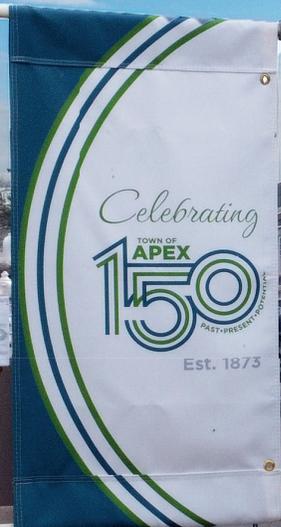


BUDGET

Annual Operating Budget

Fiscal Year 2023-2024



APEX
NORTH CAROLINA

**Town of Apex, North Carolina
FY 2023 – 2024 Annual Budget**

Town Officials

**Mayor
Jacques K. Gilbert**



**Mayor Pro-Tem
Audra Killingsworth**



**Council Member
Brett Gantt**



**Council Member
Ed Gray**



**Council Member
Arno Zegerman**



**Council Member
Terry Mahaffey**





GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**Town of Apex
North Carolina**

For the Fiscal Year Beginning

July 01, 2022

Christopher P. Morill

Executive Director

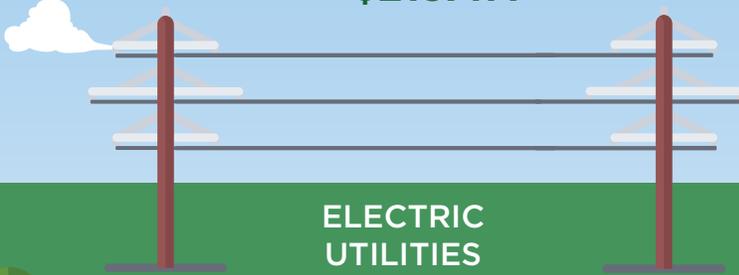
TOWN OF APEX FY 2023-2024 BUDGET \$213.4M



WATER
\$10.2 M
(+\$2.8M Projects)



ELECTRIC UTILITIES
\$50.5M
(+\$2.0M Projects)



COMMUNITY, PLANNING, & DEVELOPMENT SERVICES
\$11M



PARKS & RECREATION
\$10M
(+\$600K Projects)



DEBT SERVICE (ALL FUNDS)
\$14.4M



FIRE
\$16.6M
(+400K Projects)



SOLID WASTE
\$6.8M



POLICE
\$20.8M



TRANSIT
\$905K
(+200K Projects)



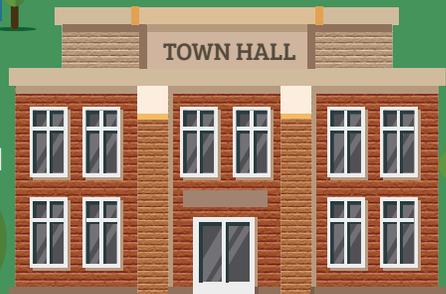
AFFORDABLE HOUSING
\$1.2M



EVA PERRY LIBRARY
\$600K



GENERAL ADMINISTRATION
\$3.9M



SEWAGE
\$10.8M
(+22.2M Projects)



FLEET & FACILITIES
\$2.7M
(+\$1.8M Projects)



INTERNAL OPERATIONS
\$11.2M



STORMWATER
\$2.6M



STREETS & SIDEWALKS
\$4.5M
(+3.3M Projects)

Town of Apex, North Carolina

FY 2023 – 2024 Annual Budget

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Budget Guide

The purpose of the *Budget Guide* is to introduce readers to the budget process and assist readers in understanding information in the budget document. The budget serves as an operations guide, financial plan, communications device, policy document, and information resource for the Town of Apex. The *Budget Guide* briefly describes the sections within the budget document while explaining how to read charts and graphs and interpret numbers.

The Budget Document

The Town of Apex's budget document consists of ten major sections: Budget Message and Ordinance, Community and Organizational Profile, Financial Summaries, General Fund, Electric Fund, Water & Sewer Fund, Stormwater Fund, Other Funds, Supplemental Information, and Capital Improvement Plan.

Budget Message & Ordinance

The Budget Message is a letter from the Town Manager to Town Council that provides an overview of the upcoming fiscal year budget and how it aligns with Town Council's priorities. The message includes issues facing the development of the budget, significant budgetary items and trends, and the budgetary effect on short and long-term plans. This section also contains the Budget Ordinance, which by statute, sets the spending limits for the upcoming budget period (July 1 to June 30) when adopted by the Town Council and the approved Fee Schedule.

Community & Organizational Profile

The Community section highlights general information about the Apex community including historical, geographical, demographic, and economic features. With the organizational profile, readers can learn about the Town's governmental structure and the financial policies and management systems that guide the budget process.

Financial Summaries

The Financial Summaries provide a summary of revenues, expenditures, fund balance, and debt obligation for the Town's funds. Information is provided in both numerical and narrative formats to show readers how much money each fund is generating and spending.

Funds & Line Items

A fund is an independent fiscal and accounting entity. Funds make it easier to keep track of accounts that operate similar types of activity and share the same set of accounting records. The Town of Apex operates four major funds: the General Fund, Electric Fund, Water & Sewer Fund, and Stormwater Fund. The Town also operates several non-major funds.

General Fund. The General Fund accounts for most town operations, such as general government, public safety, and transportation. The reader will find information on each department, including the department's purpose, prior year accomplishments, coming year strategic goal activities, budget highlights, budget summary, and organizational charts.

Electric Fund. The Electric Fund is an enterprise fund, which means it operates like a business. Electric customers pay energy and demand charge fees to cover the cost of power delivery and use. This fund operates as a single department and information is similar to the department sections in the General Fund.



Water & Sewer Fund. The Water & Sewer Fund is an enterprise fund. Customers pay fees for water consumption and sewer usage to cover the cost of water treatment and distribution and wastewater collection and treatment. This fund includes five divisions, containing information similar to the department sections in the General Fund.

Stormwater Fund. The Stormwater Fund is an enterprise fund. Customers pay fees based on the property's total impervious area to cover the operating cost of the Town's National Pollutant Discharge Elimination System (NPDES) Phase II Stormwater management program and stormwater system maintenance. The program aims is to reduce erosion and run-off pollution.

Other Funds. The Town's other funds include the Affordable Housing Fund, Cemetery Fund, Fire and Police grant and donation funds, Eva Perry Library Fund, Debt Service, and capital reserve funds for fire, transportation, recreation, and water and sewer capital projects. Each fund accounts for revenues and expenditures associated with a special function or area.

The budget for each fund consists of individual line items that represent specific expenditures and revenues. Examples of line item expenditures include salaries, insurance, maintenance and repair, supplies, and capital outlay. Line item revenues include property tax revenues, sales tax revenues, grants, and fees. Line items are the most detailed way to list budgeted expenditure and revenue information.

Capital Improvement Plan

The Apex Capital Improvement Plan (CIP) is a multiyear forecast of the Town's capital needs. The CIP not only identifies capital projects, but also the financing required for the projects and their impact on the operating budget. The CIP includes project impact analysis and a description of each project.

Supplemental Information

This section contains other financial information about the Town of Apex, the Pay and Classification Schedule and Personnel Listing, and a glossary of terms used throughout the document.

How to Read the Budget Document

The budget document contains an abundance of diverse and valuable information. With all the information and numbers, wading through the document and deciphering meaning can be difficult for any reader. This section is meant to assist the reader's understanding of presented data and show how the reader can connect the data with other supporting information.

Budget sections are identified in the top right corner of each page. These headings identify the subject, fund, department, or division being discussed and assist the reader in locating the information they seek. Within each section, bold and underlined headings identify major topics related to that section. Under these headings, the reader may find written information, as well as information presented in table or chart form. The document highlights other important terms and categories by identifying them in bold or italic.

Under the General Fund, Electric Fund, Water & Sewer Fund, and Stormwater Fund, the reader will find the individual departments and divisions sections. This document places an emphasis on the Town's departments and divisions because these sections represent the operational plans for those responsible for directly providing services to citizens.



Interpreting Tables & Charts

The budget document uses tables and charts to summarize information through numbers. The tables and charts allow readers to easily compare funds and departments and identify trends. Most sections contain tables and charts like the ones below. The diagrams identify the major characteristics of each table and chart and explain what information the reader can find.

Department Revenue & Expenditure Summary Tables

General Fund Expenditures by Type					
Type	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Personnel	39,126,492	52,751,120	48,485,172	57,083,500	8.21%
Operating	16,895,806	27,024,792	23,242,632	25,282,400	-6.45%
Capital	10,769,127	17,767,120	17,933,727	10,243,300	-42.35%
Debt Service	7,322,038	8,757,700	8,757,700	9,463,000	8.05%
Total	\$74,113,463	\$106,300,732	\$98,419,231	\$102,072,200	-3.98%

Prior year actual budget data from audit

Current year budget with amendments

This is what the Town expects it will actually spend

Proposed budget for the upcoming year

Change between current year and proposed budgets

Includes salaries, FICA costs, employee insurance, 401k, retirement costs, and workers compensation costs

Includes all items not associated with personnel, benefits, or capital and debt service, such as utilities, dues, phone, supplies, etc.

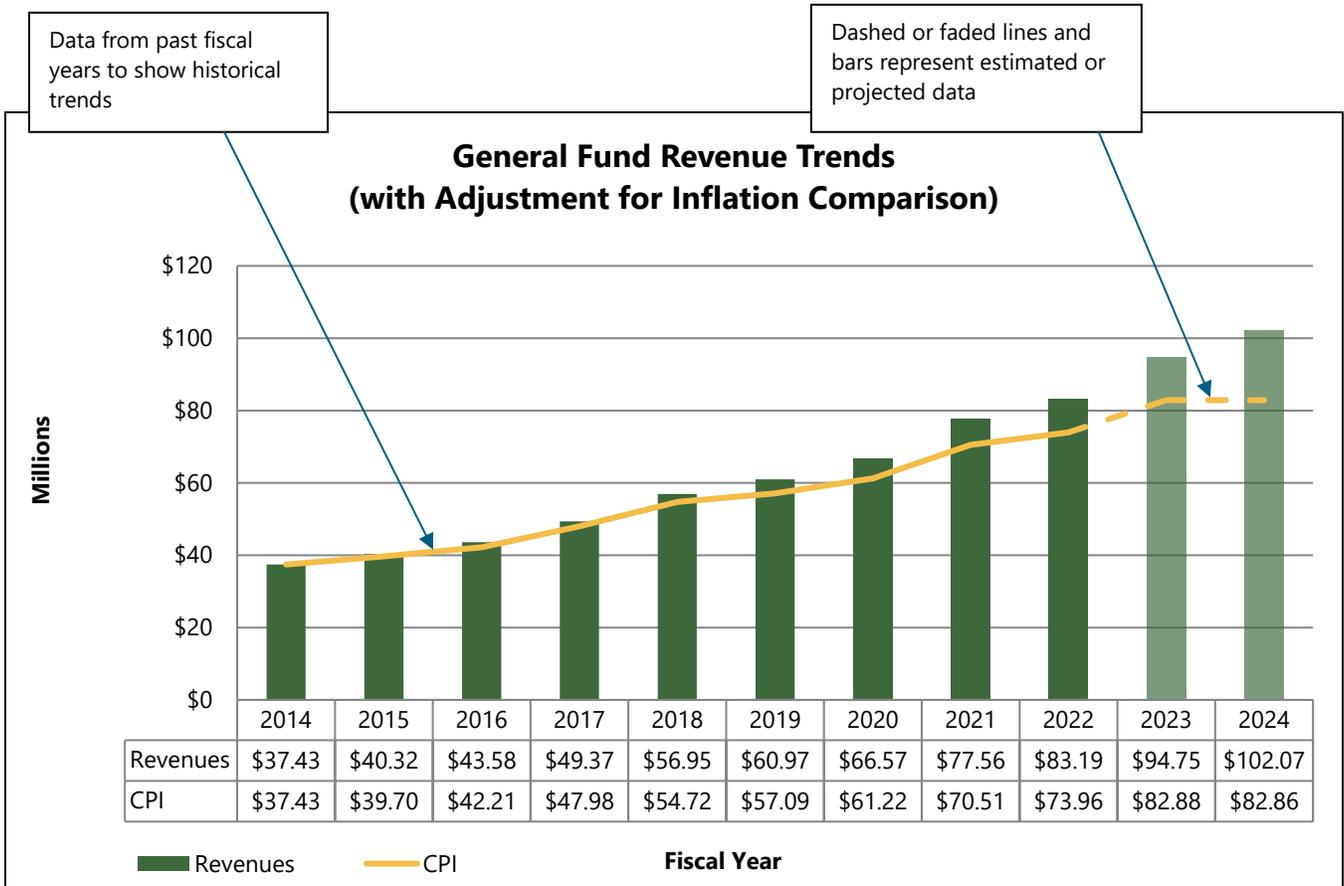
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Debt Service	7,322,038	8,757,700	8,757,700	9,463,000	8.05%
Total	\$74,113,463	\$106,300,732	\$98,419,231	\$102,072,200	-3.98%

Includes capital items, such as land, vehicles, equipment, etc.

Includes annual debt service payments for capital items



Fund Revenue & Expenditure Trend Charts



Town of Apex, North Carolina FY 2023 – 2024 Annual Budget

Budget Message

The Honorable Jacques K. Gilbert, Mayor
Members of the Apex Town Council

Dear Mayor Gilbert and Apex Town Council:

In accordance with the Local Government Budget and Fiscal Control Act and NC General Statute 159-11, I am pleased to present the proposed Annual Budget for Fiscal Year 2023-2024 for your consideration.

Multiple factors influence the annual budget process, including the condition of the national, state, and local economies and the needs identified in our community by elected officials, staff, advisory boards, and residents. While our most recent resident survey responses were overwhelmingly positive, and the Town continues to receive AAA bond ratings from Standard & Poor's Corporation and Aaa with Moody's Investors Service, we will continue to strive to provide outstanding services by looking for opportunities for improvement. Considering the external effects of the economy, the needs identified for our community, and feedback from the residents' survey, the proposed budget represents a significant amount of careful consideration and study in order for the town to meet its obligations, fulfill its goals, and remain fiscally healthy.

In November 2022, we celebrated Town Council's formal adoption of our strategic plan, Game Plan Apex. The strategic goals and framework of the plan, which will incorporate departmental plans, provided guidance for staff in the development of a proactive budget that will balance improving current town programs and services with development of new programs and projects. The budget will highlight Town Council's strategic goals throughout and present elements from Game Plan Apex and selected performance indicators. Town Council's strategic goals are:

Welcoming Community: Create a safe and welcoming environment fostering community connections and high-quality recreational and cultural experiences supporting a sense of belonging.

High Performing Government: Deliver exceptional service valuing an engaged workforce with an emphasis on efficiency, collaboration, innovation, and inclusion.

Environmental Leadership: Commit to sustaining natural resources and environmental well-being.

Responsible Development: Encourage equitable and sustainable development that provides accessibility and connectivity throughout the community.

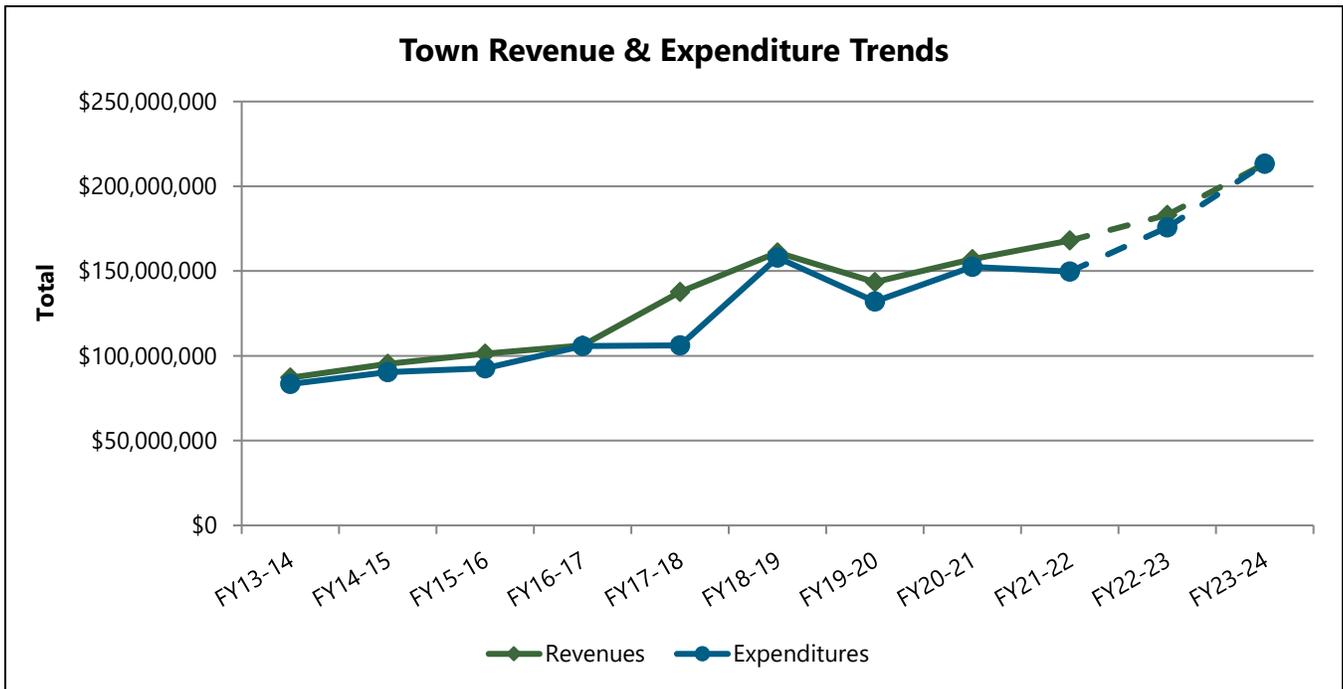
Economic Vitality: Improve and sustain an environment that invites and retains a diversity of residents, employment opportunities, and businesses.



