

# Town of Chapel Hill



## First Quarterly Report 2002-2003

*Kevin C. Foy, Mayor*  
*Pat Evans, Mayor pro tem*  
*Flicka Bateman*  
*Ed Harrison*  
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Submitted to the Town Council  
November 11, 2002

**PART I: SUMMARY OF THE FIRST QUARTER REPORT  
FOR 2002-03  
(period ending September 30, 2002)**

**Water Restrictions**

The summer drought of 2002 meant water restrictions for Chapel Hill residents during the First Quarter and beyond. On September 26, Mayor Foy signed a proclamation of a water supply emergency in the Town of Chapel Hill, following the recommendations of the Orange Water and Sewer Authority's (OWASA) and OWASA's Executive Director. The severe drought caused the total water stored in University Lake and Cane Creek Reservoir to decline to a level lower than in any previous September on record. Consistent with the ordinance adopted by the Council on March 25, the Mayor had previously issued proclamations of Stage I Water Shortage on July 12 and of Stage II Water Shortage on August 23.

Water Supply Emergency use restrictions, as provided in the Town's ordinance, included:

- No OWASA-supplied potable water shall be used for any outdoor purposes other than emergency fire suppression.
- Water service may be disconnected or reduced, as determined by OWASA, in designated portions of the area.
- Customers who use OWASA potable drinking water for heating/cooling systems shall be encouraged to reduce the demand in all but the most essential facilities.

During this stage, the Town also stopped washing vehicles except as necessary to meet health, hygiene, and safety requirements. Landscape watering was severely limited. The fountain at the Stroud Rose Garden was turned off, and the Estes Drive Community Center swimming pool was not drained for maintenance. Town employees were also helpful in informing citizens of water use restrictions.

**State Budget**

On September 25, the N.C. General Assembly ratified Senate Bill 1292, which authorizes counties to establish a half-cent local option sales tax beginning on December 1. House Bill 1490, "Secure Local Revenues," also became law during the week of September 25.

The "Earlier Local Option Sales Tax" law authorizes county boards of commissioners to levy a half-cent tax with effective date of December 1 and moves the levy date forward from July 1, 2003. The Town expects to receive approximately \$400,000 from this revenue by the end of the fiscal year.

The "Secure Local Revenues" law states that the General Assembly defines certain revenues, such as beer and wine taxes, utility franchise taxes, and telecommunications sales taxes, to be local revenues and not State expenditures for purposes of the Governor's constitutional authority to control State expenditures. Therefore, these local revenues may not be reduced or withheld by the Governor. This law prohibits a governor from withholding distribution of funds that have

been appropriated or committed by the State to local governments or collected by the State on behalf of local governments unless all other revenue sources are exhausted. The law also clarifies that a governor cannot withhold revenues from taxes levied by units of local government that are collected by the State. However, we note that the Governor did not sign the bill and had previously stated, as we understand it, that the law might be an unconstitutional infringement of his authority.

### **Town Budget 2002-03**

Because of the State's delay in adopting its budget for 2002-03, the Council adopted a final budget for the Town on July 26, 2002, which did not include revenue from certain State-shared taxes that were partially withheld in the past two years. The Town established a final total tax rate of 55.3 cents, which is an increase of 4.9 cents from the 2001-02 General Fund rate and no change in the Transportation Fund tax rate. The tax rate increase is the largest since 1990.

The adopted budget holds operating expenses to a level similar to last year and provides no funding for employee pay increases. In addition to raising taxes, the Council found it necessary to raise a number of fees significantly and to establish new fees. At the time of adoption, the Capital Improvements Fund total remained at a limited level of \$478,000 as presented in the Manager's original recommended budget, which is about one-third of what it would normally be.

On June 24, the Council adopted an Interim Budget, including User Fee Schedules and Policies with 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.

The Council's further decisions on the 2002-2003 budget will be further reported in the Second Quarter Report.

### **Land Use Management Ordinance**

On September 18, the Council held a Public Hearing on the Third Draft of the Proposed Land Use Management Ordinance, which was formerly called the Development Ordinance and renamed at the Council's request. The Ordinance is being prepared as a key mechanism to implement the Town's Comprehensive Plan, which was adopted in May 2000. On June 10, 2002, the Council adopted a resolution giving specific directions as to changes to make in the Third Draft.

Citizen comment and Council feedback included concerns about:

- Impact of “nonconformity” regulations on two-family duplex land uses
- Impact of “nonconformity” regulations on future, potential changes to the Resource Conservation District
- Increased restrictions for building on steep slopes and difficulty topography.

The Council referred comments to the Manager for a follow-up report on October 7 and Public Hearing on October 21. Further discussion about the Land Use Management Ordinance will be included in the Second Quarter Report.

### **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 Ordinance. Other parties to the Memorandum have taken action, with requests for adjustment to key sections and additional information about how the proposed ordinance would work.

On September 25, the Schools and Land Use Council met and finalized a “Decision Matrix” on the Memorandum of Understanding, which identified decision points that may require reconsideration by all parties. The group plans to fully implement the Ordinance by February 2003.

### **Streets and Roads**

#### **Weaver Dairy Road**

On September 23, the Council adopted a resolution endorsing an enhanced three-lane concept plan for Weaver Dairy Road between NC 86 and Erwin Road, as proposed by the Mayor’s Committee on Weaver Dairy Road Improvements. The design includes a three-lane cross-section consisting of one travel lane in each direction, with left and right turn lanes and bus pull-offs as necessary, lane widening to accommodate bicycles, and curb and gutter and sidewalk along both sides of the roadway.

The resolution also states the Council’s understanding that, if the State agrees to construct the Weaver Dairy Road improvement project as proposed by the Committee and as described in the resolution, it would be unlikely that additional State funding would be available for future improvements. The next step in the process is a State Public Hearing to be held in the Second Quarter, and we will provide more information in the next Quarterly Report.

## Traffic-Calming

On August 26, the Council took action on several traffic-calming measures, including:

- Speed humps, multi-way stop signs, and a traffic circle in the vicinity of Sweeten Creek Road
- Speed humps and multi-way stop signs in the vicinity of Perry Creek Drive
- Speed humps on Highgrove Drive and Gardner Circle
- A speed hump on Ashley Forest Road.

## Cameron Avenue

On September 9, the Council received a report on traffic issues on Cameron Avenue, particularly regarding parking regulations and bicycle overlay zones. The Council referred the report to the Transportation Board and the Bicycle & Pedestrian Advisory Board, requesting further study.

## Signs

On August 26, the Council enacted an ordinance to modify the current Development Ordinance regulations affecting non-commercial signs. The ordinance change included the following provisions on temporary political signs advertising candidates or issues:

- They must not exceed four (4) square feet in area per display surface.
- Any such signs, on private property, are to be removed within seven (7) days after the election.
- Any such signs in the public right-of-way are not erected prior to 45 days before the date of the appropriate election and are removed within twelve (12) days after the election.

On September 9, the Council directed the Manager to resume enforcement of Town sign ordinances that regulate or prohibit non-commercial signs on private property. The Council's September 9 action rescinded a September 2001 action that directed the Manager to suspend such enforcement.

## Open Space

On September 23, the Council adopted a resolution accepting a donation of .77 acres of property adjacent to Morgan Creek from the Conservation Council of North Carolina Foundation. The property is located on the south side of Morgan Creek, opposite the Merritt Pasture.

## Stormwater Work Group

On August 26, the Council authorized the Manager to invite participation in a standing work group representing local agencies including Carrboro, Orange County, OWASA, and the University to periodically meet and discuss regional stormwater management issues and cooperative mitigation measures.

## **Development and Planning**

### **2025 Transportation Plan Alternatives**

On September 9, the Council reviewed analysis of five alternative transportation scenarios for the Durham-Chapel Hill-Carrboro Urban Area 2025 Transportation Plan. The Council adopted a resolution recommending that the following alternatives be included as the basis of the Durham-Chapel Hill-Carrboro preferred alternative:

- Moderate highway improvements and intensive local transit improvements.
- High occupancy vehicle lanes are assumed along I-40 from NC 86 to the Johnston County/Wake County line.
- Completion of Phase I rail system between Raleigh and Durham
- Construction of fixed guideway systems along US 15-501 between Chapel Hill and Durham and along NC 54 between Chapel Hill and the Research Triangle Park.
- That transit options serve the downtown business community.

### **Joint Planning with Durham**

On August 26, the Council adopted a more formal joint planning process with the City of Durham and Durham County. Joint planning will enhance the process of consultation among the Town, City, and County in a geographic area of mutual planning interest, for both long-range planning and current development proposals.

The Town of Chapel Hill, Durham City, and Durham County developed a cooperative agreement in the early 1990s to establish the Durham-Chapel Hill Work Group. The group composed of elected officials from each governing board and a representative from each jurisdiction's Planning Board, has met regularly since that time to share information related to current development and long-range planning projects affecting areas along each other's borders.

### **Million Solar Roofs Committee**

On September 23, the Council received a report from the Million Solar Roofs Committee on its work from the past year. The Council agreed to authorize staff support to the Committee for an additional year and agreed to assign a Committee representative as a liaison to the Energy, Environment, and Sustainability Committee. In April 2000, the Council established the goal of 500 solar energy systems to be installed by 2010.

## **Police and Fire Protection**

### **Grant Funding**

On September 9, the Council authorized acceptance of \$30,750 from the U.S. Department of Justice for the purchase of three mobile communication terminals for police patrol vehicles. The Police Department's request included laptop computers, modems, and associated software.

## Major Crimes

Major crimes reported to the Police Department decreased 31% compared to last year. The number of reported homicides stayed the same (at zero). There was more than a 30% decrease in the number of residential break-ins, from 116 to 71. The number of motor vehicle break-ins decreased by 26% (from 219 to 161).

## Drug Enforcement

The number of drug charges decreased by 2% compared to last year, from 91 to 89. The number of arrests for underage possession of alcohol increased by more than 17% (from 17 to 20) in the same period, while the number of arrests for using false identification increased by 200% (from 1 to 3).

## Traffic Law Enforcement

The number of issued traffic citations increased by 4% (967 to 1,005) from last year, while the number of DWI arrests increased by 23% (77 to 95).

## Special Fire Equipment

On September 9, the Council allocated \$14,800 for purchase of special operations protective equipment for the Fire Department, as part of a cooperative regional effort in emergency planning and preparation. The fire chiefs of Chapel Hill, Raleigh, Durham, and Cary have worked together to develop a joint special operations team that will provide capabilities not currently available in the region. Specialized protective equipment will be needed for Chapel Hill staff who participate in the special training.

## Fire Emergency Response Time

The average fire response time was 3 minutes in the First Quarter, compared to 3.1 minutes last year. Fire crews responded to 284 first responder calls; 95% of the emergency fire calls were answered in less than 5 minutes from time of dispatch.

## Fire Losses

Total fire damage for this quarter was \$557,100, which was an increase of \$245,930 from last year.

## **Public Works**

### Collection Services and Cycles

The Solid Waste Services Division collected 5,458 tons of refuse during this quarter, a decrease of about 2% from last year's 5,567 First Quarter figure.

The average length of the brush collection cycle decreased from two-week cycles last year to one-week cycles this year.

### Field Operations

The Field Operations Division removed 19 dead trees Town-wide. Tree planting work was delayed due to drought conditions.

In the First Quarter, contractors resurfaced 20 street segments Town-wide, totaling about 4 miles in length.

## **Transportation**

### Transit Ridership, Productivity, and Efficiency

In the First Quarter, the department operated 1,068,700 fixed-route trips compared to the prior year's 699,900 – approximately a 53% increase, which is largely due to Fare-Free service. The number of passenger trips per service mile for the period averaged 2.41, compared to 2.09 for last year, an increase of approximately 15%.

### Parking Revenues

Revenues from the 317-space James Wallace Parking Plaza on East Rosemary Street increased almost 32% from last year, from \$4.24 per space per day to \$5.58. Overall system revenues from the Town's parking lots and on-street metered parking spaces increased by more than 14%, from \$406,056 to \$465,409 this year.

## **Public Housing**

### Refurbishing and Renovations

A contract in the amount of \$687,828 was awarded for renovation work at the Pritchard Park neighborhood. The renovation work will be performed in three phases, with the entire project to be completed in May 2003.

### Community Oriented Policing and Drug Elimination Activities

Community Police Officers resumed the tutoring and basketball activities to various age groups at the Hargraves Center. Officers also organized a bike repair clinic in the South Estes community. Officers organized youth participation in a "Pass, Punt, and Kick" competition that was open to all members of the community. Officers also assisted with the summer youth work program, Boys Leadership Group and other special events.



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 and the 4-H community garden project.

## **Parks and Recreation**

### **Hargraves Community Center**

Work continued with the Public Works Department on renovations to the Hargraves Community Center and A.D. Clark Pool. We believe that the project remains on schedule to be completed by the end of January 2003 and is within the approved budget. Work during the later part of the First Quarter included completing rough framing of the new bath house, retrofitting the interior plumbing of the Hargraves Center, and completing rough-in electrical work on both Hargraves and the bath house.

### **Parks and Recreation Master Plan**

On September 23, the Council received the *Parks and Recreation Master Plan*, which included the Council's earlier revisions. The document can be viewed at the Town's web site ([www.townofchapelhill.org](http://www.townofchapelhill.org)) and includes information about pedestrian, bicycle, and bus access improvements and maps of parks.

## **Library**

### **Circulation**

Total Library circulation increased by 4% compared to last year's First Quarter, from 201,609 to 209,975. The total number of registered borrowers was 26,500. Patrons made more than 89,000 visits to the Library in the First Quarter of 2002-03, which is a 4.6% increase from the same period last year.

## **Additional Items**

### **Employee Turnover**

The employee turnover for the First Quarter was 6.4%, a decrease from 7.6% during the same period last year.



**DEPARTMENT  
DETAIL/GRAPHS**



**General Revenue****First Quarter, 2002-2003**

<b>GENERAL FUND REVENUES/EXPENDITUES</b>	<b>Actual 00-01</b>	<b>Actual 01-02</b>	<b>Budget 02-03</b>	<b>YTD 01-02</b>	<b>YTD 02-03</b>	<b>Change From Prior Year</b>
TOTAL REVENUES	34,412,753	35,798,541	36,791,487	4,832,595	4,630,228	(4.2%)
TOTAL EXPENDITURES	34,689,501	35,214,168	36,791,487	9,944,699	9,236,159	(7.1%)
EXPENDITURES AS A % OF BUDGET					25%	

<b>GENERAL FUND MAJOR REVENUES</b>	<b>Actual 00-01</b>	<b>Actual 01-02</b>	<b>Budget 02-03</b>	<b>YTD 01-02</b>	<b>YTD 02-03</b>	<b>Change From Prior Year</b>
<b>REVENUES</b>						
PROPERTY TAXES	16,118,720	18,468,543	20,557,000	1,377,341	1,858,568	35.0%
<b>STATE SHARED REVENUES</b>						
1% Local Sales Tax Option	2,421,025	2,734,638	2,520,000	704,922	720,205	2.2%
1/2% Local Option (Article 40)	1,736,733	1,853,056	1,824,000	437,070	483,714	10.7%
1/2% Local Option (Article 42)	1,723,938	1,836,472	1,824,000	433,556	478,563	10.4%
Total Sales Taxes	5,881,696	6,424,166	6,168,000	1,575,548	1,682,483	6.8%
Utility Franchise Tax	1,858,515	1,067,205*	-**	415,078	441,186	6.3%
Powell Bill	1,380,205	1,552,563	1,493,000	-	-	-
Intangibles Tax	511,219	503,563	-**	-	***	-
State Fire Protection	849,764	849,764	850,000	212,441	212,441	-
Beer and Wine Tax	193,547	-*	-**	-	-	-
Other State Shared Revenues	163,232	85,895*	-**	85,895	-***	-
<b>TOTAL STATE SHARED REVENUES</b>	<b>10,838,178</b>	<b>10,483,162</b>	<b>8,511,000</b>	<b>2,288,962</b>	<b>2,336,110</b>	<b>2.1%</b>

\* A portion of two quarters of the Utility Franchise Tax revenue, one-half of the Inventory Tax reimbursement revenue and the entire annual distribution of the Beer and Wine Tax revenue were withheld by the Governor in 2001-02 because of the State's budget crisis.

\*\* Due to the uncertainty of this revenue caused by the State budget crisis, no revenue from this sources was included in the adopted budget for 2002-03.

\*\*\* Reimbursement revenue from this source was eliminated by the N. C. General Assembly in September, 2002.

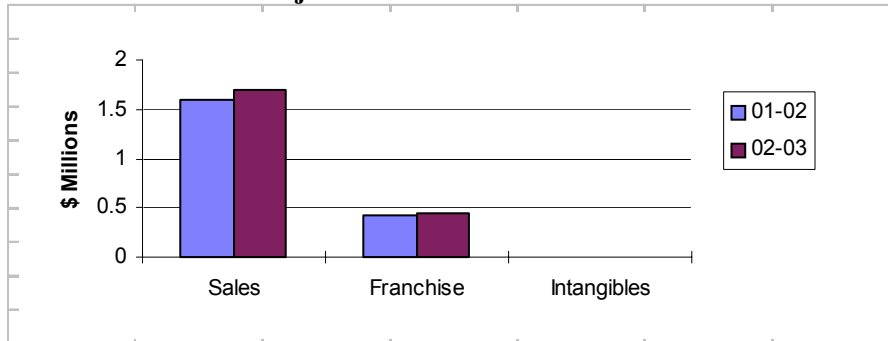
**General Revenue**

**First Quarter, 2002-2003**

TAX BASE	Actual 00-01	Actual 01-02	Budget 02-03	YTD 01-02	YTD 02-03	Change from Prior Year
REAL PROPERTY	2,589,768,417	3,556,294,528	3,655,000,000	3,569,425,110	3,692,057,375	2.4%
PERSONAL PROPERTY	388,087,936	403,959,196	400,000,000	217,302,288*	223,551,513*	2.9%
PUBLIC UTILITIES	61,660,255	60,873,428	60,000,000	60,912,619**	63,406,874**	4.1%
TOTAL	3,039,516,608	4,021,127,152	4,115,000,000	3,847,240,016	3,979,015,762	3.4%

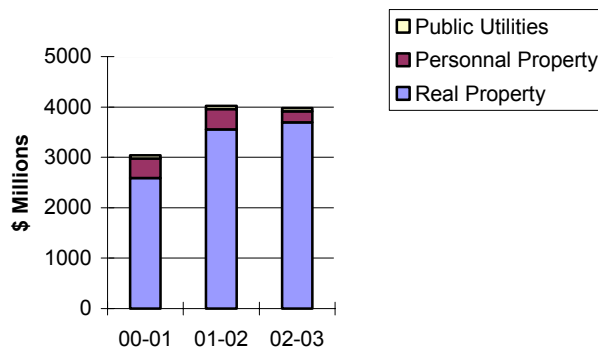
NOTE: \* Reflects motor vehicle listings for four months.  
 \*\* Certified but not yet billed.

