
Public Internet sessions	24,431	28,956	26,818	36,680	+26.7% **
Children's computer sessions	NA	NA	NA	6,170	NA ***
Volunteer hours	2,986	2,949	3,000	3,003	+1.8%
<b>PROGRAMS</b>					
Meeting Room Attendance	8,872	9,089	9,400	9,539	+5%
Children's Program: Attendance	6,587	8,225	8,500	9,038	+9.9%
Collection size (Catalogued & uncatalogued)	130,951	135,671	140,550	141,625	+4.4%

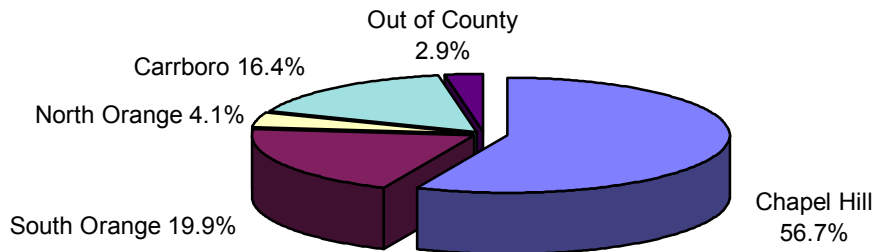
\* Reference activity is determined by surveys taken throughout the year. 2000-01 survey sample of two weeks' activity provided an atypical average for the year. The 2001-02 survey sample included three weeks' of Reference activity which we believe to be a more accurate indicator.

\*\* New reporting statistic.

\*\*\*New reporting statistic reflecting use of Gates grant computers installed in 2001-02.

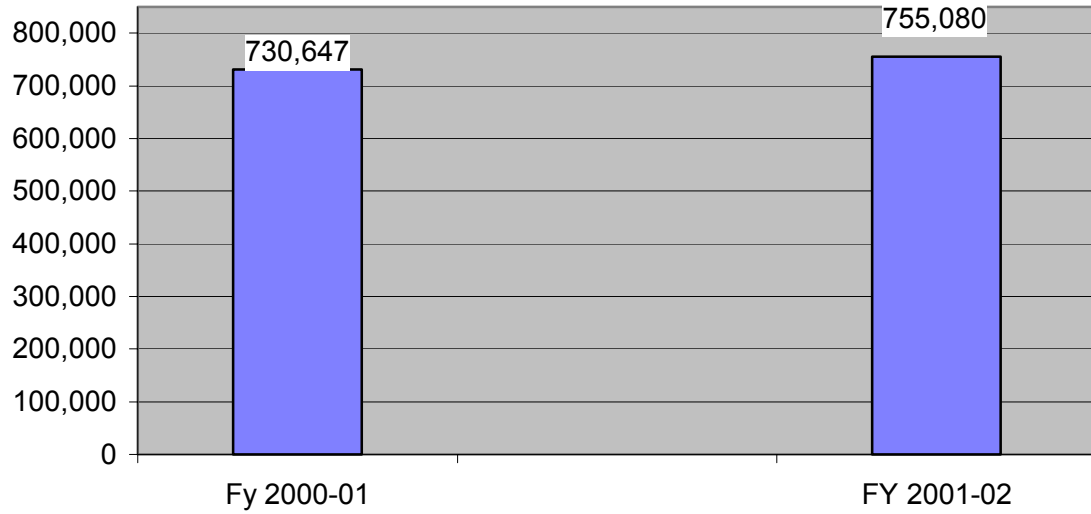
<b>OBJECTIVES</b>	<b>PROGRESS/STATUS</b>
<p>Meet the informational, educational, and recreational reading needs of the entire community during the 68 hours the Library is open each week by: circulating books and other library materials (752,600); staffing the Reference Desk with two employees an average of 61 hours per week; supporting six Internet terminals for reference; answering reference and readers advisory questions (78,420); staffing the Reception Desk with volunteers an average of 40 hours per week.</p>	<p>755,080 books and materials circulated (+3.3%).</p> <p>The Reference Desk was staffed an average of 68 hours per week. Reference staff handled: 61,687 reference questions; 39,439 directional questions; 36,680 Internet sessions.</p> <p>Added 4 public Internet terminals, donated by the Gates Foundation, bringing total available to 11.</p>
<p>Provide a well-balanced, up-to-date collection of library materials (140,550) which meets the reading and informational needs and interests of community by adding new, gift, and replacement books to the collection.</p>	<p>14,804 materials were cataloged and added to the collection.</p> <p>10,332 materials were withdrawn from the collection.</p> <p>7,133 donations were added to the collection.</p> <p>Total current collection: 141,625.</p>
<p>Stimulate interest in using the main Library by providing a variety of children’s programs: weekly pre-school story times, Times for Toddlers, after-school programs for elementary-aged children, monthly pajama story times, ten Breakfast Clubs, Dial-A-Story services, and seasonal programs such as the Summer Reading Program.</p>	<p>9,038 children attended library programs (+9.9%). Reasons for increase in 2001-02 include: 20 additional story hours, averaging 24 children per program; more use by outside groups (schools, daycares, etc.); 4 additional special programs held in the 4<sup>th</sup> quarter, averaging 23 children per program.</p>
<p>Provide Outreach services to children 0-10 years of age by: providing materials for area daycare centers; adding 75 juvenile Spanish materials to the collection; providing programs for children in public housing areas upon request; providing 12 programs during the year that target the culturally diverse community.</p>	<p>97 Spanish titles added to the collection</p> <p>12 multicultural programs were offered, including 3 story hours in Spanish.</p>
<p>Encourage support of the Library by volunteers and community groups including: supervising 40 volunteers (3,000 hours per year); providing staff support for Friends of the Library activities (4 annual book sales, 4 children’s programs, 6 Meet-the-Author Teas, etc); providing staff support for the Chapel Hill Public Library Foundation activities.</p>	<p>Friends of the Library held 4 book sales, 8 Meet-the-Author teas, 5 Sunday Series talks, and sponsored 6 children’s programs.</p>

**Geographic Analysis of Registered Library Users FY 2001-02**



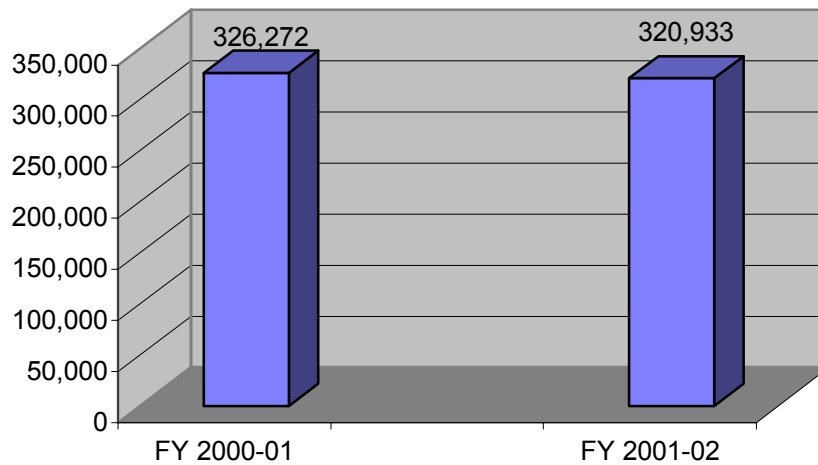
The total number of registered borrowers in FY 2001-02 is 26,030. An analysis of patron records shows that approximately 43% of the library’s patrons live outside of Chapel Hill.

### Library Circulation 2001-02



Library circulation in FY 2001-02 was 755, 080. This is 3.3% higher than last year.

### Library User Count 2001-02



Patrons made over 236,000 visits to the library in FY 2001-02. This is a 1.6 % decrease from last year.

<b>REVENUES/EXPENDITURES</b>	<b>Actual 99-00</b>	<b>Actual 00-01</b>	<b>Budget 01-02</b>	<b>Annual 01-02</b>	<b>Change from Prior Year</b>
Expenditures	868,303	870,274	1,226,152	1,132,784	-2.6%
Expenditures as % of Budget				92.4%	

<b>ADDITIONAL DETAIL</b>	<b>Actual 99-00</b>	<b>Actual 00-01</b>	<b>Budget 01-02</b>	<b>YTD 01-02</b>	<b>Change from Prior Year</b>
% of Council packets delivered to Mayor and Council on schedule	100%	95%	100%	95%	--*
# of agenda packets produced (regular meeting, public hearing, public forum, work session)	49	48	48	54	+6
<b>SAFETY PERFORMANCE</b>					
Safety Training: # of staff hours of training (# of employees x training time)	--	--	--	6.5	+6.5
Safety Inspections: # of hazards identified/ % of items mitigated	--	--	--	2/100%	--

\* Change due to large agenda packet(s) delivered after 10 p.m. deadline.

<b>OBJECTIVES</b>	<b>PROGRESS/STATUS</b>
To assure that at least 95% of all citizens' requests received through the Manager's Office are resolved within 30 days of receipt.	We continue to handle requests on a timely basis within the 30-day objective.
To continue maintenance of a computerized index and retrieval system for Council minutes, contracts, and mailing lists of interested parties.	Indexing of Council minutes continues. Mailing lists, including electronic lists, are updated as new information is received.
To recommend a budget and capital improvements program in accord with the schedule adopted by the Council.	On August 28 <sup>th</sup> , the Council adopted a schedule and process for considering the budget, five-year capital program and Community Development grant application in 2001. The process includes public forums in January and March. A public hearing was held on May 9 <sup>th</sup> on the recommended budget and capital program.
To provide comprehensive and clear staff reports on all items placed on the Council's agenda by the Manager, so that there are no more than two items on which the Council delays a decision due to incomplete staff work.	There were no items this fiscal year on which the Council deferred a decision due to incomplete staff work.
Progress on priority safety projects named for this fiscal year.	Training of staff in use of new equipment completed. Refresher training re Materials Safety Data requirements.
Explanation of uncorrected safety inspection items.	None. Two areas identified and corrected. Of note: converted space to Mail Room to provide safe handling of incoming mail to the Town Hall.

<b>REVENUES/EXPENDITURES</b>	<b>Actual 99-00</b>	<b>Actual 00-01</b>	<b>Budget 01-02</b>	<b>Actual 01-02</b>	<b>Change from Prior Year</b>
Revenues <sup>1</sup>	333,785	375,913	333,400	400,039	6%
Expenditures	1,767,397	1,829,625	2,087,870	1,944,565	6%
Expenditures as % of Budget				93%	

<b>ADMINISTRATION</b>	<b>Actual 99-00</b>	<b>Actual 00-01</b>	<b>Budget 01-02</b>	<b>Actual 01-02</b>	<b>Change from Prior Year</b>
% of budget spent/encumbered	94%	92%	98%	93%	1%
% of projected revenues recovered	125%	124%	98%	106%	-14%
Cost of providing fee reductions	86,704	88,928	50,000	94,825	6%
# of persons receiving fee reductions	871	758	700	680	-10%
# of volunteers	1,475	1,391	1,400	1,316	-5%
# of Internal Maintenance & Repair Projects Completed <sup>2</sup>	n/a	n/a	n/a	296	n/a
# of facility/equipment rentals <sup>3</sup>	62	296	200	223	-17%

<b>RECORDED USE OF MAJOR FACILITIES BY NUMBER OF HOURS AVAILABLE FOR UNSTRUCTURED ACTIVITIES</b>	<b>Actual 90-00</b>	<b>Actual 00-01</b>	<b>Budget 01-02</b>	<b>Actual 01-02</b>	<b>Change from Prior Year</b>
Community Center Pool - open/lap swim	2,968	2,919	2,800	3,086	6%
Community Center gym free play	2,868	2,789	2,900	2,676	-4%
AD Clark Pool - open/lap swim <sup>4</sup>	395	293	300	198	-32%
Hargraves Center free play <sup>4</sup>	1,715	1,553	1,600	799	-49%
Northside Gym free play	557	2,946	3,000	2,290	-22%
Lincoln Center Gym free play	1,582	1,520	1,500	1,153	-24%
<b>TOTAL HOURS</b>	<b>12,591</b>	<b>12,020</b>	<b>12,100</b>	<b>10,202</b>	<b>-15%</b>

<sup>1</sup> Higher revenues due primarily to rental of new athletic fields and changes to fee reduction program.

<sup>2</sup> The maintenance position was vacant during a portion of FY 1999-00.

<sup>3</sup> Decrease in rentals due to resting of soccer fields and repair of the Hargraves Center.

<sup>4</sup> Decrease in Northside Gym, AD Clark Pool and Hargraves Center free play hours is due to shut down for repairs of the pool and Center starting in March. The gym has fewer free play hours because programs have been shifted to that

building.

**Parks and Recreation**

*Annual Report 2001-2002*

<b>SPECIAL EVENTS - Estimated Attendance</b>	<b>Actual 90-00</b>	<b>Actual 00-01</b>	<b>Budget 01-02</b>	<b>Actual 01-02</b>	<b>Change from Prior Year</b>
Fall street fair – Festifall <sup>1</sup>	21,000	23,000	21,000	17,000	-26%
Tree Lighting Ceremony	1,500	1,500	1,500	1,750	17%
Spring street fair-Apple Chill <sup>2</sup>	32,000	33,000	25,000	38,000	15%
4th July (est.) <sup>3</sup>	20,000	19,000	15,000	10,000	-47%

<sup>1</sup> We believe that events of national importance resulted in reduced Festifall attendance.

<sup>2</sup> Increase due to 30<sup>th</sup> anniversary celebration (i.e., larger scale event), more parking and positive unsolicited publicity.

<sup>3</sup> Decrease due to postponement until July 5 because of rain.

<b>NUMBER OF CITIZENS PARTICIPATING IN REGISTERED PROGRAMS</b>	<b>Actual 90-00</b>	<b>Actual 00-01</b>	<b>Budget 01-02</b>	<b>Actual 01-02</b>	<b>Change from Prior Year</b>
Teen Programs	4,639	5,207	5,000	4,989	-4%
Community Center Programs	2,668	4,105	4,000	3,634	-11%
Special Olympics/Mainstream Programs	462	500	500	516	3%
Summer Day Camps <sup>1</sup>	319	410	400	346	-16%
Hargraves Center Programs <sup>2</sup>	20,610	15,807	17,000	13,771	-13%
Dance and Exercise Programs <sup>3</sup>	2,217	2,228	2,500	2,658	19%
Fine Arts Programs <sup>4</sup>	172	282	200	368	30%
Outdoor/Nature Programs	n/a	149	n/a	n/a	n/a
Community Events <sup>5</sup>	1,364	3,347	2,500	2,490	-26%
<b>SUBTOTAL</b>	<b>32,451</b>	<b>32,625</b>	<b>32,100</b>	<b>28,772</b>	<b>-11%</b>

<sup>1</sup> Community Center camp was reduced to prevent overcrowding. Hargraves Camp reduced because of Hargraves Center renovations.