FY23-24 Budget Highlights	
General Fund Expenditures	\$102,072,200
Electric Fund Expenditures	\$ 51,837,800
Water & Sewer Fund Expenditures	\$ 28,974,200
Stormwater Fund Expenditures	\$ 2,671,900
Non-major & Capital Fund Expenditures	<u>\$ 27,854,400</u>
Total Budget	\$213,410,500
Property Tax Rate	\$0.44 per \$100 valuation <i>Property tax rate is \$.03 more than FY22-23</i>
Electric Rates	Residential: \$26.38 base charge, \$0.0994 per kWh energy charge <i>Base rate increase of \$1.38, kWh charge increase of 5.5%</i>
Water Rates	\$6.00 base charge, \$4.42 - \$6.85 per 1000 gal. consumption (tiered)
Sewer Rates	\$11.18 base charge, \$7.75 per 1000 gal. consumption <i>Water base rate does not change, volumetric rate increase of 4%</i> <i>Sewer base rate increase of \$0.43, volumetric increase of 4%</i>

Recommended Budget

The FY23-24 Recommended Budget totals \$213,410,500 for all town operations, capital improvements, and debt service requirements. This is \$13,025,651 (6.5 percent) more than the FY22-23 Amended Budget as of April 1, 2023. Following Town Council’s direction, the budget is balanced with a tax rate of \$0.44, an increase of \$.03 from the current tax rate. The budget includes a \$1.38 base rate increase and a five and one half percent energy charge increase in electric rates, a four percent volumetric increase in water rates, a four percent base rate and volumetric increase in sewer rates, and use of \$4,675,000 in fund balance from the General Fund.

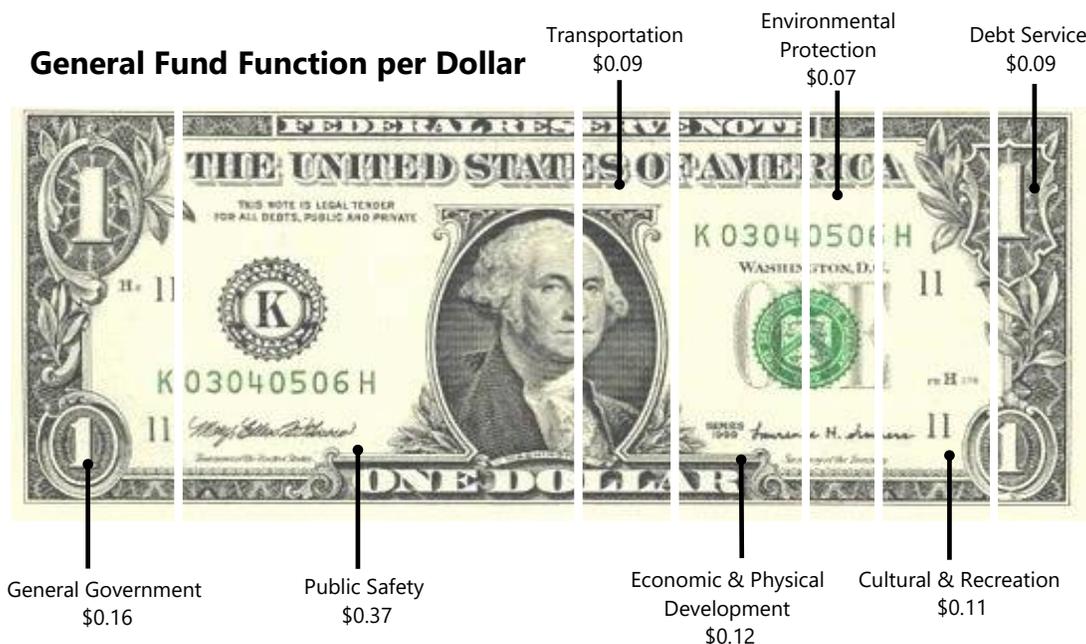


General Fund

The General Fund accounts for resources not required legally or by sound financial management to be accounted for in another fund. The General Fund includes services that cannot be operated as a business enterprise and rely on tax dollars as their primary source of revenue. The FY23-24 Recommended Budget for the General Fund totals \$102,072,200, which is 3.98 percent less than the FY22-23 Amended Budget of \$106,300,732 as of April 1, 2023.

General Fund Expenditures

Apex's population continues to grow, but the pace of growth is beginning to slow. While the five-year average remains high at 7.8 percent, the rate dropped to four percent in FY21-22 and is on pace for between four and five percent in FY22-23. That is still a healthy growth rate but the slowing pace affects the rate of revenue growth and has to be considered when preparing the budget. Growth brings about increasing demands on town services. To keep pace with this demand and provide new services, the Town must provide necessary resources in the budget. These resources include personnel, supplies, equipment, and investment in facilities and infrastructure. The Town of Apex is dedicated to sound financial management and diligently evaluates all expenditures to maintain a responsible budget and demonstrate good stewardship of public funds. The Town's 22 General Fund departments and divisions can be grouped into six primary function areas. More than one-third of every dollar spent in the General Fund goes toward public safety, which includes police, fire, and emergency communications.



Comparing the FY23-24 Recommended Budget to the FY22-23 Amended Budget reveals operating expenses and capital expenditures are down from FY22-23 while increases in personnel costs and debt service drive the year-over-year increase. The combination of 24 new positions, compensation adjustments, health and dental insurance increases, and retirement rate increases all contribute to the 8.29 percent increase in personnel costs. Included in the 24 new positions for General Fund are five police officers, a school resource officer, an emergency management coordinator, and a public safety public information officer in response to Town Council's request to enhance public safety. New positions also include three positions for a new summer and track-out camp program in the Parks, Recreation, and Cultural Resources Department in response to the community's request for additional youth services. Within the 8.05 percent debt service increase are payments for the 2015 and 2021 transportation bonds to be sold in FY23-24.



General Fund Expenditures by Type					
Type	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Personnel	39,126,492	52,751,120	48,485,172	57,126,100	8.29%
Operating	16,895,806	27,024,792	23,242,632	25,239,800	-6.61%
Capital	10,769,127	17,767,120	17,933,727	10,243,300	-42.35%
Debt Service	7,322,038	8,757,700	8,757,700	9,463,000	8.05%
Total	\$74,113,463	\$106,300,732	\$98,419,231	\$102,072,200	-3.98%

General Fund Department/Division Budgets					
Department/Division	FY21-22 Actual	FY22-23 Budget	FY23-24 Budget	Percent Change	FY23-24 Variance
Governing Body	301,540	238,700	524,200	119.61%	285,500
Clerk	198,066	290,100	527,200	81.73%	237,100
Administration	1,805,941	1,542,813	1,549,900	0.46%	7,087
Human Resources	1,544,492	2,464,038	2,856,700	15.94%	392,662
Information Technology	2,052,886	3,497,005	3,483,100	-0.40%	(13,905)
Legal Services	483,041	606,040	629,200	3.82%	23,160
Economic Development	486,788	693,838	761,100	9.69%	67,262
Communications	-	584,200	712,900	22.03%	128,700
Budget & Performance Management	-	879,950	900,600	2.35%	20,650
Finance	815,386	1,191,203	1,251,800	5.09%	60,597
Community & Neighborhood Connections	-	470,750	819,200	74.02%	348,450
Planning	2,455,329	4,398,734	3,922,000	-10.84%	(476,734)
Facility Services	1,612,206	4,558,215	1,992,900	-56.28%	(2,565,315)
Police	12,937,848	17,554,301	19,139,300	9.03%	1,584,999
911 Communications	1,067,462	1,616,125	1,690,100	4.58%	73,975
Fire	11,447,418	17,388,646	16,640,100	-4.30%	(748,546)
Transportation & Infrastructure Dev.	1,230,589	3,331,934	3,152,000	-5.40%	(179,934)
Streets	4,585,258	7,105,515	4,551,400	-35.95%	(2,554,115)
Solid Waste	5,919,537	6,342,082	6,841,800	7.88%	499,718
Fleet Services	524,348	754,368	724,800	-3.92%	(29,568)
Inspections & Permitting	2,694,081	3,222,414	3,200,900	-0.67%	(21,514)
Parks, Recreation, & Cultural Resources	5,769,366	8,942,144	10,028,000	12.14%	1,085,856
Cemetery	25,000	51,001	25,000	-50.98%	(26,001)
Special Appropriations	215,004	113,816	77,000	-32.35%	(36,816)
Other Uses	8,619,841	9,555,100	6,508,000	-31.89%	(3,047,100)
Debt Service	7,322,038	8,757,700	9,463,000	8.05%	705,300
Contingency	-	150,000	100,000	-33.33%	(50,000)
Total	\$74,113,463	\$106,300,732	\$102,072,200	-3.98%	(4,228,532)



General Fund Capital Highlights

The Town intends to maintain outstanding services to the community through our infrastructure and other capital investments during FY23-24. General Fund capital expenditures are noticeably less for FY23-24 at 9.3 percent as opposed to 15.9 percent in FY22-23 and 11.4 percent FY21-22. The FY22-23 capital spending percentage is skewed due to budget amendments that increased capital spending by \$9.9 million during the fiscal year. The original adopted budget included capital spending at nine percent. Council has set a goal to increase capital spending to a level comparable to past years at 12 percent of the overall General Fund budget. Analysis and projections to achieve this goal along with more information about capital projects, including project descriptions, expected funding sources, debt and operating impacts, and schedules, is located in the Capital Improvement Plan section of the budget document. Highlighted below are some of the significant capital projects included in the FY23-24 Recommended Budget. These projects are all related to General Fund activities and may be included in the General Fund budget or a corresponding capital project fund.

Annual Pavement Management – Street Resurfacing (\$2,200,000)

The Town is responsible for maintaining over 220 miles of municipal streets with the annual resurfacing contract providing for most of the pavement maintenance needs. Street mileage is growing annually with ongoing development. This annual program addresses deficiencies in pavement condition throughout Apex to prevent issues such as potholes, alligator cracking, and rutting in order to provide a safe and reliable transportation system. The Powell Bill program provides an annual funding allocation from the state based on public centerline miles of road accepted and maintained by the Town. Current and future resurfacing costs continue to exceed Powell Bill allocations.

Justice Heights Street Extension (\$750,000)

This project includes extending Justice Heights Street from its existing stub west of South Salem Street to intersect with the Apex Peakway and includes sidewalk on the north side of the street. The project would improve local connectivity for traffic flow south of NC 55 and pedestrian connectivity between Salem Street and Apex Peakway through the Justice Heights neighborhood.

Felton Grove High School Road Improvements Cost Share (\$825,000)

This project will contribute funds toward offsite intersection improvements as part of the construction of proposed Felton Grove High School that are beyond the required improvements for Wake County Public School System (WCPSS). This project addresses capacity and safety issues at multiple access points to the school. Funding is being prioritized ahead of construction in order to enter into an agreement with the school with full payment in 2025.

Safe Routes to School (\$1,000,000)

The Town annually budgets for Safe Routes to School (SRTS) projects to improve and add to existing town infrastructure related to pedestrian and bicycle traffic to and from schools. A portion of the 2021 transportation bonds are dedicated to SRTS projects. The FY23-24 Budget includes funding for Apex Safe Routes to School projects that will provide connections for Baucom Elementary School, Laurel Park Elementary School, Apex Middle School, and Thales Academy as well as connections to the Town's transit route.

Tingen Road Pedestrian Bridge (\$500,000)

This allocation is for the study of a pedestrian bridge over the railroad crossing of Tingen Road. The current at-grade railroad crossing will be closed as part of the Apex Peakway Southwest Connector project per the agreement with CSX. A pedestrian bridge will provide members of the community a safe way to cross the railroad tracks on Tingen Road to access downtown Apex, multi-family residential developments, multiple churches, and Apex Elementary School. A feasibility study will determine more accurate scope and cost. The study is funded through the Federal Community Project Funding Program.

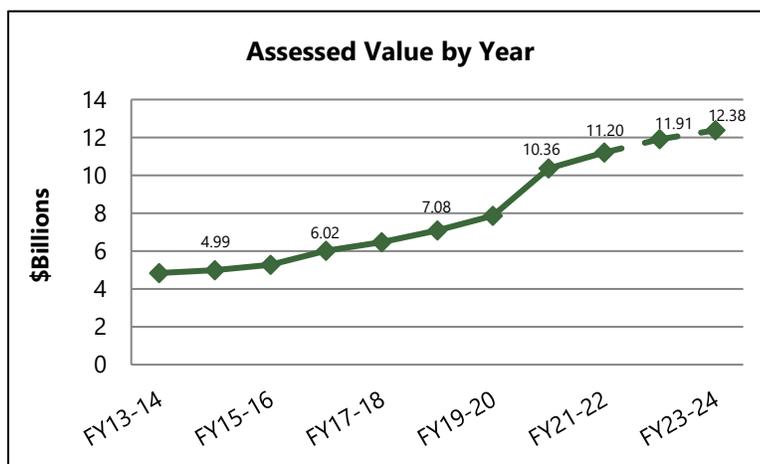


General Fund Revenues

The Town of Apex continues to experience growth in its primary revenue sources – ad valorem taxes and sales tax. Population growth, steady development, and increasing property values have naturally contributed to a growing tax base that helps Apex retain a modest tax rate while providing exceptional services. Apex’s tax base is still growing but recent trends indicate a much slower pace of growth. The Town issued 1,012 residential certificates of occupancy (COs) in 2022. This corresponds to approximately 3,000 new people in Apex and \$250 billion in additional property value but it was the third straight year that new COs and additional property value declined. The Town’s assessed value increased by 8.1 percent from 2021 to 2022 and 6.3 percent from 2022 to 2023. The increase from 2023 to 2024 is only 3.9 percent. This decline in growth rate affects property tax revenues, creating difficult decisions about what new projects and programs receive funding. The FY23-24 tax base for Apex is projected to grow by \$462,218,261 (3.9 percent) to \$12,367,243,902 and each penny on the tax rate is equivalent to \$1,236,462 in revenue. Excluding property tax and sales tax revenues and use of fund balance, all other General Fund revenues collectively represent a modest 7.29 percent increase from the FY22-23 Amended Budget. Overall, the FY23-24 Budget reflects a 3.98 percent decrease in revenues when compared to the FY22-23 Amended Budget. Adjusting the amended budget for purchase order carryovers from FY21-22, the difference between FY22-23 and the FY23-24 Recommended Budget would be an increase of 2.59 percent.

Ad Valorem Tax

Property taxes represent 53.2 percent of General Fund revenues. For FY23-24, the ad valorem tax base is an estimated \$12.38 billion, which will generate \$54.29 million in property tax revenue with a tax rate of **\$0.44 per \$100 valuation** at a 99.9 percent collection rate. This represents an increase in ad valorem revenue of \$5.61 million (11.52 percent). **The tax rate is \$0.03 more than the FY22-23 tax rate.** The FY23-24 tax rate includes a \$.03 increase for new public safety positions, equipment, and programs; a new summer and track-out camp program; and several new Town Council initiatives, including expansion of the historical marker program and neighborhood grant program.



Local Option Sales Tax

Sales tax represents the Town’s second largest revenue source in the General Fund at \$20.7 million (20.31 percent). The State of North Carolina collects sales tax and distributes it to the local units. Sales tax revenues are distributed on a proportional population basis in Wake County. The population growth in Apex has allowed the Town to increase its share of sales tax revenues. For FY22-23, the Town did not realize its full share of sales tax due to an error in the 2020 Census that has reduced the State’s official population for Apex, which is used to calculate sales tax distribution. The 2020 Census did not include 2,200 households that had been annexed into the Town. The Census has acknowledged the error but has not certified the revised population estimate, which would add approximately 6,200 people to the Town’s population. The error reduced Apex’s share of the sales tax in FY22-23 by an estimated \$1.2 to \$1.8 million. The revised numbers have yet to be certified as of April 2023 and the additional sales tax revenue is not included in the FY23-24 Budget. Sales tax revenues increased significantly the past several years as the economy rebounded from the pandemic and with the natural growth in Wake County. The impacts of inflation, international instability, and the lingering effects of the COVID-19 pandemic on the economy temper sales tax projections for the coming year. The Town, however, has continued to see a positive trend during FY22-23 with sales tax revenues being up 12.7 percent over the previous year through the January collections. The FY23-24 sale tax estimates reflect this positive trend, albeit with a more modest growth rate of six percent over the current end of year projections.