**Major State-Shared Revenues**



Sales tax revenues were about 6.8% higher than last year for the first quarter. Franchise taxes were about 6.3 higher for this quarter. The intangibles tax reimbursement revenue was eliminated by the N. C. General Assembly in September, 2002.

**Property Tax Base**



The tax base valuation based on billing through September 30, 2002, was \$3,979,015,762 or about 3.4% more than last year for this quarter. This total includes four months of motor vehicle tax billings and public utility valuations certified but not yet billed.

<b>REVENUES/EXPENDITURES</b>	<b>Actual 00-01</b>	<b>Actual 01-02</b>	<b>Budget 02-03</b>	<b>YTD 01-02</b>	<b>YTD 02-03</b>	<b>Change From Prior Year</b>
Revenues	163,400	163,400	112,300	39,631	60,355	+52%
Expenditures	881,063	975,149	1,064,961	191,577	213,545	+11%
Expenditures as % of Budget					20%	

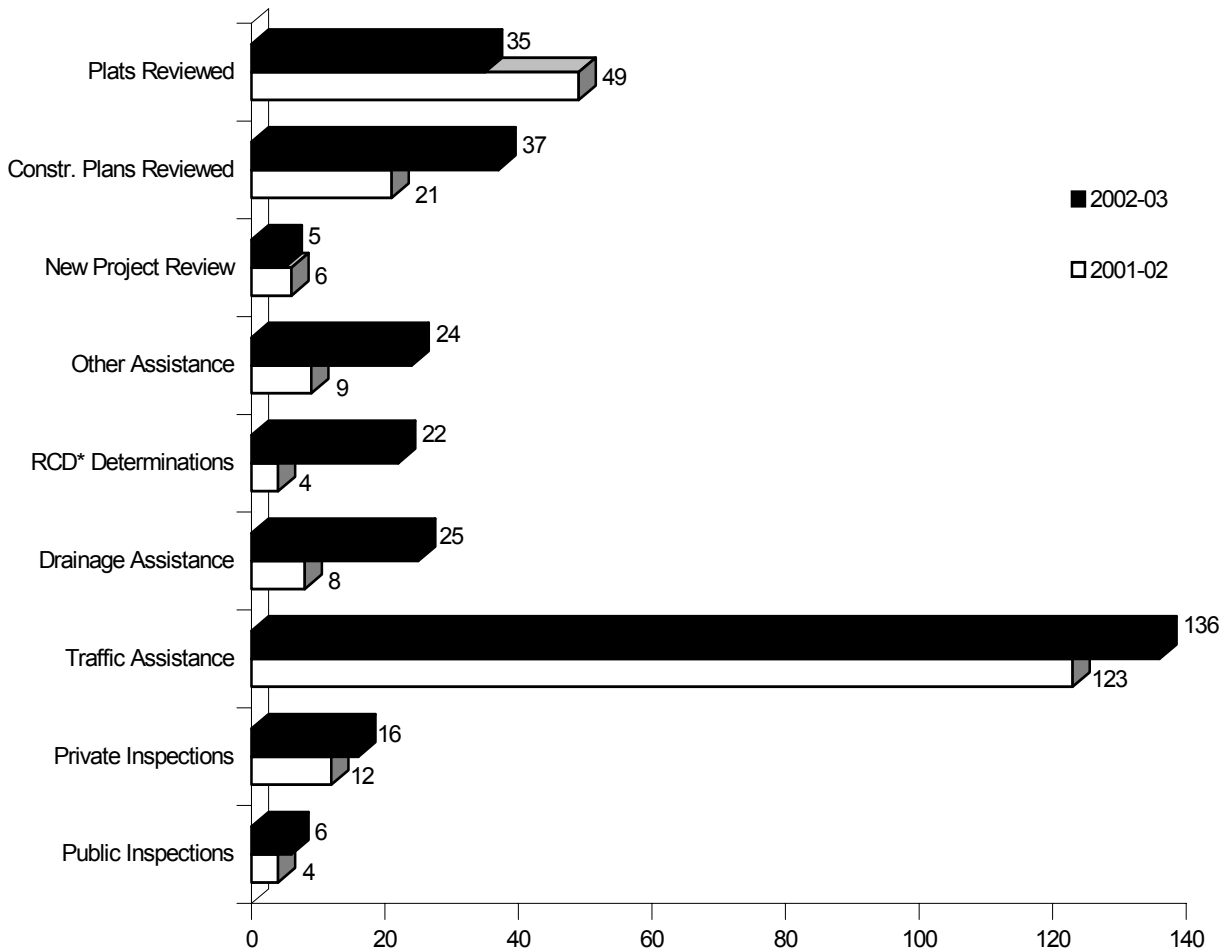
<b>ADDITIONAL DETAIL</b>	<b>Actual 00-01</b>	<b>Actual 01-02</b>	<b>Budget 02-03</b>	<b>YTD 01-02</b>	<b>YTD 02-03</b>	<b>Change From Prior Year</b>
Drainage Requests	76	59	50	8	25	+212%
Traffic Requests*	539	547	450	123	136	+10%
Other Requests	81	97	50	9	24	+166%
Plat Reviews	262	173	150	49	35	-28%
New Development Reviews	69	43	50	6	5	-17%
Constr. Plan/Rpt. Reviews	207	126	150	21	37	+76%
RCD Determinations	12	20	15	4	22	+450%
Private Projects Being Inspected	56	52	50	12	16	+33%
Public Projects Being Inspected	20	26	20	4	6	+50%
Cemetery Spaces Sold	88	107	120	32	21	-34%
Cemetery Spaces Staked	109	96	120	25	15	-40%
Cemetery Monuments Staked	86	82	120	45	22	-51%

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

<b>SAFETY PERFORMANCE</b>	<b>Actual 00-01</b>	<b>Actual 01-02</b>	<b>Budget 02-03</b>	<b>YTD 01-02</b>	<b>YTD 02-03</b>	<b>Change From Prior Year</b>
Safety Training: # of staff hours of training (# of employees X training time)	36.4	4.15	N/A	2.2	1.5	-0.7
Safety Inspections: # of hazards identified/ % of items mitigated	0/100%	1/100%	N/A	0/100%	1/0% (Carpet Seams)	+1

<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 identified potential funding sources, for Council consideration during Second Quarter, for obtaining new aerial photography and beginning development of a 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 are continuing negotiations with the State regarding signal system upgrade. We are revising signal timings on major transportation corridors.
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. Subject to funding approval by Council, we will solicit qualifications for new aerial photography in Second Quarter.
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.	On going 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.	Frayed carpet seams create potential tripping hazard in department work area until they are taped. Awaiting funding for carpet replacement.

**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 fewer 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.

**Finance****First Quarter, 2002-2003**

<b>REVENUES/EXPENDITURES</b>	<b>Actual 00-01</b>	<b>Actual 01-02</b>	<b>Budget 02-03</b>	<b>YTD 01-02</b>	<b>YTD 02-03</b>	<b>Change from Prior Year</b>
Expenditures *	1,171,843	1,171,843	1,286,534	219,222	177,975	(18%)
Expenditures as % of Budget					20%	

<b>ADDITIONAL DETAIL</b>	<b>Actual 00-01</b>	<b>Actual 01-02</b>	<b>Budget 02-03</b>	<b>YTD 01-02</b>	<b>YTD 02-03</b>	<b>Change from Prior Year</b>
<b>ACCOUNTING &amp; BUDGETING</b>						
# Payroll checks and direct deposit vouchers written	23,293	29,935	---	6,575	6,707	2%
# Vendor checks written	8,996	11,484	---	3,173	2,446	(23%)
<b>PURCHASING</b>						
# Purchase Orders Issued	2,070	2,070	---	901	902	0%
# Contracts Processed	244	244	---	100	91	(9%)
\$ Formal Bids	6.60M	6.60M	---	.44M	---	N/A
\$ Informal Bids	2.47M	2.47M	---	.74M	.10M	(86%)
\$ Architectural and Engineering Bids	.09M	.09M	---	.07M	.02M	(71%)
\$ Construction Bids	2.94M	2.94M	---	.44M	---	N/A
\$ Contracts received by Minority/Women Owned Enterprises	.09M	.09M	---	.05M	---	N/A
% Contracts received by Minority/Women Owned Enterprises	9.9%	9.9%	10%	12%	---	N/A
<b>RISK MANAGEMENT</b>						
# Insurance Claims Processed	61	61	---	16	30	88%
\$ Subrogation Collected	30,752	30,752	---	5,842	24,660	322%
<b>SAFETY PERFORMANCE</b>						
Safety Training: # of staff hours of training (# of employees x training time)	---	---	---	---	---	N/A
Safety Inspections: # of hazards identified/ % of items mitigated	---	---	---	---	---	N/A



<b>OBJECTIVE</b>	<b>PROGRESS/STATUS</b>
<b>BUDGET AND ACCOUNTING</b>	
Maintain accounting records in a manner that supports the operation of the Town and 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 basically completed by September 30 per contract. Unqualified audit opinion obtained. Comprehensive financial report scheduled for presentation to the Council in November 2002. Certificate of Excellence received for the FY 2001 report for the 17 <sup>th</sup> consecutive year.
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 on investments continued to decline during the first quarter, ranging from 2% in July to 1.75% at the end of September.
Provide financial, budgetary and accounting assistance 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 2002-2003.	No bond sales or specific bond related tasks scheduled during this quarter.
Include information in annual budgets necessary to continue to receive the Distinguished Budget Presentation Award from Governmental Finance Officers Association.	Final Adopted Budget document for 2002-2003 to be completed and application for award to be submitted in October.
<b>PURCHASING AND RISK MANAGEMENT</b>	
Maintain at least a 10% participation level for minority and women-owned businesses in Town construction projects.	No construction projects were begun this quarter.

\* NOTE: The base budget for the Finance Department dropped from fiscal year 2001-02 to 2002-03 because the Information Technology Division of the Finance Department became a separate department for budgetary purposes beginning July 1, 2002.

<b>REVENUES/EXPENDITURES</b>	<b>Actual 00-01</b>	<b>Actual 01-02</b>	<b>Budget 02-03</b>	<b>YTD 01-02</b>	<b>YTD 02-03</b>	<b>Change from Prior Year</b>
Expenditures	3,888,784	4,715,628	4,812,458	875,848	972,080	+09.9%
Revenue from Inspections	3,000	3,500	3,000	1,280	1,440	+11%
Expenditures as % of Budget					20%	

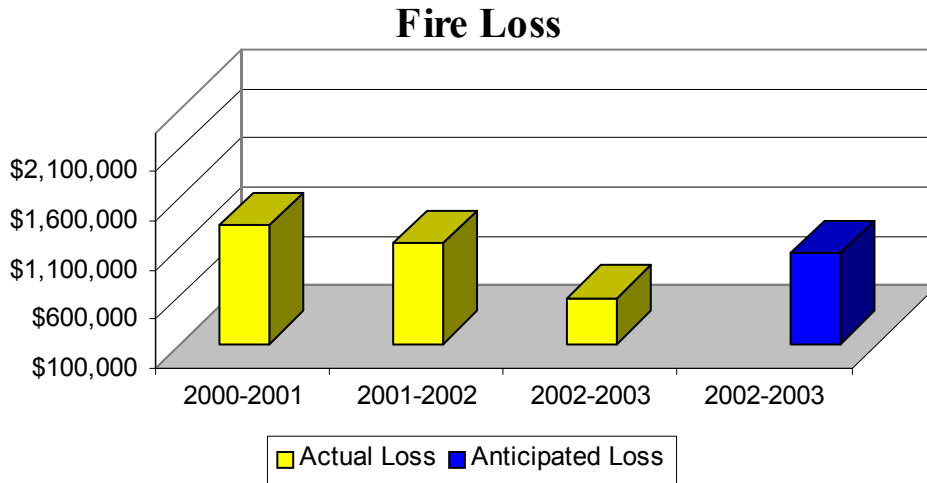
<b>ADDITIONAL DETAIL</b>	<b>Actual 00-01</b>	<b>Actual 01-02</b>	<b>Budget 02-03</b>	<b>YTD 01-02</b>	<b>YTD 02-03</b>	<b>Change from Prior Year</b>
<b>ADMINISTRATION</b>						
# of injuries to citizens due to fire	4	2	0	0	1	0
# of on-the-job injuries to employees	23	32	0	8	8	0
# of deaths due to fire	0	0	0	0	0	0
<b>LIFE SAFETY</b>						
# of primary inspections of commercial buildings	972	927	300	209	250	+41
# of secondary inspections of commercial buildings	564	469	420	129	54	-75
# of hazards/deficiencies cited in occupancies	1,388	1,708	1,100	437	533	+96
# of site/construction plans reviewed for Fire Code compliance	157	200	75	26	68	+42
# of fire occurrence investigations for cause and circumstances	27	23	50	6	3	-3
<b>EMERGENCY OPERATIONS</b>						
# of primary inspections of commercial buildings	510	362	600	52	39	-13
# of secondary inspections of commercial buildings	662	346	600	61	41	-20
# of Public Education Contacts	221	306	300	101	41	-60
# of fire responses (emergency)	2,254	2,423	1,600	692	544	-148
# of *1st Responder emergency medical responses	1,287	1,350	1,200	333	284	-49
# of fire responses (non-emergency)	138	152	200	52	30	-22

\* 1st Responder is the program where Town fire personnel are dispatched along with a County ambulance to provide first aid to victims.  
 NOTE: Home inspection program has been altered. Home inspections are conducted when requested and not solicited door to door.

<b>ADDITIONAL DETAIL cont.</b>	<b>Actual 00-01</b>	<b>Actual 01-02</b>	<b>Budget 02-03</b>	<b>YTD 01-02</b>	<b>YTD 02-03</b>	<b>Change from Prior Year</b>
Average Fire Response Time**	3.0	3.0	5.0	3.1	3.0	-0.1
Average 1st Responder Response Time	2.7	2.7	5.0	2.8	2.9	+0.1
Average Time Spent on the scene of a 1st Responder Call (minutes)	16.6	17.8	20.0	16.3	16.8	+0.5
Type of Fire Loss:						
Commercial	3	3	11	0	1	+1
Institutional	7	8	6	5	2	-3
Multi-family residential	11	4	16	6	4	-2
Single-family residential	7	12	18	6	12	+6
Total fire loss	1,298,680	1,118,170	1,015,519	311,170	557,100	+245,930

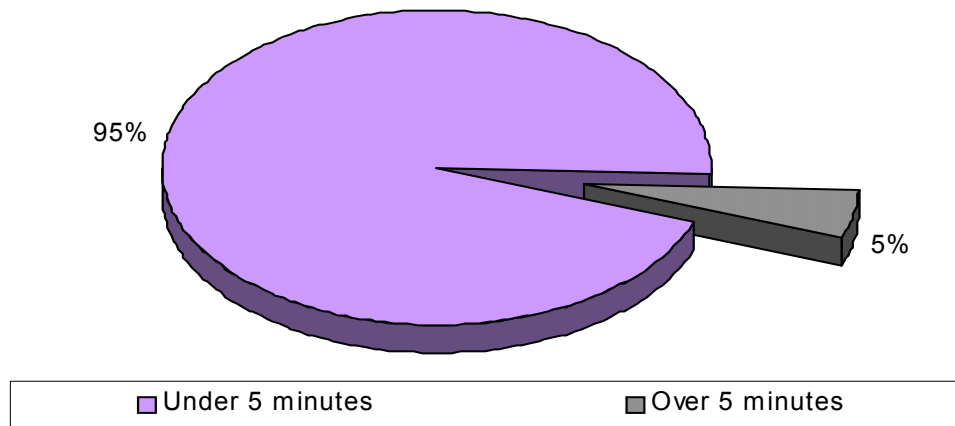
<b>OBJECTIVES</b>	<b>PROGRESS/STATUS</b>
To reduce property loss from fire to 25% lower than the average loss for the previous five years.	Fire damage for the first quarter was \$557,100.
To maintain an average emergency response time of less than five minutes with no more than 10% of responses exceeding five minutes.	The Fire Department responded to 544 emergency fire calls this quarter. Non-emergency responses totaled 30. Fire crews responded to 284 first responder calls. Ninety-five percent of the emergency fire calls were answered in less than 5 minutes from time of dispatch.
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 Life Safety and Emergency Operations Divisions this quarter conducted a total of 289 primary inspections and 95 secondary inspections.

\*\*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.



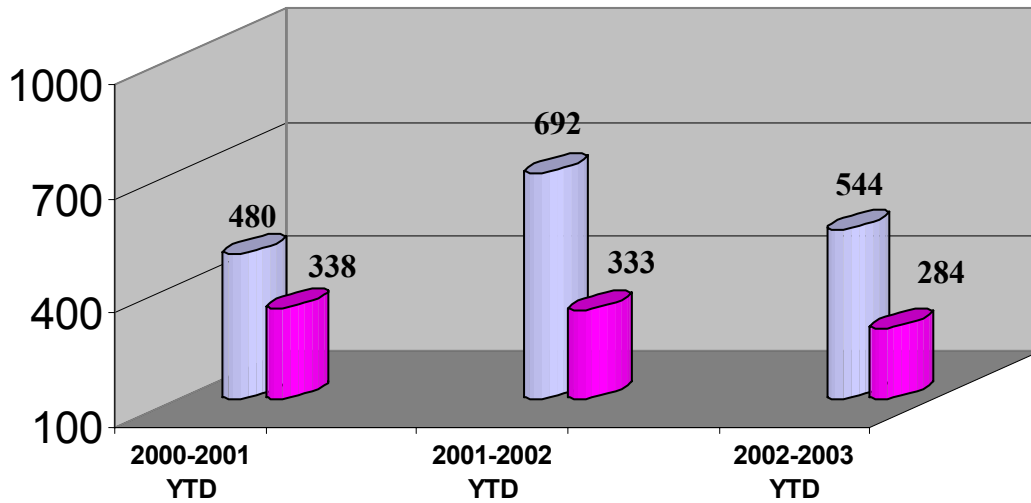
Property damage due to fires in the 1st quarter totaled \$557,100. The estimated fire loss of \$1,015,519 reflects the average fire loss over the last five years. This trend is targeted by Fire Department staff for reduction through fire prevention, code enforcement and suppression activities.