<sup>2</sup> Hargraves Center is shut down for capital renovations.

<sup>3</sup> Jazzercise program is expanding

<sup>4</sup> Increased marketing of Pottery program brought it back in line with historic participation levels

<sup>5</sup> Decrease due to one month delay to the start of the summer event series and one cancellation because of rain.



<b>ATHLETICS - CLASSES</b>	<b>Actual 98-99</b>	<b>Actual 00-01</b>	<b>Budget 01-02</b>	<b>Actual 01-02</b>	<b>Change from Prior Year</b>
Adults (18 and older)					
Swimming <sup>1</sup>	206	172	220	92	-46%
Tennis <sup>2</sup>	78	113	100	127	12%
Youth (up to 17)					
Basketball	233	170	200	190	12%
Softball <sup>3</sup>	n/a	45	100	n/a	n/a
Swimming <sup>4</sup>	626	541	600	703	29%
Tennis <sup>5</sup>	94	135	100	101	-25%
Lacrosse <sup>6</sup>	25	14	25	0	n/a
Sports Camps	88	123	100	141	15%
Punt/Pass/Kick	n/a	n/a	25	28	n/a
<b>SUBTOTAL</b>	<b>1,395</b>	<b>1,313</b>	<b>1,470</b>	<b>1,382</b>	<b>5%</b>
<b>ATHLETICS - LEAGUES</b>					
Adults (18 and older)					
Basketball	382	360	400	390	8%
Softball <sup>7</sup>	760	600	800	680	13%
Volleyball	270	n/a	0	n/a	n/a
Tennis <sup>8</sup>	11	72	30	14	-81%
Youth (up to 17)					
Basketball	764	705	800	722	2%
Softball-Baseball	613	575	700	570	-1%
Flag Football <sup>6</sup>	28	33	50	n/a	n/a
<b>SUBTOTAL</b>	<b>2,800</b>	<b>2,345</b>	<b>3,080</b>	<b>2,376</b>	<b>1%</b>
<b>TOTAL PARTICIPATION</b>	<b>36,646</b>	<b>36,383</b>	<b>36,650</b>	<b>32,530</b>	<b>-10%</b>

<sup>1</sup> Decrease due to lack of registration for water exercise classes.

<sup>2</sup> Experienced significantly higher registration this fiscal year.

<sup>3</sup> Could not coordinate dates for the clinic with the UNC Softball club.

<sup>4</sup> Increase in private swim lessons.

<sup>5</sup> Registration decreased for some athletic programs.

<sup>6</sup> Class cancelled, could not attain minimum registration.

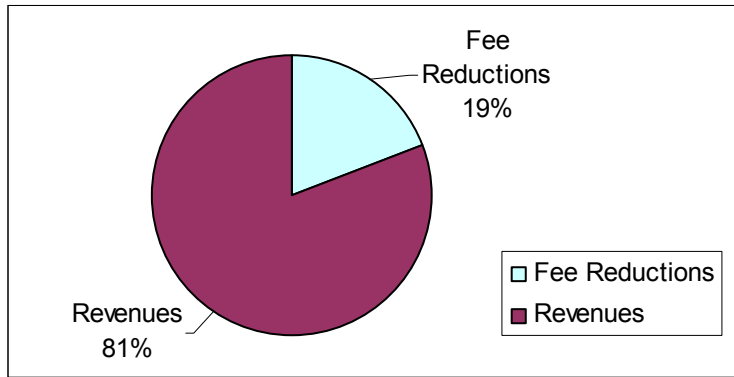
<sup>7</sup> Additional teams registered this year.

<sup>8</sup> No women tennis teams registered this year.

<b>SAFETY PERFORMANCE</b>	<b>Actual 90-00</b>	<b>Actual 00-01</b>	<b>Budget 01-02</b>	<b>Actual 01-02</b>	<b>Change from Prior Year</b>
Safety Training (Number of hours) (# of employees X # of hours trained)	100.5	93.85	100	62.75	-33%
Safety Inspections: Total number of inspections	59	83	60	67	-19%
Safety Mitigation: (# of hazards identified and # of items mitigated)	26 found 24 resolved	18 found 17 resolved	n/a	34 found 29 resolved	89% 71%
Safety Mitigation: % mitigated	92%	88%	98%	85%	-3%
Hours lost through injury	0	0	0	0	0

<b>SAFETY OBJECTIVES</b>	<b>PROGRESS/STATUS</b>
Security improvements at Plant Road.	Made side door primary staff entrance that requires key access. Lobby access door kept locked during business hours. Still requires installation of additional streetlights.
Improve safety of Community Center.	Incorporated bomb threat information in manuals and training. Screened open areas in motor pump room. Still require improvement to basketball court padding system, however no funds are available.
Safety improvements at Hargraves Park.	Northside Gym alarm system upgraded.
Safety improvements at Lincoln Center.	Exit maps have been installed. Goal is to add lighting near the entrance of the art studio. Gym improvements to include activating alarm, installation of safety lighting

**2001-02 Program Revenues**  
Parks and Recreation Department

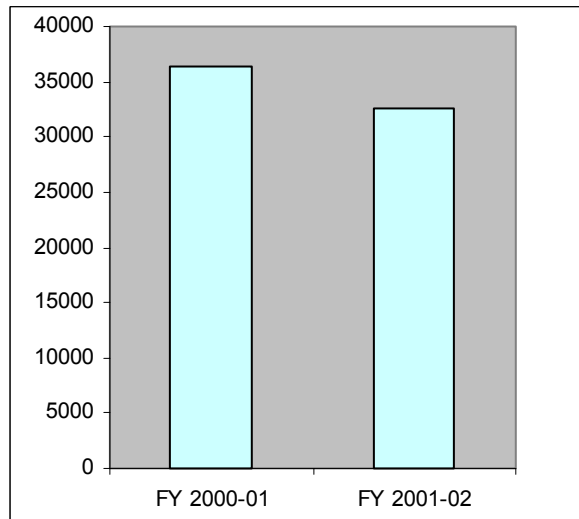


Total Fees Reduced: \$94,825  
\$400,039

Total Fees Collected:

Fees are collected for activities including classes, trips, sports leagues, special events, admission to pools, rental of facilities, and concessions. The Town reduced fees in the amount of \$94,825 to allow low-income citizens to participate in these activities. Most fee waivers are granted for camps, afterschool programs and small classes and programs at the Hargraves Center.

**Registered Program Participation**



Increases in categories such as fine arts, dance swimming, basketball, and tennis were offset by decreases in other areas resulting in an overall decrease in Registered Program participation of about 10%. This reduction is due largely to a reduction in Hargraves Center programs during the shutdown for capital repairs.

<b>PLANNING BUDGET: REVENUES/EXPENDITURES</b>	<b>Actual 99-00</b>	<b>Actual 00-01</b>	<b>Budget 01-02</b>	<b>Actual 01-02</b>	<b>Change from Prior Year</b>
Revenues	151,490	382,399	334,400	218,839	-42.8%
Expenditures	1,085,602	948,596	1,022,617	1,030,382*	+8.6%*
Expenditures as % of Budget				100.8%*	

\*Reimbursement of ½ Transportation Planner’s personnel costs from Transportation grant funds pending.

<b>COMMUNITY DEVELOPMENT BUDGET: EXPENDITURES</b>	<b>Actual 99-00</b>	<b>Actual 00-01</b>	<b>Budget 01-02</b>	<b>Actual 01-02</b>	<b>Change from Prior Year</b>
Expenditures	570,004**	681,990**	476,000	407,879**	-40%

\*\*Expenditures reflect expenditures from multiple years of Community Development grants.

<b>ADDITIONAL DETAIL</b>	<b>Actual 99-00</b>	<b>Actual 00-01</b>		<b>Actual 01-02</b>	<b>Change from Prior Year</b>
<b>NEW DEVELOPMENT REQUESTS</b>					
Master Land Use Plans	0	0		0	no change
Development Plans (new row)		1 (UNC)		0	-100%
Site Development Plans for above		0		6	n/a
Subdivisions	7	10		15	+50%
New Lots in above:	82	112		45	-60%
Administrative Zoning Compliance Permits, Special Use Permits and Site Plans	47	45		64	+42%
Proposed square footage for above:					
Office Square Feet	8,000	0		208,397	
Institutional Square Feet	48,776	641,532		122,475	
Commercial Square Feet	<u>190,143</u>	<u>173,502</u>		<u>144,363</u>	
Totals:	246,919	815,034		475,235	-42%
Multi-Family Dwelling Units	438	241		0	-241%
Concept Plans (this row added 4/99)	19	21		13	-38%
Zoning Map Amendments	3	3		3	no change
Zoning Compliance Permits	na	16		19	+19%
Development Ordinance Text Amend’s	3	2		2	no change
Sign Plan Reviews	36	34		63	+85%
Variances and Appeals	2	1		3	+200%
Certificates of Appropriateness	54	57		55	-3.5%
Annexations: Petitions	0	0		0	no change
Town-initiated	2	2		0	100%

<b>OBJECTIVE</b>	<b>PROGRESS/STATUS</b>
Evaluate development proposals to determine whether they meet all development regulations, and to assist advisory boards and Town Council in their review.	Two-hundred sixty-one (261) applications for development permits received July 1, 2001 through June 30, 2002. One hundred fifteen (115) development permit applications currently under review
<b>Long Range Planning Projects</b>	
Implement Joint Planning Agreement with Orange County.	Chapel Hill revisions to Comprehensive Plan and The Homestead rezoning application heard at 4/11/01 hearing. Orange County action pending on Comprehensive Plan.  4/17/02 Joint Planning Public Hearing meeting held. Amendment to Joint Planning Agreement considered to incorporate Water/Sewer Boundary Agreement. Information reports presented on planning issues. Agenda continued at 4/29/02 Assembly of Governments meeting.
Continue Cooperative planning initiatives with Chatham County, Durham City/County, and University of North Carolina.	Durham/Chapel Hill Work Group meeting quarterly. Emphasis on Durham-Chapel Hill-Carrboro Thoroughfare Plan, New Hope Corridor Study, 15-501 Corridor Study, and development proposals. Joint meetings held with Chatham County. Work underway to formalize a planning agreement among Durham City, Durham County, and the Town of Chapel Hill.
Implement key portions of Chapel Hill's Comprehensive Plan: - Action Plan - Downtown Small Area Plan (adopted 3/27/00) - Growth Management Report	-Prepared 10/10/01 Council Annual Report on implementing the Action Plan. - Council authorized investigating visual model and design workshop for selected downtown areas 10/10/01 (see related agenda item). -Council received first annual growth management report on 6/24/02.
Continue efforts to annex developed land in Town's Urban Services Area.	General Assembly annexed small areas into Chapel Hill effective August 8, 2001. Initiated zoning for parcels in Durham County; completed on 9/24/01. Annual resolution of consideration and report to Council prepared 11/26/01. No areas slated for unilateral annexation this year.
Capital Improvements Program (CIP)	2001-2016 CIP published. Work underway on 2002-2017 CIP. Department submissions made 12/01. Two public forums held on January 29 <sup>th</sup> and March 26. Preliminary CIP distributed to Council on March 26 <sup>th</sup> . Advisory Board comments solicited. Recommended CIP submitted 4/22/02. May 8 public hearing held. Adoption pending for 7/26/02 Council consideration.
Town Comprehensive Plan Data Book	Planning for fourth annual edition of Data Book completed, with publication in May, 2002. Work completed on a Census 2000 insert for the Data Book.

<p>Shaping Orange County's Future</p>	<p>Provided staff assistance to inter-jurisdictional committee developing proposal for quality growth strategy and community building plan. Provided staff support to Steering Committee. Town Council public hearing held on 9/18/00, and Council authorized forwarding comments on 10/11/00 to the Task Force. Assembly of Governments meeting held 4/19/01. Project under consideration by Orange County. Final sign-off by governments at 4/29/02 Assembly of Governments meeting, with idea of "citizens' roundtable" referred to governments.</p>
<p>Water/Sewer Boundary Committee</p>	<p>Orange County, Chapel Hill, Carrboro, Hillsborough, and Orange Water and Sewer Authority (OWASA) representatives have completed a final report. Council received a staff report on 11/22/99, and asked OWASA for comments. Comments received. Discussions among elected officials resulted in modified agreement. Council adopted on 5/22/00. Orange County adopted 4/17/01, and requested other governments to adopt modified version. Chapel Hill adopted 8/27/01 with request to modify map. Joint Planning hearing held 4/17/02 to incorporate Agreement into Joint Planning Agreement. Council approved on 5/29/02.</p>
<p><b>OBJECTIVE</b></p>	<p><b>PROGRESS/STATUS</b></p>
<p>Geographic Information System development</p>	<p>Staff participating with Engineering Department in developing applications for the system.</p>
<p>Million Solar Roofs</p>	<p>Council authorized formation of task force to implement goal of achieving use of solar energy in Chapel Hill. Council-appointed task force report presented to Council on 6/25/01. Council authorized proceeding with implementation of the Action Plan on 9/10/01, including preparation of a grant application. Grant application submitted November, 2001 (as of 7/02, no awards announced). Providing staffing to Committee for quarterly meetings.</p>
<p>Rental Licensing Task Force</p>	<p>Council authorized this task force on 6/12/00. Members appointed on 9/25/00. Meetings held 10/19/00, 11/29/00, 2/7/01, and 3/6/01. Report submitted to Council on 3/26/01. Report referred to Manager for recommendation. Manager's report submitted to Council 1/14/02. Public forum held 1/23/02. Council adopted Rental Licensing Program on 4/08/02.</p>
<p>Intergovernmental Council for Local Environmental Initiatives (ICLEI)</p>	<p>Council authorized participation and preparation of a plan for Energy conservation, contingent upon obtaining grant funding. Staff and Council member attended ICLEI training conference in Seattle 2/02. Town became a member March, 2001. Proposal to prepare inter-jurisdiction plan pending.</p>
<p>Smart Growth Commission</p>	<p>Staff attended and monitored meetings of a State Legislative Commission and Triangle J related to growth management.</p>