Solid Waste, Recycling, & Yard Waste Fees

The Town currently contracts with a private hauler for solid waste and recycling collections. The solid waste and recycling fees offset the Town's contract cost. Solid waste fees will generate \$2,979,300 and recycling fees will generate \$1,470,000 in FY23-24. The Town conducts its own yard waste collection and covers the cost with a monthly yard waste fee. The yard waste fee will generate \$2,131,000. **Solid waste and recycling fees will increase in accordance with our service contract in FY23-24.** Solid waste fees include the standard adjustment for inflation of 2.50 percent included in the service contract. Recycling fee increases include the same inflationary adjustment as well as a processing fee increase from \$0.75 per unit to \$1.34.

Solid Waste, Recycling, & Yard Waste Monthly Charges		
	FY22-23	FY23-24
Yard Waste Collection	\$7.83	\$7.83
Residential Roll-Out Cart	\$9.61	\$9.85
Commercial Roll-Out Cart	\$20.12	\$20.62
Recycling (per Bin or Cart)	\$4.55	\$5.24
4-CY Dumpster Service	\$141.18	\$145.86
6-CY Dumpster Service	\$169.09	\$173.32
8-CY Dumpster Service	\$194.00	\$198.85

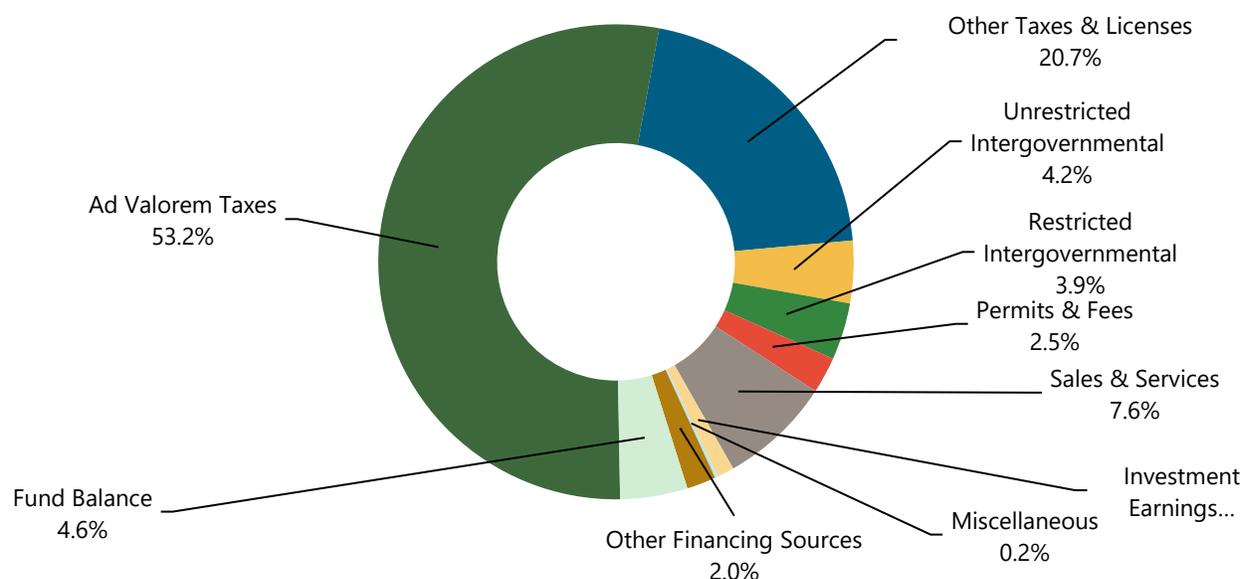
Fund Balance Appropriation

Fund balance is, simply explained, the amount of assets in excess of liabilities in a given fund. These funds enable the Town to meet financial obligations without interruptions due to cash flow, generate investment income, eliminate the need for short-term borrowing, and provide a reserve of funds to respond to emergencies or opportunities. Occasionally, the Town will use money from fund balance to cover one-time expenses such as specific capital items. The Town evaluates any decision to use fund balance carefully and often plans the use in advance to ensure adherence to the Town's fund balance policy. **The FY23-24 Recommended Budget includes a fund balance allocation of \$4,675,000**, including \$200,000 for Eva Perry Library repairs, \$825,000 for street improvements associated with Felton Grove High School, \$300,000 for study and design of the Salem Street Bicycle Connection, \$300,000 for design of the Environmental Education Center, \$300,000 for greenway studies, \$250,000 for street hockey courts, and \$1,000,000 for Safe Routes to School projects. An additional \$1,500,000 is from restricted fund balance to be transferred to the Debt Service Fund for financing associated with the Mason Street Municipal Building for Building Inspections and Permitting.

General Fund Revenues by Source					
Source	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Ad Valorem Taxes	43,601,374	48,684,400	48,595,000	54,294,400	11.52%
Other Taxes & Licenses	18,056,631	19,670,000	19,861,000	21,078,500	7.16%
Unrestricted Intergovernmental	4,040,632	4,130,000	4,242,000	4,330,000	4.84%
Restricted Intergovernmental	5,787,220	3,632,400	3,622,628	3,960,800	9.04%
Permits & Fees	3,683,870	3,537,000	2,993,690	2,514,000	-28.92%
Sales & Services	7,064,026	7,058,200	6,981,341	7,803,400	10.56%
Investment Earnings	95,093	25,000	1,500,000	1,200,000	4700.00%
Miscellaneous	256,220	94,500	202,900	191,500	102.65%
Other Financing Sources	600,000	750,000	750,000	2,025,000	170.00%
Fund Balance	-	18,719,232	6,003,620	4,675,000	-75.03%
Total	\$83,185,066	\$106,300,732	\$94,652,180	\$102,072,200	-3.98%



General Fund Revenues by Source FY23-24



Enterprise Funds

The Town of Apex operates three major funds as enterprises – the Electric Fund, the Water & Sewer Fund, and the Stormwater Fund. Enterprise funds provide governmental services that can operate similar to a business and are self-sustaining with user rates that generate all revenues to cover expenditures. The Stormwater Fund is a new fund beginning in FY23-24.

Electric Fund

The Electric Fund comprises all revenues and expenditures that result from the Town's electric utility operations. Customer charges and fees generate revenue to support the fund completely. The FY23-24 Recommended Budget for the Electric Fund totals \$51,837,800, a 6.83 percent increase from the FY22-23 Amended Budget of \$48,524,268 as of April 1, 2023.

Electric Fund Expenditures

The increase in the FY23-24 Electric Fund Budget is primarily due to increases in capital costs. Personnel cost increases reflect two new positions. The increase in capital costs is influenced by the inflationary impact on materials and also includes \$1.8 million in preparation for expanding capacity of the East Williams Street substation.

Electric Fund Expenditures by Type					
Type	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Personnel	5,211,381	6,872,900	5,043,400	7,147,900	4.00%
Operating	1,950,633	2,486,089	2,331,900	2,631,300	5.84%
Sales Tax	2,994,204	3,040,000	2,198,021	3,054,300	0.47%
Purchase for Resale	30,535,256	30,400,000	31,400,300	32,150,000	5.76%
Capital	4,397,709	4,476,479	4,870,000	5,604,500	25.20%
Debt Service	1,239,686	1,248,800	1,248,800	1,249,800	0.08%
Total	\$46,328,869	\$48,524,268	\$47,092,421	\$51,837,800	6.83%



Electric Capital Highlights

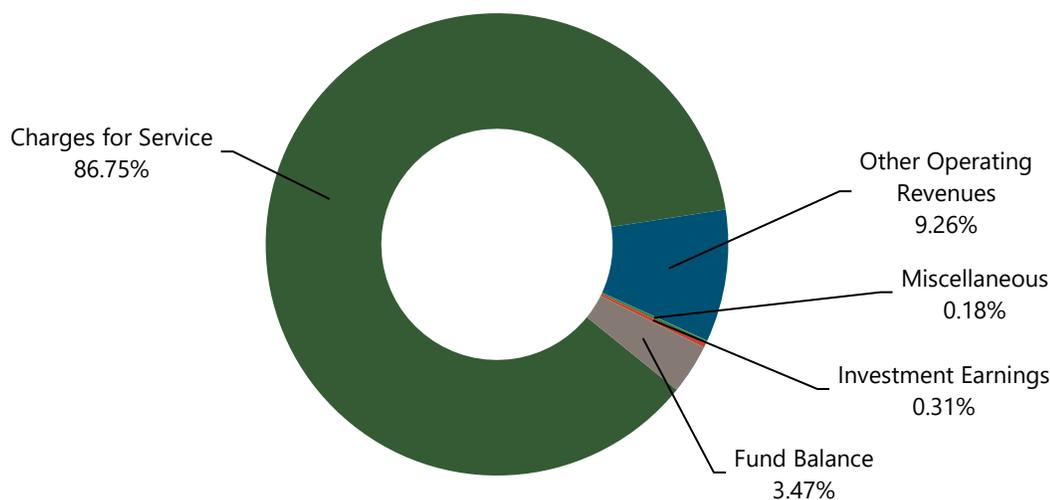
Similar to the General Fund, the Town accounts for large capital projects associated with the electric utility system in a capital project fund. The Electric Fund capital budget includes \$3.3 million for annual system expansion, \$1.8 million to expand capacity of the East Williams Street substation, and \$250,000 for LED street light replacement.

Electric Fund Revenues

Electric Fund revenues for FY23-24 are up 6.83 percent from FY22-23. The Electric Fund generates charges for service through a base rate to cover fixed costs and an energy/demand rate to cover variable costs. The FY23-24 Recommended Budget includes \$45.1 million in revenue from charges for service with a **\$1.38 increase in the electric base charge coupled with an increase of five and one half percent in the energy charge**. The rate change will increase the residential base charge to \$26.38 per month. Even with the rate increase, Apex electric rates are lower than other local electric utilities. The average residential electric customer can expect an increase of \$7.36 per month on their electric bill.

Electric Fund Revenues by Source					
Source	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Charges for Service	42,641,278	43,795,100	43,994,457	44,969,700	2.68%
Other Operating Revenues	3,981,605	3,840,700	3,876,187	4,802,300	25.04%
Other Financing Sources	-	10,000	-	10,000	0.00%
Miscellaneous	57,605	36,022	101,877	95,800	165.95%
Investment Earnings	13,643	5,200	169,199	160,000	2976.92%
Fund Balance	-	837,246	-	1,800,000	114.99%
Total	\$46,694,131	\$48,524,268	\$48,141,720	\$51,837,800	6.83%

Electric Fund Revenues by Source FY23-24



Water & Sewer Fund

The Water & Sewer Fund comprises all revenues and expenditures that result from the Town's water and sewer utility operations. Customer charges and fees generate enough revenue to support the fund completely. The FY23-24 Recommended Budget for the Water & Sewer Fund totals \$28,974,200, a 3.32 percent increase from the FY22-23 Amended Budget of \$28,042,367 as of April 1, 2023.

Water & Sewer Fund Expenditures

The FY23-24 Water & Sewer Fund Budget reflects an increase in all expenditure categories except operating. The transition of accounting for stormwater personnel and operations in the Stormwater Fund minimizes the overall increase in water and sewer expenditures in FY23-24. The Water & Sewer Fund budget includes one new position for FY23-24 in the Sewer Maintenance Division. The FY23-24 Recommended Budget includes \$135,000 as part of the Town's continued annual commitment to watershed protection.

Water & Sewer Fund Expenditures by Type					
Type	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Personnel	6,508,355	8,534,000	7,858,600	8,640,400	1.25%
Operating	3,708,217	6,786,225	4,656,536	5,826,500	-14.14%
Purchase for Resale	4,502,867	4,600,000	4,881,000	5,614,600	22.06%
Capital	2,114,059	4,369,742	4,497,364	5,116,000	17.08%
Debt Service	3,666,963	3,752,400	3,752,400	3,776,700	0.65%
Total	\$20,500,461	\$28,042,367	\$25,645,900	\$28,974,200	3.32%

Water & Sewer Fund Department/Division Budgets					
Department/Division	FY21-22 Actual	FY22-23 Budget	FY23-24 Budget	Percent Change	FY23-24 Variance
Water-Sewer Admin.	3,659,134	5,607,733	5,404,200	-3.63%	(203,533)
Water Treatment	2,617,197	2,801,720	3,466,300	23.72%	664,580
Water Maintenance	2,639,520	4,954,646	3,989,000	-19.49%	(965,646)
Sewer Treatment	4,129,901	4,283,925	4,418,500	3.14%	134,575
Sewer Maintenance	2,587,746	5,141,943	3,719,500	-27.66%	(1,422,443)
Debt Service	3,666,963	3,752,400	3,776,700	0.65%	24,300
Other Financing Uses	1,200,000	1,400,000	4,100,000	192.86%	2,700,000
Special Appropriation	-	-	-	-	-
Contingency	-	100,000	100,000	0.00%	-
Total	\$20,500,461	\$28,042,367	\$28,974,200	3.32%	\$931,833

Water & Sewer Capital Highlights

Similar to the General Fund, the Town accounts for large capital projects associated with the water and sewer utility system in a capital project fund as well as within the operating fund itself. The Water & Sewer Capital Project Fund for FY23-24 includes the Big Branch Pump Station and Force Main project (\$20 million), advanced metering infrastructure (AMI) implementation (\$4.1 million), NC-55 pump station upgrades (\$450,000), and the Roberts Road water line connection (\$250,000). Of this list, coverage for the Advanced Metering Infrastructure (AMI) project will come from the Water & Sewer operating fund. The Water & Sewer operating budget includes additional capital expenditures totaling \$1,016,00 for a valve truck, miscellaneous water meter installations and water main connections, and various vehicle and equipment replacements.

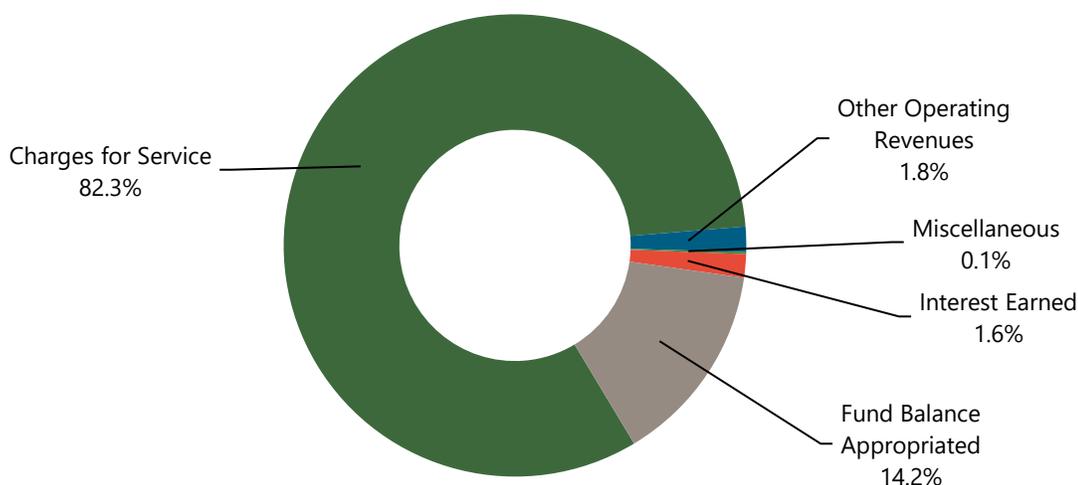


Water & Sewer Fund Revenues

Projections for Water & Sewer Fund revenues rely on many of the same variables as the Electric Fund, thus the similar theme of fixed-cost recovery through base rate charges. The FY23-24 Recommended Budget includes \$28,974,200 in revenues from water and sewer charges, an increase of 3.32 percent. New customer growth has averaged just over four percent the past three years. The continued customer growth rate and an increase in water and sewer fees account for the increase in charges for service.

Water & Sewer Fund Revenues by Source					
Source	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Charges for Service	22,137,984	23,646,500	22,126,800	23,846,200	0.84%
Other Operating Revenues	629,841	627,000	519,300	513,000	-18.18%
Other Financing Sources	388,250	977,882	977,882	-	-100.00%
Miscellaneous	33,773	35,000	40,000	40,000	14.29%
Interest Earned	40,859	20,000	520,000	475,000	2275.00%
Fund Balance Appropriated	-	2,735,985	1,520,085	4,100,000	49.85%
Total	\$23,230,707	\$28,042,367	\$25,704,067	\$28,974,200	3.32%

Water & Sewer Fund Revenues by Source FY23-24



Water & Sewer Rates

In 2022, the Town performed a new rate study to evaluate existing rates and rates structure. The resulting study and model found that the sewer utility was generating a deficit while the water utility was generating a surplus. Using the rate model, staff reviews water and sewer rates annually and recommends adjustments that ensure the utilities remain self-sufficient while avoiding the need for a significant increase in any one year.

The budget includes a recommendation to **maintain the water base rate while increasing the volumetric water rate, sewer base rate, and the sewer volumetric rate by four percent.** The increases in the base rate are to recover fixed costs and minimize the need for larger changes in the volumetric rates in the future. Water and sewer rates are double for customers outside the town limits.