### Fire and Emergency Response Time



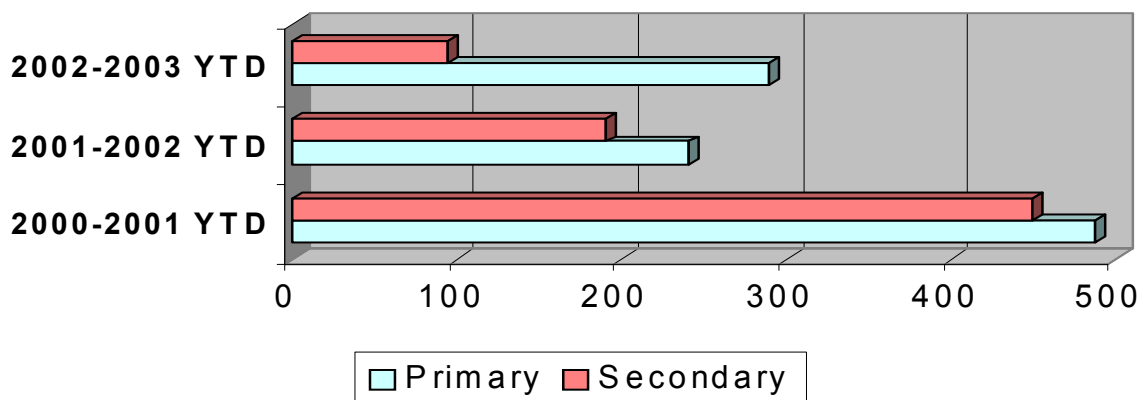
Approximately 95% of emergency fire calls received a response within 5 minutes of a dispatch from Orange County 911 Center. The objective is 90%. The 5% that received a response greater than 5 minutes reflects the possible impact from multiple calls occurring in the same fire district, requiring a response from fire personnel from a back-up station.

### Calls for Service



Fire personnel responded to 544 emergency fire-related calls and 30 non-emergency fire-related calls this quarter. In addition, fire apparatus responded to 284 1<sup>st</sup> responder calls. The total number of calls where fire personnel have rendered assistance to date is 858.

### Commercial Inspections



Inspection of commercial buildings consisted of 289 primary and 95 secondary visits by Life Safety and Emergency Operations Divisions during the 1<sup>st</sup> quarter.

**Housing**

**First Quarter, 2002-2003**

<b>REVENUES/EXPENDITURES</b>	<b>Actual 00-01</b>	<b>Actual 01-02</b>	<b>Budget 02-03</b>	<b>YTD 01-02</b>	<b>YTD 02-03</b>	<b>Change from Prior Year</b>
Revenues: Operations	1,271,410	1,300,852	1,614,072	273,608	304,449	+11%
Expenditures: Operations	1,225,993	1,335,934	1,614,072	164,975	298,751	+81%
Expenditures as % of Budget					19%	

<b>ADDITIONAL DETAIL</b>	<b>Actual 00-01</b>	<b>Actual 01-02</b>	<b>Estimated 02-03</b>	<b>YTD 01-02</b>	<b>YTD 02-03</b>	<b>Change from Prior Year</b>
<b>EXPENDITURES (Percent of each budget expended to date)</b>						
Capital Fund Program for public housing renovations.	71,357	464,802	883,952	97,337	82,202	-15%
Drug Elimination Grant	98,510	84,526	14,277	11,598	6,842	-41%
<b>HOUSING SERVICES</b>						
# of Vacant Apartments Prepared for Occupancy.	57	60	60	12	14	+15%
# of Units Refurbished	38	27	38	0	8	0%
# of Work Orders Completed this quarter: 1035	5309	1611	5000	1236	1035	-16%
Preventive Maintenance Inspections	1,344	1,344	1,344	0	336	0%
Safety and Emergency Repairs	1,344	1,722	1,444	417	109	-74%
# of Families on Public Housing Waiting List	167	158	300	158	153	-4%
Percent of Rent Collected On Time	96%	92%	98%	89%	94%	+5%
Units Occupied	321	321	N/A	321	324	+1%
Units Under Renovation	9	9	15	9	9	0%
Units Vacant	15	15	50	15	12	-20%

	2000-2001	2001-2002
Occupied	320	324
Under Renovation	9	9
Vacant	4	12

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

**Housing****First Quarter, 2002-2003**

<b>SAFETY PERFORMANCE</b>	<b>Actual 2000-01</b>	<b>Actual 2001-02</b>	<b>Budget 2002-03</b>	<b>Actual 2002-03</b>	<b>Change From Prior Year</b>
Safety Training: # of staff hours of training (# of employees X training time)	2 (15)	3 (15)	3 (15)	0 (15)	0
Safety Inspections: # of hazards identified/ % of items mitigated	0	0	N/A	0	0
Time lost due to work-related injury or illness	0	0	N/A	0	0

<b>OBJECTIVES</b>	<b>PROGRESS/STATUS</b>
Safety	Staff continues to perform monthly inspections of their work environment.
Dept. Safety Committee Activity	# Of meetings: N/A # Of employees attended: N/A
Explanation for uncorrected inspection items	N/A
To Administer the Drug Elimination Program	The Housing Investigator monitored and tracked all crimes in public housing or involving public housing residents. In addition, he meets with Housing Staff on a weekly basis to discuss police reports, assists the Housing Officer with meetings with residents to address community problems and attends New Tenant Orientation.  The Summer Youth Work Program employed 14 youth in various Town departments in July and August. Computer labs continued to be available to residents. The Literacy Council continued to offer a GED prep class.
To Recertify Eligibility for Public Housing Tenancy every Twelve Months.	There were 75 interim adjustments and 70 recertifications of eligibility this quarter. A total of 154 adjustments were completed this quarter.
To complete refurbishing work in 38 public housing apartments.	Refurbishing work was completed in 8 public housing apartments.
To administer the <i>ACHIEVE!</i> Family Self-Sufficiency Program	There have been regular meetings with Program participants to review progress in meeting goals. The Program currently has 4 registered participants. None of the participants are working; therefore, there have not been any escrow account deposits. There are 3 public housing residents who are involved in self-sufficiency activities but have not yet applied for participation in the Program. There has been regular monthly meetings of the Advisory Group to review the overall status of the Program.
To administer the Transitional Housing Program	The first home for the Transitional Housing Program was purchased. The family moved into the house in August. Currently, there are 2 families on the Program's waiting list.

**Human Resources****First Quarter, 2002-2003**

<b>REVENUES/EXPENDITURES</b>	<b>Actual 00-01</b>	<b>Actual 01-02</b>	<b>Budget 02-03</b>	<b>YTD 01-02</b>	<b>YTD 02-03</b>	<b>Change from Prior Year</b>
Expenditure	575,482	528,273	514,463	121,082	102,366	-18,716
Expenditures as % of Budget					26%	

	<b>Actual 00-01</b>	<b>Actual 01-02</b>	<b>Budget 02-03</b>	<b>YTD 01-02</b>	<b>YTD 02-03</b>	<b>Change from Prior Year</b>
<b>PERSONNEL TRANSACTIONS</b>						
# of Personnel Transaction Forms Processed	1319	1001	1100	119	120	+1
# Contracts processed	289	292	475	95	76	-19
# Job applications (permanent and contract)	3279	3684	2300	902	1466	+564
# Recruitment / # Positions (permanent and contract)	105/399	84/221	120/400	23/57	29/54	+6/-3
# New Hires (permanent)	77	93	80	25	10	-15
# Grievances	10	12	N/A	1	1	0
# Disability claims initiated	10	6	N/A	1	1	0
# Promotions & Career Advancements	48	113	N/A	19	25	+6
<b>TURNOVER (Permanent Positions)</b>						
Turnover %, Annualized	10.54%	8.3%	11%	7.6%	6.4%	-1.2%
# Voluntary Resignations: Law Enforcement	5	5	N/A	0	4	+4
# Voluntary Resignations: Non-Law Enforcement	45	28	N/A	9	6	-3
# Service Retirements	4	9	N/A	2	2	0
# Disability Separations (Including disability retirements)	6	2	N/A	0	1	+1
# Involuntary Terminations	3	11	N/A	1	0	-1
Total # separations from employment	63	49	58	12	10	-2



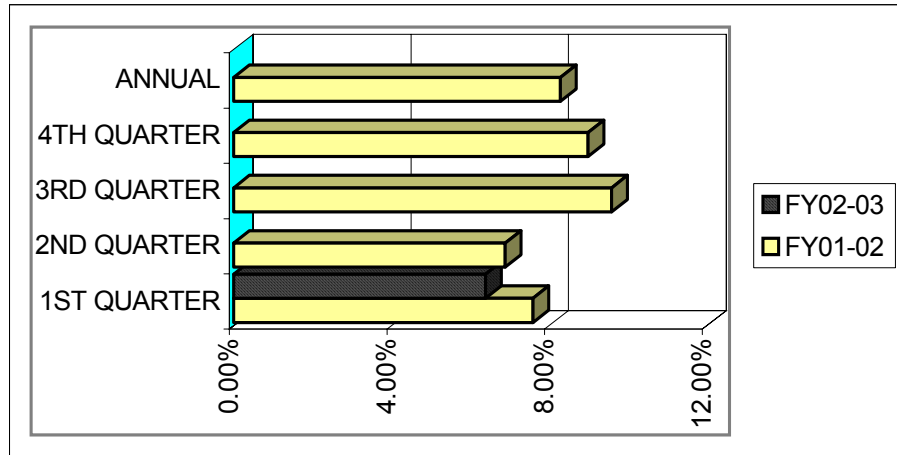
**Human Resources****First Quarter, 2002-2003**

	<b>Actual 00-01</b>	<b>Actual 01-02</b>	<b>Budget 02-03</b>	<b>YTD 01-02</b>	<b>YTD 02-03</b>	<b>Change from Prior Year</b>
<b>SAFETY AND WELLNESS</b>						
# Lost days - Workers' Compensation (WC)	740	1097	N/A	301.5	208	-93.50
New # WC claims - over 3 days lost time	12	6	N/A	1	6	+5
# Employees in group safety and health programs, including Health Fairs	856	370	500	58	0	-58
# Employees in individual safety and health programs	23	11	40	6	0	-6
# Safety and health/wellness hours	1925	249	1000	207	0	-207
<b>TRAINING</b>						
# Employees trained by Human Resources staff	401	74	300	25	0	-25
# Training Hours by Human Resources staff	1088	444	1500	92	0	-92
# Employees - training conducted by others and arranged by Human Resources	400	594	150	255	8	-247
# Training Hours - training arranged by Human Resources	856	2381	400	1176	8	-1168
# Approved applications, tuition assistance	23	22	20	9	19	+10

<b>SPECIAL OBJECTIVES</b>	<b>PROGRESS/STATUS</b>
Evaluate the current HR departmental functions in each program area, set goals for each and work toward partnerships with departments. Work with departments to define department and HR roles, specify processes, feedback loops and documentation requirements.	Discussions with department heads to determine needs and priorities are 60% complete. Internal reviews of current HR processes are being conducted
Search for and develop means of automating processes to increase effectiveness of communications and maximum information dissemination to departments and employees.	Established a Shared Directory on the Town Server and developed a shared calendar for internal departmental use.
<b>ONGOING OBJECTIVES</b>	
Conduct and coordinate training for employees as requested by employees and departments.	<p>During this quarter:</p> <p>(A) the following training classes taught by others were coordinated by HR staff:</p> <ul style="list-style-type: none"> <li>◆ Money Management (2 sessions, 8 employees, 8 hours total)</li> </ul> <p>(B) began work to develop an instrument to survey departmental needs</p> <p>(C) a roster of external training resources is being developed.</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>The centralization of the Workers' Compensation process was discussed and input was received from the group.</p> <p>HR Share directory introduced to the committee.</p> <p>Sign-up sheet for new employees was discussed. HR developed one that is currently being used in benefit sign up sessions.</p>
Plan and coordinate activities and events to recognize Town employees.	Service Awards Reception was held on August 16, 45 employees were honored. The Employee Appreciation Day Planning Committee held its first meeting 9/24/02. EAD is set for March 28, 2003. This year's event will include an employee art exhibit.
<b>NEW OBJECTIVE</b>	
The Department developed and presented an outline for the structure, election and governance of the Town-wide Employee Committee recommended by Henry McKoy in his report on Work Environment as presented last year. The group will be known as the Employee Forum and will meet regularly.	<p>Identify ways to recognize individual worth and uniqueness of each employee. Identify ways for the Town to value diversity. Identify ways for employees to provide input to the Town administration and provide a venue for that communication. Encourage a sense of community among Town employees. Assist in the communication of issues and activities affecting employees.</p> <p>The election process will occur in November 2002 and the roster of elected representatives will be presented to the Council in the next quarterly report.</p>

**Turnover Comparison Chart**  
FY 2001-2002 vs. FY 2002-03

Turnover for the first quarter is 6.4%, 1.2% lower than the same quarter last year.



**Inspections****First Quarter, 2002 -2003**

<b>REVENUES/EXPENDITURES</b>	<b>Actual 00-01</b>	<b>Actual 01-02</b>	<b>Budget 02-03</b>	<b>YTD 01-02</b>	<b>YTD 02-03</b>	<b>Change from Prior Year</b>
Revenues	702,614	728,497	675,000	259,111	190,460	-36%
Expenditures	509,843	582,610	706,821	137,688	164,162	+16%
Expenditures as % of Budget					23%	

<b>ADDITIONAL DETAIL</b>	<b>Actual 00-01</b>	<b>Actual 01-02</b>	<b>Budget 02-03</b>	<b>YTD 01-02</b>	<b>YTD 02-03</b>	<b>Change from Prior Year</b>
# Sign Inspections	*125	498	0	190	77	-60%
# Zoning Inspections	85	217	100	87	20	-77%
# Day Care Center Inspections	14	19	25	50	0	-
# Private Property Complaints	86	321	100	39		-77%
# Business Occupancy Inspections	63	51	50	9	17	+188%

**VALUE OF CONSTRUCTION****Type of Construction**

New Residential	74,764,732	87,041,901	30,000,000	32,750,680	18,966,666	-43%
New Non-Residential	14,062,830	17,235,440	10,000,000	1,028,000	1,475,000	+30%
Residential Alterations	24,079,183	12,107,689	5,000,000	7,085,844	5,413,851	-24%
Non-Residential Alterations	11,243,989	15,706,373	7,500,000	4,619,764	4,442,402	-04%
<b>TOTAL PERMITTED VALUES</b>	<b>124,150,734</b>	<b>132,091,403</b>	<b>52,500,000</b>	<b>45,484,288</b>	<b>30,297,919</b>	<b>-34%</b>

**INSPECTION TYPE**

Building	6,449	5,091	3,660	1,079	1,314	+22%
Electrical	3,505	2,696	1,830	711	714	-
Mechanical	3,783	2,901	1,830	761	658	-14%
Plumbing	2,941	2,109	1,830	512	736	+44%
<b>Total Number of Inspections</b>	<b>16,678</b>	<b>12,797</b>	<b>9,150</b>	<b>3,063</b>	<b>3,422</b>	<b>+12%</b>

**SAFETY PERFORMANCE**

Safety Training: # of staff hours of training (# of employees X training time)	42	42	42	18.25	18.25	-
Safety Inspections: # of hazards identified/ % of items mitigated	1	1	N/A	-	-	-

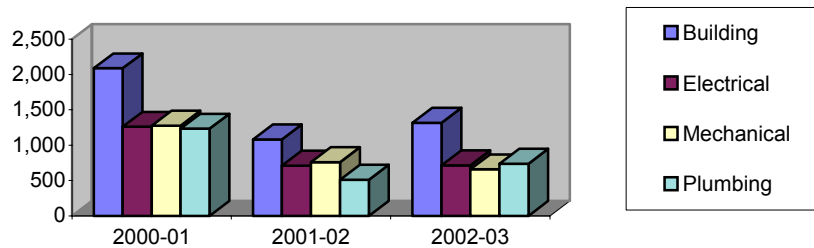
\* The Zoning Enforcement Officer was transferred to this department in April 2000.

\*\*\*These were signs in the public right-of-way and were removed.

<b>OBJECTIVE</b>	<b>PROGRESS/STATUS</b>
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 225 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 28 requests for enforcing the Minimum Housing Code and 24 were corrected within 60 days, using Minimum Housing Code procedures, for a 86% compliance rate.
*To investigate dilapidated vehicles on private property and have them removed.	We received no dilapidated vehicle complaints this quarter.
Vehicle fire extinguisher and First Aid kit inspection monthly.	Inspected monthly.

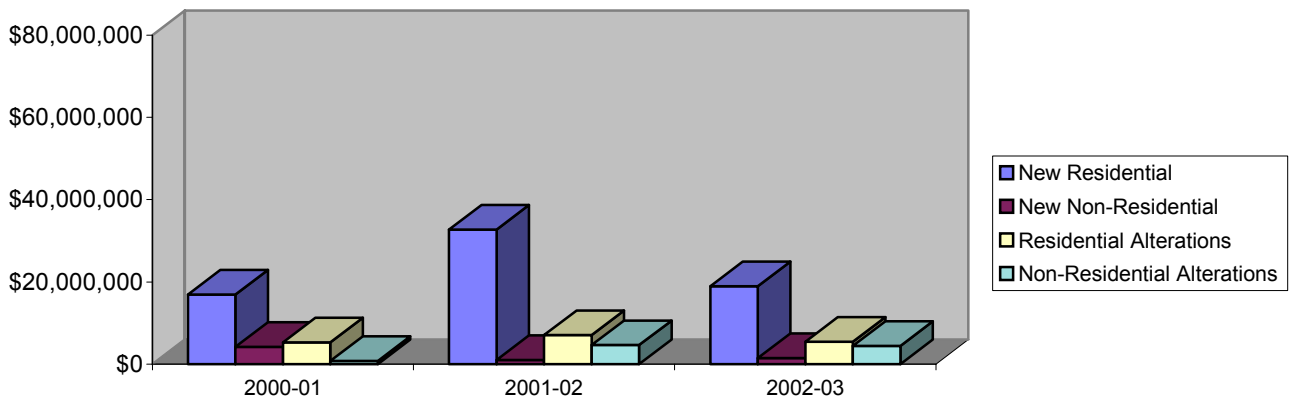
\*The dilapidated vehicle program began in the third quarter of 2001-02.