<p>Morgan Creek/Kings Mill Neighborhood Conservation Request</p>	<p>On 9/24/01, Council authorized initiating a process to consider adding this neighborhood to the 2000 Land Use Plan area shown as neighborhood conservation. Public hearing held on 2/18/02. Council adopted on 3/4/02.</p>
<p>Rezoning for Office/Institutional-4 District</p>	<p>Notices mailed to property owners. Report prepared for public hearing of 6/18/01. Council adopted on 7/2/01. Staff participated in review of UNC Development Plan. Council established process to consider rezoning OI-3 lot in Westside neighborhood on 11/26/01. Public hearing scheduled for 10/16/02.</p>
<p>Employer/Employee Housing</p>	<p>Staff report on proposal prepared for Council review on 7/2/01. Work session held 8/29/01. On 10/10/01 Council authorized a design workshop and visual modeling.</p>
<p>Downtown Chapel Hill Design Workshops</p>	<p>On November 12, 2001, the Council authorized \$38,000 to develop a computerized visual model and conduct two design workshops on selected downtown sites, including Parking Lots 2 and 5. Consultant contracts with DesignVis and Peter Batchelor executed for visual model and workshop facilitation. First workshop held on February 16, 2002, involving about 100 citizens. Evening session held on February 19, 2002. Second workshop held on March 23, 2002, attended by about 50 citizens. Morning tutorial on computer model held for design professionals and interested citizens on that date. Second evening session held on April 4, 2002.</p> <p>Report document compiled and presented to Council May 13, 2002. Web site on-line showing computer model alternatives and report. Council work session held 6/10/02. Council committee on next steps to meet in September.</p>
<p>Greene Tract Work Group</p>	<p>Providing staff support to inter-jurisdictional work group looking at future use of 109 remaining acres of Greene Tract. Work Group completed its discussions on 6/26/02. Consideration by Council expected 8/26/02.</p>
<p>Revolving Acquisition Fund</p>	<p>On 1/28/02 the Council adopted a revolving acquisition fund to assist with the purchase of homes to help preserve neighborhoods and provide homeownership opportunities for lower income households.</p>
<p>Emily Partin Sewer Lines</p>	<p>Report to Council on 3/8/02 concerning petition. Attended OWASA meeting with neighbors on 6/18/02.</p>
<p>Rezoning of Colonial Heights Neighborhood</p>	<p>Report to Council on 4/8/02, responding to petitions. Council called hearing for 10/16/02.</p>
<p>Council Committee on Energy, Environment and Sustainability</p>	<p>To provide staff assistance to committee, as needed.</p>
<p>Horace Williams Advisory Committee</p>	<p>To provide staff assistance to citizens' committee under consideration by Council.</p>

Schools and Land Use Council	Provide staff assistance to monthly meetings of the Schools and Land Use Council as it considers the creation of an adequate public facilities ordinance.
Transportation Modeling	Reviewed analysis from 2025 Regional Plan. Coordinated with MPO on collection of 2002 base housing and employment data.
Development Review	Prepared analysis of development proposals, including comprehensive plan, roadway, transit, bicycle/pedestrian impacts. Provided staff support to Transportation Board.
Transit Ridership Survey	Continued review of survey data and began preparations for summer and fall, 2002 surveys.
Short-Range Transit Plan	Continued to update report to reflect anticipated service changes for FY2002-03.
Mobility Report Card	Coordinated with consultant in collection of data.
Pedestrian/Bicycle Planning	Continued work on implementing Capital Improvements Program and annual sidewalk/bicycle plan. Worked with Bicycle/Pedestrian Advisory Board and Transportation Advisory Board to develop recommendations for 2001-02 annual plan. Public forum held 10/22/01. Ranking criteria approved by Council on 9/10/01. Annual sidewalk plan for 2001-02 approved on 11/12/01.
Transportation Improvement Program (TIP)	Worked with MPO to develop and refine 2004-2010 TIP regional priority list. Council reviewed priorities on 2/11/02. Monitored federal transportation regulations, impacts of TEA 21 transportation legislation, and State program changes.
US 15-501 Corridor Study	Distributed final report and coordinated with Durham on possible modification to alignment.
Air Quality Response Program	Monitored air quality data.
Triangle Transit Authority Fixed Guideway Study	Monitored implementation of Phase I rail system.
Regional Transportation Planning	Worked with Durham-Chapel Hill-Carrboro Transportation Advisory Committee and Technical Coordinating Committee on various regional projects.
Regional 2025 Transportation Plan	Report provided to Council on fixed guideway transit corridor alternatives on 2/11/02. Completed analysis and review of 14 transportation alternatives. Council reviewed on 3/4/02. Provided lead planning agency with transit network refinements and revised schedule for further refinement of alternatives.
I-40 Congestion Management Study	Project update provided to Council on 1/14/02. Reviewed consultant preliminary recommendations. Presented to Council on 2/25/02.



Transportation Management Plan (TMP)	Monitored collection of TMP data and prepared follow-up materials.
NC 54/I-40 Transit Corridor Study	Participated in consultant selection process and coordinated with TTA on project oversight structure. Council update provided 1/14/02.

OBJECTIVE	PROGRESS/STATUS
<b>COMMUNITY DEVELOPMENT PROGRAM</b>	
<p><b>2002-2003 Activities:</b> On January 29 and March 26, 2002 the Council held public hearings on the 2002-2003 Community Development program. The Council is scheduled consider a recommended 2002-2003 Community Development program on April 22, 2002.</p>	
<p><b>2001 – 2002 Activities:</b> Public hearings held on January 23 and March 28 to receive comments on the use of \$441,000 of federal funds and \$35,000 of program income. On 4/23/01 the Council approved submittal of an Annual Update to the Consolidated Plan to the U.S. Department of HUD and the following activities.</p>	
<p>Public Housing Renovation - \$170,000 Coordinate use of Community Development funds with Comprehensive Grant funds.</p>	<p>\$115,000 will be used to renovate the Pritchard Park public housing community. Design work is underway. \$55,000 is also budgeted for the public housing refurbishing program. Refurbishing program is underway.</p>
<p>Meadowmont Affordable Townhomes - \$80,000 The Orange Community Housing and Land Trust will develop 32 townhomes in the Meadowmont development (Rosemary Place).</p>	<p>Funds will be used for a portion of the site development costs for the townhomes. Construction contract awarded to Resolute. Construction is scheduled to begin in May..</p>
<p>Neighborhood Revitalization - \$80,000 Continue work with non-profit organizations to produce homeownership opportunities and provide community service and public improvement activities for lower income residents. Eligible activities include second mortgage assistance, property acquisition or renovation, public improvements, or community service activities. Activities must serve households earning less than 70% of the area median income.</p>	<p>Approximately \$35,000 has been used to assist with renovation costs for 501 Sykes Street. On 1/14/02, Council approved use of \$35,000 to EmPOWERment toward the acquisition of 503 Sykes Street Property purchased by EmPOWERment on 3/5/02. Approximately \$7,900 used toward acquisition of 229 North Graham St. All funds spent.</p>
<p>Habitat for Humanity - \$50,000</p>	<p>\$50,000 will be used by Habitat for Humanity to acquire property adjacent to property Habitat currently owns on Rusch Road (off of Rogers Road). Environmental review of property is complete. Habitat will purchase property by May 30, 2002.</p>

<p>Community Service Programs - \$20,000 Provide community service activities to low- and moderate-income citizens.</p>	<p><u>YMCA</u> - \$11,000 was budgeted to the YMCA to continue to provide free after school programs for children living in the Pine Knolls neighborhood and South Estes Drive Community Center public housing communities. Programs are underway. 15 children are enrolled in the South Estes Program and 3 children from the Pine Knolls neighborhood participate in the after school program held at the YMCA.</p> <p><u>Orange County Literacy Council</u> – \$9,000 was budgeted to the Literacy Council to operate computer based literacy programs and GED training in public housing communities and to lower income residents. Program is underway</p>
<p>Administration - \$76,000</p>	<p>Funds will be used for the Community Development Coordinator’s salary, a portion of the Long Range Planning Coordinator’s salary and program administration.</p>
<p><b>2000 – 2001 Activities:</b> Two public hearings held to receive comments on the use of \$426,000 of federal funds and \$40,000 of program income. On 4/24/00 the Council approved an annual program of activities and submittal of a new five-year consolidated plan to the U.S. Department of HUD</p>	
<p>Public Housing Renovation - \$190,000 Coordinate use of Community Development funds with Comprehensive Grant funds.</p>	<p>\$120,000 used to renovate the Lindsay Street public housing community. Renovation was completed in November, 2001. We continue to spend funds budgeted for the public housing refurbishing program (\$70,000).</p>
<p>Meadowmont Affordable Townhomes - \$80,000 The Orange Community Housing and Land Trust will develop 32 townhomes in the Meadowmont development (Rosemary Place).</p>	<p>Funds will be used for a portion of the site development costs for the townhomes. Construction contract awarded to Resolute. Construction is scheduled to begin in May</p>
<p>Neighborhood Revitalization - \$72,600 Continue work with non-profit organizations to produce homeownership opportunities and provide community service and public improvement activities for lower income residents in the Northside, Pine Knolls and public housing communities.</p>	<p>Approximately \$43,500 was provided as a deferred loan to EmPOWERment to acquire an apartment building in the Northside neighborhood. An additional \$25,000 was provided as a second mortgage to assist a first time homebuyer purchase a home on Mitchell Lane through EmPOWERment Inc. Remaining funds used to help renovate 501 Sykes St. Renovation of this home will be complete by the end of April.</p>
<p>Community Service Programs - \$47,000 Provide community service activities to low- and moderate-income citizens.</p>	<p><u>YMCA</u> - \$25,000 was budgeted to the YMCA to continue to provide free after school programs for children living in the Pine Knolls neighborhood at the YMCA (5 children enrolled), and children living in public housing at the South Estes Drive Community Center (16 children enrolled). Program is complete and all funds have been spent.</p> <p><u>Community Cuisine</u> - \$22,000 budgeted to continue Community Cuisine’s culinary skills programs for adults and children. In March 2001, 8 adults graduated from the program and 2 have found jobs. Also completed a program for 11 special education students at East Chapel Hill High. Children’s Programs were offered at Hargraves and the Community Center during the summer. An additional adult program was held during the fall of 2001. Program is complete. All funds have been spent.</p>

<p>Administration - \$76,400</p>	<p>Funds used for the Community Development Coordinator's salary, a portion of the Long Range Planning Coordinator's salary and program administration.</p>
<p><b>HOME PROGRAM ACTIVITIES</b></p>	
<p>Coordinate Grant activities with the Orange County HOME Consortium (Chapel Hill, Carrboro, Hillsborough, Orange Co.)</p>	
<p><b>2002-2003 Activities:</b> On January 29 and March 26, 2002, the Council held two public hearings on the use of \$663,217 of HOME funds for 2002-2003. The Council is scheduled to consider a recommended program on April 22, 2002.</p> <p><b>2001-2002 Activities:</b> On January 23 and March 28, the Council held two public hearings on the use of \$743,475 of HOME Program funds for 2001 – 2002. Council approved a Plan on 4/23/01. The County Commissioners, and the Boards of Carrboro and Hillsborough also approved the Plan before it was submitted to the U.S. Department of Housing and Urban Development on May 15, 2001.</p> <p>On October 23, 2000, the Council authorized participation in the Orange County HOME Program Review Committee and appointed Council Member Edith Wiggins to serve as the Town's representative to this Committee. The purpose of the Committee is to allow elected officials to be more involved in the process of evaluating proposals and developing the annual HOME Program plan each year. The Committee will also provide the Council with regularly updated information on the status of HOME funded programs.</p> <p>The Council and the governing bodies of Carrboro, Hillsborough and Orange County approved the following activities for the 2001-2002 HOME Program:</p>	
<p>Property Acquisition - \$328,625</p>	<p><u>Town of Carrboro:</u> \$120,000 will be used by the Town of Carrboro to purchase condominium units in Abbey Court (Old Well). Properties would be renovated and sold to first time homebuyers. Carrboro is working with Orange Community Housing to purchase, renovate and sell these properties. The County is in the process of preparing a development agreement for this project.</p> <p><u>Town of Chapel Hill:</u> The Town will use \$100,000 for a transitional housing program for public housing residents. The Orange County Commissioners have approved a Development Agreement with the Town for this project.</p> <p><u>OPC Mental Health:</u> \$58,625 was budgeted to OPC Mental Health to purchase and if necessary renovate property in Orange County. The property would be rented to lower income individuals.</p> <p><u>EmPOWERment:</u> \$50,000 was budgeted to EmPOWERment to purchase low-cost condominiums in Orange County.</p>
<p>Land Acquisition - \$130,000</p>	<p><u>Residential Services:</u> Residential Services will use \$100,000 to develop a continuing care facility for senior citizens. Orange County is in the process of preparing a development agreement for this project.</p> <p><u>Orange Community Housing and Land Trust:</u> The Land Trust will use \$30,000 to purchase land to build 2 homes on Dillard Street in Carrboro.</p>

<p>New Construction - \$100,000</p>	<p><u>Orange Community Housing and Land Trust</u>: \$80,000 was budgeted to the Corporation to assist with the development of the Meadowmont Condominiums. Orange Community Housing is in the process of finalizing bid documents for this project. Construction is scheduled to begin in April.  <u>Habitat for Humanity</u>: \$20,000 was budgeted to Habitat to pay for costs related to the extension of sewer to a lot in Carrboro. Habitat will build a house on the lot that would be sold to a lower income family.</p>
<p>Homebuyer Assistance - \$69,750</p>	<p>EmPOWERment will use \$69,750 to provide second mortgage assistance to households throughout Orange County.</p>
<p>Administration - \$48,300</p>	<p>Funds appropriated to the Orange County Housing and Community Development office for administration of the program.</p>
<p><b><u>2000 – 2001 Activities:</u></b> The Council held two public hearings on the use of \$536,550 of HOME Program funds for 2000 – 2001. On 4/24/00, the Council approved the following activities The County Commissioners, and the Boards of Carrboro and Hillsborough also approved the plan.</p>	
<p>Property Acquisition - \$120,000 (OPC Mental Health.)</p>	<p>OPC Mental Health will work with EmPOWERment to purchase and renovate properties on Dillard Street in Carrboro. The properties will be rented to lower income individuals.</p>
<p>Rehabilitation - \$30,000 Orange Community Housing and Land Trust</p>	<p>\$30,000 was budgeted to the Orange Community Housing Corporation to continue operation of the Urgent Repair Program. These funds were reprogrammed during the 2001-2002 budget process.</p>
<p>Community Revitalization - \$100,000</p>	<p>Funds will be used to continue revitalization efforts throughout Orange County. Eligible activities include second mortgage assistance, property acquisition and rehabilitation and must serve households earning less than 70% of the area median income. Orange County has approved development agreements with EmPOWERment and Habitat for use of these funds.</p>
<p>New Construction - \$80,000 Orange Community Housing and Land Trust</p>	<p>Funds will be used construct 32 townhomes in the Meadowmont development. Orange Community Housing is in the process of finalizing bid documents for this project. Construction is scheduled to begin in April.</p>