Water & Sewer Monthly Rates					
Water Rates	FY22-23	FY23-24	Sewer Rates	FY22-23	FY23-24
Inside Base Charge	\$6.00	\$6.00	Inside Base Charge	\$10.75	\$11.18
Tier 1: < 6,000 gallons	\$4.25	\$4.42	Outside Base Charge	\$21.50	\$22.36
Tier 2: 6,000-12,000 gallons	\$4.89	\$5.09	Inside Volumetric	\$7.45	\$7.75
Tier 3: > 12,000 gallons	\$6.59	\$6.85	Outside Volumetric	\$14.90	\$15.50

It is important to note that the volumetric rate increases effect households based on their usage while the base rate changes affect all households the same. For example, an average family of four or five that uses 5,000 gallons a month will see an increase of \$2.78 on their monthly water and sewer bill. Additionally, when comparing Apex to other utility systems in the area, the Town's rates are consistently in the lowest quartile while still providing adequate cost recovery and providing for future capital needs. It is important for the Town to continue to evaluate rates annually to ensure the financial sustainability of the water & sewer utilities.

Stormwater Fund

Beginning January 1, 2022, the Town began operating its stormwater activities as a self-supporting utility and incorporated stormwater expenses as a distinct division within the Water & Sewer Fund. The Stormwater Fund will be a separate fund beginning in FY23-24. The Stormwater Fund comprises all revenues and expenditures that result from the Town's stormwater operations. Stormwater fees generate enough revenue to support the fund completely. The FY23-24 Recommended Budget for the Stormwater Fund totals \$2,671,900, a 36.57 percent increase from the FY22-23 Amended Budget of \$1,956,400 as of April 1, 2023.

Stormwater Fund Expenditures

The FY23-24 Stormwater Fund Budget reflects an increase in personnel and capital expenditures. A new stormwater engineer position along with compensation and benefit increases and insurance costs represent the increase in the stormwater personnel costs. The primary reason for the increase in capital costs is a grant match of \$333,600 for the streambank restoration project at the Nature Park.

Stormwater Fund Expenditures by Type					
Type	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Personnel	361,263	974,800	885,100	1,120,900	14.99%
Operating	244,037	761,600	460,150	707,400	-7.12%
Capital	485,286	220,000	-	843,600	283.45%
Total	\$1,090,586	\$1,956,400	\$1,345,250	\$2,671,900	36.57%

Stormwater Capital Highlights

The Town does not have a separate capital project fund for stormwater and projects are accounted for in the operating fund itself. The Stormwater Fund capital budget includes \$843,600 in FY23-24 for streambank restoration at the Nature Park (\$333,600), Lake Pine spillway repairs (\$150,000), a skid steer (\$215,000), miscellaneous dam repairs, and various equipment replacements.

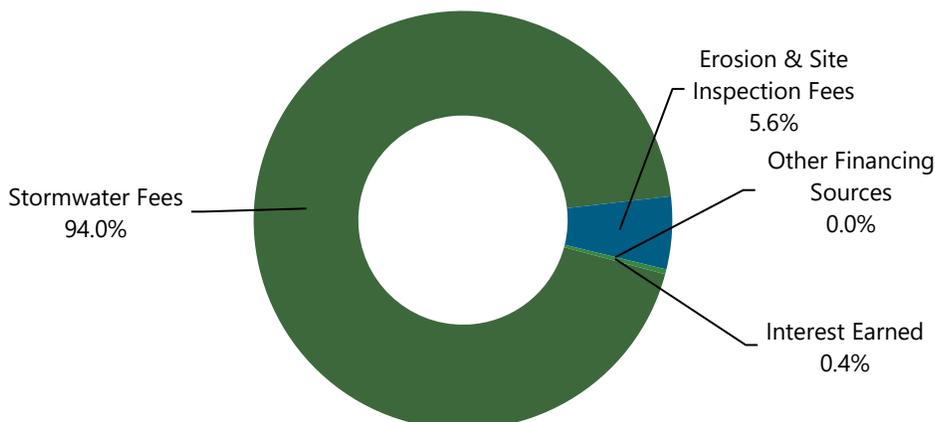


Stormwater Fund Revenues

The FY23-24 Recommended Budget includes \$2,511,900 in revenues from stormwater fees, an increase of 29.77 percent. Stormwater fees are the primary revenue source for the fund, making up 94 percent of revenues. Erosion and site inspection fees were previously part of the General Fund but will be accounted for in the Stormwater Fund moving forward.

Stormwater Fund Revenues by Source					
Source	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Stormwater Fees	1,257,067	1,935,600	2,549,700	2,511,900	29.77%
Erosion & Site Inspection Fees	-	-	-	150,000	-
Other Financing Sources	-	-	-	-	-
Miscellaneous	-	-	-	-	-
Interest Earned	-	-	5,000	10,000	-
Fund Balance Appropriated	-	20,800	25,734	-	-100.00%
Total	1,257,067	\$1,956,400	\$2,580,434	\$2,671,900	36.57%

Stormwater Revenues by Source FY23-24



Stormwater Utility Fee

The stormwater fee structure uses impervious surface area based on equivalent residential units (ERU). The average ERU for Apex residential properties is 2,700 square feet of impervious surfaces such as rooftops, driveways, sidewalks, and parking lots per property. **The FY23-24 Recommended Budget includes an additional tier to the stormwater fee structure to begin January 1, 2024.** The fifth tier will apply to residences with over 5,400 square feet (2 ERU) of impervious surface. Fees for the fifth tier will be calculated at \$5.00 per ERU rather than the flat rates in other tiers. The table below includes the breakdown for each tier. Note that properties with less than 400 square feet are exempt from the monthly fee due to minimal stormwater impacts.

Stormwater Rates	
<i>Residential</i> - Detached single-family homes, a duplex, or a manufactured home located on an individual lot or parcel.	
Tier 1: 400-1,500ft ²	\$1.50
Tier 2: 1,501-3,000ft ²	\$5.00
Tier 3: 3,001-4,000ft ²	\$7.50
Tier 4: 4,001-5,400ft ²	\$10.00
Tier 5: >5,400ft²	Same as Non-Residential
<i>Non-Residential</i> - Parcels that contain more than two residential units, public/private institutional buildings, commercial buildings, parking lots, churches, etc.	\$5.00 per ERU (Total Impervious Area/2,700ft ² * \$5)



Organization Review

During FY22-23, the Town adopted its first strategic plan, Game Plan Apex, and began to implement recommendations from an organizational assessment to align departments to perform at an even higher level and ensure Apex remains “the peak of good living”. Town departments are currently finalizing their departmental strategic plans to correspond with Game Plan Apex and begin performance management in FY23-24. The Town intends to continue implementation of staffing recommendations from the organizational assessment over multiple fiscal years. Details regarding changes in organizational structure, reassignment of positions, and new positions are located in the Community and Organizational Profile section of the budget as well as in department-specific budget sections.

Core Values

Our Peak Principles, which represent our core values, are our foundation for how we interact with one another and the public as we serve our community.

Peak Pledge: We will perform at the highest level by empowering our peers, remaining accountable to each other and those we serve, and continuing the pursuit of knowledge.

Performance: Being stewards of public resources and trust, we will maintain a culture that values exceptional customer service through efficiency and focus on our work.

Empowerment: Knowing that good ideas come from employees at all levels across all departments and divisions, we will maintain a culture that empowers everyone to express their thoughts and provides opportunities to become part of real solutions.

Accountability: Knowing that we are entrusted to be stewards of the public’s resources, we will maintain an atmosphere of openness and transparency to one another and to those we serve.

Knowledge: A workforce that pursues knowledge is one that will be better able to anticipate new challenges and respond to those presented.

Personnel

Employee Performance Evaluation and Compensation: The Town’s performance evaluation and compensation system is structured around Game Plan Apex, the Town’s Peak Principles, and the establishment of clear performance goals and objectives for each employee. The Town awards merit pay in October following the annual employee performance reviews conducted between July 1 and August 31. Employees do not receive other pay increases during the year unless they qualify for a pay adjustment for position reclassification or receive a promotion with greater responsibility. For FY23-24, the Town plans to provide two compensation adjustments. The first will be a two percent market adjustment provided to all employees as of the first pay period in July. The second will be the merit-based practice previously described. The FY23-24 Recommended Budget includes merit adjustments ranging from three to five percent depending on each employee’s performance evaluation. The total estimated cost for FY23-24 is \$2.28 million across all funds.

Beginning in FY20-21, the Town implemented a \$15.00 living wage as a baseline for the Town’s compensation plan. The Town’s policy is to annually review changes in the area living wage and for the Town Manager to recommend a minimum living wage as part of the annual budget approval process. The Town’s current lowest hourly rate is \$19.21, which will increase to \$19.59 as of July 2024 with the two percent cost of labor adjustment.

Employer Retirement Contribution: The North Carolina Local Government Retirement System has notified local governments that the Annual Contribution Rate (ACR) will increase in FY23-24. The employer contribution will increase from 12.13 to 12.85 percent for regular employees and from 13.04 to 14.04 percent for law enforcement officers. Local government employees



currently contribute six percent of their salary. The Town's retirement contributions represent \$6,646,500 in FY23-24, an increase of \$1,063,990 (19.06 percent).

401(k) Contribution: The Town provides a five percent 401(k) contribution for all full-time employees. North Carolina General Statutes mandate 401(k) contributions for sworn law enforcement at five percent, a cost of \$479,800 in the FY23-24 Budget. Contributions for all other employees represent \$2,057,800 in FY23-24.

Health Insurance: While the Town has been able to contain rate increases the past few years, substantial claims have resulted in increases in both health and dental premiums. The Town will experience a 7.4 percent increase for healthcare premiums in FY23-24. The FY23-24 Recommended Budget includes \$7,606,700 for healthcare premiums across all funds. The Town's self-funded dental plan will experience a 10.9 percent increase in insurance premiums for FY23-24.

Retiree Medical Insurance: The Town offers qualifying retired employees a medical insurance benefit until they qualify for the Federal Medicare Insurance Program. The cost for the retiree insurance is classified as other post-employment benefits (OPEB). In addition to the annual retiree medical insurance cost, the Recommended Budget includes additional funds for an OPEB trust fund. To prevent long-term financial stress and follow sound financial practices, the Town allocates additional funds for long-term OPEB costs annually. The FY23-24 Recommended Budget includes \$350,000 for long-term OPEB expenditures - \$266,000 in General Fund, \$49,000 in the Electric Fund, and \$35,000 in the Water & Sewer Fund. The FY23-24 Budget includes a total of \$178,000 to cover pay-as-go Retiree Medical Insurance and long-term OPEB costs in all funds. As of July 1, 2020, the Town no longer offers the retiree medical insurance benefit to new employees. The purpose of eliminating this benefit is to reduce the Town's long-term liability, which currently stands at \$31.8 million.

Police Special Separation Allowance: North Carolina General Statutes provide for special compensation to retired law enforcement officers meeting specified criteria. The statutes require the Town to compensate the officer until they reach age 62. The Special Separation Allowance budget in FY23-24 is \$243,100.

Position Reclassifications: In FY22-23, the Town reviewed all positions as part of the organizational assessment. For FY23-24, the Town will return to its normal practice to study approximately one-third of the Town's positions each year to determine if the positions are correctly classified and if the salary ranges assigned to the positions are appropriate based on the area labor market.

Additional Positions: The FY23-24 Recommended Budget includes 24 new full-time positions in the General Fund, two new full-time positions in the Electric Fund, one new full-time position in the Water and Sewer Fund, and one new full-time position in the Stormwater Fund. With assistance from the organizational assessment conducted in 2022, staff has developed a four-year staffing plan to manage the addition of new positions over the next several years. All new positions will bring the total approved full-time positions to 633 and increase personnel costs by \$2,996,407 for FY23-24. A breakdown of the recommended positions with costs is located in the Supplemental Section of the budget document.

Additional Benefits: As part of the Town's goal to be an employer of choice, the Town is committed to offering flexible programs and benefits that support holistic wellbeing for employees. In FY23-24, the Town will offer two new benefits and will revise its existing longevity program. The Peak Lifestyle Reimbursement program will provide employees with the flexibility to pursue physical, emotional, and financial wellness with a reimbursement up to \$1,200 per fiscal year. Examples of reimbursable expenses include gym passes and memberships, mindfulness and meditation classes, child care services, and financial counseling sessions. The total estimated cost for the addition of the Peak Lifestyle Reimbursement program for FY23-24 is \$720,000 across all funds. To assist in balancing both a fulfilling work and personal life, the Town will offer 80 hours of paid leave through a new Peak Paid Time Off program in addition to the Town's establish Sick Leave and Vacation Leave programs. The additional paid time off is not eligible for rollover, payout or conversion to any other types of leave. The FY23-24 Recommended Budget includes proposed increases in the two highest tiers of the Town's longevity pay program which awards employees with additional pay determined by tenure with the Town. Longevity pay for employees will 15-19 years of tenure will increase from \$600 to \$700 and the benefit for 20-years or greater will increase from \$700 to



\$1000. The total estimated cost for the change to the longevity pay program for FY23-24 is \$172,400 across all funds, an increase of \$22,200.

Fund Balance

The North Carolina Local Government Commission recommends that local governments maintain a minimum unassigned fund balance of no less than eight percent of expenditures. The Town of Apex has adopted a formal fund balance policy of maintaining a fund balance for the General Fund of at least 25 percent of expenditures. The Town of Apex's estimated non-committed or non-restricted fund balance as of June 30, 2023, is \$42.66 million or 44.53 percent of FY23-24 expenditures. The recommended budget **does** include use of fund balance to cover some capital costs. The Town does not use reserves for operating costs and carefully evaluates the use of fund balance for unanticipated opportunities and capital expenses. The use of \$4,675,000 in FY23-24 will still keep the available fund balance above 25 percent.

The North Carolina Local Government Commission does not have a specific recommendation regarding how much fund balance or retained earnings a local government enterprise operation should maintain. The Town has a target of 90 days cash on hand for the Electric Fund and Water and Sewer Fund. The Town seeks to ensure both funds are financially stable and contain healthy reserves and is currently working to increase days cash on hand in the Electric Fund over the next three years. The Town of Apex's estimated days cash on hand as of June 30, 2023, for the Electric Fund is 64.6 days (\$8.48 million). The estimated days cash on hand for the Water & Sewer Fund is 482.4 days (\$38.99 million). The FY23-24 Recommended Budget **does** include use of reserves in the Electric Fund (\$1.8 million) and the Water & Sewer Fund (\$4.1 million).

In summary, the Recommended Budget is a balanced budget in accordance with state statutes, and it attempts to address the priorities set by Town Council for the 2023-2024 Fiscal Year. While it is typically difficult to fund all the requests made by departments or external agencies, the budget team did an excellent job in preparation of this budget to include as many requests as possible and ensure alignment with Town Council's strategic goals. The Town has benefited from growth, and it is in a solid financial position going into FY23-24, but we must be mindful of the shifting trends in growth rates. Smaller increases in revenues and increasing costs of service delivery will make budgeting for new programs and projects progressively more difficult. The FY23-24 Recommended Budget is fiscally sound and addresses the top priority needs of the Town. The Town's sound financial practices and conservative budgeting approach have positioned it to continue delivering high-level services for Apex residents. This budget reflects our commitment to maintaining and improving our community and positioning Apex to be financially sound in the future.

I wish to extend my sincere appreciation to the Budget and Performance Management Department, Finance Department, and other Town team members who helped to prepare this budget. I recommend this proposed budget for Fiscal Year 2023-2024 to the Apex Town Council.

Respectfully submitted,

Catherine H. Crosby
Town Manager



**Town of Apex, North Carolina
FY 2023 – 2024 Annual Budget**

Budget Ordinance

BE IT ORDAINED by the Town Council of the Town of Apex, North Carolina that the following anticipated fund revenues and departmental expenditures, together with certain fees and schedules, and with certain restrictions and authorizations, are hereby appropriated and approved for the operation of the Town government and its activities for the fiscal year beginning July 1, 2023 and ending June 30, 2024.

Section 1: General Fund

General Fund Revenues

Ad Valorem Taxes	\$54,294,000
Other Taxes and Licenses	\$21,078,500
Unrestricted Intergovernmental Revenues	\$4,330,000
Restricted Intergovernmental Revenues	\$3,960,800
Permits and Fees	\$2,514,000
Sales and Services	\$7,803,400
Investment Earnings	\$1,200,000
Miscellaneous Revenues	\$191,500
Other Financing Sources	\$2,025,000
Fund Balance Appropriation	\$4,675,000
Total Revenues	\$102,072,200

General Fund Expenditures

Governing Body	\$524,200
Clerk	\$527,200
Administration	\$1,549,900
Human Resources	\$2,856,700
Information Technology	\$3,483,100
Legal Services	\$629,200
Economic Development	\$761,100
Communications	\$712,900
Budget & Performance Management	\$900,600
Finance	\$1,251,800
Community & Neighborhood Connections	\$819,200
Planning	\$3,922,000
Facility Services	\$1,992,900
Police	\$19,139,300
911 Communications	\$1,690,100
Fire	\$16,640,100
Transportation & Infrastructure Development	\$3,152,000
Streets	\$4,551,400
Solid Waste	\$6,841,800
Fleet Services	\$724,800
Inspections & Permitting	\$3,200,900
Parks, Recreation, & Cultural Resources	\$10,028,000
Cemetery	\$25,000
Special Appropriations	\$77,000
Other Uses	\$6,508,000
Debt Service	\$9,463,000
Contingency	\$100,000
Total Expenditures	\$102,072,200

As required by General Statutes Chapter 158-7.1(a), the appropriations made for the purpose of economic development in Section I of the Ordinance have been determined by the Town Council to increase employment opportunities and add value to the tax base for the Town of Apex through industry recruitment, retention, and other support activities.