**Number of Inspections**



Total inspections are up 12% over last year.

**Construction Values**



Total construction values are down 34% from last year.

REVENUES/ EXPENDITURES	Actual 00-01	Actual 01-02	Budget 02-03	YTD 01-02	YTD 02-03	Change from Prior Year
Revenues	437,403	448,621	539,000	102,321	105,236	+2.8%
Expenditures	1,677,071	1,782,766	1,875,390	374,393	435,588	+16.3%
Expenditures as % of Budget					22%	

ADDITIONAL DETAIL	Actual 00-01	Actual 01-02	Budget 02-03	YTD 01-02	YTD 02-03	Change from Prior Year
Adult and young adult	418,866	429,913	439,000	113,388	115,524	+1.9%
Children	311,781	325,167	331,200	88,221	94,451	+7.1%
TOTAL CIRCULATION	730,647	755,080	770,200	201,609	209,975	+4.1%
Circulation per hour: In library 68 hours	206.6	213.5	217.8	228.1	237.5	+4.1%
Interlibrary loan requests	846	798	480	226	39	-83%*
Reserves of materials	10,451	10,998	9,000	3,152	2,201	-30.2%**
Patron registration	25,594	26,030	27,500	24,715	26,500	+7.2%
Reference activity	105,238	101,126	104,000	NA	NA	NA***
Public Internet sessions	28,956	36,680	37,500	NA	NA	NA***
Children's computer sessions	NA	6,170	7,500	NA	2,184	NA
Volunteer hours	2,949	3,003	3,000	902	651	-39%
<b>PROGRAMS</b>						
Meeting Room Attendance	9,089	9,539	10,000	1,917	2,617	+36%
Children's Program: Attendance	8,225	9,038	11,500	3,138	2,883	-8%
Collection size (Catalogued & uncatalogued)	135,671	141,625	148,000	138,001	143,984	+4.3%

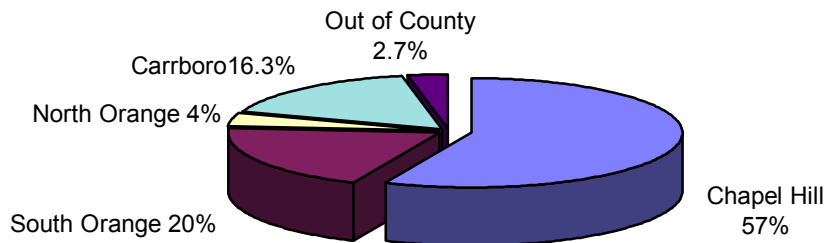
\* Reflects patron response to increase in interlibrary loan fee (from \$1.00 to \$10.00)

\*\* Reflects patron response to increase in reserves fee (from \$1.50 to \$1.00)

\*\*\*Figure based on 3 surveys throughout the year and reported in 4<sup>th</sup> quarter

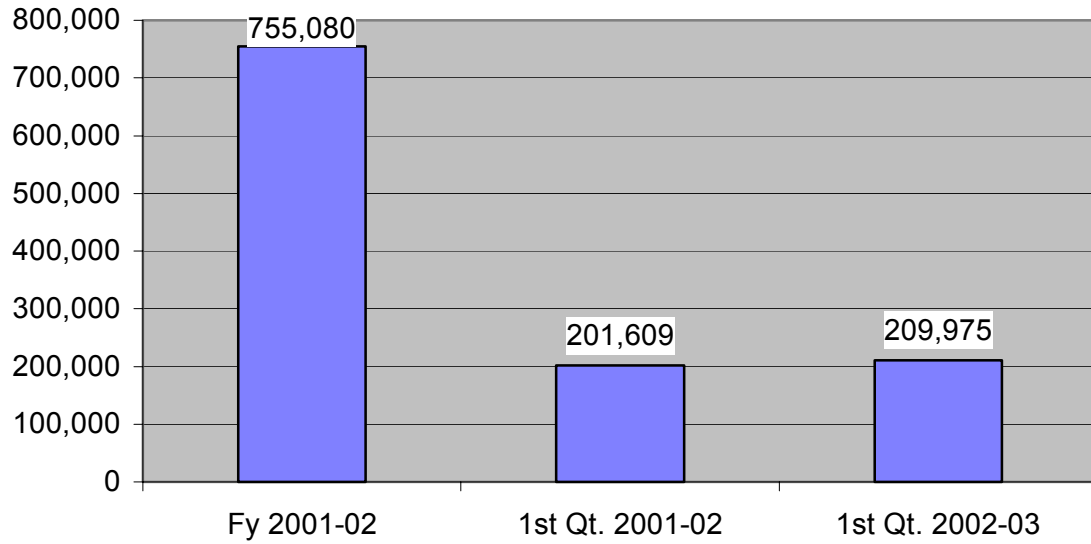
OBJECTIVES	PROGRESS/STATUS
To meet the informational, educational, and recreational reading needs of the community during the 68 hours the Library is open each week by: circulating books and other library materials (770,200; +2%); staffing the Reference Desk with two employees an average of 61 hours per week; supporting thirteen Internet terminals for reference; answering reference and readers advisory questions (104,000); staffing the Information Desk with volunteers an average of 40 hours per week.	209,975 books and materials circulated (+3%).  Reference use surveys are done 3 times throughout the year and reported in the 4 <sup>th</sup> quarter.
Provide a well-balanced, up-to-date collection of library materials (148,000) which meets the reading and informational needs and interests of community by adding new, gift and replacement books to the collection.	3,549 materials were cataloged and added to the collection. 1,979 materials were withdrawn from the collection. 351 donations were added to the collection. Total current collection: 143,984 (+4.3%).
Stimulate interest in using the main Library by providing a variety of children's programs: weekly pre-school story times, Times for Toddlers/Babies, after-school programs for elementary-aged children; monthly pajama story times, Teen Breakfast Clubs, Dial-A-Story services, and seasonal programs such as the Summer Reading Program.	670 children participated in 25 story times. 628 children (+63%) kept Summer Reading Program records. 13 Dial-a-Story tapes were heard by 989 children. 164 individuals toured the Children's Room. Teen Book Club had an 11% increase in attendance over last year.
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; and providing programs for children in local public housing areas upon request; and providing 12 programs during the year that target the culturally diverse community.	25 Spanish titles were ordered.  143 children attended a total of 6 multi-cultural programs.
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); providing staff support for the Chapel Hill Public Library Foundation activities.	Volunteers worked 651 hours.  Friends of the Library provided 1 book sale, 1 Meet-the-Author tea, 1 children's program and 2 adult programs.

**Geographic Analysis of Registered Library Users FY 2002-03**



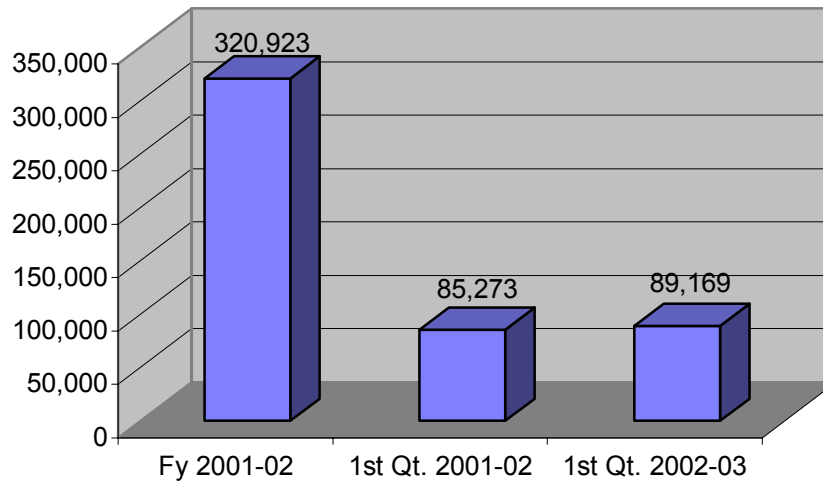
The total number of registered borrowers in the first quarter of FY 2002-03 is 26,500. An analysis of patron records shows that approximately 43% of the library's patrons live outside of Chapel Hill.

**Library Circulation FY 2002-03**



Library circulation in the first quarter of FY 2002-03 was 209,975. This is 4.1% higher than last year.

**Library User Count 2002-03**



Patrons made over 89,000 visits to the library in the first quarter of FY 2002-03. This is a 4.6 % increase from the same period last year.



<b>REVENUES/EXPENDITURES</b>	<b>Actual 00-01</b>	<b>Actual 01-02</b>	<b>Budget 02-03</b>	<b>YTD 01-02</b>	<b>YTD 02-03</b>	<b>Change from Prior Year</b>
Expenditures	870,274	956,035	949,369	355,989	314,078	-2.8%
Expenditures as % of Budget					33.1%	

<b>ADDITIONAL DETAIL</b>	<b>Actual 00-01</b>	<b>Actual 01-02</b>	<b>Budget 02-03</b>	<b>YTD 01-02</b>	<b>YTD 02-03</b>	<b>Change from Prior Year</b>
% of Council packets delivered to Mayor and Council on schedule	100%	100%	100%	100	100%	--
# of agenda packets produced (regular meeting, public hearing, public forum, work session)	53	54	48	7	5	-2
<b>SAFETY PERFORMANCE</b>						
Safety Training: # of staff hours of training (# of employees x training time)	--	--	--	--	5.0	+5.0
Safety Inspections: # of hazards identified/ % of items mitigated	--	2/100%	--	3/100%	1/100%	-2

\* 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 26 <sup>th</sup> , the Council adopted a schedule and process for considering the budget, five-year capital program and Community Development grant application in 2003. The process includes public forums in January and March. A public hearing has been scheduled for May 14 <sup>th</sup> , 2003, 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 in the 1 <sup>st</sup> quarter on which the Council deferred a decision due to incomplete staff work.
Progress on priority safety projects named for this fiscal year.	Full department inspection scheduled for 2 <sup>nd</sup> quarter.
Explanation of safety inspection items.	Replaced one desk chair with ergonomic chair.

**Parks and Recreation**

**First Quarter, 2002-2003**

<b>REVENUES/EXPENDITURES</b>	<b>Actual 00-01</b>	<b>Actual 01-02</b>	<b>Budget 02-03</b>	<b>YTD 01-02</b>	<b>YTD 02-03</b>	<b>Change from Prior Year</b>
Revenues	375,913	400,039	323,100	86,081	93,773	8%
Expenditures	1,829,625	1,944,565	2,104,722	654,544	555,343	-15%
Expenditures as % of Budget					26%	

<b>ADMINISTRATION</b>	<b>Actual 00-01</b>	<b>Actual 01-02</b>	<b>Budget 02-03</b>	<b>YTD 01-02</b>	<b>YTD 02-03</b>	<b>Change from Prior Year</b>
% of budget spent/encumbered	92%	93%	98%	31%	26%	-16%
% of projected revenues recovered	124%	106%	98%	25%	29%	-9%
Cost of providing fee waivers	88,928	94,825	70,000	62,646	59,798	-4%
# of persons receiving fee waivers	758	680	700	375	310	-17%
# of volunteers	1,391	1,316	1,400	251	343	36%
# of Internal Maintenance & Repair Projects Completed	NA	296	400	NA	106	NA
# of facility/equipment rentals	296	223	200	56	61	8%

<b>RECORDED USE OF MAJOR FACILITIES BY NUMBER OF HOURS AVAILABLE FOR UNSTRUCTURED ACTIVITIES</b>	<b>Actual 00-01</b>	<b>Actual 01-02</b>	<b>Budget 02-03</b>	<b>YTD 01-02</b>	<b>YTD 02-03</b>	<b>Change from Prior Year</b>
Community Center Pool - open/lap swim	2,919	3,086	2,800	755	699	-7%
Community Center gym free play	2,789	2,676	2,900	539	519	-3%
AD Clark Pool - open/lap swim <sup>1</sup>	293	198	300	198	0	n/a
Hargraves Center free play <sup>1</sup>	1,553	799	200	397	0	n/a
Northside Gym free play	2,946	2,290	3,000	572	572	0%
Lincoln Center Gym free play	1,520	1,153	1,500	330	285	-13%
<b>TOTAL HOURS</b>	<b>12,020</b>	<b>10,202</b>	<b>10,700</b>	<b>2,791</b>	<b>2,075</b>	<b>-25%</b>

1 Hargraves Center closed for capital renovations.

<b>SPECIAL EVENTS - Estimated Attendance</b>	<b>Actual 00-01</b>	<b>Actual 01-02</b>	<b>Budget 02-03</b>	<b>YTD 01-02</b>	<b>YTD 02-03</b>	<b>Change from Prior Year</b>
Fall street fair - Festifall	23,000	17,000	21,000	23,000	n/a	n/a
Tree Lighting Ceremony	1,500	1,750	1,500	1,500	n/a	n/a
Spring street fair-Apple Chill	33,000	38,000	25,000	n/a	n/a	n/a
4th July (est.) <sup>1</sup>	19,000	10,000	15,000	500	500	-95%

<b>NUMBER OF CITIZENS PARTICIPATING IN REGISTERED PROGRAMS</b>	<b>Actual 00-01</b>	<b>Actual 01-02</b>	<b>Budget 02-03</b>	<b>YTD 01-02</b>	<b>YTD 02-03</b>	<b>Change from Prior Year</b>
Teen Programs <sup>2</sup>	5,207	4,989	5,000	1,486	1,225	-17%
Community Center Programs <sup>3</sup>	4,105	3,634	4,000	750	571	-23%
Mainstreaming Programs <sup>4</sup>	500	516	500	76	96	26%
Therapeutic Programs <sup>5</sup>	n/a	n/a	n/a	n/a	6	n/a
Summer Day Camps	410	346	400	346	341	-1%
Hargraves Center Programs	15,807	13,771	17,000	4,260	4,552	7%
Dance and Exercise Programs	2,228	2,658	2,500	750	722	-4%
Fine Arts Programs (Pottery & Theatre) <sup>6</sup>	282	368	200	28	44	57%
Outdoor/Nature Programs	149	n/a	n/a	n/a	16	n/a
Community Events	3,347	2,490	2,500	1,345	1,365	1%
<b>SUBTOTAL</b>	<b>32,625</b>	<b>28,772</b>	<b>32,100</b>	<b>9,041</b>	<b>8,938</b>	<b>-1%</b>

1 4<sup>th</sup> of July Event was scaled down due to budget constraints.

2 We believe that a reduction in marketing resulted in lower participation. We intend to increase marketing in the second quarter.

3 No Venturing program this year and generally lower climbing wall numbers.

4 Increase in Special Olympics swimming program.

5 Therapeutic program is a new program. Participants counted in this program are also counted in other areas especially day camps.

6 Increased marketing of Pottery program brought it back in line with historic participation levels.

**Parks and Recreation**

**First Quarter, 2002-2003**

<b>ATHLETICS - CLASSES</b>	<b>Actual 00-01</b>	<b>Actual 01-02</b>	<b>Budget 02-03</b>	<b>YTD 01-02</b>	<b>YTD 02-03</b>	<b>Change from Prior Year</b>
Adults (18 and older)						
Swimming	172	92	220	15	11	-26%
Tennis	113	127	100	44	30	-32%
Youth (up to 17)						
Basketball <sup>1</sup>	170	190	200	34	n/a	n/a
Softball	45	n/a	100	n/a	n/a	n/a
Swimming <sup>2</sup>	541	703	600	196	138	-29%
Tennis	135	101	100	43	34	-21%
Lacrosse <sup>3</sup>	14	0	0	0	0	n/a
Sports Camps	123	141	100	83	90	8%
Punt/Pass/Kick <sup>4</sup>	n/a	28	50	28	50	79%
<b>SUBTOTAL</b>	<b>1,313</b>	<b>1,382</b>	<b>1,470</b>	<b>384</b>	<b>353</b>	<b>-8%</b>
<b>ATHLETICS - LEAGUES</b>						
Adults (18 and older)						
Basketball	360	390	400	180	180	0%
Softball <sup>5</sup>	600	680	700	100	n/a	n/a
Tennis	72	14	20	8	10	25%
Youth (up to 17)						
Basketball	705	722	800	221	288	30%
Softball-Baseball	575	570	600	n/a	n/a	n/a
Flag Football <sup>3</sup>	33	n/a	0	n/a	n/a	n/a
<b>SUBTOTAL</b>	<b>2,345</b>	<b>2,376</b>	<b>2,520</b>	<b>509</b>	<b>468</b>	<b>10%</b>
<b>TOTAL PARTICIPATION</b>	<b>36,383</b>	<b>32,530</b>	<b>36,090</b>	<b>9,934</b>	<b>9,759</b>	<b>-1%</b>

- 1 NBA two ball is expected to take place in January.
- 2 Some classes reduced or cancelled to accommodate Hargraves Camp during renovations of AD Clark pool.
- 3 Class cancelled, could not attain minimum registration.
- 4 Second year of program resulted in expanded registration.
- 5 Fall softball will be reported in the second quarter.