<p>New Construction - \$62,500 Habitat for Humanity</p>	<p>Funds used to acquire property on Rusch Road (\$50,000). \$12,500 used to for construction costs for a house in Efland. The funds will be converted into second mortgages for the homebuyers and the homes sold to families earning less than 50% of the median income. All funds have been spent.</p>
<p>Administration - \$43,700</p>	<p>Funds appropriated to the Orange County Housing and Community Development office for administration of the program.</p>
<p><b>1999-2000 Activities:</b> The Council held two public hearings on the use of \$555,325 of HOME funds. On 4/26/99 the Council approved a plan for use of funds.</p>	
<p>Comprehensive Rehabilitation - \$156,675</p>	<p>Deferred loans are provided to rehabilitate low-income and renter occupied housing in Orange County. To date funds have been used to renovate 5 houses (2 in Chapel Hill).</p>
<p>Property Acquisition - \$100,000 (EmPOWERment Inc.)</p>	<p>EmPOWERment used funds to acquire a duplex on North Graham Street in the Northside neighborhood. All funds have been spent.</p>
<p>New Construction – \$94,000 Orange Community Housing and Land Trust</p>	<p>Funds budgeted to Orange Community Housing and Land Trust for construction costs for the Legion Road (\$74,000) and Meadowmont Condominiums projects (\$20,000). All funds budgeted for Legion Road were spent and construction of the Legion Road Townhomes is complete. Construction of the Meadowmont condominiums expected to begin in April.</p>
<p>Property Acquisition / Rehabilitation - \$60,000 (OPC Mental Health)</p>	<p>OPC will use funds to purchase and renovate a house on Dillard Street in Carrboro for rental occupancy by persons with disabilities.</p>
<p>Urgent Repair Program - \$60,000</p>	<p>Funds to be used for Urgent Repair Program operated by the Orange Community Housing Corp. To date, \$38,450 has been spent. Remaining funds were reprogrammed during the 2001-2002 budget process [Habitat (\$12,500), EmPOWER-ment (\$4,525) and Comprehensive Rehab. (\$4,525)].</p>
<p>Administration - \$43,700</p>	<p>Funds appropriated to Orange County Housing and Community Development for administration of program.</p>

<b>Other Housing Projects</b>	
<p>Orange Community Housing and Land Trust</p>	<p>Continued work with the Orange Community Housing Corp. to produce affordable housing opportunities in Chapel Hill such as the Legion Rd. Townhomes, Meadowmont Condominiums, and a tax-credit rental project on Erwin Rd. As part of the Franklin Grove SUP, the developer was required to renovate and sell 4 existing homes on Milton Ave. to the Land Trust. To date, renovation of the 4 homes is complete, and the homes have been sold to first time homebuyers. The Town provided a \$15,000 grant to the Land Trust so that one of the houses could be more affordable to lower income households. The Land Trust is working with the developers of several projects to administer Council imposed affordable housing requirements.</p>
<p>First Baptist Church Elderly Housing Project</p>	<p>On 2/22/99 the Council authorized a \$25,000 grant from the Housing Loan Trust Fund to the Church to conduct a feasibility study for a HUD Section 202 Elderly Housing Project to be built on six acres of the Park Road property currently owned by the Pines Community Center. On 5/10/99, the Council budgeted an additional \$10,000 to the Church for an increase in the cost of a land option to secure the project site. On 9/25/00, the Council authorized a grant of \$100,000 for acquisition/construction of this project from the Housing Loan Trust Fund. HUD has approved the application. Final plans for this project are under review by the Chapel Hill Planning Department. A ground-breaking ceremony was held on October 15, 2000. Construction of the facility is complete and is occupied.</p>
<p>Sykes Street Action Strategy</p>	<p>On 1/8/01 the Council authorized working with EmPOWERment and Orange Community Housing Corp. and students from the UNC Department of City and Regional Planning to develop an action strategy for the Sykes Street area of the Northside neighborhood. The students surveyed residents, held a community meeting and forwarded recommendations to the Council on 5/21/01. On 9/24/01 Council approved a Work Plan for the fall that focused on increasing community involvement. A neighborhood clean up was held on 10/27/01, and a design charette on 11/17/01. Students presented a report on their activities to the Council on 1/14/02. A third class of graduate students is working with the Steering Committee. A community block party was held 4/27/02. This semester's work continues to focus on increasing resident participation.</p>

REVENUES/EXPENDITURES	Actual 99-00	Actual 00-01	Budget 01-02	Actual 01-02	Change From Prior Year
Revenues	658,931	384,023	378,648	425,690	+10%*
Expenditures	7,107,442	8,000,493	8,950,976	8,301,143	+4%
Expenditures as % of Budget				93%	

ADDITIONAL DETAIL	Actual 99-00	Actual 00-01	Budget 01-02	Actual 01-02	Change From Prior Year
<b>PERSONNEL</b>					
Vacancy Rate for Officers	ND	9%	5%	9%	same
# of civilian security monitor hours	5,909	4,693	5,000	9,905	+111%**
# of volunteer/student hours	3,635	4,157	4,250	2,703	-45%
<b>PATROL SERVICES</b>					
# calls for service	28,585	26,062	26,500	26,278	+1%
Utilization rate***	34.23%	31.65%	33.00%	35.81%	+13%****
Normalized rate (8 officers)*****	38.50%	35.98%	35.00%	37.24%	+7%
<b>CRIME</b>					
<b>Reported Major Crimes</b>					
Personal crimes					
Homicide	2	0	0	0	Same
Rape	18	7	10	10	+43%
Robbery	74	59	65	91	+54%
Aggravated assault	96	114	100	119	+4%
Property crimes					
Burglary/break-in	569	497	500	527	+6%
(residential)	(392)	(318)	(320)	(346)	+9%
(non-residential)	(177)	(179)	(180)	(181)	+1%
Larceny	1,884	1,835	1,850	1,873	+2%
(vehicle break-in)	(691)	(796)	(350)	(784)	-2%
Motor vehicle theft	127	109	110	102	-6%
<b>TOTAL MAJOR CRIMES REPORTED</b>	2,770	2,621	2,635	2,722	+4%

\* Grant funds have been received from the Governor's Crime Commission, the Governor's Highway Safety Program, federal Department of Justice, and the Orange-Chatham Justice Partnership. Therefore revenues and expenditures have increased.

\*\* The number of civilian security monitors has increased and CBD coverage has been expanded. A monitor is assigned to the Hargraves Center in the evening.

\*\*\* Utilization rate is the percentage of officers' time spent responding to calls for service.

\*\*\*\* Vacant patrol positions and officers who have been on light duty assignments (due to injuries or health reasons) have decreased the number of available officers.

\*\*\*\*\* The normalized rate, which is used for comparison, assumes that eight officers are responding to calls for service.

ADDITIONAL DETAIL	Actual 99-00	Actual 00-01	Budget 01-02	Actual 01-02	Change From Prior Year
<b>% of major crimes cleared by arrest or exceptional means</b>					
Personal crimes	48%	51%	50%	48%	-3 pct pts
Property crimes	13%	16%	18%	13%	-3 pct pts
<b># of cases assigned to Investigators</b>					
major crimes	859	713	800	663	-7%
<i>personal</i>	(135)	(93)	(100)	(96)	(+3%)
<i>property</i>	(724)	(620)	(700)	(567)	(-9%)*
other crimes	616	688	700	390	-43%*
<b>JUVENILE</b>					
# of offenses involving youth under 16 years of age as victim	155	234	200	230	-2%
# of offenses involving youth under 16 years of age, as suspect	217	219	200	258	+18%
<b>NARCOTICS AND ALCOHOL ARRESTS</b>					
# of drug charges	480	373	400	363	-3%
<b>Total # of alcohol charges</b>					
# of underage possession of alcohol	92	114	100	67	-41%**
# of use of false identification	17	9	5	9	same
# of other (non-traffic) alcohol charges	14	28	10	20	-29%**
# of citations for violation of Town ordinance regarding public consumption or possession of alcohol	215	115	100	87	-24%**
<b>TRAFFIC</b>					
# traffic citations issued	3,917	3,391	3,500	3,615	+7%
# DWI arrests	412	360	400	385	+7%
Total # traffic collisions	2,151	2,286	2,200	2,313	+1%
# involving bicyclist	20	25	20	22	-22%
# involving pedestrian	30	27	25	24	-22%
# of injuries	501	485	450	532	+10%
# of fatalities	1	3	0	4	+33%
<b>OTHER POLICE CALLS</b>					
# of noise/loud party calls	ND	1,124**	1,400	1,321	--
# of special events requiring police planning	ND	47	80	60	+28%

\* In order to better manage the Investigations Division caseload, property crimes that do not meet a certain solvability criteria are no longer assigned.

\*\* Alcohol arrests are lower due to police officer vacancies and the reduction of State Alcohol Law Enforcement staffing.

\*\*\* This data has been recorded for less than a full year (since August 24,2000).



<b>ADDITIONAL DETAIL</b>	<b>Actual 99-00</b>	<b>Actual 00-01</b>	<b>Budget 01-02</b>	<b>Actual 00-01</b>	<b>Change From Prior Year</b>
<b>CRIME PREVENTION</b>					
# of Community Watch groups	57	25	25	30	+20%
<b>CRISIS INTERVENTION</b>					
# of cases	ND*	1,836	1,900	26	-3 pct pts
Nature of Crises					
domestic violence	25%	23%	23%	26%	-3 pct pts
sexual assault	9%	7%	7%	5%	-2 pct pts
victims of other crimes	11%	13%	13%	24%	+11 pct pts
trauma	6%	5%	6%	9%	+4 pct pts
Clients needing translation services	ND	196	200	123	-37%
% of late night/weekend contacts	15%	12%	15%	16%	+4 pct pts

\*In previous years, the number of clients, not cases was recorded.

**Division: Support Services**

<b>OBJECTIVE</b>	<b>PROGRESS/STATUS</b>
Enhance executive development for command level personnel.	Patrol Commander Everette Johnson is attending the Administrative Officers Management Program at NC State University. He will complete the course in July.
Co-sponsor at least one training seminar with Carrboro, UNC, and Durham Police Departments.	Sexual Assault and Domestic Violence Specialist Sabrina Garcia presented a 12-hour class on Sexual Assault Response to officers from Chapel Hill, Carrboro, and Hillsborough Police Departments and the Orange County Sheriff's Department.
Conduct a comprehensive review of resource allocation practices to ensure that optimum levels of service delivery are provided.	GIS resources will be utilized to do review resource allocation next fiscal year. This analysis will be done taking into consideration continual patrol staffing shortages.
Add Geographic Information System (GIS) crime analysis capabilities.	Funds from the Governor's Crime Commission were used to purchase software and equipment. Staff was trained during the second quarter. Maps are being generated for planning, presentation, and crime analysis.

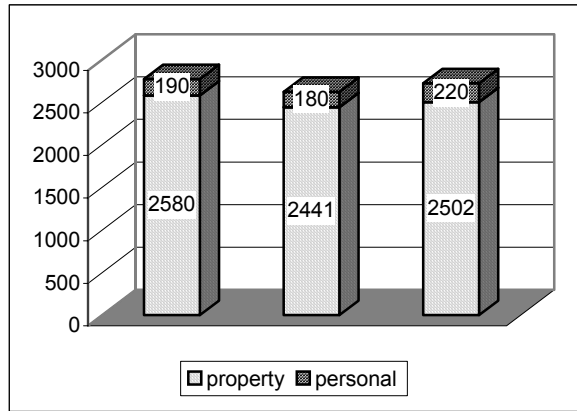
**Division: Patrol**

<b>OBJECTIVE</b>	<b>PROGRESS/STATUS</b>
Coordinate enforcement of alcohol laws and street crimes with State and local public safety agencies, concentrating on the use and purchase of alcohol by underage citizens, overcrowding in the late-night commercial establishments, and other violations that undermine the safety of pedestrians and motorists in the downtown area.	Alcohol arrests are lower due to police officer vacancies and the reduction of State Alcohol Law Enforcement staffing. Security monitors are working on both the east and west ends of the central business district.
In conjunction with the Parks and Recreation Department, develop and implement a plan to expand the Security Monitor program to include coverage on Town parks, greenways, and bike trails.	Security monitors are working at the Hargraves Center in the evenings. Staffs of the two departments are working together on plans to post rules at all the parks. Officers have extended bike patrols to include the parks and greenways.
In conjunction with the department's crime analyst, develop a protocol for focusing traffic enforcement initiatives at locations and times determined to be the most hazardous.	Traffic citations and DWI arrests were both 7% higher this year. Speeding and stop sign violations were targeted.

**Division: Investigations**

<b>OBJECTIVE</b>	<b>PROGRESS/STATUS</b>
Evaluate current case management practices to ensure that investigations are being managed effectively, with particular emphasis on commercial and "white collar" crimes such as embezzlement, fraud, and forgery.	We have been contacting other agencies to learn how they manage "white collar" crime cases. Investigators have implemented a threshold system to determine which fraud cases are investigated.
Enhance the division's capabilities to investigate Internet crimes, particularly those that target children as victims.	The department has joined the National White Collar Crime Association, which provides training on computer crime, internet crime and identity theft. We have assigned an officer to work with the FBI Computer Crimes Task Force. During this assignment he will learn about computer crime investigation and will work on Chapel Hill cases. He will train our investigators in how to investigate these crimes – particularly financial fraud and internet crime.
Provide training to patrol officers in the areas of crime scene management and juvenile crime investigations.	All officers received State-mandated Juvenile Sensitivity training. All patrol officers were trained in crime scene blood collection. Continuing training is being planned for next fiscal year.