Section 2: Electric Fund

Electric Fund Revenues	
Investment Earnings	\$160,000
Miscellaneous Revenues	\$95,800
Charges for Service	\$44,969,700
Other Operating Revenues	\$4,802,300
Other Financing Sources	\$10,000
Fund Balance Appropriated	\$1,800,000
Total Revenues	\$51,837,800

Electric Fund Expenditures	
Electric Operations	\$51,837,800
Total Expenditures	\$51,837,800

Section 3: Water & Sewer Fund

Water & Sewer Revenues	
Charges for Service	\$23,846,200
Investment Earnings	\$475,000
Miscellaneous Revenues	\$40,000
Other Operating Revenues	\$513,000
Fund Balance Appropriated	\$4,100,000
Other Financing Sources	\$0
Total Revenues	\$28,974,200

Water & Sewer Expenditures	
Water & Sewer Operations	\$28,974,200
Total Expenditures	\$28,974,200

Section 4: Stormwater Fund

Stormwater Fund Revenues	
Stormwater Fees	\$2,511,900
Erosion & Site Inspection Fees	\$150,000
Other Financing Sources	\$0
Miscellaneous Revenues	\$0
Investment Earnings	\$10,000
Fund Balance Appropriated	\$0
Total Revenues	\$2,671,900

Stormwater Fund Expenditures	
Stormwater Operations	\$2,671,900
Total Expenditures	\$2,671,900

Section 5: Police State Funds

Police - State Funds Revenues	
Investment Earnings	\$100
Miscellaneous Revenues	\$1,500
Total Revenues	\$1,600

Police - State Funds Expenditures	
Reserved for Future Expenditures	\$1,600
Total Expenditures	\$1,600

Section 6: Police Federal Funds

Police - Federal Funds Revenues	
Investment Earnings	\$100
Police Revenues	\$500
Miscellaneous Revenues	\$0
Total Revenues	\$600

Police - Federal Funds Expenditures	
Police Operations	\$600
Total Expenditures	\$600

Section 7: Police - Donations

Police - Donations Revenues	
Investment Earnings	\$100
Police Contributions	\$5,000
Other Revenues	\$0
Total Revenues	\$5,100

Police - Donations Expenditures	
Police Operations	\$5,100
Total Expenditures	\$5,100

Section 8: Fire - Donations

Fire - Donations Revenues	
Investment Earnings	\$100
Miscellaneous Revenues	\$1,000
Total Revenues	\$1,100

Fire - Donations Expenditures	
Fire Operations	\$1,100
Total Expenditures	\$1,100

Section 9: Affordable Housing Fund

Affordable Housing Fund Revenues	
Investment Earnings	\$15,000
Transfer from General Fund	\$1,233,000
Fund Balance Appropriated	\$0
Total Revenues	\$1,248,000

Affordable Housing Fund Expenditures	
Contracted Services	\$250,000
Capital Outlay - Improvements	\$0
Affordable Housing Grant	\$0
Affordable Housing Loan	\$0
Reserved for Future Expenditures	\$998,000
Total Expenditures	\$1,248,000

Section 10: Health & Dental Fund₁

Health & Dental Fund Revenues	
Health Premiums	\$6,258,100
Spouse/Dependent Health	\$1,199,000
Retiree Contribution	\$35,000
Dental Premiums	\$357,500
Spouse/Dependent Dental	\$175,000
Vision Premiums	\$78,100
Total Revenues	\$8,102,700
Health & Dental Fund Expenditures	
Health Claims	\$6,173,400
Dental Claims	\$509,700
Admin Fees - Health	\$809,600
Health Claims - Retirees	\$22,800
Dental Claims - Retirees	\$464,700
Medicare Premiums/Retiree Prescription Plan	\$0
Admin Fees - Retirees	\$44,400
Vision	\$78,100
Total Expenditures	\$8,102,700

1. In accordance with NCGS 159-13.1, the Town adopts the Financial Plan for the Health and Dental Fund to provide health and dental coverage to employees and retirees. Payments to the fund are included in the annual budget of the other funds.

Section 11: Cemetery Fund

Cemetery Fund Revenues	
Sales & Services	\$0
Investment Earnings	\$8,000
Fund Balance Appropriated	\$0
Total Revenues	\$8,000
Cemetery Fund Expenditures	
Transfer to General Capital Projects	\$0
Reserved for Future Expenditures	\$8,000
Total Expenditures	\$8,000

Section 12: Water & Sewer Capital Reserve Fund

Water & Sewer Capital Reserve Fund Revenues	
Capital Reimbursement Fees - Water	\$0
Capital Reimbursement Fees - Sewer	\$0
Investment Earnings	\$12,200
Fund Balance Appropriated	\$277,800
Total Revenues	\$290,000
Water & Sewer Capital Reserve Fund Expenditures	
Transfer to Water & Sewer Project Fund	\$290,000
Reserved for Future Expenditures	\$0
Total Expenditures	\$290,000

Section 13: Water & Sewer Capital Reserve Fund (HB463)**Water & Sewer Capital Reserve Fund Revenues**

Capital Reimbursement Fees - Water	\$1,000,000
Capital Reimbursement Fees - Sewer	\$2,000,000
Investment Earnings	\$0
Fund Balance Appropriated	\$20,000,000
Total Revenues	\$23,000,000

Water & Sewer Capital Reserve Fund Expenditures

Transfer to Water & Sewer Fund	\$0
Transfer to Water & Sewer Project Fund	\$20,620,000
Reserved for Future Expenditures	\$2,380,000
Total Expenditures	\$23,000,000

Section 14: Perry Library Trust Fund**Perry Library Trust Fund Revenues**

Investment Earnings	\$0
Fund Balance Appropriated	\$400,000
Transfer from General Fund	\$200,000
Total Revenues	\$600,000

Perry Library Trust Fund Expenditures

Building Maintenance and Repair	\$0
Capital Outlay - Improvements	\$600,000
Reserved for Future Expenditures	\$0
Total Expenditures	\$600,000

Section 15: Recreation Capital Reserve Fund**Recreation Capital Reserve Fund Revenues**

Subdivision Recreation Fees	\$1,300,000
Investment Earning	\$0
Transfer from General Fund	\$0
Total Revenues	\$1,300,000

Recreation Capital Reserve Fund Expenditures

Transfer to General Fund	\$0
Transfer to Recreation Project	\$0
Reserved for Future Expenditures	\$1,300,000
Total Expenditures	\$1,300,000

Section 16: Transportation Capital Reserve Fund**Transportation Capital Reserve Fund Revenues**

Motor Vehicle Licenses	\$1,400,000
Investment Earnings	\$0
Fund Balance Appropriated	\$0
Total Revenues	\$1,400,000

Transportation Capital Reserve Fund Expenditures

Transfer to General Fund	\$650,000
Transfer to Street Project Fund	\$750,000
Reserved for Future Expenditures	\$0
Total Expenditures	\$1,400,000

Section 17: Levy of Taxes

There is hereby levied a tax at the rate of forty four cents (\$0.44) per one hundred dollars (\$100) valuation of property as listed for taxes as of January 1, 2023, for the purpose of raising the revenue listed Ad Valorem Taxes 2023-2024 in Section 1: General Fund of this ordinance. This rate is based on a valuation of property for purposes of taxation of \$12,379,559,000 and an estimated rate of collection of 99.7%.

Section 18: Fees & Charges

There is hereby established, for Fiscal Year 2023-2024, various fees and charges as contained in the Fee Schedule attached to this document. All mileage reimbursements for the use of personal vehicles shall be the same as the allowable IRS rate in effect on the date of travel. All daily and monthly subsistence schedules previously adopted shall remain in effect.

Section 19: Elected Official Compensation

Pursuant to NCGS 160A-64 and acceptance by each member, elected official annual compensation shall be amended as follows:

- Mayor - increase of \$10,811 from \$10,834 to \$21,645
- Mayor Pro-Tem - increase of \$7,361 from \$8,621 to \$15,982
- Council Member - increase of \$6,763 from \$8,621 to \$15,384

Monthly stipend shall be set as follows:

- Mayor/\$319.58. Mayor Pro Tem/\$259.83. Council Member/\$256.25

Section 20: Special Authorization of the Budget Officer

- a) The Budget Officer shall be authorized to reallocate fund appropriations among the various objects of expenditure as they deem necessary, provided such reallocations do not increase or decrease the total budget for any fund.
- b) The Budget Officer shall be authorized to amend this budget as necessary to fulfill all obligations evidenced by a purchase order outstanding on June 30, 2023.

Section 21: Use of the Budget and the Budget Ordinance

This Ordinance and the budget document shall be the basis for the financial plan of the Town of Apex for Fiscal Year 2023-2024. The Budget Officer shall administer the budget and the Finance Director shall establish records which are in agreement with the budget, this ordinance, and the appropriate statutes of the State of North Carolina.

Section 22: Distribution

Copies of this ordinance shall be furnished to the Budget Officer and the Finance Director of the Town of Apex so that they may keep this ordinance on file for their direction and disbursement of funds.

Adopted this the 27th of June, 2023.

Attest:

Jacques K. Gilbert, Mayor

Allen Coleman, Town Clerk

Approved as to form:

Laurie Hohe, Town Attorney



Town of Apex, North Carolina Fee Schedule - Effective 7/1/2023

Schedule subject to change upon approval by Town Council

TAXES & FEES					
Tax Rate	\$0.44/\$100 valuation of property	Vehicle Fee (pursuant to NCGS 20-97 (b1)	\$30/vehicle		
DOCUMENT / COPY FEES					
Copying up to 11" x 17" (black and white)	\$0.10/sheet	Document Recording / E-Recording	At cost		
Copying and maps up to 11" x 17" (color)	\$0.40/sheet	3 ring or spiral bound documents/plans	\$35		
Copying larger than 11" x 17" (black and white)	\$5/sheet	Unified Development Ordinance	\$40		
Copying larger than 11" x 17" (color)	\$20/sheet	Design and Development Manual	\$15		
Printed 24" x 36"	\$20/sheet	DVD Copy	\$0.50/disc		
Printed 36" x 48" maps	\$40/sheet				
MISCELLANEOUS					
Rain Barrel	\$88.00	Cemetery	Resident	Non – Resident	Military Rate*
		– Cemetery Plots	\$800	\$1200	\$640 (resident)
		– Columbarium Niches	\$800	\$800	\$960 (non-resident)
					\$640
					*20% cemetery discount-Military rate applies to current and retired military personnel only

Development Fees

PUBLIC RIGHT-OF-WAY CLOSURE					
<i>Submit request and fees to Administration</i>					
Right-of-Way Closure Application Fee	\$100	Right-of-Way Closure Processing Fee	\$600		
Due with request/application/non-refundable		Due prior to Council considering request; refundable if request is withdrawn prior to advertising.			
DEVELOPMENT SUBMITTAL FEES					
<i>For Zoning/Subdivision/Site Activity - Calculated and collected by the Planning Department</i>					
Administrative Adjustment	\$150	Sign, Master Plan	\$150		
Administrative Approval (Small Town Character Overlay)	No Charge	Sign, Permanent	\$75 + \$5/add'l sign		
Annexation Petition	\$200	Sign, Temporary	\$25		
Appeal (Board of Adjustment)	\$650	Site Inspections (Non-residential lot) ₂	\$500		
		Site Inspections (Residential lot) ₃	\$35		
Certificate of Zoning Compliance (CZC) ₁	\$100	Site Plan, Major	\$1,100 + \$5/acre		
Consultant Fees	As required	Site Plan, Minor	\$800		
Development Name Change	\$500	Special Use Permit	\$700		
Exempt Site Plan – enlargement of a structure	\$250	Temporary Use Permits (Non - Event):	\$100		
Exempt Site Plan – all other exempt site plans	\$150	Temporary Use Permits (Event):			
Home Occupation	\$50	For Profit	\$50	For Profit Express Review	\$75
Late Fee – Site Plans/Master Subdivision	\$300	Non-Profit	\$0	Non-Profit Express Review	\$25
<i>Plan/PUD/Rezoning/Conditional Zoning (and resubmittals)</i>					
Master Subdivision Plans Residential & Non-Residential	\$750 + \$10/lot	Text Amendments (UDO)	\$600		
Planned Unit Development (PUD-CZ)	\$1,600 + \$10/acre	Transportation Impact Analysis Review ₄			
PUD-CZ not requiring full TRC Review	\$600	Sites & Subdivisions	\$500	PUD	\$1,000
Plat, Easement & Exempt	\$200	Revised Sites & Subdivisions	\$250	PUD	\$500
Plat, Master Subdivision Final	\$300 + \$10/lot	Tree Protection Fencing Inspection (Site Plan):			
Plat, Recombination	\$200	- less than 2 acres:	\$50	- 2-15 acres:	\$75
Plat, Site Plan Final	\$300	- 15 up to 25 acres:	\$150	- 25+ acre:	\$200
Pond Drainage Plan	\$500	Tree Protection Fencing Inspection (Master Subdivision Plan):			
Quasi-Judicial Public Hearing- Town Council Only	\$500	- up to 15 acres:	\$75	- 15-50 acres:	\$150
Re-submittal Fees – Site Plans: 3 rd submittal; Master	½ Original Fee	- 51+ acres:	\$300		
Subdivision Plans; 4 th submittal		Tree Removal Plan	\$500		
Rezoning/Conditional Zoning	\$700/\$1000	Variance Permit	\$650		
Sustainable Development Conditional Zoning (SD-CZ)	\$1,600 + \$10/acre	Zoning Verification Letter	\$125		
1. No charge for the first tenant in a new building 2. Charged at Site Plan Final Plat 3. Charged at permit 4. Projects inactive for one year require new TIA and full submittal fee					

RECREATION FEES₁*For New Residential Developments Assessed after 1/1/2023 - Collected by the Planning Department*

Housing Type	Fee Per Unit	Acreage Per Unit	Decimal Multiplier
Single Family Detached	\$4,016.66	1/30 acre	0.0333
Single Family Attached	\$2,705.23	1/45 acre	0.0223
Multi-Family Attached	\$2,381.87	1/51 acre	0.01964

Existing Town ordinances require either the dedication of open space for public recreation or the payment of a fee in lieu per unit. The requirement regarding land dedication or fee in lieu will be based, in large part, on the Town's adopted Parks, Recreation, Greenways, and Open Space Master Plan. Recommendations regarding the acceptance of land or fee in lieu are made to the Town Council by the Parks, Recreation, and Cultural Resources Advisory Commission.

1. Annually on January 1, the fee amount shall be automatically adjusted in accordance with UDO §14.7.1(B).

ENCROACHMENT AGREEMENT*Submit to Development Services*

Encroachment agreement preparation and recording	\$250 + eRecording Fee at Cost
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CONSTRUCTION FEES/BONDS*Calculated and collected by Development Services*

Bond Administration Fee:	- Cash/check: \$100	- Surety Bond/Letter of Credit \$300	- Reduction/Amendment \$100
Fee in Lieu Administration Fee:	\$100		
Construction Plan Submittal Fees (Subdivisions)			\$700 + \$10/Lot
Construction Plan Submittal Fees (Sites, Utility Extensions, etc.)			\$700 + \$15/Sheet
Re-submittal Fees – Construction Plans (3 rd submittal and every other subsequent submittal (3 rd , 5 th , 7 th , etc.)			½ Original Fee
Late Fee – Construction Plan Submittal and Resubmittal			\$300
Construction Plan Revisions (after initial approval)			\$75/sheet
Water Extension Permit Application			\$200
Sewer Extension Permit Application			\$480
Water and/or Sewer Extension Permit Amendment			\$100 each
Infrastructure Extension Record Drawing Review (1 st & 2 nd reviews)			\$200
Infrastructure Extension Record Drawing Review (3 rd , 5 th , 7 th , etc. reviews)			\$100
Infrastructure Extension Record Drawing Review (after initial approval/field changes)			\$100

Construction Inspection Fees:

Water Lines	\$1.50 per linear foot	Fire Lanes	\$1.75 per linear foot
Sewer Lines	\$1.50 per linear foot	Sidewalks/Greenways	\$1.50 per linear foot
New Streets (public)	\$1.75 per linear foot per lane	Infill/Outparcel Lots	\$350 per lot
Curb & Gutter (All New/replaced public)	\$0.50 per linear foot	Driveway, residential	Per Building Permit Schedule
Storm Drains (public)	\$1.50 per linear foot	Driveway, not ready	Per Building Permit Schedule
Pump Station Review and Inspection	\$2,500 each	Driveway, reinspection	Per Building Permit Schedule
Warranty Bonds	25% of cost of installed and approved Infrastructure		
Performance Bonds	125% of cost of uninstalled Improvements		

*Repairs to damages water/sewer lines caused by construction shall be billed to the responsible party and include the cost of materials + 10% and current equipment and labor rates.