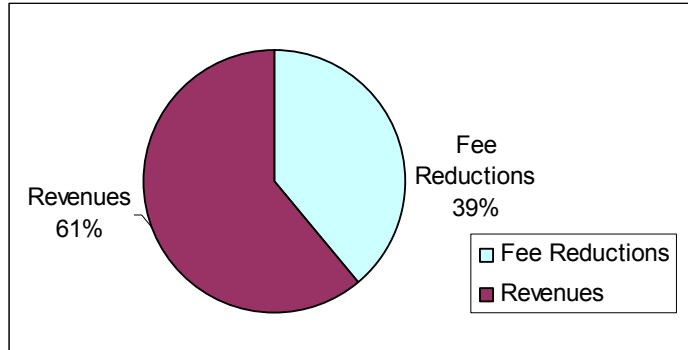
<b>SAFETY PERFORMANCE</b>	<b>Actual 00-01</b>	<b>Actual 01-02</b>	<b>Budget 02-03</b>	<b>YTD 01-02</b>	<b>YTD 02-03</b>	<b>Change from Prior Year</b>
Safety Training (Number of hours) (# of employees X # of hours trained)	93.85	62.75	75	37.5	17.75	-53%
Safety Inspections: Total number of inspections	83	67	75	15	20	33%
Safety Mitigation: (# of hazards identified and # of items mitigated)	18 found 17 resolved	34 found 29 resolved	n/a	17 found 14 resolved	3 found 3 resolved	-82% -78%
Safety Mitigation: % mitigated	88%	85%	98%	82 %	100%	21%
Hours lost through injury	0	0	0	0	0	0

<b>SAFETY OBJECTIVES</b>	<b>PROGRESS/STATUS</b>
Community Center - Place new basketball pads on the bouldering wall.	No funds available.
Community Center - Storage cabinet for flammables, such as facility paint.	Done
Community Center - Stabilize walking grates in pump room to avoid tripping hazard.	Done
Community Center - Adding an automatic shut-off unit to the chlorinator so it will stop whenever the pump stops operating (Health Department requirement).	Done
Community Center - Replace slippery pool tiles to prevent injuries during exercise classes and flip turns during lap swimming.	Unable to drain the pool to do this work in September as planned due to water restrictions
Community Center-- Replacing high lifeguard stand with a mobile unit. Existing stand was too close to the radiant heating system and sight distance was impaired.	Done
Lincoln Arts Center—Install a larger exhaust fan to properly vent the kiln room.	No progress
Lincoln Arts Center— Provide better storage for chemicals.	No progress
Lincoln Arts Center— Provide better storage for cleaning supplies.	No progress
Lincoln Arts Center— Provide safety escorts for women at night.	No progress

**2002-03 Program Revenues**  
Parks and Recreation Department

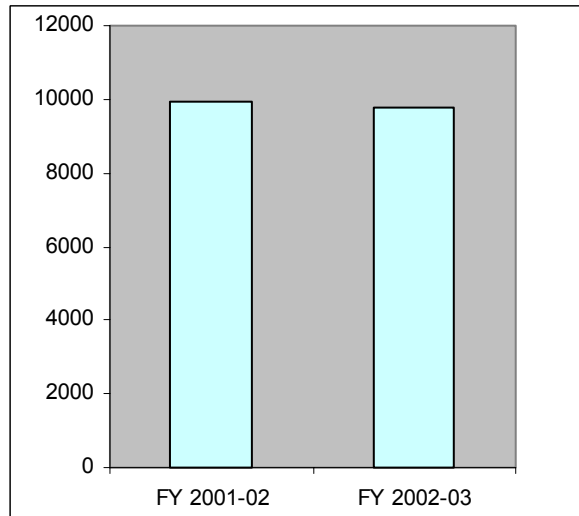
Total Fees Waived: \$59,798

Total Fees Collected: \$93,773



Fees are collected, admission to pools, rental of facilities, and concessions. The Town reduced fees in the amount of \$59,798 to allow low-income citizens to participate in these activities. Most fee reductions are granted for camps, afterschool programs and small classes and programs at the Hargraves Center.

**Registered Program Participation**



Program levels essentially held steady from last year's first quarter. There was an overall decrease in Registered Program participation of about 1%. This reduction is due largely to programs that were recorded in the first quarter last year but will be recorded in future quarters in FY 2002-03.

**Planning**

**First Quarter, 2002-2003**

<b>PLANNING BUDGET: REVENUES/EXPENDITURES</b>	<b>Actual 00-01</b>	<b>Actual 01-02</b>	<b>Revised Budget 02-03</b>	<b>YTD 01-02</b>	<b>YTD 02-03</b>	<b>Change from Prior Year</b>
Revenues	382,399	218,839	324,000	40,093	12,047	-70%
Expenditures	948,596	1,030,382	988,676	240,008	258,364	+7.5%
Expenditures as % of Budget					26%	

\*Reimbursement of 1/2 Transportation Planner's personnel costs from Transportation grant funds pending.

<b>COMMUNITY DEVELOPMENT BUDGET EXPENDITURES</b>	<b>Actual 00-01</b>	<b>Actual 01-02</b>	<b>Budget 02-03</b>	<b>YTD 01-02</b>	<b>YTD 02-03</b>	<b>Change From Prior Year</b>
Expenditures	681,990*	407,879	461,000	188,450	59,839	-68%

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

<b>ADDITIONAL DETAIL</b>	<b>Actual 00-01</b>	<b>Actual 01-02</b>		<b>YTD 01-02</b>	<b>YTD 02-03</b>	<b>Change From Prior Year</b>
<b>NEW DEVELOPMENT REQUESTS</b>						
Master Land Use Plans	0	0		0	0	no change
Development Plans (new row)	1 (UNC)	0		0	0	no change
Site Development Plans for above	0	6		0	0	no change
Subdivisions	10	15		1	4	+30%
New Lots in above:	112	45		5	18	+260%
Administrative Zoning Compliance Permits, Special Use Permits, and Site Plans	45	64		11	12	+9%
Proposed square footage for above:						
Office Square Feet	0	208,397		20,000	20,000	
Institutional Square Feet	641,532	122,475		106,500	0	
Commercial Square Feet	<u>173,502</u>	<u>144,363</u>		<u>7,262</u>	<u>291</u>	
Totals:	815,034	475,235		133,762	20,291	-85%
Multi-Family Dwelling Units	241	0		0	0	no change
Concept Plans	21	13		7	2	-71%
Zoning Map Amendments	3	3		1	1	no change
Zoning Compliance Permits	16	19		3	4	+33%
Development Ordinance Text Amend's	2	2		1	0	-100%
Sign Plan Reviews	34	63		24	19	-21%
Variations and Appeals	1	3		0	1	-
Certificates of Appropriateness	57	55		13	14	+7.5%
Annexations: Petitions	0	0		0	0	no change
Town-initiated	2	0		0	0	no change

OBJECTIVE	PROGRESS/STATUS
Evaluate development proposals to determine whether they meet all development regulations, and to assist advisory boards and Town Council in their review.	Fifty-eight (58) applications for development permits received from July 1, 2002 through September 30, 2002. One hundred twenty-five (125) development permit applications currently under review.
<b>Long Range Planning Projects</b>	
Implement Joint Planning Agreement with Orange County.	<p>Chapel Hill revisions to Comprehensive Plan heard at 4/11/01 hearing. Orange County action pending.</p> <p>2002 Amendment to Joint Planning Agreement to incorporate Water/Sewer Boundary Agreement completed.</p> <p>Joint Public Hearing scheduled for 10/9/02 to consider extending annexation provisions of the Joint Planning Agreement.</p>
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: <ul style="list-style-type: none"> <li>- Action Plan</li> <li>- Downtown Small Area Plan (adopted 3/27/00)</li> <li>- Growth Management Report</li> </ul>	<ul style="list-style-type: none"> <li>- Working to implement Action Plan items.</li> <li>- Working with Council Committee on Parking Lots 2 and 5.</li> </ul>
Continue efforts to annex developed land in Town's Urban Services Area	No action this quarter.
Capital Improvements Program (CIP)	2002-2017 CIP published as part of the Town Budget. Adopted by Council on 7/26/02.
Town Comprehensive Plan Data Book	No action this quarter.
Inclusionary Housing Task Force	To provide staff support to inter-jurisdictional group organized by Triangle J Council of Governments and the Institute of Government. First meeting to be held 10/18/02.
Water/Sewer Boundary Committee	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. Amendment completed 8/20/02, with adoption by Orange County Board of Commissioners.



OBJECTIVE	PROGRESS/STATUS
Geographic Information System development	Staff participating with Engineering Department in developing applications for the system.
Million Solar Roofs	Annual report and Council reauthorization on 9/23/02. Grant application submitted November 2001, to be awarded \$4,000. Providing staffing to Committee for bimonthly meetings.
Rental Licensing Program	Working with Inspections Department to implement Rental Licensing Program adopted by Council on 4/08/02.
Intergovernmental Council for Local Environmental Initiatives (ICLEI)	Proposal to prepare inter-jurisdiction plan pending. Contingent upon obtaining grant funding.
Rezoning for South Columbia Street Lot	Council established process to consider rezoning OI-3 lot in Westside neighborhood on 11/26/01. Information meeting held 9/30/02. Public hearing scheduled for 10/16/02.
Downtown Chapel Hill Design Workshops	Council committee on Parking Lots 2 and 5 met on September 9 and 23, 2002 to consider next steps.
Greene Tract Work Group	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. Planning Board review on 8/20/02 and 10/15/02. Council consideration expected 11/11/02.
Revolving Acquisition Fund	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.
Emily Partin Sewer Lines	Report to Council on 3/8/02 concerning petition. Attended OWASA meeting with neighbors on 6/18/02. On 9/23/02 the Council expanded the availability of the Water/Sewer Reserve fund.
Rezoning of Colonial Heights Neighborhood	Report to Council on 4/8/02, responding to petitions. Information meeting held 9/30/02. Council called hearing for 10/16/02.
Council Committee on Energy, Environment and Sustainability	Committee to develop charge..
Horace Williams Advisory Committee	Council Committee developed proposal for citizen's committee for Council consideration on 10/10/02. To provide staff assistance to citizens' committee when established.

OBJECTIVE	PROGRESS/STATUS
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. Reviewed networks for errors and modified networks to reflect revised 2025 alternatives.
Development Review	Prepared analysis of development proposals, including comprehensive plan, roadway, transit, bicycle/pedestrian impacts. Provided staff support to Transportation Board.
Transit Ridership Survey	Reviewed survey data from spring survey.
Short-Range Transit Plan	Continued to update report to reflect anticipated service changes for FY2002-03. Transportation Board reviewing; expected to go to Council in early 2003.
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 2002-03 annual plan. Public forum to be held 10/21/02. Ranking criteria approved by Council on 9/10/01; modifications proposed for 02-03.
Transportation Improvement Program (TIP)	Monitored federal transportation regulations, impacts of TEA 21 transportation legislation, and State program changes.
US 15-501 Corridor Study	Coordinated with City of Durham and Durham County on possible modifications 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	Completed analysis and review of 5 transportation alternatives and prepared Council item for 9/9/02. Provided lead planning agency with transit network refinements and revised schedule for further refinement of alternatives.
I-40 Congestion Management Study	Met with Consultant team to review results of analysis of additional HOV options.

OBJECTIVE	PROGRESS/STATUS
Transportation Management Plan (TMP)	Monitored collection of TMP data and prepared follow up materials.
NC 54/I-40 Transit Corridor Study	Worked with consultant as part of Technical Team for Phase I of the Study.

<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 adopted a recommended 2002-2003 Community Development program on April 22, 2002.</p>	
<p><b>Public Housing Renovation - \$170,000</b> Coordinate use of Community Development funds with Comprehensive Grant funds.</p>	<p>\$115,000 will be used to renovate the Airport Gardens public housing community (work underway on first phase). \$55,000 is also budgeted for the public housing refurbishing program.</p>
<p><b>Neighborhood Revitalization - \$168,500</b> 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>\$153,500 will be used for eligible neighborhood revitalization projects. The remaining \$15,000 will be used for a portion of the Community Development Coordinator's salary related to implementing these projects. We will continue to focus our efforts on activities in the Sykes Street.</p>
<p><b>Habitat for Humanity - \$17,000</b></p>	<p>\$17,000 will be used by Habitat for Humanity to acquire property adjacent to property Habitat currently owns on Rusch Road (off of Rogers Road).</p>
<p><b>Community Service Programs - \$30,500</b> Provide community service activities to low- and moderate-income citizens.</p>	<p><u>YMCA</u> - \$13,500 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 public housing communities. Program is underway at the YMCA on Airport Road. <u>Orange County Literacy Council</u> - \$11,500 was budgeted to the Literacy Council to continue to operate computer based literacy programs and GED training in public housing communities and to lower income residents. Program is underway. <u>Chapel Hill Police Department</u> - \$5,500 was budgeted to the Chapel Hill Police Department to sponsor a summer work program for youths living in the Pine Knolls, Northside and public housing communities. Program is complete.</p>

OBJECTIVE	PROGRESS/STATUS
<p><b>Administration - \$75,000</b></p>	<p>Funds will be used for a portion of the Community Development Coordinator's salary, a portion of the Long Range Planning Coordinator's salary, a contract Program Monitor position, and program administration.</p>
<p><b>2001 – 2002 Activities:</b> Public hearings held on January 23 and March 28, 2001 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 (work is underway on 1<sup>st</sup> phase). \$64,133 spent to date. \$55,000 is also budgeted for the public housing refurbishing program. Refurbishing program is underway; \$31,769 spent.</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 underway. Site work eligible for reimbursement is almost complete.</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>Funds 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. To date, \$30,317 spent to acquire a lot.</p>

OBJECTIVE	PROGRESS/STATUS
<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. 15 children were enrolled in the South Estes Program and 3 children from the Pine Knolls neighborhood participated in the after school program held at the YMCA. Program is complete. All funds spent.</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. \$6,957 spent to date. 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. Almost all funds have been spent.</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 is underway. Site work eligible for reimbursement is almost complete.</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 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>

OBJECTIVE	PROGRESS/STATUS
<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.</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. All funds have been spent.</p>
<p><b>HOME PROGRAM ACTIVITIES</b> Coordinate Grant activities with the Orange County HOME Consortium (Chapel Hill, Carrboro, Hillsborough, Orange Co.)</p>	
<p><u>2002-2003 Activities:</u> 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.</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 other members of the HOME Consortium approved the following activities for the 2002-2003 HOME Program:</p>	
<p>Property Acquisition - \$248,117</p>	<p><u>OPC Mental Health</u> - \$75,000 budgeted to acquire and renovate properties for clients with severe disabilities earning less than 30% of area median income.</p> <p><u>Residential Services</u> - \$75,000 budgeted to Residential Services Inc. to purchase a house in Orange County for individuals with autism.</p> <p><u>Affordable Rentals Inc.</u> - \$70,000 budgeted to purchase a duplex on McMasters Street currently owned by EmPOWERment. Property will be used as permanently affordable rental housing for residents with incomes between 30% and 50% of the area median income.</p> <p><u>Town of Chapel Hill</u> - \$28,117 budgeted to purchase a house for the Town's Transitional Housing Program.</p>
<p>Down Payment Assistance - \$77,000</p>	<p>Funds will be used by Orange Community Housing and Land Trust to provide down payment assistance for 15 first time homebuyers in the Vineyard Square (formerly The Homestead) and 7 homes in the Larkspur subdivisions in Chapel Hill. Funds will be available to first time homebuyers earning less than 80% of the area median income.</p>

OBJECTIVE	PROGRESS/STATUS
New Construction - \$50,000	Funds will be provided to Habitat for Humanity to partially fund the construction of infrastructure for a development on Rusch Road. Habitat intends to construct 12 single family homes and 3 duplex rental units on the site.
Homebuyer Assistance - \$140,000	<p><u>EmPOWERment</u> - \$100,000 was budgeted to EmPOWERment to provide second mortgage assistance to households throughout Orange County earning less than 80% of the area median income.</p> <p><u>Habitat for Humanity</u> - \$40,000 awarded to Habitat to provide deferred second mortgages for 3 homebuyers earning 50% of the area median income. 2 houses will be located in Carrboro and 1 in Efland.</p>
Community Revitalization - \$100,000	Funds will be provided to qualified non-profit organizations for property acquisition and renovation for first time homebuyers earning less than 80% of the area median income. Properties will be located throughout Orange County.
Administration - \$48,100	Funds were allocated to the Orange County Housing and Community Development Department for administration of the Program.
<p><u>2001-2002 Activities:</u> 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>The Council and the governing bodies of Carrboro, Hillsborough and Orange County approved the following activities for the 2001-2002 HOME Program:</p>	
Property Acquisition - \$328,625	<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 Town purchased a house on Merritt Mill Road for this project. All funds spent.</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>

OBJECTIVE	PROGRESS/STATUS
Land Acquisition - \$130,000	<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>
New Construction - \$100,000	<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.</p> <p><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>
Homebuyer Assistance - \$69,750	EmPOWERment will use funds to provide second mortgage assistance to households throughout Orange County. To date, EmPOWERment has used \$10,700 to provide a deferred second mortgage to a lower income household.
Administration - \$48,300	Funds appropriated to the Orange County Housing and Community Development office for administration of the program.
<p><u>2000 – 2001 Activities:</u> 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>	
Property Acquisition - \$120,000 (OPC Mental Health.)	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. OPC is revising its original proposal.
Rehabilitation - \$30,000 Orange Community Housing and Land Trust	\$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.
Community Revitalization - \$100,000	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. One house purchased, rehabilitated and sold to a Habitat family, 2 houses purchased in Carrboro by EmPOWERment for rehab. and resale. \$65,000 spent to date.



OBJECTIVE	PROGRESS/STATUS
New Construction - \$80,000 Orange Community Housing and Land Trust	Funds will be used to construct 32 townhomes in the Meadowmont development. Construction is underway. Site work is almost complete. \$61,120 spent to date.
New Construction - \$62,500 Habitat for Humanity	Funds used to provide deferred second mortgages (\$12,500 each) for 5 families earning less than 50% of the median income. One house located in Efland, four in Chestnut Oaks. All funds have been spent.
Administration - \$43,700	Funds appropriated to the Orange County Housing and Community Development office for administration of the program.
<u>1999-2000 Activities:</u> 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.	
Comprehensive Rehabilitation - \$156,675	Deferred loans are provided to rehabilitate low-income and renter occupied housing in Orange County. Funds have been used to renovate 6 houses (3 in Chapel Hill). All funds spent.
Property Acquisition - \$100,000 (EmPOWERment Inc.)	EmPOWERment used funds to acquire a duplex on North Graham Street in the Northside neighborhood. All funds have been spent.
New Construction – \$94,000 Orange Community Housing and Land Trust	Funds budgeted to Orange Community Housing and Land Trust for construction costs for the Legion Road (\$74,000) and Meadowmont Townhomes projects (\$20,000). All funds budgeted for Legion Road were spent and construction of the 14 Legion Road Townhomes is complete. All funds spent for the Meadowmont Townhomes, and construction of the 32 units is underway.
Property Acquisition / Rehabilitation - \$60,000 (OPC Mental Health)	OPC will use funds to purchase and renovate a house on Dillard Street in Carrboro for rental occupancy by persons with disabilities. OPC is revising its original proposal.
Urgent Repair Program - \$60,000	Funds to be used for Urgent Repair Program operated by the Orange Community Housing Corp. To date, \$38,450 has been spent. Funds used to repair 2 houses in Chapel Hill, 2 in Carrboro and 3 in Orange County. Remaining funds reprogrammed during the 2001-2002 budget process [Habitat (\$12,500), EmPOWERment (\$4,525) and Comprehensive Rehab. (\$4,525)].
Administration - \$43,700	Funds appropriated to Orange County Housing and Community Development for administration of program.