### Major Crimes Reported

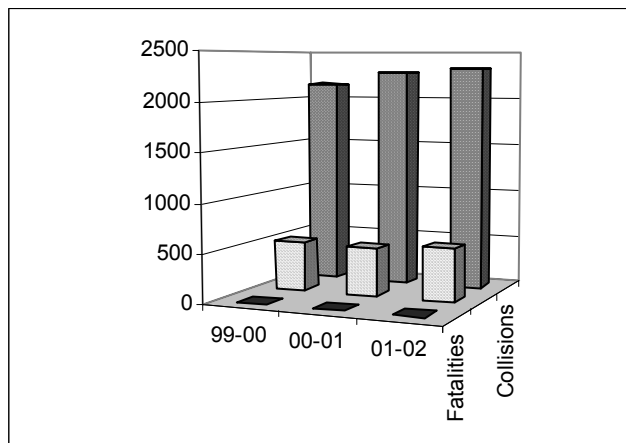


This fiscal year total crime increased by 4%. Personal crimes (homicide, rape, robbery, and aggravated assault) increased by 22%. Property crimes (burglary, larceny, and motor vehicle theft) increased by 3%.

Robberies rose from 59 last year to 91 this year.

- 31% occurred in commercial establishments
- 58% occurred on streets or in parking lots
- about one-half of the “outdoors” robberies occurred in a commercial area of Town

### Traffic Collisions



Traffic collisions increased 1% over last year. Injuries increased by 10%. There were four traffic fatalities this year. Collisions involving pedestrians decreased from 27 to 24, and bicycle collisions decreased from 25 to 22.

REVENUES/EXPENDITURES	Actual 99-00	Actual 00-01	Budget 01-02	Actual 01-02	Change From Prior Year
Revenues (1)	368,855	266,497	516,100	384,420	+44%
Expenditures (2)	8,326,861	9,899,045	9,823,128	9,068,100	-8%
Expenditures as % of Budget				92%	

ADDITIONAL DETAIL	Actual 99-00	Actual 00-01	Budget 01-02	Actual 01-02	Change From Prior Year
<b>MANAGEMENT &amp; SUPPORT SERVICES</b>					
# of lost-time injuries/# of days lost	8/55	5/69	<20 inj	2/226	-60%/ +228%
# of preventable accidents	14	15	<20	15	same
Turnover: # of individuals/%	14/11%	9/7.2%	n/a	5/4	-44%/-44%
# of plans reviewed for compliance with tree ordinance and Town design standards	224	188	200	140	-26%
<b>FIELD OPERATIONS – TRAFFIC</b>					
# of street signing/marketing activities	657	488	650	414	-15%
<b>FIELD OPERATIONS – CONSTRUCTION</b>					
# of projects completed	34	30	30	42	+40%
Sq. yards of streets reconstructed	2,507	1,379	3,200	8,950	+549% (3)
<b>FIELD OPERATIONS – STREETS</b>					
Miles of streets resurfaced	6	6.75	5.5	6.65	-1.5%
Truckloads of leaves collected	557	677	550	794	+17%
<b>FIELD OPERATIONS – RIGHTS-OF-WAY/DRAINAGE</b>					
Frequency of street cleaning (4)					
Major streets	Weekly	Weekly	Weekly	Weekly	same
Residential streets	6.5 cycles	7.5 cycles	4 cycles	6.5 cycles	-13%
Town Center	2/Wk	1.5/Week	2/Week	1.75/Week	+17%

ADDITIONAL DETAIL	Actual 99-00	Actual 00-01	Budget 01-02	Actual 01-02	Change From Prior Year
<b>INTERNAL SERVICES</b>					
Fuel use, in gallons (General Fund only) (5)	198,861	220,896	200,000	227,700	+3%
# of building emergency requests/% of responses less than 30 minutes (6)	121/85%	129/82.2%	90%	37/86%	-71%/+5%
<b>SOLID WASTE SERVICES</b>					
Tons of refuse collected/disposed					
Residential	6,863	6,861	7,200	7,227	+5%
Commercial	13,538	12,995	15,580	12,364	-5%
Yard waste	3,171	2,285	2,570	2,138	-6%
<b>TOTAL TONS COLLECTED</b>	<b>23,572</b>	<b>22,141</b>	<b>25,350</b>	<b>21,729</b>	<b>-2%</b>
Average pounds of residential refuse per collector per week (7)	20,305	20,299	23,100	21,382	+5%
Average length of brush collection cycle (8)	2 Wks	2 Wks	2 Wks	1 Wk	+50%
# valid public complaints per month	10	10	<10	10	same

Notes

- 1999-00 Revenues included \$76,370 from FEMA related to Hurricane Floyd and severe winter storm; 2000-2001 Revenues included \$79,751 from FEMA related to Hurricane Fran closeout from 1996. 2001-02 Revenues are relatively high because they include about \$13,500 from NCDOT for prior years' r/w mowing and higher refuse service fees resulting from new commercial collection fees and timing of payments (cf., some customers paid later than usual, so that cash was received after July 1<sup>st</sup>). Amounts shown for 2001-02 are un-audited and are subject to revision.
- Actual 1999-00 Expenditures included \$789,200 for acquisition of land for new Public Works site. Totals shown for Budget 2001-02 and Actual 2001-02 expenditures exclude Fleet Maintenance Fund (formerly shown as part of General Fund). This accounts for the relative decrease shown for 2001-02 expenditures; when Fleet Maintenance Fund expenditures are included in the comparison, expenditures in 2001-02 were about equal to those in 2000-01. The 2001-02 Budget includes \$274,782 re-appropriated to cover carry-overs from 2000-01. Actual 2001-02 expenditures include \$204,000 for 6,000+ roll carts for the second phase of curbside refuse service. As with revenues, amounts shown for 2001-02 are un-audited and may be revised.
- Includes use of 2000-01 funds on Chipcoaks Drive (2,825 sq yds) and portion of Westminster Drive (4,080 sq yds).
- Service levels declined during the first two quarters because service area expanded as a result of annexation of Southern Village and the fact that we had not acquired additional equipment; also, sweeping equipment was out of service more than anticipated during the first quarter. Services reached objectives during the third quarter.
- Data for gallons of fuel used relate to Town's general fund operations. The Town also sells fuel to certain outside agencies at cost plus 10%. Quantities sold are as follows: Fiscal 1999-2000 – 66,900; Fiscal 2000-2001 – 63,100; and Fiscal 2001-2002 – 58,800.
- Number of building emergency requests reported is decreased significantly due to a more restrictive definition of what is considered an emergency request. Currently, a request must reach a higher threshold of seriousness to constitute an emergency than was true in prior years.
- Productivity increase results from conversion of half of the Town to curbside once weekly residential service starting in February, 2001.
- Since conversion of second half of Town to weekly curbside residential refuse collection service, average brush collection cycle has been weekly Town-wide.

**DIVISION: MANAGEMENT & SUPPORT SERVICES**

<b>OBJECTIVE</b>	<b>PROGRESS/STATUS</b>
Management reports/studies.	The Department's 5-year CIP request was prepared, along with the annual operating and capital budget requests. Other major projects included year-end closing for fiscal 2000-2001, personnel evaluations and implementation of the second phase of curbside residential refuse collection. During the fourth quarter, most time was spent in budget review with the Manager and Council. Most of the budget working papers that were developed and presented to the Council related to commercial refuse collection.
Minimum injuries/accidents.	During the year, 2 of 16 personal injuries resulted in the loss of 226 workdays, of which 59 were week-ends and holidays. OSHA regulations now require that such days be included in the number of work days reported as being lost due to injuries. 15 of 16 vehicular accidents were the fault of Town employees.
Review design plans to assure compliance with Town's Landscape and Tree Protection Ordinance.	Design review accomplished within time period allotted. Work during the year included review of 140 sets of plans, which is a decrease of 26% relative to last year.
Inspect development sites to assure compliance with permits as approved consistent with Town's Landscape and Tree Protection Ordinance.	Frequency of site inspections generally adequate.

**DIVISION: FIELD OPERATIONS - ADMINISTRATION**

<b>OBJECTIVE</b>	<b>PROGRESS/STATUS</b>
Complete reports, studies and program analyses related to divisional operations as required.	Field Operations Superintendent spent most staff time during the third and fourth quarters preparing next year's budget and CIP requests, along with preparation of related budget working papers. He also assisted in analysis of impact of use of small buses on street maintenance costs; signage related to dead end/no outlet streets; and divisional costs related to storm water management.
Evaluate/implement various professional recommendations and CIP projects.	Preparation of next year's CIP was completed in second quarter.

**DIVISION: FIELD OPERATIONS - TRAFFIC**

OBJECTIVE	PROGRESS/STATUS
Improve traffic flow and safety through signing improvements.	Signs/Markings – program staff performed maintenance on and/or installed 414 traffic signs, including the installation of signs in conformance with adopted ordinances. Other tasks performed included traffic control for spontaneous and scheduled events, installation and maintenance of emergency detours, installing overhead street name signs on campus and the installation of pavement markings, both by in-house and contract, on resurfaced streets.
Maintain closed loop signal system.	Traffic detection loops were replaced at 20 intersections and staff responded to 405 reported malfunctions (flash, detection, timing, bulb problems, etc.). Other tasks completed included preventive maintenance at various intersections town-wide, upgrades to pedestrian lens town-wide, re-lamping various intersections and checks of prints and timing charts at all locations in 8 traffic coordination zones.
Provide street lighting consistent with existing Town policy along all classes of streets.	During the year, we authorized Duke Power Company to install street lights in newly annexed areas; reported 50 burned out bulbs for repair service by Duke Power Company; and approved lighting upgrades along Mt. Bolus Drive.

**DIVISION: FIELD OPERATIONS - RIGHTS-OF-WAY/DRAINAGE**

OBJECTIVE	PROGRESS/STATUS
Maintain Town's drainage system through ongoing services.	Major work during the year included clearing/cleaning 440' of lateral drainage lines and street/driveway pipe throughout Town; clearing and/or re-grading 710' of ditches at various locations; re-working ditch lines at various locations; and replacing/re-setting 53 catch basin lids Town-wide. In addition, 24 catch basins were vacuumed in the NorthSide area during the fourth quarter.
Clean streets in downtown areas twice weekly and major streets weekly; check and clean residential streets as needed once every six weeks.	One and one-half cleaning cycles were completed on residential streets during the fourth quarter, for a total of 6.5 cycles for the year. Downtown streets were cleaned an average of one and 1.75 times per week when a sweeper was operational. Major streets were cleaned weekly on average.
Improve appearance and enhance lines of sight along rights-of-way through maintenance of existing trees and vegetation.	During the year, the section removed 114 dead trees and removed dead wood from an additional 8 trees town-wide. A total of 34 trees was planted, mostly along Fordham Boulevard, Franklin Street and at Homestead Park. Other work included removal of vegetation blocking street signs and interfering with sight distances at intersections town-wide. Major effort was devoted to removal of debris from Morgan, Booker and Bolin Creeks.

**DIVISION: FIELD OPERATIONS - CONSTRUCTION**

OBJECTIVE	PROGRESS/STATUS
Reconstruct portions of Friday Center Drive and Helmsdale Drive.	Reconstruction work included use of prior year funding on 2 streets—Chippoaks Drive (2,725 square yards) and a portion of Westminster Drive (4,080 square yards). We hired an engineer for soil analysis along Friday Center Drive. After receipt of the report, we decided to defer this project due to budget constraints. Remaining funds were diverted to reconstruction of Charlesberry Lane (2,100 square yards), which was completed during the fourth quarter.
Construct various projects for other Public Works divisions and Town departments.	Major project work during the year involved Streetscape, sidewalk and curb/gutter work discussed below. Work for other Public Works divisions and other departments completed during the year included installation of kiosks on Franklin Street, assembling benches at John Davis Garden, pouring concrete footing at Fire Station #5, installation of bollards at Rosemary Street parking deck and miscellaneous other small projects.
Construct miscellaneous projects, including Streetscape, sidewalks and drainage improvements.	Major project work during the year included completion of Streetscape 2001 during the first two quarters and starting the first phase of Streetscape 2002. Streetscape 2001 included the east side of Columbia Street between Rosemary and Franklin Streets. Streetscape 2002 includes work at the entrance of Porthole Alley and adjacent areas.  Drainage improvements were made at various street locations town-wide. Sidewalk work included Emily Street/Partin Street/Kingston Street and Scarlette Drive.

**DIVISION: FIELD OPERATIONS - STREETS**

OBJECTIVE	PROGRESS/STATUS
Resurface about 8 miles of street pavement using contract resurfacing (5.5 miles) and slurry seal (2.4 miles).	Contractor resurfaced 33 streets town-wide, totaling about 6.65 miles in length. Slurry seal work during the year was completed on 5 streets, totaling 2.15 linear miles.
Maintain the Town's street system through ongoing patching.	During the year, Town crews placed 152.6 tons of I-2 and 1,047 tons of H binder on 63 streets; 134 bags of cold patch on 27 streets; and about 10,000 pounds of crack sealing material on 12 streets. Contract crews placed 49 tons of asphalt skin patching and full depth patching on 30 streets.
Collect leaves and pine straw October through March.	The seasonal program started October 22, 2001. By March 8 <sup>th</sup> , five cycles had been completed town-wide. A total of 794 loads was collected by the time the program ended.



**DIVISION: INTERNAL SERVICES**

OBJECTIVE	PROGRESS/STATUS
Expand use of automated fleet management system.	<p>Ongoing; data are maintained to generate information related to road calls and fleet preventive maintenance, as well as repair service. During the year, 196 emergency road service calls were made at an average cost of \$353.55 per call. The average preventive maintenance cost per vehicle serviced was \$126.14 for the year. These unit costs, both for road service calls and preventive maintenance, include labor, materials and equipment.</p> <p>Fuel use for general fund operations was up 6,804 gallons, or about 3%, for the year. This increase was distributed throughout the major users. The cost per gallon averaged \$.71 during the year (note: budget assumed \$1.05).</p>
Perform preventive maintenance per mileage benchmark system—about 520 vehicles per year.	During the year, 787 automotive PM's were completed, for an average of about 15 per week.
Assume in-house major maintenance/repair jobs for both equipment and vehicles.	Major in-house equipment and vehicular repairs needed during the year were completed by outside vendors.
Adhere to both interior and exterior building maintenance schedules.	Maintenance schedules generally were met at all public facilities for which the division is responsible throughout the year. A total of 1,226 building maintenance work orders was completed during the year (compared to 976 last year).