STORMWATER PLAN REVIEW FEES/BONDS*Submit to Development Services*

Project Size (disturbed acres)	Stormwater Plan Review Fee
< 1 acre	\$0
1 - 5 acres	\$500
5 - 50 acres	\$500 + \$50 per additional disturbed acre
\$500 base review fee for projects disturbing up to 5 acres. Add \$50 per additional disturbed acre beyond 5 acres. Development projects that disturb less than 1 acre of land are not subject to the stormwater plan review fees since they are exempt from stormwater controls. The stormwater plan review fee will be limited to a maximum of 50 acres.	
SCM Maintenance Bond	25% of cost of installed and approved Infrastructure
SCM Performance Bond	125% of cost of uninstalled Improvements
SCM As-Built Review Fee:	\$200 per SCM

SOIL AND EROSION CONTROL FEES/GUARANTEES*Submit to Development Services*

Application for S&E Plan Approval	\$500 per disturbed acre
Future Lot Grading*	\$50 per acre of remaining building lot acreage
S&E Performance Guarantee**	\$2,500 per disturbed acre

*The future lot grading fee provides coverage under an erosion control permit and ensures compliance with NPDES stormwater regulations. Only the additional land disturbance associated with future building lots needs to be included.

**Performance guarantee must be in the form of a certified check, cash, or irrevocable letter of credit approved by the Town. The performance guarantee is due prior to the Town issuing a Letter of S&E Plan Approval and may be fully refunded after the issuance of the certificate of completion.

COMMERCIAL BUILDING PERMIT FEES

Calculated and collected by Building Inspections and Permitting

NEW STRUCTURES, ADDITIONS AND ALTERATIONS (Base Fee) 1,2,3

Total Gross Building Floor Area of Construction	Fee Computation	
0 - 500	Per Trade (see schedule below)	1. Alterations to existing structures, with no footprint increase, are charged at a rate of .60 of the Permit Fee or the minimum per trade fee based upon the Single Trade Fee Schedule, whichever is greater. 2. Permits for "shell" buildings are charged at a rate of .60 of the Permit Fee, based upon a Business Occupancy, or the minimum per trade fee based upon the Single Trade Fee Schedule, whichever is greater. Area within the building shell, which is intended to be occupied, will have the permit fees for the occupied area computed per footnote #1 above. 3. Additional Miscellaneous Fees, listed below, will be added to the permit fees as applicable.
501 - 5,000	A x B = Permit Fees	
5,001 - 10,000	(A x B X .80) + (1,000 X B) = Permit Fee	
10,001 - 15,000	(A x B X .70) + (3,000 X B) = Permit Fee	
15,001 - 20,000	(A x B X .60) + (4,500 X B) = Permit Fee	
20,001 - above	(A x B X .50) + (6,500 X B) = Permit Fee	
A=Total Gross Building Floor Area	B= Fee Per Square Foot Based Upon Occupancy	

Single Trade Fee Schedule		Fee Per Square Foot of Floor Area Based on Occupancy					
Building/Pool/Hot Tub Building	\$150	<u>Occupancy</u>	<u>Fee</u>	<u>Occupancy</u>	<u>Fee</u>	<u>Occupancy</u>	<u>Fee</u>
Electrical/Pool/Hot Tub Electrical	\$75	Assembly	0.55	Factory/Industrial	0.40	Mercantile	0.50
Mechanical/Pool/Hot Tub Mechanical	\$75	Business	0.60	Hazardous	0.50	Residential	0.55
Plumbing/Pool/Hot Tub Plumbing	\$75	Educational	0.60	Institutional	0.60	Storage/Utility	0.30
Grading	\$75						

MISCELLANEOUS FEES

Change of General Contractor	\$50
Conditional Electrical Power Inspection (Apex and Duke)	Optional Inspection
Conditional Mechanical Systems Inspection	Optional Inspection
Demolition (All Trades)	\$120
Dumpster Enclosure	\$150 (Single Trade Building)
Electric Vehicle Parking	\$75 per site (No fee when at an existing development)
Elevator	\$50 per elevator
Fire Alarm	\$75
Fire Pumps, each	\$250
Fire Sprinkler System	\$0.03 per square feet
Fire Suppression	\$50
Grease/Oil Interceptor	\$50
Hood Suppression	\$75
Irrigation System	See Irrigation Meters (pg 5) + Capital Reimbursement Fees (pg 6)
Refrigeration	\$75
Retaining Wall Permit	\$1 per linear foot
Sales/Construction Trailer/Modular Classroom	Per Single Trade Fee Schedule
Sign – New	\$150 + \$75 if electrical needed
Site Lighting	\$75
Solar PV System	No Fee
Spray Paint Booth, each	\$150
Storage Tank, each	\$50 Plus Associated Single Trade Fees
Temporary Power (Town of Apex)	\$125
Water and Sewer Capital Reimbursement Fees and Water Meters	Refer to Capital Reimbursement Fee Schedule (pg 6)
Work Without a Permit	Double Permit Fees
Stop Work Order	\$150 (May Require Extra Trip Fee)
Expired Permit	½ Cost of Original Permit Fee

PLAN REVIEW FEES (Non-refundable)

Per Trade (Not applied toward cost of permit)	\$100 (no fee for Electric Vehicle Parking at an existing development)
Plan Modification (Not applied toward cost of permit)	½ Review Fee or ½ per trade fee for single trade modifications
Re-review fee (Not applied toward cost of permit)	½ Review Fee @ 3 rd , 5 th , 7 th , etc.
Re-stamp Plans, Per Trade	\$75
Retaining Wall, per submitted grouping (at least one per project/subdivision)	\$100

EXPRESS PLAN REVIEW (2 hr. min) *

EXPRESS PLAN REVIEW (2 hr. min) *		ADMINISTRATIVE FEES	
First Hour	\$1,000	Duplicate Building Record Card	\$10
Each additional 15 minutes	\$250	General Records Research, Archive Files	\$3/page
Cancellation Fee (3 days prior notice)	\$200	General Records Research, Current Files over 10 pages	\$0.50/page

*when service is available

INSPECTION FEES			
Water Resources Certificate of Occupancy - Water/Sewer Final	\$100	Job not ready for inspection or installation of tap, meter, etc.	\$150
Standard re-inspection fee (Building, Electrical, Mechanical, Plumbing, Driveway, Water, and/or Sewer)	\$75	Cancelled Inspection fee (not cancelled by 8:00 am of scheduled day)	\$75
Previous violations not corrected (all trades)	\$150		
ONE AND TWO FAMILY DWELLING PERMIT FEES			
<i>Calculated and collected by Building Inspections and Permitting</i>			
NEW STRUCTURES (Single Family/Duplex/Townhomes)		\$/SQ. FT.	MIN/\$/UNIT
3,000 Gross SF and Less		0.35	\$500
>3,000 Gross SF:(3000SFx \$0.35/SF)+(Additional SF x \$0.35/SF x.75) = Permit Fee		Per Formula	
ADDITIONS/ALTERATIONS 800 SQUARE FEET AND GREATER		ADDITIONS/ALTERATION LESS THAN 800 SQUARE FEET	
	\$/SQ. FT.	MIN/\$/UNIT	
Building	\$0.19	\$150	Building \$150
Electrical	\$0.09	\$75	Electrical \$75
Plumbing	\$0.09	\$75	Plumbing \$75
Mechanical	\$0.09	\$75	Mechanical \$75
ACCESSORY STRUCTURES		MIN/\$/UNIT	SINGLE TRADE FEE SCHEDULE
Decks, Sheds, Roof Additions & Detached Garages, 400 sq. ft. or less		\$75	Building/Pool/Hot Tub Building \$150
Decks, Sheds, Roof Additions & Detached Garages > 400 sq. ft.		\$150	Electrical/Pool/Hot Tub Electrical \$75
Trellis (Attached to a structure)		\$40	Mechanical/Pool/Hot Tub Mechanical \$75
Retaining Wall Plan Review		\$100	Plumbing/Pool/Hot Tub Plumbing \$75
Retaining Wall		\$1 per linear foot	Grading \$75
MISCELLANEOUS			
Change of General Contractor		\$50	
Change of Lot		\$50	
Demolition (All Trades)		\$150	
Driveway		\$100/lot	
House Moved		\$375	
Irrigation		See Irrigation Meters (pg 5) + Capital Reimbursement Fees (pg 6)	
Mobile Home (All Trades)		\$150	
Modular Home (All Trades)		\$375	
Solar PV System		No Fee	
Temporary Power (Town of Apex Only)		\$125	
Work Without Permit		Double Permit Fees	
Expired Permit		½ Cost of Original Permit Fee	
PLAN REVIEW FEES (Non-refundable)			
Initial Fee for New Single Family and Townhome Construction (Not applied to cost of permit)		\$110	
Initial Fee All Other Construction (Not applied toward cost of permit)		\$100	
Plan Modification Fee (Not applied toward cost of permit)		½ Review Fee	
Re-review Fee (Not applied toward cost of permit)		½ Review Fee @ 3 rd , 5 th , 7 th , etc.	
Re-stamp Plans		\$60	
INSPECTION FEES			
Water Resources Certificate of Occupancy - Water/Sewer Final		\$100	
Standard re-inspection fee (Building, Electrical, Mechanical, Plumbing, Water, and/or Sewer)		\$75	
Job not ready for inspection or installation of tap, meter, etc.		\$150	
Previous Building, Electrical, Mechanical, Plumbing violations not corrected		\$150	
EXPRESS PLAN REVIEW (2 HOUR MINIMUM) – When service is available			
First Hour		\$600 + \$150 each additional 15 minutes	
Cancellation Fee without (3 days prior notice)		\$200	

ELECTRICAL UNDERGROUND AND SERVICE LATERAL FEES

Calculated by the Electric Department

Primary Facilities: <i>Collected by Electric Department</i> Based on cost difference of normal overhead facilities and the requested underground facilities.		Service Laterals: <i>Collected by Building Inspections Permitting</i> Charges are for the first 100 feet of service length. An excess footage charge, if applicable, is billed separately by the Electric Utilities Division at \$4.25/foot over 100 feet.	
Single-Family	2,722/lot	Single-Family	\$776/service lateral
Townhomes	1,914/unit	Townhomes	\$776/service lateral
Apartments	1,914 point of delivery	Apartments	Apartments are typically served with multiple meter bases at approved locations; service laterals are usually installed in conjunction with the primary facilities and service lateral charges do not apply
EV Chargers	@ cost determined at submittal request		

WATER TAPS AND METER FEES**

Submit Tap fees to Water Resources and Water Meter fees to Building Inspections and Permitting

Fees are based on 60 foot right-of-way roads and lateral lengths less than 100 feet. Special cases, wider rights-of-way, special or complex boring and items not shown shall be at cost.

Size	Base Cost	Add Bore	Add Street Cut	Meter Only*
¾ inch	\$2,300	\$550	\$1,000	\$315
1 inch	\$2,600	\$550	\$1,000	\$450
1 ½ inch	N/A	N/A	N/A	\$785
2 inch	N/A	N/A	N/A	\$960
3 inch	N/A	N/A	N/A	\$3,255
4 inch	N/A	N/A	N/A	\$4,265

*If meter setter is not readily accessible or not functional when town staff arrives onsite, the meter will not be installed. Owner will be required to reschedule and pay fee as noted under "Inspection Fees" section (pgs 3 and 4) of this document. The Town will reschedule work within 7 days of receipt of the "Inspection Fees".

SEWER TAPS**

Size	Base Cost	Add Bore	Add Street Cut
4 inch	\$2,100	Not available	\$1,000

**The Town of Apex does not install water or sewer taps for commercial development or new residential construction.

WATER BACTERIOLOGICAL SAMPLE FEE

Samples collected by Water Resources Department. Fees collected by Development Services	\$175
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SEWER AND STORMWATER RE-INSPECTION FEES

Submit to Water Resources Department

Sewer and Storm drain re-inspection fee	\$325 remobilization fee plus \$0.25 per linear foot over 1,000'
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IRRIGATION METERS

*Submit to Building Inspections & Permitting (Irrigation meter **required** for ALL irrigation systems)*

	Single-Family Residential (Includes duplex and townhomes)	Multi-Family and Commercial
Permit Fee	\$75	\$75
Meter Fee	Based on meter size; see "Water Meter Fees" (pg 6)	Based on meter size; see "Water Meter Fees," (pg 6)
Meter Tap	\$800 (See condition 7 below)	See condition 6 below
Capital Reimbursement Fees	Based on meter size; see "Capital Reimbursement Fees" (pg 6)	Based on meter size; see "Capital Reimbursement Fees" (pg 6)

Conditions:

- All irrigation meters will require payment of capital reimbursement fees.
- NCGS requires a second meter for in-ground irrigation systems and that systems be protected by an approved backflow preventer.
- A plumbing permit is required for installation of the system from the meter to the backflow preventer.
- All associated fees will be collected by the Building Inspections & Permitting Department prior to issuance of a permit.
- All other non-single family customers (subdivision entrances and commercial sites) require a second meter.
- The Water Resources – Water & Sewer Utility Operations Division will only install the tap for meters for existing single-family customers; all other taps must be installed by a private contractor and inspected by Water Resources Infrastructure Inspections Division.
- Single family Meter Tap Fee includes installing a split tap at an existing meter. If the split tap is already installed, see "Meter Only" fees under the "Water Taps & Meter Fees."

WATER AND SEWER CAPITAL REIMBURSEMENT FEES*Calculated and collected by Inspections and Permitting & Planning*

The purpose of Capital Reimbursement Fees are one-time capital charges assessed against new development as a way to provide or cover a proportional share of the costs of capital facilities. These treatment facilities provide the system capacity that each new development will demand when connected to the water and sewer systems. Additional fee assessments shall be required of nonresidential customers who, after paying a Capital Reimbursement Fees fee, expand their service requirements. A 75% grant may be available in the Central Business District.

Meter Size (inches)	Water Fee	Sewer Fee	Total Fees
3/4	\$1,788	\$4,290	\$6,078
1	\$2,980	\$7,150	\$10,130
1.5	\$5,960	\$14,300	\$20,260
2	\$9,536	\$22,880	\$32,416
3	\$19,072	\$45,760	\$64,832
4	\$29,800	\$71,500	\$101,300
6	\$59,600	\$143,000	\$202,600
8	\$95,360	\$228,800	\$324,160
10	\$250,320	\$600,600	\$850,920
12	\$315,880	\$757,900	\$1,073,780

Utility Rates & Fees**CUSTOMER DEPOSITS**

Residential Electric Deposit	\$200	Commercial Deposit	2 times monthly average for service location or minimum of \$200*
Residential Water Deposit	\$50		

*NCGS 160A-314 (a); North Carolina Utilities Commission Guidelines: R8-33

FEES

Application/Service Initiation Fee	\$15	Pretreatment Program Charges	
Returned Check/Draft Fee	\$25	- Permitted Flow (per 1,000 gallons)	\$0.33
Non-Payment Service Fee	\$25	Surcharge Rates (quarterly)	
After Hours Service Fee	\$75	- BOD	\$0.278 per lb.
Late Fee for Charges Unpaid by Due Date	1% of unpaid balance	- COD	\$0.278 per lb.
Extension Fee	\$0	- TSS	\$0.051 per lb.
Reconnect Disconnected Meter	\$25	Analytical Testing Charges	
Backflow Testing	At cost	- BOD	\$20
Meter Testing Fees		- TSS	\$12
- Meter Test Fee (one test per year at no cost; additional reads are charged only if the meter read is correct)	\$50	- Ammonia	\$12
- Meter Test (under 2 inch meter)	\$50	- COD	\$20
- Meter Test (2+ inch meter)	At cost + 10 %	- Cyanide	\$25
Damaged Water Meter*	\$53 + cost of meter	- Oil & Grease	\$30
Damaged ERT Holder Replacement Fee*	\$16.25	- Total Phosphorus	\$16
Pedestal Replacement (Electric)	\$149 + cost of pedestal	- Total Nitrogen	\$40
Septic Tank Pump Fee (per 1991 annexation agreements; only available in certain locations)	At cost	- Arsenic, Cadmium, Chromium, Copper, Lead, Mercury, Molybdenum, Nickel, Selenium, Silver, Zinc	\$13 each

* fees would only be applied to active building permits that require a replacement meter, ERT holder or pedestal due to contractor damage

SOLID WASTE FEES

Yard Waste Collection	\$7.83/month	Dumpster Service	
Residential Roll-Out Cart	\$9.85/month	- 4 CY Dumpster	\$145.86/month
Commercial Roll-Out Cart	\$20.62/month	- 6 CY Dumpster	\$173.32/month
Recycling (Per Bin or Cart)	\$5.24/month	- 8 CY Dumpster	\$198.85/month
Bulk items	\$11/each	Bulk Items - Half Load	\$22
White Goods	\$18/each	Bulk Items - Full Load	\$44

STREET SIGN FEES

Replacement sign costs			
- Street sign only (1 blade)	\$37	- Street sign replacement + install	\$152
- Street sign only (2 blades)	\$74	- Stop sign replacement + install	\$105.75
- Stop Sign only	\$28	- Street/Stop sign combination + install	\$180

* Original installation of all safety, regulatory, and street signs is the responsibility of the developer prior to plat.