<b>OBJECTIVE</b>	<b>PROGRESS/STATUS</b>
<b>Other Housing Projects</b>	
Orange Community Housing and Land Trust	Continued work with the Orange Community Housing Corp. to produce affordable housing opportunities in Chapel Hill such as the Legion Rd. Townhomes, Meadowmont Condominiums. The Land Trust continues to work with the developers of several projects to administer Council imposed affordable housing requirements. The Land Trust is also working with the Town and EmPOWERment to sell homes in the Sykes Street area.
Sykes Street Action Strategy	In August the Sykes Street Steering Committee organized a Neighborhood Night Out event with the theme of “unity street by street” that included a walk through the neighborhood, music and food. Over 100 people attended the event. A fourth class of students is planning a third community charrette and block party to take place in November. The class will also continue to work on increasing resident participation. The Steering Committee continues to meet monthly.

REVENUES/EXPENDITURES	Actual 00-01	Actual 01-02	Budget 02-03	YTD 01-02	YTD 02-03	Change From Prior Year
Revenues	384,023	425,690	383,500	271,006	181,969	-53%*
Expenditures	8,000,493	8,301,143	9,025,238	1,651,099	1,727,036	+5%
Expenditures as % of Budget					19%	

ADDITIONAL DETAIL	Actual 00-01	Actual 01-02	Budget 02-03	YTD 01-02	YTD 02-03	Change From Prior Year
<b>PERSONNEL</b>						
Vacancy Rate for Officers	9%	9%	5%	14%	10%	-4 pct pts
# of civilian security monitor hours	4,693	9,905	10,000	2,098	2,142	+2%
# of volunteer/student hours	4,157	2,703	3,000	678	699	+3%
<b>PATROL SERVICES</b>						
# calls for service	26,062	26,278	26,500	6,741	6,410	-5%
Utilization rate**	31.65%	35.81%	36.00%	39.35%	34.46%	-12%
Normalized rate (8 officers)***	35.98%	37.24%	38.00%	39.70%	32.71%	-18%
<b>CRIME</b>						
<b>Reported Major Crimes</b>						
Personal crimes						
Homicide	0	0	0	0	0	Same
Rape	15	10	10	3	1	-67%
Robbery	75	91	100	20	27	+35%
aggravated assault	100	119	125	28	34	+21%
Property crimes						
burglary/break-in	475	527	550	193	102	-47%
(residential)	(300)	(346)	(350)	(116)	(71)	(-31%)
(non-residential)	(175)	(181)	(200)	(77)	(31)	(-60%)
larceny	1,700	1,873	1,900	585	413	-29%
(vehicle break-in)	(350)	(784)	(700)	(219)	(161)	(-26%)
motor vehicle theft	150	102	125	27	22	-19%
<b>TOTAL MAJOR CRIMES REPORTED</b>	2,515	2,722	2,810	856	599	-31%

\* Grant funds will be received later in the fiscal year.

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

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

**Police**

**First Quarter, 2002-2003**

<b>ADDITIONAL DETAIL</b>	<b>Actual 00-01</b>	<b>Actual 01-02</b>	<b>Budget 02-03</b>	<b>YTD 01-02</b>	<b>YTD 02-03</b>	<b>Change From Prior Year</b>
<b>% of major crimes cleared by arrest or exceptional means</b>						
Personal crimes	51%	48%	50%	39%	52%	+13 pct pts
Property crimes	16%	13%	20%	10%	14%	+4 pct pts
<b># of cases assigned to Investigators</b>						
major crimes	713	663	870	248	149	-40%
<i>personal</i>	(93)	(96)	(170)	(25)	(30)	+20%
<i>property</i>	(620)	(567)	(700)	(223)	(119)	-47%
other crimes	688	390	550	136	117	-14%
<b>JUVENILE</b>						
# of offenses involving youth under 16 years of age as victim	234	230	250	48	72	+50%
# of offenses involving youth under 16 years of age, as suspect	219	258	250	55	74	+34%
<b>NARCOTICS AND ALCOHOL ARRESTS</b>						
# of drug charges	373	363	400	91	89	-2%
<b>Total # of alcohol charges</b>						
# of underage possession of alcohol	114	67	80	17	20	+17%
# of use of false identification	9	9	10	1	3	+200%
# of other (non-traffic) alcohol charges	28	20	20	3	4	+33%
# of citations for violation of Town ordinance regarding public consumption or possession of alcohol	115	87	85	24	41	+71%
<b>TRAFFIC</b>						
# traffic citations issued	3,391	3,615	3,700	967	1,005	+4%
# DWI arrests	360	385	400	77	95	+23%
Total # traffic collisions	2,286	2,313	2,300	548	505	-8%
# involving bicyclist	25	22	20	4	5	+25%
# involving pedestrian	27	24	25	5	8	+60%
# of injuries	485	532	500	94	128	+36%
# of fatalities	3	4	0	1	0	-100%
<b>OTHER POLICE CALLS</b>						
# of noise/loud party calls	1,124*	1,321	1,400	362	352	-3%
# of special events requiring police planning	47	60	65	23	28	+22%

\*This number does not represent a full fiscal year; approximately the first seven weeks of the year are not included.

<b>ADDITIONAL DETAIL</b>	<b>Actual 00-01</b>	<b>Actual 01-02</b>	<b>Budget 02-03</b>	<b>YTD 01-02</b>	<b>YTD 02-03</b>	<b>Change From Prior Year</b>
<b>CRIME PREVENTION</b>						
# of Community Watch groups	25	30	35	19	30	+58%
<b>CRISIS INTERVENTION</b>						
# of cases	1,836	1,638	1,750	477	470	-1%
Nature of Crises						
domestic violence	23%	26%	23%	20%	11%	-9 pct pts
sexual assault	7%	5%	7%	6%	4%	-2 pct pts
victims of other crimes	13%	24%	13%	20%	25%	+5 pct pts
trauma	5%	9%	6%	8%	2%	-6 pct pts
Clients needing translation services	196	123	150	19	12	-36%
% of late night/weekend contacts	12%	16%	15%	16%	21%	+ 5 pct pts

**Division: Support Services**

<b>OBJECTIVE</b>	<b>PROGRESS/STATUS</b>
Reorganize the various information services functions of the Department into one unit to enhance the retrieval and distribution of information within the Department and to the public.	Initial project planning has started. Information is being gathered. Analysis will be done and options developed during next quarter.
Expand the use of the Department's Geographic Information Services (GIS) system to improve crime analysis, strategic planning, and resource allocation capabilities.	GIS is being used for presentations and tactical planning. Crime mapping and resource allocation will begin later in the year.
Develop training initiatives to improve the Department's outreach into the Hispanic community, to improve employee's problem-solving skills, and to ensure that employees maintain proficiency in responding to high-risk situations.	<p>The department has developed a Spanish for Law Enforcement Personnel Course with the objectives of teaching Spanish and cultural aspects of the Latino community. Fifteen employees are attending the 34-session course.</p> <p>Staff is working with the United States Department of Justice to host a course on problem solving and leadership in law enforcement.</p>

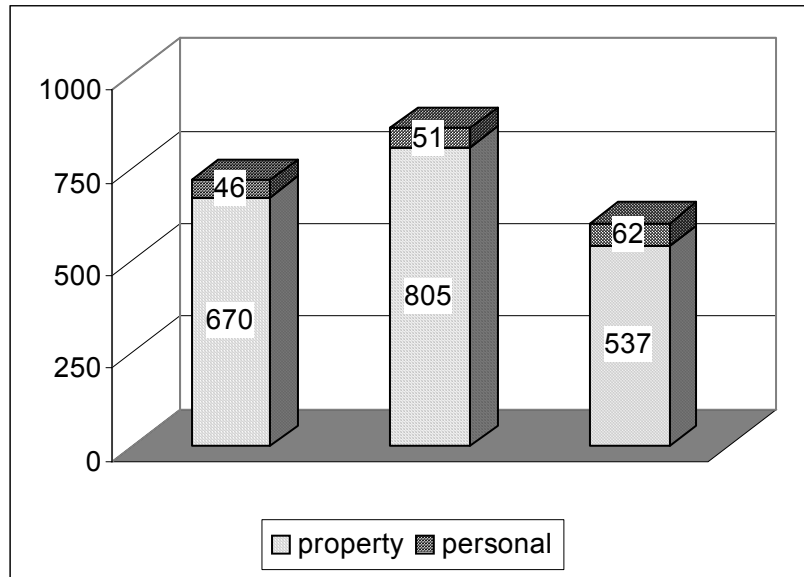
**Division: Patrol**

<b>OBJECTIVE</b>	<b>PROGRESS/STATUS</b>
<p>Continue enforcement efforts and high visibility patrols in neighborhoods experiencing disorder due to street-level drug sales and nuisance problems such as loud noise, traffic violations, littering, illegal parking, housing code violations, and aggressive panhandling.</p>	<p>Special foot, bicycle and vehicle patrols are working in the Northside area. An officer has been assigned to work on neighborhood nuisances throughout the Town. During the quarter, three abandoned houses were demolished. The Town and Empowerment Inc sponsored National Night Out; over 200 people attended.</p>
<p>In conjunction with Town departments, community organizations, and citizens expand academic, employment and life skills outreach initiatives to at-risk youth through mentoring programs, drug prevention training, school-based programs, participation in neighborhood activities, and increased visibility in neighborhoods.</p>	<p>During the quarter, the department sponsored or co-sponsored:</p> <ul style="list-style-type: none"> <li>• Basketball Camp and Banquet</li> <li>• Outings to the Durham Bulls, Carowinds, and movies</li> <li>• Dance at the Hargraves Center</li> <li>• Boys Group at South Estes Apartments</li> <li>• Bicycle repair clinic and bicycle give-away</li> </ul>
<p>Expand the coverage provided by civilian security monitors, including additional hours and more visibility in the Central Business District and the Town's parks and facilities.</p>	<p>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.</p>

**Division: Investigations**

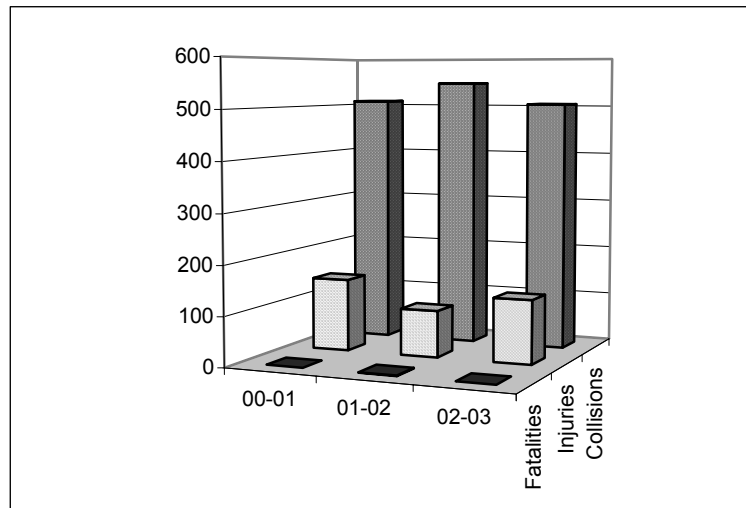
<b>OBJECTIVE</b>	<b>PROGRESS/STATUS</b>
<p>Together with the Department's crime analyst, establish protocols for managing the property crime caseload, including tracking trends, developing response plans to address crime trends, and increasing the clearance rate for property crimes.</p>	<p>Investigations personnel are polling other agencies to learn about their case assignment and management protocols. The crime analyst is reviewing assignment and clearance rates.</p>
<p>Work with the Department's Court Liaison Officer, neighboring law enforcement agencies and court officials to track cases from arrest through sentencing to reduce opportunities for repeat offenders to continue committing crimes in the community.</p>	<p>The Court Liaison is tracking major cases in District and Superior Court.</p>
<p>Improve the technological capabilities of investigators to enhance the Department's ability to investigate computer-related crimes, especially those crimes directed against children and the elderly.</p>	<p>The Department's Information Technology Specialist is receiving training and experience in investigating computer related crime through his assignment to the Raleigh office of the FBI. He is coordinating the investigation of Chapel Hill cases by that office.</p>

Major Crimes Reported



During this quarter there was a 33% decrease in reported property crime. Vehicle break-in's dropped from 219 in the first quarter of last year to 161 this year. Personal crimes (homicide, rape, robbery, and aggravated assault) increased by 22% (51 to 62). Overall reported major crimes decreased by 31%.

Traffic Collisions



Traffic collisions decreased by 8% as compared to the first quarter of 2001-02. Injuries increased by 36%, from 94 to 128. Collisions involving pedestrians increased from 5 to 8, and bicycle collisions rose by 1, from 4 to 5 for the quarter.

**Public Works**

**First Quarter, 2002-2003**

<b>REVENUES/EXPENDITURES</b>	<b>Actual 00-01</b>	<b>Actual 01-02</b>	<b>Budget 02-03</b>	<b>YTD 01-02</b>	<b>YTD 02-03</b>	<b>Change From Prior Year</b>
Revenues (1)	266,497	384,420	398,900	81,147	128,484	+58.3%
Expenditures (2)	9,886,487	9,068,100	9,760,010	2,882,595	1,924,260	-33.2%
Expenditures as % of Budget					19.7%	

<b>ADDITIONAL DETAIL</b>	<b>Actual 00-01</b>	<b>Actual 01-02</b>	<b>Budget 02-03</b>	<b>YTD 01-02</b>	<b>YTD 02-03</b>	<b>Change From Prior Year</b>
<b>MANAGEMENT &amp; SUPPORT SERVICES</b>						
# of lost-time injuries/# of days lost	5/69	2/226	<20 inj	2/13	1/19	-50% +46%
# of preventable accidents	15	15	<20	1	1	same
Turnover: # of individuals/%	9/7.2	5/4	n/a	none	none	same
# of plans reviewed for compliance with tree ordinance and Town design standards	188	140	150	33	47	+42%
<b>FIELD OPERATIONS – TRAFFIC</b>						
# of street signing/marketing activities (3)	488	414	450	94	175	+86%
<b>FIELD OPERATIONS – CONSTRUCTION</b>						
# projects completed (4)	30	42	30	7	5	-29%
Sq yds of streets reconstructed (5)	1,379	8,950	3,200	6,850	none	--
<b>FIELD OPERATIONS – STREETS</b>						
Miles of streets resurfaced (6)	6.75	6.65	5.5	6.6	4	-39%
Truckloads of leaves collected	677	794	550	none	none	none
Frequency of street cleaning Major streets Residential streets Town Center	Weekly 7.5 cycles 2/Week	Weekly 6.5 cycles 1.75/Week	Weekly 4 cycles 2/Week	1/1.4 Wks 1.5 cycles 1.3/Wk	1/1.4 Wks 2 cycles 1.1./Week	same -9% -15%



**Public Works****First Quarter, 2002-2003**

<b>ADDITIONAL DETAIL</b>	<b>Actual 00-01</b>	<b>Actual 01-02</b>	<b>Budget 02-03</b>	<b>YTD 01-02</b>	<b>YTD 02-03</b>	<b>Change From Prior Year</b>
<b>INTERNAL SERVICES</b>						
Fuel use, in gallons (General Fund only)	220,896	227,700	200,000	58,580	61,010	+4%
# of building emergency requests/% of responses less than 30 minutes	129/82.2%	37/86%	90%	9/78%	23/90%	+156% +15%
<b>SOLID WASTE SERVICES</b>						
Tons of refuse collected:						
Residential	6,861	7,227	7,700	1,849	1,931	+4.4%
Commercial	12,995	12,364	13,200	3,048	2,905	-4.7%
Yard waste	2,285	2,138	2,800	670	622	-7.2%
<b>TOTAL TONS COLLECTED</b>	<b>22,141</b>	<b>21,729</b>	<b>23,700</b>	<b>5,567</b>	<b>5,458</b>	<b>-2%</b>
Average pounds of residential refuse per collector per week	20,299	21,382	23,100	23,705	24,760	+4.5%
Average length of brush collection cycle	2 Wks	1 Wk	1 Wk	2 Wks	1Wk	+100%
# valid public complaints per month	10	10	<10	10	10	same

Notes

- 2000-01 Revenues included \$79,751 from FEMA related to Hurricane Fran closeout from 1996; year-to-date revenues for 2002-2003 are relatively high because of collection of new commercial refuse collection fees, expanded to include payment for once weekly collections previously made at no fee.
- 2000-01 Actual included expenditures totaling \$842,926, for Fleet Maintenance, which, starting in Fiscal 2001-2002, are accounted for in a separate enterprise fund; 2001-2002 first quarter expenditures were relatively high because they included payment of \$204,000 for 6,000 roll carts associated with implementation of curbside refuse collection; 2002-03 Budget includes \$97,069 re-appropriated to cover carry-overs from 2001-02.
- Increase results from addition of one position related to annexation of Southern Village. This new position was filled in March, 2002.
- The Construction section had three unfrozen vacant positions throughout the quarter.
- A small portion of Animal Shelter Drive is anticipated to be reconstructed during the fourth quarter. The deterioration is such that this project should not be delayed until next fiscal year. The budget for reconstruction has been reduced significantly.
- During first quarter, 20 streets totaling 4 miles in length were resurfaced by contract; an additional 4 streets totaling 1 mile were completed early in the second quarter.