**DIVISION: SOLID WASTE SERVICES**

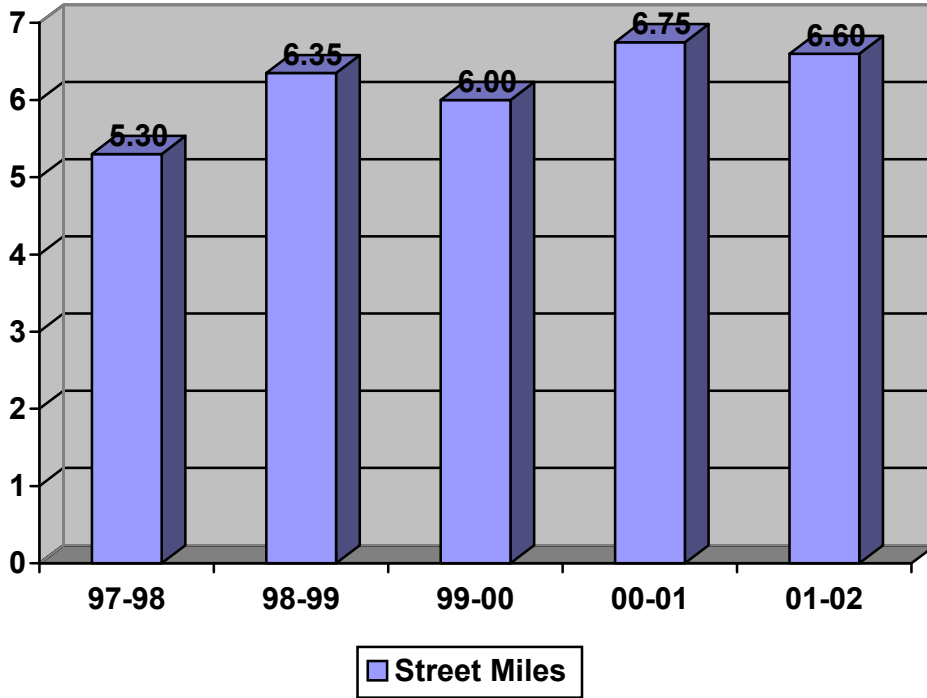
OBJECTIVE	PROGRESS/STATUS
Collect estimated 24,000 tons of residential (including yard waste) and commercial refuse as scheduled, with minimum complaints.	Total volume collected was down 412 tons, or 2%, relative to last year. The data include about 790 tons of commercial refuse collected from downtown compactors, but exclude about 520 tons from commercial dumpsters serviced by private vendors (e.g., Waste Industry). Collection schedules for residential and commercial refuse generally were met.
Provide efficient level of collection of brush/bulky items.	<p>Once curbside service was implemented Town-wide, the cycle for collection of brush became once per week. Those residents whose garbage is collected on Mondays receive brush collection on Thursdays; those on Tuesday routes receive Friday brush collection. The total quantity of 2,138 tons for the year compares to 2,285 tons in 2000-2001.</p> <p>Bulky items (white goods) collected totaled 130 tons, compared to 122 tons last year. During the year, a total of 834 bags of litter was collected along rights-of-way using court-referred community service workers.</p>

<b>OBJECTIVE</b>	<b>PROGRESS/STATUS</b>
Minimum injuries/accidents.	There was 1 lost-time personal injury during the year, resulting in the loss of 8 workdays; 4 of 5 vehicular accidents were fault of Town employee.
Maintain high service level, both in terms of service and operations.	<p>Residential refuse collection services were conducted in an efficient, safe and productive manner. Commercial collection remained highly efficient and safe. Enforcement of the cardboard ban continues. We continue to work with front-loading commercial customers to replace unsafe dumpsters and we keep encouraging replacement of side-loading dumpsters with the more efficient front-loading containers.</p> <p>Staff obtained and completed assembly of 6,000 roll carts for the conversion of the second half of the Town to weekly curbside residential collection service, which was implemented on October 22, 2001. Various neighborhood meetings were conducted and extensive public advertising was completed in anticipation of this service change.</p>

**DIVISION: LANDSCAPE**

<b>OBJECTIVE</b>	<b>PROGRESS/STATUS</b>
Evaluate and implement projects included in Capital Improvement Program and proposed by consultants.	Department staff met with Parks and Recreation Department officials to discuss current small park capital improvements and work orders related to special events, parks and playgrounds throughout Town. Staff also coordinated the opening of the new dog park and assumed maintenance work along Bolin Creek linear trail, Fire Station #4 and Meadowmont.
Improve appearance and safety along rights-of-way through mowing road shoulders.	Mowing cycles began near the end of the third quarter and continued throughout the fourth quarter. Staff assisted the Solid Waste Services Division distribute roll carts.
Adhere to grounds maintenance schedules at parks, cemeteries, parking lots, public housing and other public locations.	Grounds maintenance schedules generally were met or exceeded at all public facilities and areas for which section is responsible throughout most of the year. A total of 184 work orders was processed throughout the year, mostly for Housing and Parks and Recreation. The division planted a total of 70 trees (in addition to those planted by crews in the Right-of-Way/Drainage section) and 75 shrubs Town-wide throughout the year.

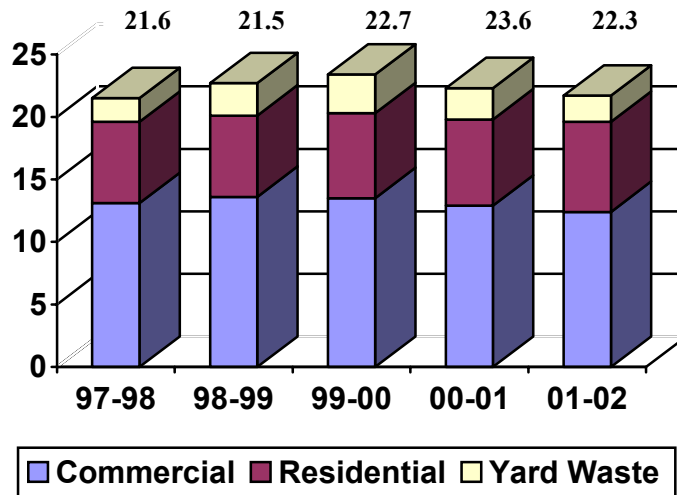
**MILES OF STREETS RESURFACED**



Contract resurfacing was completed on 6.65 miles of streets, compared to a budget objective of 5.5 miles. An additional 2.74 miles of streets received slurry seal by contract during the fourth quarter.

**SOLID WASTE COLLECTION**

Thousands of Tons



The Solid Waste Services Division collected 2% less refuse compared to last fiscal year. The goal for all solid waste collections this year is 25,350 tons.

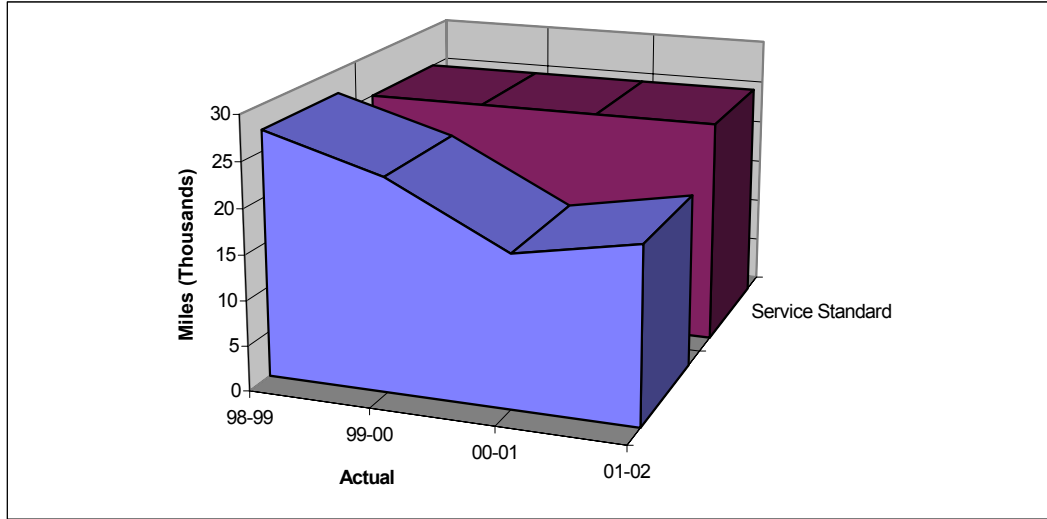
<b>REVENUES/EXPENDITURES</b>	<b>Actual 99-00</b>	<b>Actual 00-01</b>	<b>Budget/ 01-02</b>	<b>Actual 01-02</b>	<b>Change from Prior Year</b>
Revenues	6,787,686	7,665,848	8,389,608	8,056,497	5.1%
Expenditures	6,667,036	7,214,862	8,389,608	6,966,813	-3.4%
Expenditures as % of Budget				83.04%	

<b>ADDITIONAL DETAIL</b>	<b>Actual 99-00</b>	<b>Actual 00-01</b>	<b>Budget/ Estimate/ Objective 01-02</b>	<b>Actual 01-02</b>	<b>Change from Prior Year</b>
<b>TRANSPORTATION</b>					
Fixed route ridership	2,850,000	2,833,103	2,650,000	3,588,387	26.7%
Demand response ridership	58,000	59,008	65,000	60,249	2.1%
Tarheel Express/Charter ridership	162,000	139,573	135,000	122,017	-12.6%
Service miles	1,217,740	1,283,075	1,153,659	1,958,075	52.6%
Operating costs	6,667,036	7,214,862	8,389,608	6,966,813	-3.4%
Operating revenue	1,637,000	1,798,700	1,462,800	1,062,625	-40.6%
Preventable accidents	35	30	25	40	33.3 %
Passengers/service mile	2.52	2.36	2.47	1.93	-18.5%
Ratio of revenue from patrons to cost	0.25	0.25	0.17	0.15	-38.5%
Miles/road call (mechanical)	25,000	16,883	25,000	19,387	14.8%
Road call (mechanical)	48	76	60	101	32.9%
Miles/Preventable accidents	34,793	42,772	35,000	48,952	14.4%
System cost/trip	2.17	2.38	2.94	1.85	-22.4%
Patron revenue/trip	0.53	0.59	0.51	0.28	52.3%
<b>PARKING SERVICES</b>					
System revenue	1,717,275	1,839,449	1,733,500	1,785,052	-2.96%
Revenue/Space/Day:					
Rosemary Deck	4.49	4.74	4.65	4.96	4.64%
Lot 2	9.51	9.81	9.59	10.11	3.06%
Lot 3	2.10	1.88	2.08	1.84	-2.13%
Lot 4	2.49	2.51	2.38	2.14	-14.74%
Lot 5	3.21	3.38	3.20	3.08	-8.88%
Lot 6	2.62	2.58	2.50	2.37	-8.14%
Meters	4.09	4.25	4.01	4.42	4.00%

<b>ADDITIONAL DETAIL</b>	<b>Actual 99-00</b>	<b>Actual 00-01</b>	<b>Budget/ 01-02</b>	<b>Actual 01-02</b>	<b>Change From Prior Year</b>
<b>PARKING SERVICES (Continued)</b>					
Turnover:					
Rosemary Deck	2.15	2.22		2.02	-9.01%
Lot 2	5.26	5.17		5.07	-1.93%
Citation Collection Rates:					
Number Citations Issued	22,214	24,483		22,263	-9.07%
Number Citations Collected	16,975	19,305		16,980	-12.04%
Dollar Value Collected Citations	418,738	494,445		425,698	-13.90%
% of Citation Paid vs. Issued	76%	79%		76%	-3.27%

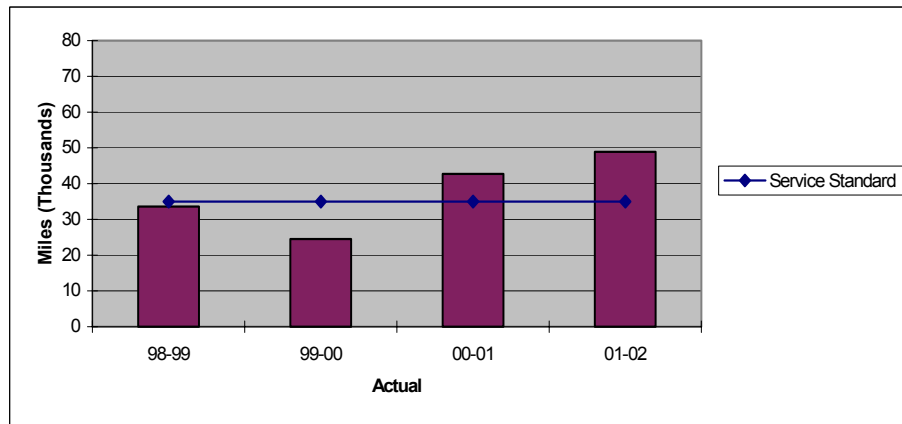
<b>OBJECTIVES</b>	<b>PROGRESS/STATUS</b>
To operate fixed route transit service in Chapel Hill, Carrboro, and on the UNC campus. Routes will serve 90% of the residences and will meet the published schedule 98% of the time.	Operated approximately 118,369 hours of service during the year.
To operate demand responsive services in areas not served by fixed routes and for certified senior and handicapped patrons. Will meet service standards set by the Transportation Board.	Operated approximately 23,776 hours of service during the year within the established standard.
To operate all transit services with no more than one preventable vehicular accident per 35,000 miles.	Miles between preventable accidents averaged 68,327 for the year.
To operate a reliable transit operation with no more than one (mechanical) road call per 25,000 miles.	Miles between road calls for mechanical reasons averaged 25,764.
To continue to provide convenient short-term parking in the Town Center at Lots 2, 3, 5 and the Rosemary Street Garage with no more than four scheduled operating hours lost.	Operating hours were lost on January 3 & 4, 2002 because of a snowstorm. One half day of free parking was permitted for a promotional event with the Downtown Commission.
To improve collections on parking citations.	Citation collection revenue is down 13.9% from last year.