STORMWATER FEES	
Stormwater fees are effective January 2022. (Tier 5 effective January 1, 2024). Stormwater utility fees are based on the total amount of impervious surface on an individual lot or parcel.	
Residential - Detached single-family homes, a duplex, or a manufactured home located on an individual lot or parcel.	
Tier 1: 400-1,500ft ²	\$1.50
Tier 2: 1,501-3,000ft ²	\$5.00
Tier 3: 3,001-4,000ft ²	\$7.50
Tier 4: 4,001ft ² -5,400ft ²	\$10.00
Tier 5: >5,400ft ²	\$5.00 per ERU (Total Impervious Area/2,700ft ² * \$5)
Non-Residential - Parcels that contain more than two residential units, public/private institutional buildings, commercial buildings, parking lots, churches, etc.	
	\$5.00 per ERU (Total Impervious Area/2,700ft ² * \$5)
<i>*ERU (Equivalent Residential Unit) is the GIS analysis of average impervious surface (rooftops, driveways, sidewalks, parking lots) per residential property. Approximately 2,700 ft².</i>	
<i>*Properties with less than 400ft² of impervious surface are exempt.</i>	

WATER & SEWER RATES			
Water Rates		Inside Town Limits	Outside Town Limits
Water Base Charge		\$6.00	\$12.00
Water Volumetric Rates (per 1,000 gallons)			
Commercial		\$4.42	\$8.84
Residential	Tier 1: 0 - 6,000 gal	\$4.42	\$8.84
	Tier 2: 6,001 - 12,000 gal	\$5.09	\$10.18
	Tier 3: > 12,000 gal	\$6.85	\$13.70
<i>*Farmpond Area: Per Interlocal Agreements with the Town of Cary, the Apex special published rate shall be based on the Cary published residential base rate and per thousand gallons plus an Apex charge of \$2 per thousand gallons."</i>			
Wholesale Water Base Charge	\$5.45	Wholesale Water Volumetric Rates (per 1,000 gallons) \$4.09	
Sewer Rates		Inside Town Limits	Outside Town Limits
Sewer Base Charge		\$11.18	\$22.36
Sewer Volumetric Rates (per 1,000 gallons)			
Commercial & Residential		\$7.75	\$15.50
Colvin Park/White Oak *		\$12.55	N/A
<i>*Per the Alternative Sewer Agreement, "the Apex special published rate shall be based on the Cary published residential rate per thousand gallons plus an Apex charge of \$2 per thousand gallons."</i>			
Wholesale Sewer Base Charge	\$11.18	Wholesale Sewer Volumetric Rates (per 1,000 gallons) \$7.75	
Flat Rate Sewer	\$40.00/month		
Irrigation Rates		Inside Town Limits	Outside Town Limits
Irrigation Base Charge		\$6.00	\$6.00
Irrigation Volumetric Rates (per 1,000 gallons)		\$6.59	\$13.18
Bulk Water			
Hook Up Fee (per connection)	\$12	Hydrant meter	
Volumetric Rates (per 1,000 gallons)	\$7.20	- Set up/Relocate/Pickup	\$50/event
		- Rental Fee	\$12/day
		- Hydrant Meter replacement and/or repair	At cost + 10%

ELECTRIC RATES					
Service	Base Charge	Energy Charge (per kWh) All			
Residential	\$26.38	\$0.0994			
Service	Base Charge	Energy Charge (per kWh) ALL			
Small General Service	\$28.50	\$0.1019			
Service	Base Charge	Energy Charge (per kW)			
		On Peak	Off Peak	Bilateral Credit On Peak	Bilateral Credit Off Peak
Residential-Time of Use-TOU	\$26.38	\$0.2057	\$0.0546	\$0.1375	\$0.0327
Small General Service-TOU	\$28.50	\$0.2048	\$0.0564	\$0.1368	\$0.0326
Service	Base Charge	Energy Charge (per kWh) ALL		Demand Charge (per kW) ALL	
Medium General Service	\$90.00	\$0.0780		\$8.20	
Medium General Service-TOU	\$90.00	\$0.0739		\$12.25	
Large General Service	\$175.00	\$0.0622		\$11.00	
Large General Service-TOU	\$175.00	\$0.0607		\$12.75	

Service	Base Charge	Energy Charge (per kWh) ALL	Demand Charge (per kW)	
			All Coincident Demand	All Excess Demand
Large General Service-Coincident Peak	\$350.00	\$0.0476	\$21.00	\$4.19

ELECTRIC RATES

Outdoor Lighting

Standard Lighting Service Basic Rate The basic rate does not include the monthly charges for additional facilities, outdoor lighting poles, underground service, or any contribution required under this Schedule.

Sodium Vapor Units* Obsolete – no longer installed	Wattage	Monthly Charge	Monthly kWh
5,800 lumen-semi	70	\$8.230/Fixture	29/Fixture
9,500 lumen-semi	100	\$9.15/Fixture	46/Fixture
9,500 lumen-enclosed/post/flood	100	\$10.42/Fixture	46/Fixture
27,500 lumen-enclosed	250	\$18.67/Fixture	99/Fixture
27,500 lumen flood	250	\$19.86/Fixture	109/Fixture
50,000 lumen-enclosed	400	\$25.17/Fixture	152/Fixture
50,000 lumen flood	400	\$27.55/Fixture	168/Fixture

LED Units			
Acorn Fixture (Obsolete, no new installs)	51	\$19.36/Fixture	29/Fixture
Shoebox – 1	61	\$12.17/Fixture	29/Fixture
Shoebox – 2	151	\$19.57/Fixture	29/Fixture
Area Light	51	\$8.71/Fixture	29/Fixture
Cobrahead – 1	51	\$11.38/Fixture	29/Fixture
Cobrahead – 2	151	\$17.51/Fixture	29/Fixture
Lantern – 1 w/ Lens (Obsolete, no new installs)	51	\$15.19/Fixture	29/Fixture
Lantern – 2 w/o Lens	51	\$18.29/Fixture	29/Fixture

Special Contract Lights (residential dedicated public streets outside corporate limits)	Monthly Charge
Wood	\$ 2.51/pole
18' Fiberglass	\$ 3.51/pole
Square metal	\$13.01/pole

**Maintenance only; no new installs*

Underground (UG) Service: For Underground service, the monthly bill will be increased by \$3.50 per pole or, in lieu thereof, a one-time contribution of \$175.17 per pole. The monthly UG charge, if selected, may be terminated at any time upon payment by Customer of the one-time contribution. The UG charge will be waived if the lighting facilities are installed during the installation of the main electric facilities. The monthly pole charge defined below will also be applicable to underground service.

Additional Facilities

1. Multiple area lighting fixtures may be installed per pole subject to town review and approval. The monthly charge for each additional fixture will be the charge in accordance with the Monthly Rate for that fixture.

VENDOR FEES

Obtain Permit from the Town of Apex Police Department

Solicitor/Peddler/Park Concessioner*	Transient/Mobile Food Vendors
30-day Permit \$50	Annual Permit \$150
90-day Permit \$100	*Anyone selling anything, including food, in a Town of Apex Park must obtain a Park Concessions Permit.
180-day Permit (Park Concessions Only) \$175	

- Solicitor** - Anyone going door-to-door to take orders for products, share information or seek donations.
- Peddler** - Anyone transporting goods door-to-door for sale (i.e. ice cream truck).
- Park Concessioner** - Anyone selling merchandise, food, and or beverages in a town park.
- Transient Vendor** - Anyone selling goods or services from a temporary business location (i.e. parking or vacant lot).
- Mobile Food Vendor** - Anyone selling food and/or beverages from a readily movable food unit

FIRE DEPARTMENT FEES

Submit request and fees to Customer Service

Inspection Fees	False Alarm Fines (per Calendar Year)
Reinspection (charged for 2nd and all subsequent reinspections) \$75	4 false alarms \$150
Fire Inspections Violation Fines:	5 false alarms \$200
Imminent hazard violation \$250	6 + false alarms \$250 each
Hazardous Materials Consumable Items At Cost	Fire Flows \$75

PARKS & RECREATION

Fees are paid to Parks & Recreation

Withdrawal¹

Cancellation	
- Less than 7 business days prior to rental	No credit or refund in any amount excluding rental deposit ¹
- 7-59 business days prior to rental	50% refund ²
- 60 or more business days prior to rental	90% refund ²

Date Change Request

- Less than 7 business days prior to rental	No date change requests accepted ¹
- 7 or more business days prior to rental ³	All fees and deposits may be transferred ⁴

1. Including rentals made within 7 business days of the rental date
2. Issued upon written request
3. Reschedule dates may occur no later than 30 calendar days from original.
4. Subject to room availability and the availability of required staff.

	Resident	Non-Resident		Resident	Non-Resident
Fishing Licenses			Senior Exercise Membership (55+)	\$0 for unlimited	\$10 for 20 visits
- 12 years & under	\$0	\$10/year	Splash Pad Session Pass (2 hours)	\$2	\$4
- 13-54 years old	\$0	\$25/year	Open Gym Pass - Basketball/Volleyball/Senior Pickleball (for 10 visits)		
- 55 +	\$0	\$6/year	- Age 0-7	\$0	\$5
- Guest Pass	\$0	\$5/visit	- Age 8-17	\$5	\$20
Dog Park Passes			- Age 18-54	\$10	\$30
- Single Dog	\$30	\$60	- Age 55+	\$0	\$20
- Multiple Dogs	\$50	\$100	Vessel Permits (Jan – Dec)	\$5/year	\$40/year
- Additional Passes	\$10/pass	\$10/pass			

Pleasant Park Tournament Packages

	Package Cost
Full Day Event (cost per field)	\$650/day
Additional field preparation	\$100/field
Use of Scoreboard (cost per field)	\$100/day
Use of Team Rooms (cost per room)	\$100/day
Use of Referee Room	\$50/day
Signature Field 4-Hr Game Package	\$400
Pickleball Event all-day Rental (6 courts)	\$650/day

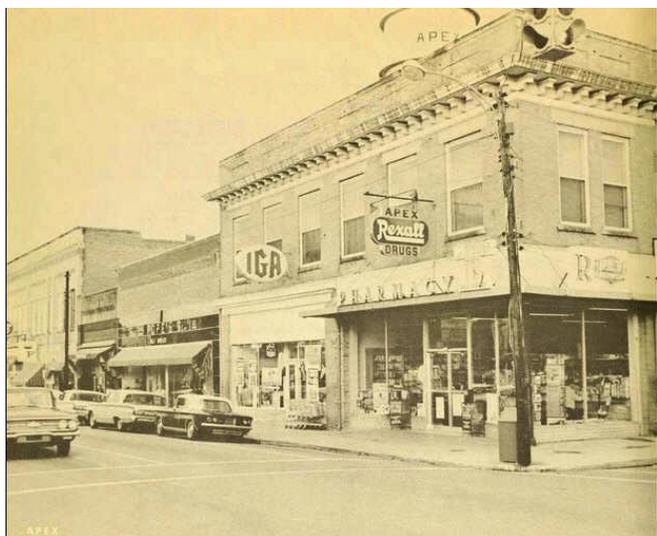
Facility Rentals

All reservations for 100 persons or more require Director approval and may require additional attendants, police and other requirements as deemed necessary by APRCR

	Resident	Non-Resident	Other Amenity Rentals Continued	Resident	Non-Resident
Facility Deposit (Refundable)	\$250	\$250	Disc Golf Course (full day)	\$250	\$375
Amphitheater Deposit (Refundable)	\$200	\$200	Amphitheater (1/2 day)	\$125	\$190
After Hours Attendant Fee	\$40/hour	\$40/hour	Amphitheater (whole day)	\$250	\$375
Community Center			Extra Table Fee	\$3/table	\$3/table
Summit Room	\$35/hour	\$52.50/hour	Halle Cultural Arts Center		
Summit Room Projector Fee	\$15/hour	\$15/hour	Auditorium	\$100/hour	\$150/hour
Pinnacle Room	\$35/hour	\$52.50/hour	Sound/Light Booth	\$50/hour	\$75/hour
Zenith Room	\$35/hour	\$52.50/hour	Overnight Storage	\$50/night	\$75/night
Catering Kitchens	\$21/hour	\$31.50/hour	Studio Gallery	\$50/hour	\$75/hour
Arts & Crafts Room	\$21/hour	\$31.50/hour	Studio A	\$35/hour	\$52.50/hour
Senior Center			Piano (separate \$200 deposit required)	\$25/hour	\$37.50/hour
Salem Meeting Room (108)	\$100/hour	\$150/hour	Portable Projector Fee	\$15/hour	\$15/hour
Saunders Meeting Room (110)	\$100/hour	\$150/hour	4 Hour Auditorium Package	\$600	\$900
Seaboard Meeting Room (112)	\$100/hour	\$150/hour	4 Hour Gallery Package	\$400	\$600
Projector Fee (108,110 or 112)	\$15/hour	\$15/hour	Field & Gym Rentals⁵		
Large Projector (108,110 & 112)	\$30/hour	\$30/hour	Athletic Field – natural turf (no lights)	\$40/hour	\$40/hour
Kitchen Room (120)	\$30/hour	\$45/hour	Athletic Field – natural turf (w/ lights)	\$60/hour	\$60/hour
Chatham Classroom (131)	\$35/hour	\$52.50/hour	Athletic Field – synthetic turf (no lights)*	\$75/hour	\$75/hour
Friendship Classroom (133)	\$35/hour	\$52.50/hour	Athletic Field – synthetic turf (w/ lights)	\$95/hour	\$95/hour
Arts & Crafts Room (202)	\$35/hour	\$52.50/hour	Gym - Whole	\$75/hour	\$75/hour
Hunter Exercise Room (210)	\$30/hour	\$45/hour	Shelter Rentals		
Hughes Exercise Room (215)	\$30/hour	\$45/hour	Apex Community Park – small	\$20/hour	\$30/hour
Salem, Saunders & Seaboard	\$1,200/4 hours	\$1,500/4 hours	Apex Community Park – large	\$30/hour	\$40/hour
Pleasant Park			Hunter Street Park – small	\$20/hour	\$30/hour
Pleasant Park Meeting Room	\$35/hour	\$52.50/hour	Jaycee Park – small	\$20/hour	\$30/hour
Other Amenity Rentals			Kelly Road Park – small	\$20/hour	\$30/hour
Tennis Courts	\$15/hour/court	\$22.50/hour/court	Nature Park – small	\$20/hour	\$30/hour
Pickleball Courts	\$15/hour/court	\$22.50/hour/court	Nature Park – large	\$30/hour	\$40/hour
Sand Volleyball Court	\$15/hour/court	\$22.50/hour/court	Pleasant Park Amenity Shelter - large	\$30/hour	\$40/hour
Disc Golf Course	\$45/hour	\$67.50/hour	Pleasant Park Shelter - large	\$30/hour	\$40/hour
Disc Golf Course (1/2 day)	\$125	\$190	Seagroves Farm Park - small	\$20/hour	\$30/hour

History of Apex

Apex, a municipality within Wake County, was one of the first towns to develop around the state capital of Raleigh. The early history of Apex stems from a railroad station that was chartered in 1854, although the first train did not pass through town until 1869. The first settlers came to the area in the 1860's, and the town was officially incorporated in 1873. Originally named Log Pond, the town changed its name to Apex because it was situated at the highest point along a 30-mile section of the Chatham Railroad. Steam engines would stop at the top of this climb to replenish their water supply on the way to Raleigh. Another justification for the name Apex comes from the fact that water which falls on one side of Salem Street flows to the Neuse River, while water falling on the other side of the street flows to the Cape Fear River.



As development increased around the railroad station, dense forests were cleared for farmland. With its close proximity to Raleigh, Apex quickly became a trading and shopping center. Since the train station was located in the heart of a vast pine forest, Apex became a shipping point for such products as lumber, tar, and turpentine. By the turn of the 20th century, the little town of Apex boasted a population of 349.

Tobacco farming became an important part of the local economy in the early 1900s when a plant disease forced many tobacco farmers in Person and Granville counties to relocate. Many of the farmers discovered that the land around Apex produced excellent tobacco crops and decided to move to the area. The first tobacco auction market in Wake County was established in Apex in 1905. Sadly, like many small towns in the early 1900s, two disastrous fires shaped Apex's growth and development. In February 1905,

a fire destroyed a number of frame commercial buildings in the town. A second fire on June 12, 1911, destroyed much of the business district, including many of the old frame stores, the Merchants and Farmer's Bank, and the postmaster's house. The fires provided merchants with a strong incentive to replace the old wood frame structures with fireproof brick buildings. Many of the brick buildings are still in use today, like the 1912 Apex Town Hall that has housed many ventures throughout the years but currently serves as a home to the Halle Cultural Arts Center.

Apex remained a sleepy little town into the early 1960s when the nearby Research Triangle Park began to attract high-tech firms from throughout the world. Apex began to boom, along with the rest of the Triangle, and by 1990 the population reached 5,000. The town experienced major growth during the 1990s as technology-driven industry continued to move into the area. Apex has continued to experience consistent growth and today is a place all its own, rather than a stop along the way.