**DIVISION: MANAGEMENT & SUPPORT SERVICES**

<b>OBJECTIVE</b>	<b>PROGRESS/STATUS</b>
Management reports/studies.	Major work included financial closing of fiscal 2001-2002; annual performance evaluations for employees; and follow-up related to changes in commercial refuse collection service fees.
Minimum injuries/accidents.	1 of 9 personal injuries resulted in loss of 19 work days; 1 of 3 vehicular accidents was the fault of Town employee.
Review design plans to assure compliance with Town's Landscape and Tree Protection Ordinance.	Design review accomplished within time period allotted. Work included review of 47 sets of plans, a number of which related to UNC's master plan.
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 considerable time in detailed planning for Halloween; coordination of listing of leaf collection program on Town's web page; and preparation of CIP.
Evaluate/implement various professional recommendations and CIP projects.	Preparation of next CIP update anticipated during the second and third quarters.

**DIVISION: FIELD OPERATIONS - TRAFFIC**

<b>OBJECTIVE</b>	<b>PROGRESS/STATUS</b>
Improve traffic flow and safety through signing improvements.	Program staff performed maintenance on and/or installed 175 traffic signs, including the installation of signs in conformance with amended ordinances.
Maintain closed loop signal system.	Traffic detection loops were replaced at 13 locations and staff responded to 137 reported malfunctions (flash, detection, timing, bulb problems, etc.). Major tasks completed during the first quarter included preventive maintenance in various traffic zones, replacement of pedestrian heads town-wide as needed and repair of damaged signals at various intersections.
Provide street lighting consistent with existing Town policy along all classes of streets.	We authorized Duke Power Company to install 6 new street lights and requested 7 repair service work orders by Duke Power Company.

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

OBJECTIVE	PROGRESS/STATUS
Maintain Town's drainage system through on-going services.	<p>Work completed included cleaning 24' of pipe at 1 location; resetting and/or replacing 14 catch basin tops; cleaning and/or re-grading 170' of ditches at 4 locations; checking catch basins and removing debris as needed Town-wide; and removing blockages along Bolin Creek and Booker Creek.</p> <p>In the mosquito control program, we monitored and treated known mosquito breeding sites on public properties.</p>
Clean streets in downtown areas twice weekly and major streets weekly; check and clean residential streets as needed once every six weeks.	Downtown areas were swept 14 times, for an average of 1.1 times per week. Major streets were cleaned weekly in 9 of 13 weeks and 2 cycles were completed along residential streets.
Improve appearance and enhance lines of sight along rights-of-way through maintenance of existing trees and vegetation.	A total of 19 trees was removed Town-wide. Tree planting work was delayed due to the drought. Right-of-way maintenance was performed at various locations Town-wide in conformance with standard Town policy. Work included removing vegetation blocking signs and interfering with sight distance at intersections.

**DIVISION: FIELD OPERATIONS - CONSTRUCTION**

OBJECTIVE	PROGRESS/STATUS
Reconstruct small portion of Animal Shelter Drive.	Reconstruction of about 225 sq. yds. of Animal Shelter Drive is anticipated during fourth quarter. The deterioration is such that this project should not be delayed until next year. Due to budget constraints, the appropriation for reconstruction in the current fiscal year has been reduced to less than \$10,000. We typically have a budget of about \$70,000 for this work.
Construct various projects for other Public Works divisions and Town departments.	Miscellaneous projects anticipated during remaining three quarters.
Construct miscellaneous projects, including Streetscape, sidewalks and drainage improvements.	Major project work continued this quarter on Streetscape 2002, which included building wall with steps and 6 planters; pouring 289' of curb and gutter; installing 5 curb cuts, 1 kiosk, 4 bike racks and 4 trash cans; and placement of brick pavers throughout project. In addition, 60' of curb and gutter were removed and 150' of curb and gutter were installed along Reade Road. Bus shelters were removed at the Student Union; 2 bus shelters were installed at Meadowmont. 20' of curb were installed along Burning Tree Drive and damaged pedestrian wood railing was repaired on Estes Drive.

**DIVISION: FIELD OPERATIONS - STREETS**

<b>OBJECTIVE</b>	<b>PROGRESS/STATUS</b>
Improve about 7 miles of street pavement using contract resurfacing (5.6 miles) and slurry seal (1.3 miles).	In first quarter, contractor resurfaced 20 streets Town-wide, totaling about 4 miles in length; another mile was completed on 4 streets early in the second quarter. The total resurfacing contract involved 24 streets and 5 miles. Slurry seal work is anticipated during the fourth quarter. Additionally, crack pouring by contract was used along 24 streets in the first quarter.
Maintain the Town's street system through ongoing patching.	Extensive patching was completed this quarter; work included patching on the 24 streets scheduled for resurfacing.
Collect leaves and pine straw October through March.	The seasonal program is anticipated to start on October 21, 2002.
Clear streets in times of inclement weather, including snow and ice, consistent with current priorities and Town policy.	Work is anticipated as needed during the remainder of the year.

**DIVISION: INTERNAL SERVICES**

<b>OBJECTIVE</b>	<b>PROGRESS/STATUS</b>
Expand use of automated fleet management system.	Ongoing; data are maintained to generate information related to road calls and fleet preventive maintenance, as well as repair service. 37 emergency road service calls were made at an average cost of \$268.57 per call. The average preventive maintenance cost per vehicle serviced was \$120.71. These unit costs, both for road service calls and preventive maintenance, include labor, materials and equipment.  Fuel use was up 2,430 gallons, or 4%, compared to last year. The cost per gallon averaged \$.78 during the first quarter compared to a unit cost of \$.81 last year (note: budget assumes \$.95).
Perform preventive maintenance per mileage benchmark system—about 400 services per year on 195 items.	A total of 222 automotive PM's completed, for average of about 17 per week.
Assume in-house major maintenance/repair jobs for both equipment and vehicles.	There were no major in-house repairs in the first quarter.
Adhere to both interior and exterior building maintenance schedules.	Maintenance schedules generally were met at all public facilities for which the division is responsible. A total of 278 building maintenance work orders were completed.
Evaluate professional recommendations related to building maintenance projects, including those in CIP; implement building-related work programs/projects.	The major project was renovation of Hargraves Community Center/A. D. Clark Pool. Hopefully, water restrictions will be lifted in time to complete work on the A. D. Clark Pool.

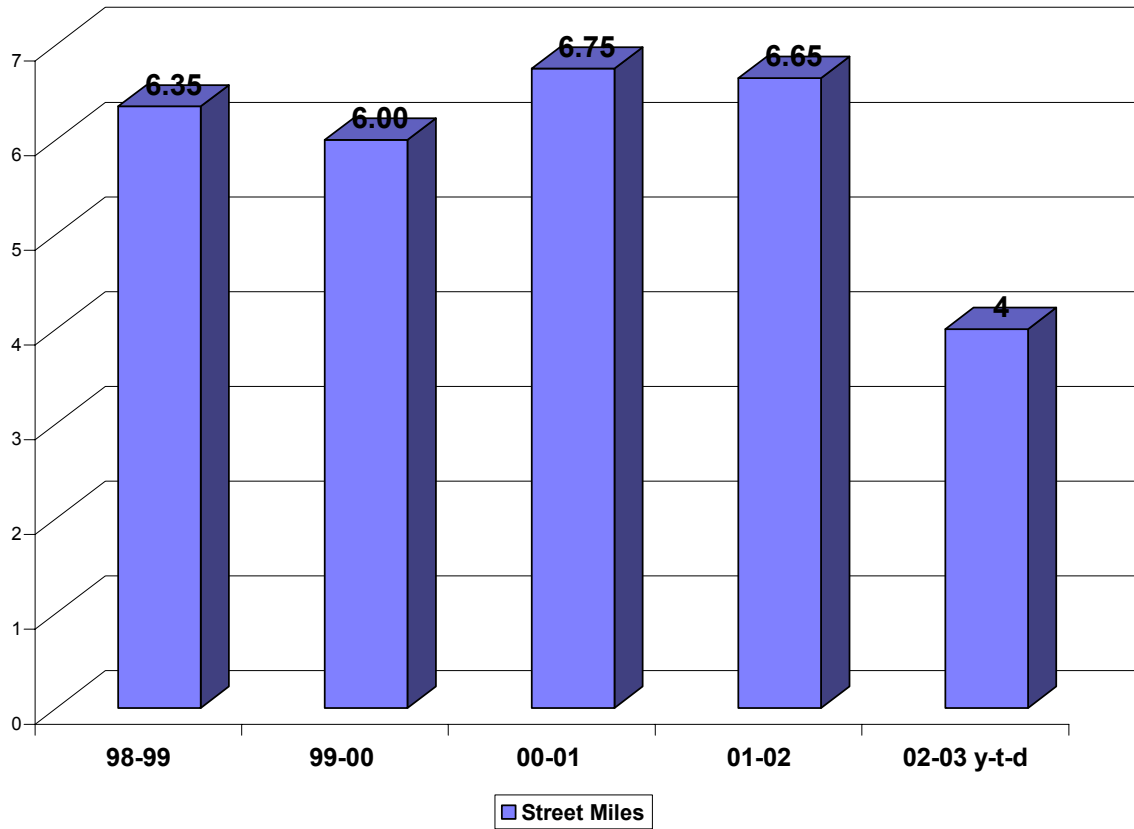
**DIVISION: SOLID WASTE SERVICES**

OBJECTIVE	PROGRESS/STATUS
Collect estimated 24,000 tons of residential (including yard waste) and commercial refuse as scheduled, with minimum complaints.	Total volume was down about 109 tons (2%) compared to that for the first quarter last year. The data exclude about 180 tons of commercial refuse collected from compactors. Collection schedules for all residential and commercial routes generally were met.
Provide efficient level of collection of brush/bulky items.	<p>The average collection cycle for brush was 1 week during the first quarter. The total volume of 622 tons for the first quarter compares to 670 tons for the same period in 2001-2002.</p> <p>Bulky items (white goods) collected totaled 22.5 tons compared to 46 tons in the same period last year. Residents have placed fewer items at the curb for collection.</p> <p>A total of 9 bags of litter was collected along rights-of-way using court-referred community service workers.</p>
Minimize injuries/accidents.	During the first quarter, there were no lost time injuries or accidents that were the fault of Town personnel.
Maintain high service level, both in terms of service and operations.	Residential refuse collection services were conducted in an efficient, safe and productive manner. Commercial collection remains 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 continue to encourage replacement of side-loading dumpsters with front-loading containers.

**DIVISION: LANDSCAPE**

OBJECTIVE	PROGRESS/STATUS
Evaluate and implement projects included in Capital Improvement Program and proposed by consultants.	Department staff met with staff from Parks and Recreation Department to discuss Festifall preparation and the opening of Booker Creek linear trail.
Improve appearance and safety along rights-of-way through mowing road shoulders.	Seasonal mowing cycles were completed as scheduled at all facilities and along rights-of-way.
Adhere to grounds maintenance schedules at parks, cemeteries, parking lots, public housing and other public locations.	<p>Grounds maintenance schedules generally were met or exceeded at all public facilities and areas for which section is responsible. Watering of grounds materials had to accommodate the water restrictions imposed by OWASA. A total of 26 work orders was completed, mostly for Parks and Recreation and Housing. Plantings included 689 perennials at the Library and 6 shrubs.</p> <p>Crews assisted with Fourth of July celebration and Fiesta del Pueblo.</p>

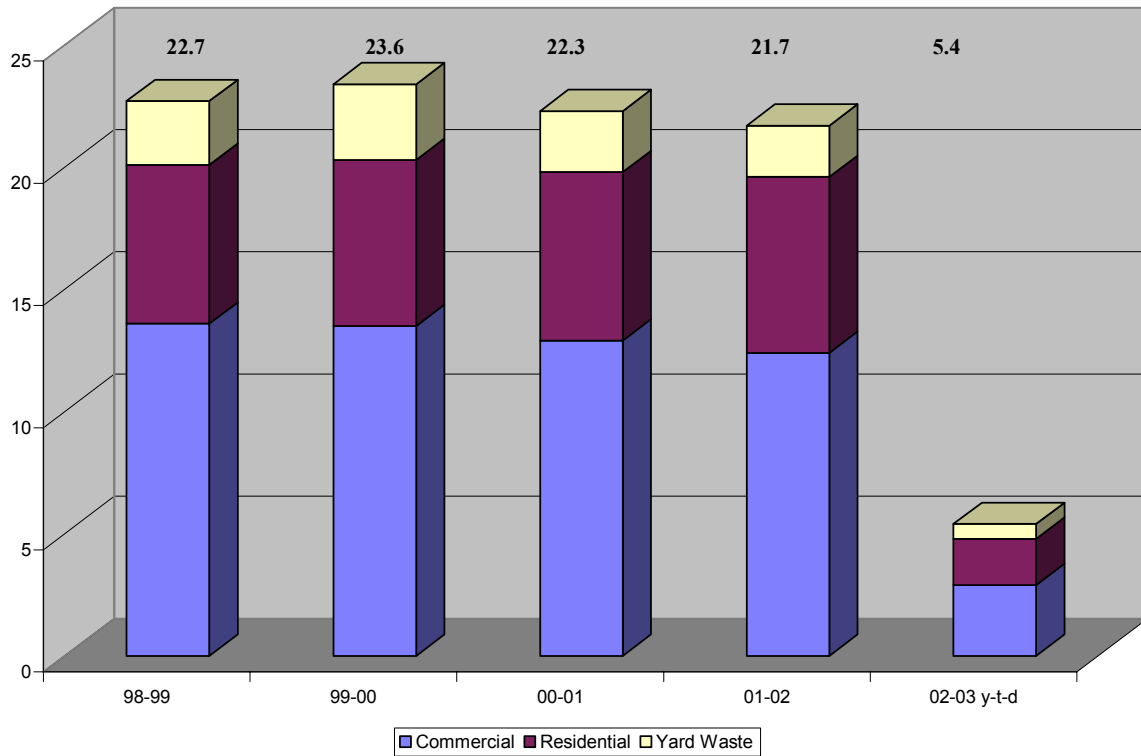
MILES OF STREETS RESURFACED



Contract resurfacing was completed on 4 miles of streets, with an additional mile anticipated to be completed during the second quarter. The budget objective is 5.6 miles. An additional 1.3 miles of streets are anticipated to receive slurry seal by contract in the fourth quarter.

### SOLID WASTE COLLECTION

Thousands of Tons



The Solid Waste Services Division collected 2% less refuse compared to the same period last fiscal year. The goal for all solid waste collections this year is 23,700 tons.

**Transportation****First Quarter, 2002-2003**

<b>REVENUES/EXPENDITURES</b>	<b>Actual 00-01</b>	<b>Actual 01-02</b>	<b>Budget 02-03</b>	<b>YTD 01-02</b>	<b>YTD 02-03</b>	<b>Change from Prior Year</b>
Revenues	7,665,848	8,056,497	9,676,444	244,438	503,674	106.1%
Expenditures	7,214,862	6,966,813	9,676,444	1,152,388	1,746,038	51.5%
Expenditures as % of Budget					18.04%	

<b>ADDITIONAL DETAIL</b>	<b>Actual 00-01</b>	<b>Actual 01-02</b>	<b>Budget 02-03</b>	<b>YTD 01-02</b>	<b>YTD 02-03</b>	<b>Change from Prior Year</b>
<b>TRANSPORTATION</b>						
Fixed route trips	2,833,103	3,588,387	4,331,996	699,975	1,068,736	52.7%
Demand response trips	59,008	60,249	63,936	14,740	15,984	8.4%
Tarheel Express trips/Charter	139,573	122,017	135,000	26,240	14,263	-45.6%
Service miles (actual)	1,283,145	1,958,075	1,826,408	354,583	456,602	28.8%
Passenger trips/service mile	2.36	1.93	2.45	2.09	2.41	15.2%
Operating Costs	7,214,862	6,966,813	9,676,444	1,152,388	1,567,011	36.0%
Operating Revenue	1,789,700	1,062,625	274,000	189,990	74,000	-61.1%
Patron revenue/trip	0.59	0.28	0.06	0.26	0.07	-73.7%
System cost/trip	2.38	1.85	2.16	1.56	1.43	-8.3%
Ratio of Revenue from Patrons to cost	0.25	0.15	0.03	0.16	0.05	-71.4%
Miles/road call	32,343	19,387	25,000	14,183	30,440	114.6%
Road calls (mechanical)	76	101	60	25	15	-40.0%
Preventable accidents	30	40	25	5	7	40.0%
Miles/Preventable accidents	42,772	48,952	35,000	70,917	57,075	-19.5%
<b>PARKING SERVICES</b>						
System revenue	1,839,449	1,788,060	2,206,300	406,056	465,409	14.62%
Revenue/Space/Day:						
Rosemary Deck	4.74	4.87	5.95	4.24	5.58	31.64%
Lot 2	9.81	10.12	11.83	9.58	11.87	23.88%
Lot 3	1.88	1.88	2.12	1.90	1.35	-29.11%
Lot 4	2.51	2.40	3.21	2.20	2.67	21.59%
Lot 5	3.38	3.28	3.64	3.41	3.29	-3.61%
Lot 6	2.58	2.67	3.00	2.60	3.12	19.88%
Meters	4.25	4.48	4.10	4.00	4.46	11.51%



**Transportation**

**First Quarter, 2002-2003**

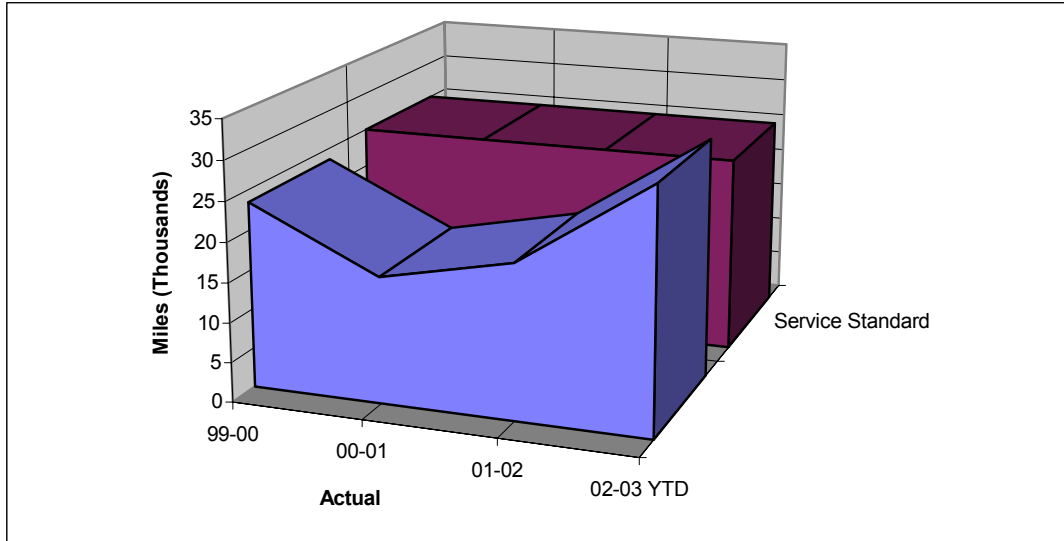
ADDITIONAL DETAIL	Actual 00-01	Actual 01-02	Budget 02-03	YTD 01-02	YTD 02-03	Change from Prior Year
<b>PARKING SERVICES (Continued)</b>						
Turnover:						
Parking Deck	2.22	2.02		2.04	1.77	-13.24%
Lot 2	5.17	5.07		5.32	4.87	-8.46%
Citation Collection Rates:						
Number Citations Issued	24,483	22,263		5,459	4,753	-12.93%
Number Citations Collected	19,305	16,980		4,104	3,526	-14.08%
Dollar Amt. of Collected Citations	494,445	425,698		98,073	86,065	-12.24%
% of citations Paid vs. Issued	79%	76%		75%	74%	-1.32%

SAFETY PERFORMANCE	Actual 00-01	Actual 01-02	Budget 02-03	YTD 01-02	YTD 02-03	Change From Prior Year
Safety Training: #of staff hours of training (#of employees X training time)	913.95	2,419.06		636	3,987	526%
Safety Inspections: #of hazards identified/ % of items mitigated	0 0 0	0 0 0		0 0 0	0	
Time loss due to work-related injury or illness	363.92	1,173.54		642.44	48	-.925%

OBJECTIVES	PROGRESS/STATUS
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 34,305 hours of service during the period. Fixed Route Ridership was up from the first quarter of FY 2002.
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 6,024 hours of service during the period. Average trip time of 17 minutes was above our standard of 15 minutes per trip.
To operate all transit services with no more than one preventable vehicular accident per 35,000 miles.	Miles between preventable accidents averaged 57,075 for the period.
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 30,440.