**TRANSIT RELIABILITY  
AVERAGE MILES BETWEEN ROAD CALLS DUE TO  
MECHANICAL PROBLEMS**



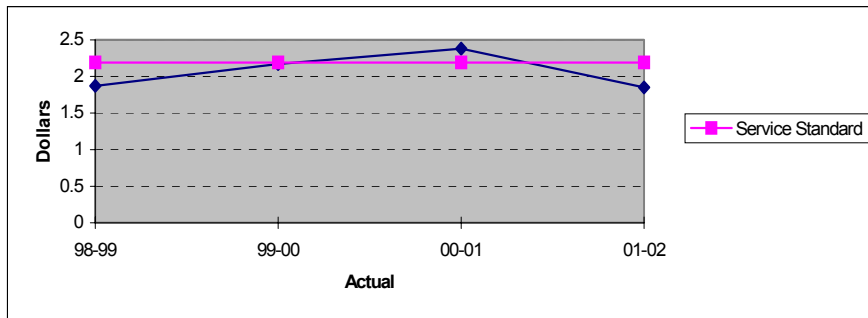
Service Reliability is measured by tracking service miles between road calls due to mechanical problems.

**TRANSIT SAFETY  
MILES BETWEEN “PREVENTABLE” ACCIDENTS**



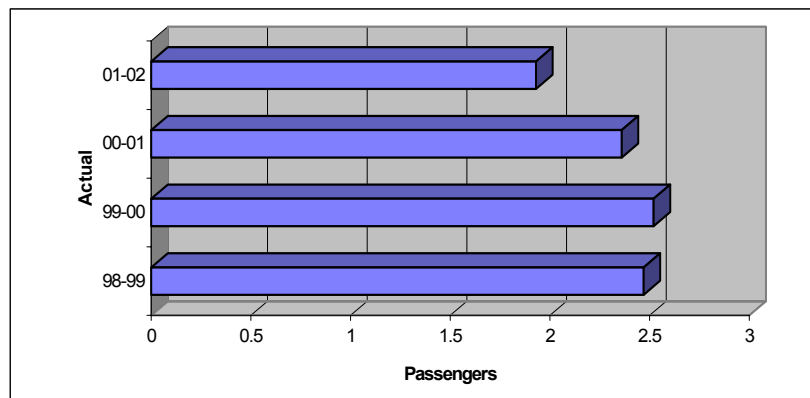
Transit vehicle safety is measured by tracking the number of miles between preventable accidents.

### PUBLIC TRANSPORTATION SYSTEM COST PER PASSENGER TRIP



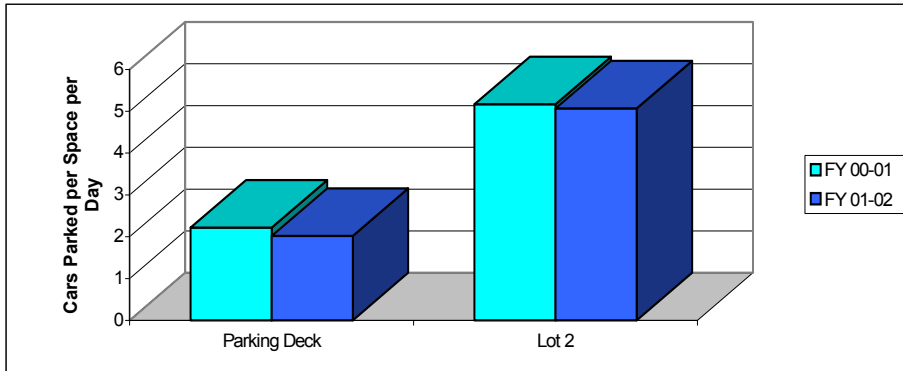
Transit service efficiency is monitored by calculating the system-wide cost per passenger trip. System expenses were down due to more efficient use of man-hours.

### PUBLIC TRANSPORTATION PASSENGERS PER SERVICE MILE



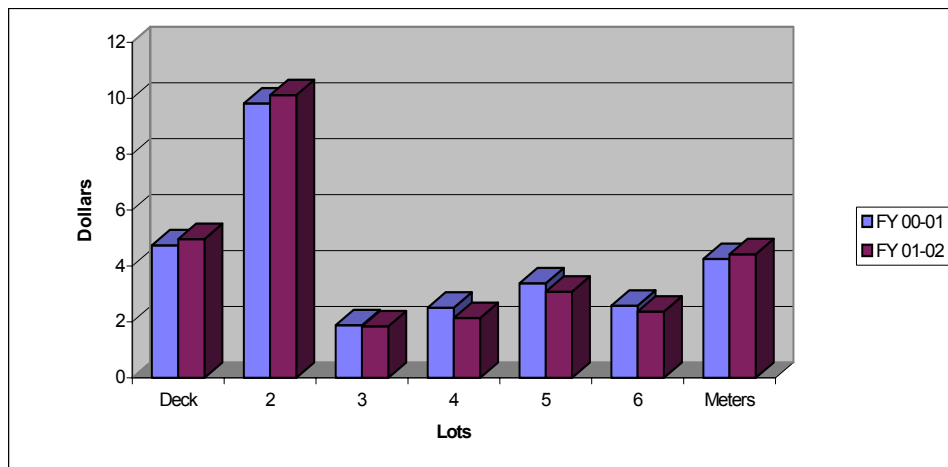
Transit service productivity is monitored by calculating the passenger trips per service mile. Passenger trips per mile are slightly due to an increase in ridership and an increase in mileage coupled with shorter trip lengths.

## PARKING PERFORMANCE MEASURES PARKING SPACE TURNOVER RATE



Turnover is the average number of cars using a parking space in a day. Current statistics indicate a slightly shorter average stay by parkers in Lot #2, and little change in the Rosemary St. Deck.

## PARKING REVENUES PER SPACE PER DAY



The decrease in revenue at lots 4, 5, and 6 reflects fewer customers for leased spaces. Increases at meters, Rosemary Street deck and lot 2 may indicate increased use and a higher turnover rate.





# **CAPITAL PROJECTS**



## ENVIRONMENTAL IMPROVEMENTS

**Project Name:** Downtown Improvements (Streetscape)

**Funding Source(s):** 1996 Bond Funds.

Balance from Previous Years	2000-01 Appropriation	Mid-Year Amendments	Total Current Appropriation	Expenditures & Encumbs	Balance
n/a	n/a	n/a	1,000,000*	296,332	703,668

\*Multi-year funds

**Status of Project:**

During the first quarter of fiscal year 2001-02, Streetscape improvements were completed at two locations: the east side of the 100 block of North Columbia Street and in the 200 block of East Franklin Street at Henderson Street. Tree planting in these sections was completed in the second quarter. Construction of the next section of sidewalk improvements on the south side of the 100 block of East Franklin Street began in the fourth quarter. This section is anticipated to be completed in the first quarter of fiscal year 2002-2003.

## GENERAL MUNICIPAL IMPROVEMENTS

**Project Name:** Cemetery Beautification

**Funding Source(s):** Capital improvements fund.

Balance from Previous Years	2001-02 Appropriation	Mid-Year Amendments	Total Current Appropriation	Expenditures & Encumbs	Balance
16,500	0	(9,000)	7,500	2,558	4,942

**Status of Project:**

The balance of funds has been frozen because of the budget situation; if it becomes available, it will be used for new signs at Memorial Cemetery and bollard replacements at Old Chapel Hill Cemetery.

**Project Name:** Community Center – Capital Repairs

**Funding Source(s):** Capital improvements fund.

Balance from Previous Years	2000-01 Appropriation	Mid-Year Amendments	Total Current Appropriation	Expenditures & Encumbs	Balance
0	60,000	(60,000)	0	0	0

**Status of Project:**

The funds for this project have been eliminated due to the budget situation.

The principal of the 10-year installment financing for this project originally was \$772,000.

**Project Name:** Extraordinary Maintenance – Emergency Repairs

**Funding Source(s):** Capital improvements fund.

Balance from Previous Years	2001-02 Appropriation	Mid-Year Amendments	Total Current Appropriation	Expenditures & Encumbs	Balance
29,000	30,000	48,337	107,337	95,199	12,138

**Status of Project:**

Projects completed during the year included the following:

- installation of tile floors at Plant Road Parks & Recreation facility (\$9,233)
- replacement of valves at Community Center pool (\$2,600)
- repairs to sidewalk at the Library (\$1,900)
- underground storage tank assessment/closure at Public Works and Fire Station #4 (\$8,500)
- exterior painting at Post Office/Courthouse (\$17,000)
- replacement of gutters and downspouts at Lincoln gym (\$5,200)
- replacement of window glass at Post Office/Courthouse (\$3,000)
- replacement of gas furnace at Garage #1 (\$1,936)
- replacement of carpet at IFC Shelter (\$5,100)

- window/door installations at Public Works (\$4,700)
- termite treatment at Hargraves (\$2,900)
- replacement of ball field lights at various locations (\$9,800)
- Community Center pool valve gears (\$1,800)
- HVAC compressor at Town Hall (\$5,800)
- HVAC upgrade for Information Technology Department at Town Hall (\$4,400)
- HVAC repairs at Public Works administration facility (\$4,100).

**Project Name:** Generator at Town Hall

**Funding Source(s):** Capital improvements fund.

Balance from Previous Years	2001-02 Appropriation	Mid-Year Amendments	Total Current Appropriation	Expenditures & Encumbs	Balance
28,000	0	0	28,000	0	28,000

**Status of Project:**

Installation of the new generator was anticipated during the last half of fiscal year 2001-02; however, funds were frozen due to the budget situation. We consulted with the vendor concerning issues of sizing and positioning this equipment. We also analyzed the possible impacts of the Town’s new Noise Ordinance to determine cost implications.

The principal of the 7-year installment financing for this project originally totaled \$120,000.

**Project Name:** Hargraves Center – Capital Repairs

**Funding Source(s):** Capital improvements fund.

Balance from Previous Years	2001-02 Appropriation	Mid-Year Amendments	Total Current Appropriation	Expenditures & Encumbs	Balance
0	292,000	908,000	1,200,000	1,090,216	109,784

**Status of Project:**

This project includes original appropriations in fiscal year 2001-2002 for: 1) capital repairs for the A. D. Clark Bathhouse (\$69,000); 2) capital repairs at the Hargraves Center (\$77,000); and 3) Hargraves Center/A. D. Clark Pool renovations ( \$146,000). The breakdown for revised budget components of the total \$1.2 million current appropriation is as follows:

Hargraves Renovations – Professional Services	34,450
Hargraves Renovations – Building Improvements	1,044,706
Hargraves Renovations – Supplies	8,481
Hargraves Renovations – Contingency	101,487
Hargraves Renovations – Art Acquisition	10,876

During the first quarter, an architect was selected and preparation of construction documents and architectural drawings were finished in the second quarter. Bids were received during the third quarter and the successful low bidder was O.C. Mitchell, Jr., Inc., of Durham. Work was well underway by the end of the fourth quarter and we anticipate completion of work by January, 2003.

**Project Name:** IFC Shelter – Capital Repairs (Phase I)

**Funding Source(s):** Capital improvements fund.

Balance from Previous Years	2001-02 Appropriation	Mid-Year Amendments	Total Current Appropriation	Expenditures & Encumbs	Balance
0	20,000	(20,000)	0	0	0

**Status of Project:**

The first phase of repairs to the IFC Shelter primarily relates to exterior needs at the facility, while the second phase addresses other needs, such as HVAC and electrical systems. We plan to combine these two phases into a single contract and seek architectural services early next fiscal year. Funding of the entire project would be through 10 year installments, beginning in fiscal year 2002-2003.

**Project Name:** IFC Shelter – Capital Repairs (Phase II)

**Funding Source(s):** Capital improvements fund.

Balance from Previous Years	2001-02 Appropriation	Mid-Year Amendments	Total Current Appropriation	Expenditures & Encumbs	Balance
0	14,000	(14,000)	0	0	0

**Status of Project:**

As indicated in the previous section for the first phase of capital improvements to the IFC Shelter, we plan to combine the two phases and seeking architectural services early next fiscal year.

**Project Name:** Municipal Operations – Space Needs Study

**Funding Source(s):** Capital improvements fund.

Balance from Previous Years	2000-01 Appropriation	Mid-Year Amendments	Total Current Appropriation	Expenditures & Encumbs	Balance
0	10,000	(10,000)	0	0	0

**Status of Project:**

Funds were deleted due to the budget situation. Preliminary work was completed by an intern in the Town Manager’s Office.

**Project Name:** Museum – Capital Maintenance

**Funding Source(s):** Capital improvements fund.

Balance from Previous Years	2001-02 Appropriation	Mid-Year Amendments	Total Current Appropriation	Expenditures & Encumbs	Balance
0	9,000	0	9,000	0	9,000

**Status of Project:**

Maintenance work was anticipated on the roof during the second half of fiscal year 2001-2002; however, funds were frozen due to the budget situation.

**Project Name:** Park Restrooms/Bathhouses – Capital Maintenance

**Funding Source(s):** Capital improvements fund.

Balance from Previous Years	2000-01 Appropriation	Mid-Year Amendments	Total Current Appropriation	Expenditures & Encumbs	Balance
0	3,000	0	3,000	3,000	0

**Status of Project:**

Work on re-roofing at Ephesus Park was completed during the fourth quarter.

**Project Name:** Post Office/Courthouse – Capital Repairs (Phase I)

**Funding Source(s):** Capital improvements fund.

Balance from Previous Years	2000-01 Appropriation	Mid-Year Amendments	Total Current Appropriation	Expenditures & Encumbs	Balance
0	30,000	(30,000)	0	0	0

**Status of Project:**

The first phase of capital repairs to the Post Office/Courthouse was to involve selection of an architect; however, design work was delayed. Funds were deleted due to the budget situation.

The principal of the 10-year installment financing for the first phase of this work originally was \$196,000.

**Project Name:** Public Housing Renovations

**Funding Source(s):** Community Development Block Grant

Balance from Previous Years	2001-2002 Appropriation	Mid-Year Amendments	Total Current Appropriation	Expenditures & Encumbs	Balance
0	115,000		115,000	42,277	72,723

**Status of Project:**

Funds will be used to renovate the 15-unit Pritchard Park public housing community. Funds will be used for renovation expenses and for a portion of the Assistant Housing Director's salary for oversight of the public housing renovation projects. Renovation work will include the abatement of lead-based paint and asbestos, replacement of windows and screens, replacement of interior and exterior doors, replacement of furnaces, replacement of floor tiles, replacement of bathtub liners and surrounds, bathroom fixtures, plumbing and electrical upgrades, and interior and exterior painting.