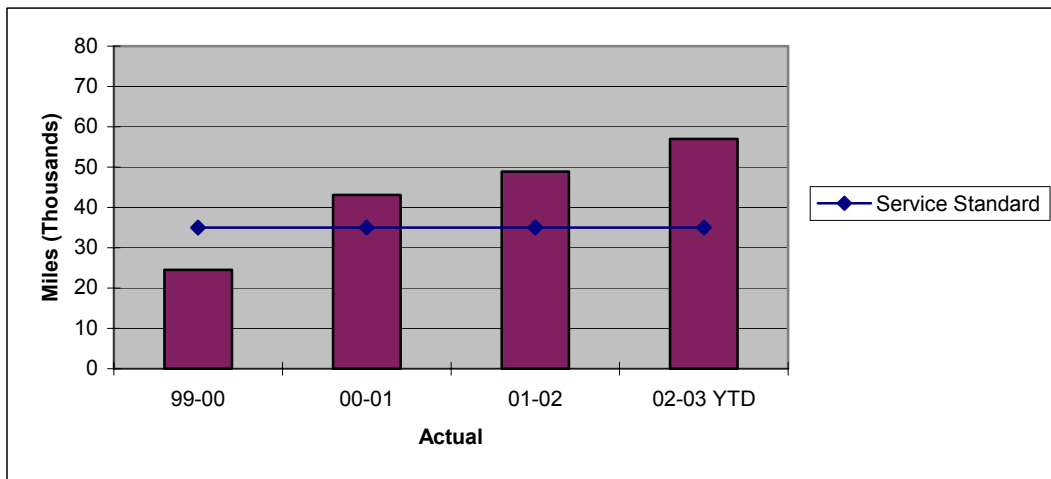
To continue to provide convenient short-term parking in the Town Center at Lots 2, 3, 5 and the Rosemary Street Garage with no more than four scheduled operating hours lost.	Utilization of the Rosemary Street Parking Deck has decreased related to the fare free transit services and an increase in monthly parking rates. Meter utilization has also dropped related to the fare free bus services.
To improve collections on parking citations.  Dept. Safety Committee Activity.	Citation collections were down 14.08% from last year.  # of meetings: 0 # of employees attended:
Progress on Priority Projects named for the year.	
Explanation for uncorrected inspection items.	No inspections or violations.

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



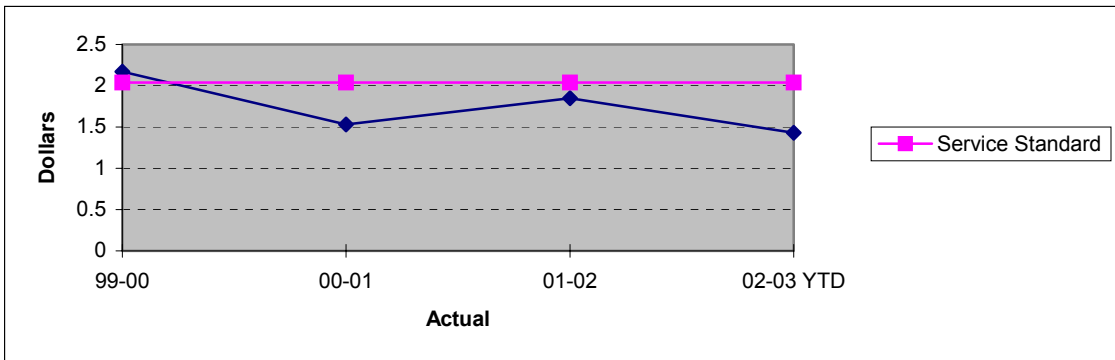
Service reliability is measured by tracking service miles between road calls due to mechanical problems. The system is operating newer vehicles (seventeen 2001's and ten 2002's) resulting in a much more reliable fleet.

**TRANSIT SAFETY  
MILES BETWEEN PREVENTABLE ACCIDENTS**



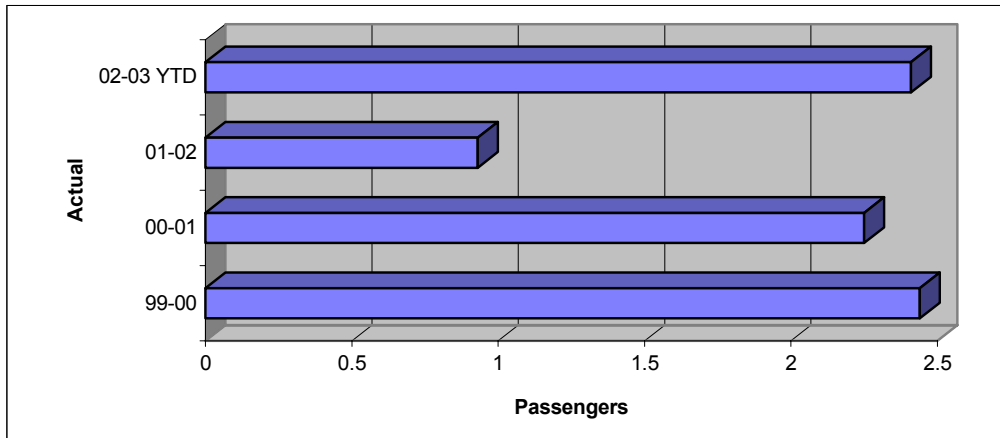
Transit vehicle safety is measured by tracking the average miles between preventable accidents. The transit supervisors are teaching Smith System Defensive Driving System to all employees. Over half of the drivers have completed the course and this has resulted in fewer preventable accidents.

**PUBLIC TRANSPORTATION  
SYSTEM COST PER PASSENGER TRIP**



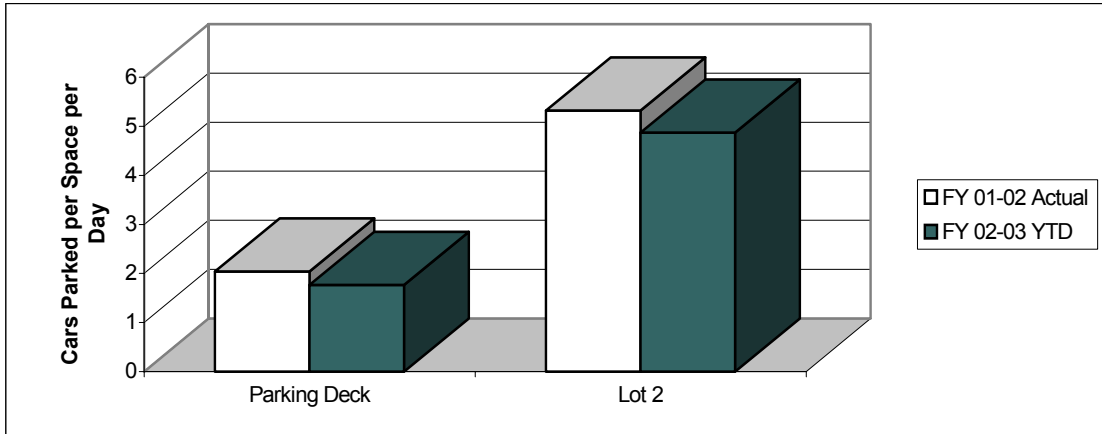
Transit service efficiency is monitored by calculating the system-wide cost per passenger trip.

**PUBLIC TRANSPORTATION  
PASSENGERS PER SERVICE MILE**



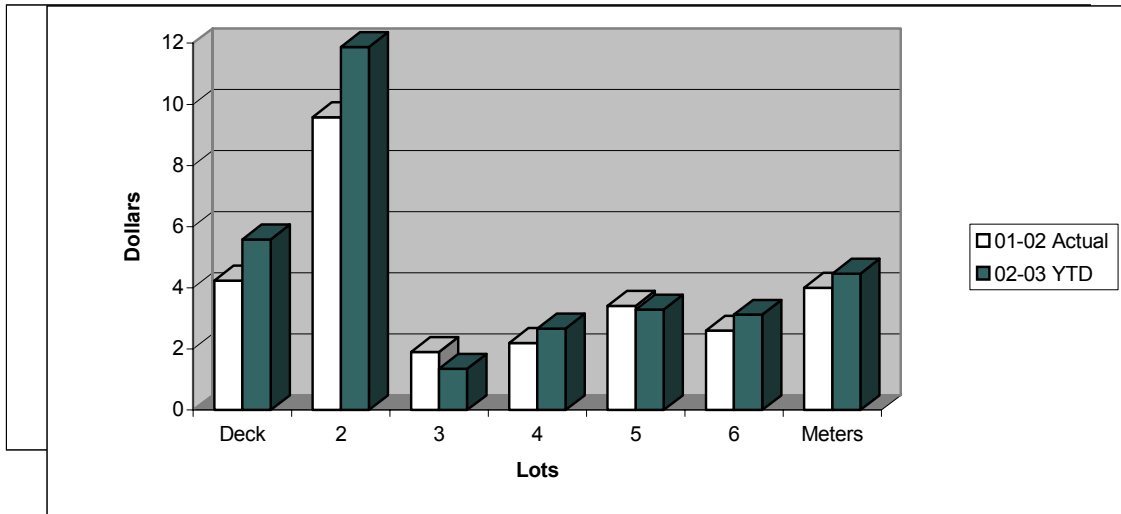
Transit service productivity is monitored by calculating the passenger trips per service mile.

**PARKING PERFORMANCE MEASURES  
PARKING SPACE TURNOVER RATE**



Turnover is the average number of cars using a parking space in a day.

**PARKING REVENUES  
PER SPACE PER DAY**



The Rosemary Street Deck has a mix of both hourly and monthly rental parkers. The decrease in revenue indicated at Lot 3 is related to the closure of an adjacent business for renovation that began in May and is continuing.



# **CAPITAL PROJECTS**



**ENVIRONMENTAL IMPROVEMENTS**

**Project Name:** Downtown Improvements - Streetscape

**Funding Source(s):** 1996 Streets Bond Issue.

Balance from Previous Years	2002-03 Appropriation	Mid-Year Amendments	Total Current Appropriation	Expenditures & Encumbs	Balance
500,000	500,000	0	1,000,000	322,045	677,955

**Status of Project:**

Construction of improvements on the south side of the 100 block of East Franklin Street were completed in the first quarter of 2002-2003. Installation of custom benches using 1% for art funding and planting of street trees are scheduled for the second quarter. Reports will be provided to the Council during the second quarter which include options for utilizing a portion of the remaining funds for additional streetscape sections and street and pedestrian lighting improvements.

**GENERAL MUNICIPAL IMPROVEMENTS**

**Project Name:** Extraordinary Maintenance

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

Balance from Previous Years	2002-03 Appropriation	Mid-Year Amendments	Total Current Appropriation	Expenditures & Encumbs	Balance
21,114	0	0	21,114	15,414	5,700

**Status of Project:**

During the first quarter, a total of \$5,795 was expended on installation of a supplementary HVAC system in the computer room at Town Hall.

**Project Name:** Hargraves/A. D. Clark: Capital Repairs

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

Balance from Previous Years	2002-03 Appropriation	Mid-Year Amendments	Total Current Appropriation	Expenditures & Encumbs	Balance
1,200,000	0	0	1,200,000	1,137,548	62,452

**Status of Project:**

Architectural work was completed during fiscal 2001-2002. The Local Government Commission approved the installment financing package last year and 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 on schedule in the third quarter of fiscal 2002-2003.

**Project Name:** IFC Shelter: Capital Repairs

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

Balance from Previous Years	2002-03 Appropriation	Mid-Year Amendments	Total Current Appropriation	Expenditures & Encumbs	Balance
0	52,000	0	52,000	0	52,000

**Status of Project:**

The total principal for this project is \$340,000. The \$52,000 amount represents the 2002-03 portion of the installment financing through 2011-12.

Work is anticipated to start in the latter part of fiscal 2002-2003.



**Project Name:** Municipal Operations Site Acquisition Phase 1

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

Balance from Previous Years	2002-03 Appropriation	Mid-Year Amendments	Total Current Appropriation	Expenditures & Encumbs	Balance
0	131,000	0	131,000	0	131,000

**Status of Project:**

Appropriation to be used for installment financing of land purchased in 2000-2001.

**Project Name:** Museum Roof: Capital Repairs

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

Balance from Previous Years	2002-03 Appropriation	Mid-Year Amendments	Total Current Appropriation	Expenditures & Encumbs	Balance
0	9,000	0	9,000	0	9,000

**Status of Project:**

The total principal for this project is \$60,000. The \$9,000 amount represents the 2002-03 portion of the installment financing through 2011-12.

Design work has been completed; solicitation of informal bids is anticipated during October, 2002.

**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 & Encumbrs	Balance
0	115,000		115,000	3,732	111,268

**Status of Project:**

Community Development funds will be used to rehabilitate twenty-six units at the Airport Gardens public housing community. Funds would be used for architectural work related to renovation. Some funds (\$15,000) will be used to pay a portion of the Assistant Housing Directors' salary for oversight of the renovation project. Housing Capital Grant funds will also be used for renovation expenses for the community. 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, interior and exterior painting, and drainage improvements to the site.

**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	2002-03 Appropriation	Mid-Year Amendments	Total Current Appropriation	Expenditures & Encumbrs	Balance
437,134	-0-	-0-	437,134	42,034	395,099

**Status of Project:**

Floodway regulations forces changes to the Conceptual Plan in FY 2001-02. Design work and negotiations for easements are currently underway.

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

Budget from Previous Years	2002-03 Appropriation	Mid-Year Amendments	Total Current Appropriation	Expenditures & Encumbs	Balance
-0-	2,500	-0-	2,500	2,500	0

**Status of Project:**

Funds encumbered to reprint Greenways Master Plan.

**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	2002-03 Appropriation	Mid-Year Amendments	Total Current Appropriation	Expenditures & Encumbs	Balance
721,749	-0-	-0-	721,749	713,643	8,106

**Status of Project:**

Construction is complete. Dedication is scheduled for October 7, 2002.

**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	2002-03 Appropriation	Mid-Year Amendments	Total Current Appropriation	Expenditures & Encumbs	Balance
3,601,342	-0-	-0-	3,601,342	3,559,103	42,239

**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	2002-03 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:**

Architect has been selected. 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:** Pritchard Park

**Funding Source(s):** Gift, Interest and Rental Income

Budget from Previous Years	2002-03 Appropriation	Mid-Year Amendments	Total Current Appropriation	Expenditures & Encumbs	Balance
164,000	-0-	-0-	164,000	53,210	110,790

**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. As soon as the Council decides on the use for the area adjacent to the Siena Hotel the Special Use Permit process can begin. Meanwhile most of the trails have been built. One last trail segment remains and is expected to be completed in the second quarter.

**Project Name:** Southern Community Park

**Funding Source(s):** Orange County Bond

Budget from Previous Years	2002-03 Appropriation	Mid-Year Amendments	Total Current Appropriation	Expenditures & Encumbs	Balance
353,059	-0-	-0-	353,059	281,412	71,647

**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 in March 2000. 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:** Morgan Creek Trail

**Funding Source(s):** NCDOT grant, payment in lieu of recreation improvements

Budget from Previous Years	2002-03 Appropriation	Mid-Year Amendments	Total Current Appropriation	Expenditures & Encumbs	Balance
-0-	89,375	-0-	89,375	355	89,020

**Status of Project:**

The Council approved the formation of a committee that is expected to begin work in November 2002.

**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:** 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 completed. Certificate of Occupancy is in place. Several outstanding payments are being negotiated.

**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	64,290

**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 construction. Upcoming projects include Fordham Boulevard and West Rosemary Street.

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

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

Balance from Previous Years	2002-03 Appropriation	Mid-Year Amendments	Total Current Appropriation	Expenditures & Encumbrs	Balance
43,119	0	1,699	44,818	4,031	40,787

**Status of Project:**

Contract is pending to install 69 curb ramps town-wide.

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

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

Balance from Previous Years	2001-02 Appropriation	Mid-Year Amendment	Total Current Appropriation	Expenditures & Encumbrs	Balance
5,652	-0-	-0-	-0-	7,458,761	5,652

**Status of Project:**

This project is complete.

**Project Name:** Traffic Calming

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

Balance from Previous Years	2001-02 Appropriation	Mid-Year Amendments	Total Current Appropriation	Expenditures & Encumbs	Balance
35,515	-0-	-0-	35,515	-0-	35,515

**Status of Project:**

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