Design work is currently underway.



**Project Name:** Public Works Facilities – Capital Maintenance

**Funding Source(s):** Capital improvements fund.

Balance from Previous Years	2001-02 Appropriation	Mid-Year Amendments	Total Current Appropriation	Expenditures & Encumbs	Balance
0	15,000	0	15,000	14,913	87

**Status of Project:**

Improvements to offices in Garage #1. Improvements were completed during the fourth quarter.

**Project Name:** Public Works Facilities – Building Improvements

**Funding Source(s):** 1996 Bond Funds.

Balance from Previous Years	2001-02 Appropriation	Mid-Year Amendments	Total Current Appropriation	Expenditures & Encumbs	Balance
n/a	n/a	n/a	500,000*	257,757	242,243

\*Multi-year funds

**Status of Project:**

A modular unit containing four offices, a break room, restroom and shower facilities was installed, with dedication occurring during the first quarter. Funds also were used to furnish the new facility. Installation of three prefabricated metal covered sheds to house weather-sensitive equipment and materials was also covered by these bond funds, along with the installation of a fire escape and exit from the second floor at the Public Works Garage #1. The open lube pit in Garage #2 was closed and replaced with above-ground portable lifts during the fourth quarter.

**Project Name:** Town Hall– Capital Maintenance

**Funding Source(s):** Capital improvements fund.

Balance from Previous Years	2001-02 Appropriation	Mid-Year Amendments	Total Current Appropriation	Expenditures & Encumbs	Balance
0	25,000	(25,000)	0	0	0

**Status of Project:**

Installation of hallway carpeting at the Town Hall was anticipated during the last half of fiscal year 2001-2002; however, funds were deleted due to the budget situation.

**Project Name:** Town Hall Parking Deck– Capital Maintenance

**Funding Source(s):** Capital improvements fund.

Balance from Previous Years	2001-02 Appropriation	Mid-Year Amendments	Total Current Appropriation	Expenditures & Encumbs	Balance
0	7,000	(7,000)	0	0	0

**Status of Project:**

Maintenance work to repair concrete supports at the Town Hall parking deck was anticipated during the fourth quarter of fiscal year 2001-2002; however, funds were deleted due to the budget situation.

**LEISURE ACTIVITY IMPROVEMENTS****Project Name:** Booker Creek Linear Park (Fordham Boulevard to Franklin Street)**Funding Source(s):** Capital Improvements Program and Gift

Budget from Previous Years	2000-01 Appropriation	Mid-Year Amendments	Total Current Appropriation	Expenditures & Encumbs	Balance
20,000	-0-	437,134	457,134	58,689	398,445

**Status of Project:**

NCDOT approved the Town's Enhancement Grant application for \$349,707 (\$87,427 in local matching funds). Inability to build the planned bridge without a rise in the 100 year flood has resulted in the need to redesign the trail. New flood studies and discussions with landowners will be completed in the first quarter of fiscal year 2002-03. At that time the plans will be revised.

**Project Name:** Greenways**Funding Source(s):** Capital improvements fund

Budget from Previous Years	2001-02 Appropriation	Mid-Year Amendments	Total Current Appropriation	Expenditures & Encumbs	Balance
-0-	107,000	(-)33,000	107,000	74,000	-0-

**Status of Project:**

About \$70,000 in funds will be needed for the Lower Booker Creek Trail project account. Another \$4,000 will be needed to demolish a flood-damaged house on Dickerson Court. We believe the remainder of the budget will have to be used to address the Town's overall budget situation.

**Project Name:** Hargraves Center/AD Clark Pool Renovations**Funding Source(s):** Capital Improvement Program

Budget from Previous Years	2001-02 Appropriation	Mid-Year Amendments	Total Current Appropriation	Expenditures & Encumbs	Balance
-0-	146,000	1,054,000	1,200,000	1,069,200	130,792

**Status of Project:**

Architectural work complete. The Local Government Commission approved the installment financing package. The Council awarded a bid and authorized the Manager to approve change orders up to a cumulative total of \$110,000, but not to exceed the combined total project cost of \$1,200,000. Work is underway with completion expected in the third quarter of FY 2002-03.

**Project Name:** Homestead Park**Funding Source(s):** Capital Improvements Program, 1989 Parks & Open Space bond, 1996 Parks bond, Orange County Bond Funds

Budget from Previous Years	2001-02 Appropriation	Mid-Year Amendments	Total Current Appropriation	Expenditures & Encumbs	Balance
3,601,342	-0-	-0-	3,601,342	3,559,827	41,514

**Status of Project:**

Some work remains including installation of signs, a water line for the dog park, speed humps, and an updated timer system for the ballfield lights.

**Project Name:** Homestead Park Aquatics/Community Center

**Funding Source(s):** 1996 Parks bond

Budget from Previous Years	2001-02 Appropriation	Mid-Year Amendments	Total Current Appropriation	Expenditures & Encumbs	Balance
1,226,058	-0-	-0-	1,226,058	50,605	1,175,453

**Status of Project:**

The Council has approved a building conceptual plan. The 2001 County Parks bond included \$3,500,000 for this project. The Council is currently working with Orange County and the Intergovernmental Parks Work Group to determine a process for development of the facility.

**Project Name:** Lower Booker Creek Greenway Trail, Phase II (Booker Creek Road to Franklin Street)

**Funding Source(s):** NCDOT Grants and Capital Improvement Program

Budget from Previous Years	2001-02 Appropriation	Mid-Year Amendments	Total Current Appropriation	Expenditures & Encumbs	Balance
651,749	-0-	70,000	721,749	714,215	6,384

**Status of Project:**

Council adopted conceptual plan in FY 1998-99. Construction is complete except for installation of entrance signs and bollards. Final work is expected to be completed in the first quarter of FY 2002-03.

**Project Name:** Pritchard Park**Funding Source(s):** Gift, Interest and Rental Income

Budget from Previous Years	2001-02 Appropriation	Mid-Year Amendments	Total Current Appropriation	Expenditures & Encumbs	Balance
164,000	-0-	-0-	164,000	35,621	128,379

**Status of Project:**

Council adopted a conceptual plan. A committee completed its work to develop options for the area adjacent to the Siena Hotel for Council consideration. The staff is currently discussing financing options with the owner of the hotel. We anticipate scheduling an item for Council consideration in the first quarter of FY 2002-03. As soon as the Council decides on the use for the area adjacent to the Siena Hotel the Special Use Permit process can begin.

**Project Name:** Southern Community Park**Funding Source(s):** Orange County Bond

Budget from Previous Years	2001-02 Appropriation	Mid-Year Amendments	Total Current Appropriation	Expenditures & Encumbs	Balance
353,059	-0-	-0-	353,059	276,411	76,648

**Status of Project:**

The Town and the Chapel Hill-Carrboro City Schools jointly funded construction of a soccer field at Scroggs School. The Council adopted the Southern Community Park Conceptual Plan Committee's recommended report. The Council is currently working with Orange County and the Intergovernmental Parks Work Group to determine a process for development of the facility.

**Project Name:** Small Park Improvements**Funding Source(s):** Capital improvements fund.

Balance from Previous Years	2001-02 Appropriation	Mid-Year Amendments	Total Current Appropriation	Expenditures & Encumbs	Balance
83,000	0	(29,879)	53,121	52,961	160

**Status of Project:**

Fiscal year 2000-01 funds were used for payment to Carolina Green Corporation for turf renovation at the Homestead Park soccer fields. This work started during fiscal year 2000-01 and continued into fiscal year 2001-02. We have retained our consultant for turf management at the soccer fields on an ongoing basis, but are covering the cost using operating funds from the Landscape Division’s budget. Funds from this group of accounts also were used for a storage shed located at Homestead Park (\$3,600).

**PUBLIC SAFETY IMPROVEMENTS**

**Project Name:** Renovations: Fire Training Facility

**Funding Source(s):** Capital improvements fund.

Balance from Previous Years	2001-2002 Appropriation	Mid-Year Amendments	Total Current Appropriation	Expenditures & Encumbs	Balance
158,000	50,000	-0-	-0-	202,109	5,891

**Status of Project:**

Work is completed. Additional repairs are needed and a federal grant application has been submitted.

**Project Name:** Ramp Replacement for Fire Station #3

**Funding Source(s):** Capital improvements fund.

Balance from Previous Years	2001-2002 Appropriation	Mid-Year Amendments	Total Current Appropriation	Expenditures & Encumbs	Balance
85,000	40,000	-0-	-0-	105,000	-0-

**Status of Project:**

Work is completed.

**Project Name:** Replacement of Fire Apparatus for Fire Station #1

**Funding Source(s):** Capital improvements fund.

Balance from Previous Years	2001-2002 Appropriation	Mid-Year Amendments	Total Current Appropriation	Expenditures & Encumbs	Balance
-0-	220,000	-0-	-0-	220,000	-0-

**Status of Project:**

Fire apparatus was received and training for apparatus took place in first quarter in FY 2001. Fire apparatus was placed in service and is currently responding out of Fire Station #1.

**Project Name:** Construction of new Fire Station #5

**Funding Source(s):** Capital improvements fund.

Balance from Previous Years	2001-2002 Appropriation	Mid-Year Amendments	Total Current Appropriation	Expenditures & Encumbs	Balance
-0-	1,278,000	-0-	-0-	412,246	865,754

**Status of Project:**

New Fire Station #5 located on the southeast corner of US 15-501 South and Bennett Road is virtually completed with the exception of a punch list. Temporary Certificate of Occupancy is in place.



**Project Name:** Self-Contained Breathing Apparatus Grant**Funding Source(s):** Capital improvements fund.

Balance from Previous Years	2001-2002 Appropriation	Mid-Year Amendments	Total Current Appropriation	Expenditures & Encumbs	Balance
-0-	183,375	-0-	-0-	-0-	-0-

**Status of Project:**

Contract was awarded to Newton's Fire and Safety Equipment, Inc. and 100% of the equipment has been received. Self-contained breathing apparatus are on fire trucks and in service. Training is complete.

**Project Name:** Roof reconstruction for Station #4**Funding Source(s):** Capital improvements fund.

Balance from Previous Years	2000-2001 Appropriation	Mid-Year Amendments	Total Current Appropriation	Expenditures & Encumbs	Balance
-0-	58,000	-0-	-0-	-0-	-0-

**Status of Project:**

Work is completed.

**TRANSPORTATION IMPROVEMENTS****Project Name:** Sidewalks and Bikeways**Funding Source(s):** Capital Improvement Funds

Balance from Previous Years	2001 Appropriation	Mid-Year Amendments	Total Current Appropriation	Expenditures & Encumbs	Balance
\$95,423	\$150,000	-0-	\$245,423	\$58,714	\$121,366

**Status of Projects:**

Sidewalk construction has been completed on Ransom Street, Emily and Partin Streets, Bolinwood Drive, and Scarlette Drive. The Culbreth Road sidewalk project is under contract and preparing for construction. Upcoming projects include Fordham Boulevard and West Rosemary Street. In addition to the \$150,000 appropriated in the CIP, the Council authorized the use of \$100,000 from the 1996 Street Bond funds for sidewalk projects.

**Project Name:** Bridge Replacement

**Funding Source(s):** Capital improvements fund, 1986 and 1996 Transportation bond, and a North Carolina Department of Transportation grant.

Balance from Previous Years	2001-02 Appropriation	Mid-Year Amendments	Total Current Appropriation	Expenditures & Encumbs	Balance
\$436,310	\$293,079	-0-	\$729,389	\$729,389	- 0 -*

**Status of Project:**

1. Willow Drive near Spruce Street: Completed.
2. Brookview Drive at Cedar Falls Street: Completed.
3. Lakeshore Drive at Honeysuckle Road: Completed.
4. Lakeshore Drive at Kensington Drive: Completed.
5. Bolinwood Drive near Hillsborough Street: Future project.

\* Approximately \$46,000 not required for bridge construction was transferred to general drainage improvements account for use on future projects.

**Project Name:** Curb Repairs: ADA Compliance

**Funding Source(s):** Capital improvements fund.

Balance from Previous Years	2001-02 Appropriation	Mid-Year Amendments	Total Current Appropriation	Expenditures & Encumbs	Balance
0	25,000	22,281	47,281	5,862	41,419

**Status of Project:**

Initial work was completed during 1996-97 on 54 ramps consistent with the Streetscape Master Plan. During 1998-99, 9 ramps were installed along Elliott Road. An additional 26 ramps were installed Town-wide.

During the first quarter of fiscal year 1999-2000, 6 ramps were installed, with 2 at the intersection of Hamilton Road and NC 54; the other 4 were placed town-wide. During the second quarter, 8 ramps were installed town-wide.

During the fourth quarter of fiscal 2001-2002, bids were solicited for installation of 69 ramps town-wide. Selection of a vendor and initiation of work are anticipated early in fiscal 2002-2003.

**Project Name:** Public Transit Vehicle Replacement/Expansion

**Funding Source(s):** Federal Section 5309, Section 5307, NCDOT and local matching funds.

Balance from Previous Years	2000-01 Appropriation	Mid-Year Amendment	Total Current Appropriation	Expenditures & Encumbs	Balance
840,822	6,418,581	205,010	7,464,413	7,458,761	5,652

**Status of Project:**

Ten expansion buses were delivered in May 2002, concluding the purchase of twenty-seven buses ordered in 2001.

**Project Name:** Park/Ride Lots

**Funding Source(s):** Federal Transit Administration Section 5307, NCDOT and local matching funds.

Balance from Previous Years	2000-01 Appropriation	Mid-Year Amendment	Total Current Appropriation	Expenditures & Encumbs	Balance
640,000	710,000	-0-	1,350,000	1,350,000	0

**Status of Project:**

Grading work began on the Jones Ferry Road Park-Ride lot project in June 2002. The project schedule indicates completion of the lot in September 2002.

**Project Name:** Traffic Calming

**Funding Source(s):** Capital improvements fund.

Balance from Previous Years	2001-02 Appropriation	Mid-Year Amendments	Total Current Appropriation	Expenditures & Encumbrs	Balance
\$35,515	-0-	-0-	\$35,515	\$10,000	\$25,515

**Status of Project:**

The balance listed above was allocated by the Council to traffic calming projects in the Little Creek/Glen Lennox/Oaks I neighborhood area. These projects will be completed by the end of the Second Quarter 2002-03.