On February 28, 2023, the Town of Apex celebrated 150 years of incorporation as a town. To commemorate the sesquicentennial, Town staff and community members began planning a celebration year in the summer of 2021. The goal of the Apex 150th celebration year, which is from February 28, 2023 through February 28, 2024, focuses on common understanding, unification, and also challenges community members to go *all in* with Apex. With a project this important



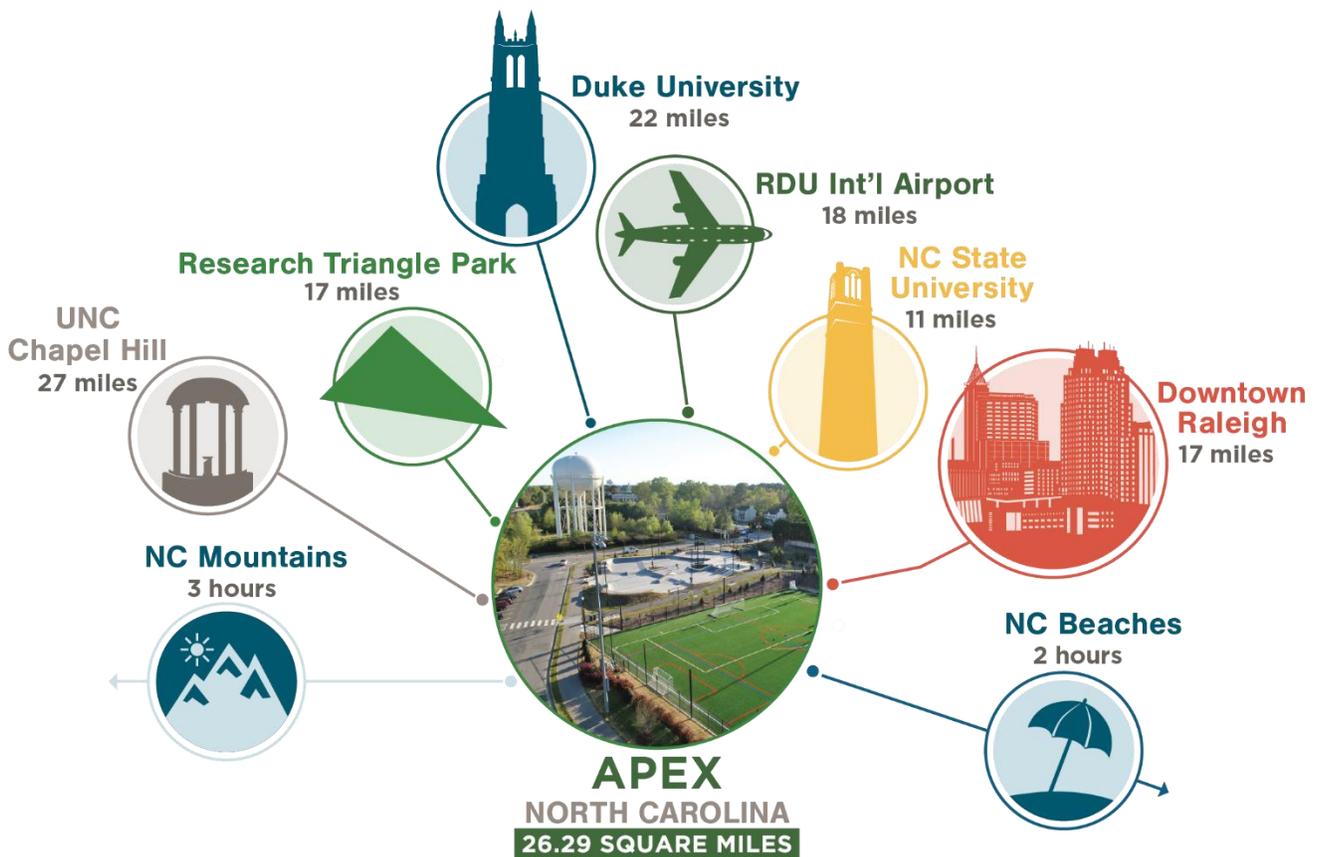
and big, staff quickly recognized that community members would be an integral part of developing the materials to showcase the history of Apex and also tell the stories of our community's past, present, and potential.

The Apex 150th celebration year features many ways to celebrate including participating in the Passport to the Peak program – an all in one guide that showcases how community members, both new and longtime, can learn and invest in Apex. Community members have also shared “what makes Apex home” to them through a video series captured on the Apex 150th website www.apex150.com. The website provides a snapshot of Apex history, offers tours of communities in and around Apex, highlights specific pieces of Apex history with professional banner displays, and also offers ways to learn about Apex's potential through reviewing adopted plans for services and development.

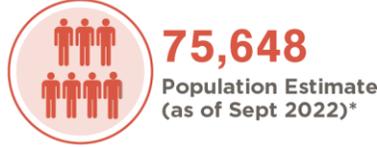
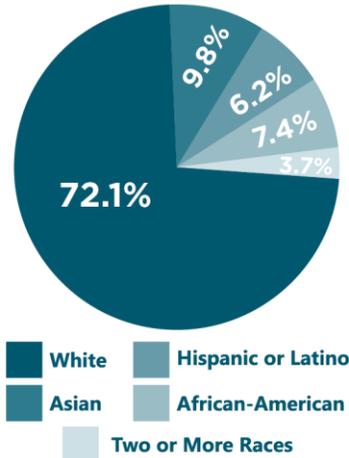
All in all, the Apex 150th celebration year has one goal – for the community to look back on the celebration feeling proud to call Apex home.

Geography

Apex is located in southwest Wake County in North Carolina's Research Triangle area. The town is approximately 25.36 square miles. Apex is 17 miles to downtown Raleigh, 18 miles to RDU International Airport, 17 miles to the prestigious Research Triangle Park and within 30 miles of 3 Tier 1 research universities. Apex is perfectly positioned between the Blue Ridge Mountains and the beautiful NC coast.

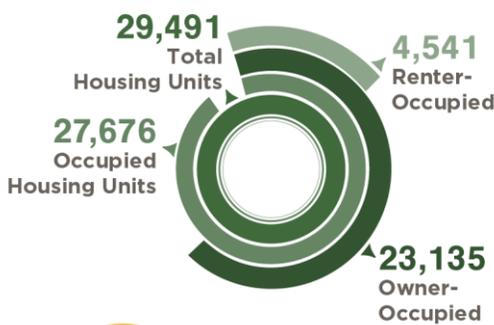


Demographics¹

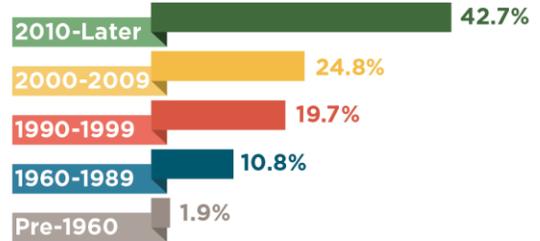


1. <https://www.census.gov/quickfacts/fact/table/apextownnorthcarolina.wakecountynorthcarolina/PST045219>

Housing²



HOUSING UNITS CONSTRUCTED



2. Apex Planning Department

Local Economy

Apex is ideally located to serve a wide variety of needs for any industry. Industries located in Apex benefit from the availability of a highly skilled and educated work force, competitive tax rate, access to quality infrastructure, and close proximity to major hubs along the East Coast. Major industries that call Apex home include Apex Tool Group, ATI Industrial Automation, Dell Technologies, Madern USA, Potters Industries, and Tipper Tie.

The heart of Apex is situated ideally between US Highway 64 to the north and US Highway 1 to the south. NC 540 bisects the Town on the western side and NC Highway 55 (Williams Street) bisects centrally. This excellent network of roads allows the movement of goods and services to happen with ease. Additionally, Interstate 95 is less than 40 miles southeast, and Interstate 40 is less than 8 miles northeast of Apex.



Apex has many strategic connections to amenities, such as RDU International Airport, multiple entertainment venues, and a plethora of greenspace. CSX provides rail service within the area, and seaports at Wilmington and Morehead City are within 2 hours. Apex is well-positioned in the Research Triangle area, and industry clusters, such as advanced manufacturing, cleantech, information technology, and life sciences are thriving and continue to look within the Triangle for business expansion and relocation opportunities.

Apex has also seen a large increase in entrepreneurial and small business start-up interest. The Town is working with multiple partners to establish small business resources and programs. LaunchAPEX, a business training, networking and mentoring initiative, has produced over 50 graduates and business start-ups.

While the town continues to recover from COVID-19 pandemic, inflation and supply chain disruptions pose new challenges. The disruptions and demand for goods following the reopening of the economy has led to the fastest increase in prices since the early 1980s. The Consumer Price Index (CPI), a measure of inflation, rose six percent from February 2022 to February 2023. The index for food grew by 9.5 percent, the index for energy increased by 5.2 percent, and the index for all items less food and energy grew by 5.5 percent over the same period. The construction market is impacted by delayed material and supply orders and while the housing supply continues to increase development is starting to level off, as evidenced by the number of building permits issued for multi-family and single-family units and commercial permits.

The Town also created and continues to fund Apex Customer Assistance Program (CAP) and Neighbors Helping Neighbors, both customer assistance program. Western Wake Crisis Ministry (WWCM), a nonprofit organization that has served Apex and surrounding areas since 1983, administers the programs. Additionally, Town Council provides \$1 per capita in funding to non-profit agencies to fund programs that support residents and the community in a variety of ways.

Ten Largest Tax Payers by Assessed Valuation as of June 30, 2022

Tax Payer	Assessed Value	Percent of Total Assessed Value
CSP Community Owner LLC	130,621,728	1.06%
B9 MF Village West Owner LLC	52,895,460	0.43%
Meridian at Ten Ten LLC	51,761,394	0.42%
Beaver Creek Crossing LLC	45,640,750	0.37%
BEL Nichols LP	44,924,987	0.36%
JHG VBS I LLC	44,815,516	0.36%
CRLP Creekside Hills Drive LLC	44,404,108	0.36%
CFK Apex Land Co LLC	42,689,530	0.34%
G&I IX Lake Cameron LLC	42,188,281	0.34%
CTO21 Apex LLC	41,618,945	0.34%
Total:	\$541,560,699	4.38%
<i>Total Assessed Value</i>	<i>\$10,980,796,000</i>	



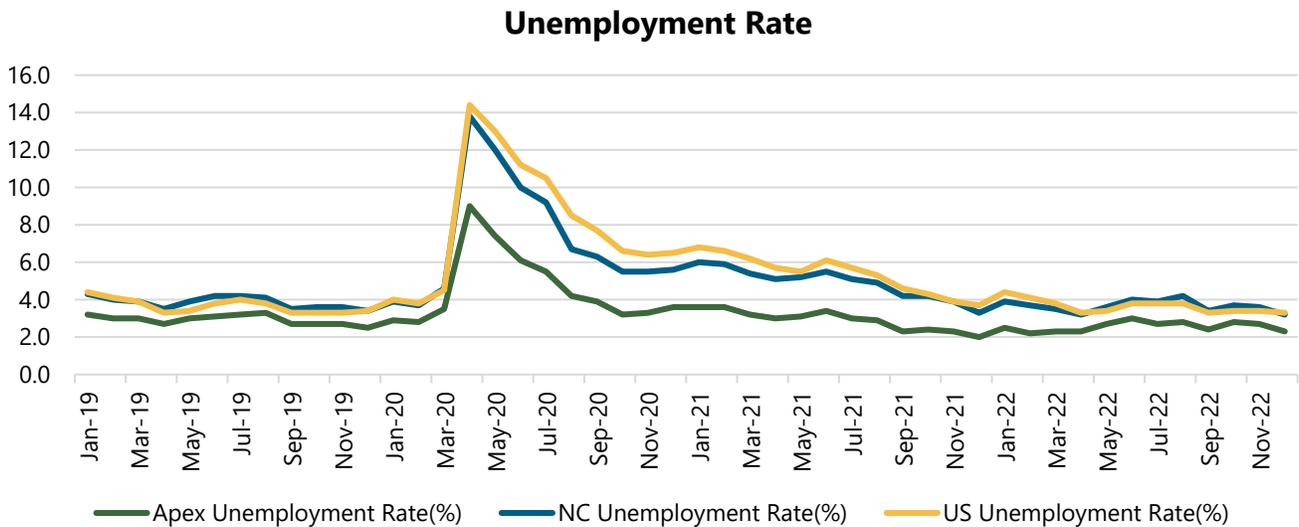
Ten Largest Employers for Apex as of 4th Quarter 2022

Company Name	Industry	Employment
Wake County Public Schools	Education	1,929
Town of Apex	Government	706
Bland Landscaping	Landscaping Services	485
Apex Tool Group	Manufacturing	425
Dell Technologies	Cloud Storage	350
Costco	Consumer Products	340
Super Target	Consumer Products	287
ATI Industrial Automation	Manufacturing	275
Walmart	Consumer Products	250
Lowes Home Improvement	Consumer Products	191
<i>Source: Apex Economic Development Annual Report</i>		

Economic Indicators

Town staff consider many different economic factors when developing revenue forecasts and departmental requests for the budget. This report is a summary of some of the economic indicators that are analyzed. It includes local, regional, and national data to try to assess the Town’s current economic climate and project what it could be in the future.

Unemployment Rate



Apex’s unemployment rate continues to be lower than both the national and North Carolina rate. After a temporary spike to 9% during the COVID-19 pandemic, the rate returned to pre-pandemic levels in late 2021, and finished at 2.3% at the end of 2022. Unemployment in Apex has historically been low and is projected to remain lower than the state average as businesses continue to move to the area.



Jobs

Year-over-Year Job Change and Growth in Select Industries February 2022 - February 2023				
Industry Sector	Raleigh MSA		North Carolina	
	Change	Growth	Change	Growth
Manufacturing	1,400	4.2%	6,500	1.4%
Trade, Transportation & Utilities	-1,600	-1.3%	1,500	0.2%
Information	2,100	8.8%	6,200	7.9%
Financial Activities	1,900	4.9%	9,300	3.3%
Professional & Business Services	7,500	5.4%	24,200	3.4%
Education & Health Services	4,500	5.0%	27,600	4.3%
Leisure & Hospitality	6,000	8.8%	42,000	9.0%
Other Services	1,400	5.2%	8,000	4.9%
Federal Government	400	6.6%	1,600	2.1%
State Government	300	0.7%	400	0.2%
Local Government	700	1.5%	7,900	1.8%
Total Nonfarm	26,500	3.9%	143,400	3.0%

Employment opportunities in the Raleigh Metropolitan Area increased by 3.9% between February 2022 and February 2023. This outpaced the statewide job growth of 3.0% over that same time period. Regionally, Professional positions and the Leisure & Hospitality industry drove much of gains, though there was modest growth in every sector except Transportation & Utilities.

Housing Market

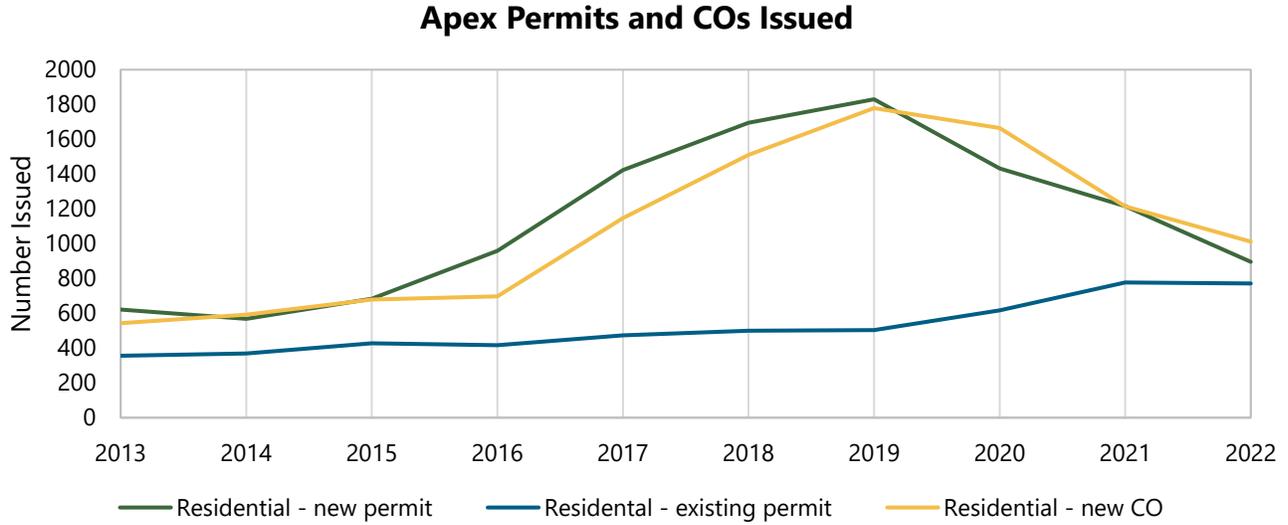
Housing Metrics	February 2022	February 2023	% Change
New Listings	1,553	1,251	-24.1%
Closed Sales	1,281	1,097	-16.8%
Median Sales Price	\$435,000	\$446,355	2.5%
Average Sales Price	\$496,461	\$511,896	3.0%
Total Dollar Volume (in millions)	\$635.50	\$561.50	-13.2%
Percent of Original List Price Received	104.10%	95.70%	-8.8%
Percent of List Price Received	104.10%	98.60%	-5.6%
Days on Market Until Sale	13	40	67.5%
Housing Affordability Index	92	70	-31.4%
Inventory of Homes for Sale	725	1797	59.7%
Months' Supply of Inventory	0.4	1.2	66.7%

Source: Wake County Housing Market (<https://www.trianglemls.com/tmls/market-trends/>)

The housing market in Wake County has declined somewhat from its peak in the summer of 2022. The median sale price rose 2.54% from \$435,000 in February 2022 to \$446,355 in February 2023, but had reached as high as \$493,161 in June of 2022. Other indicators such as reduced listings and longer time spent on the market also indicate that the market is cooling. Though the immediate trend is downward, house values continue to be near all-time highs. House sale values reflect a market valuation that can be different from the assessed value used for property taxes, but they give town staff information on how property values are trending.

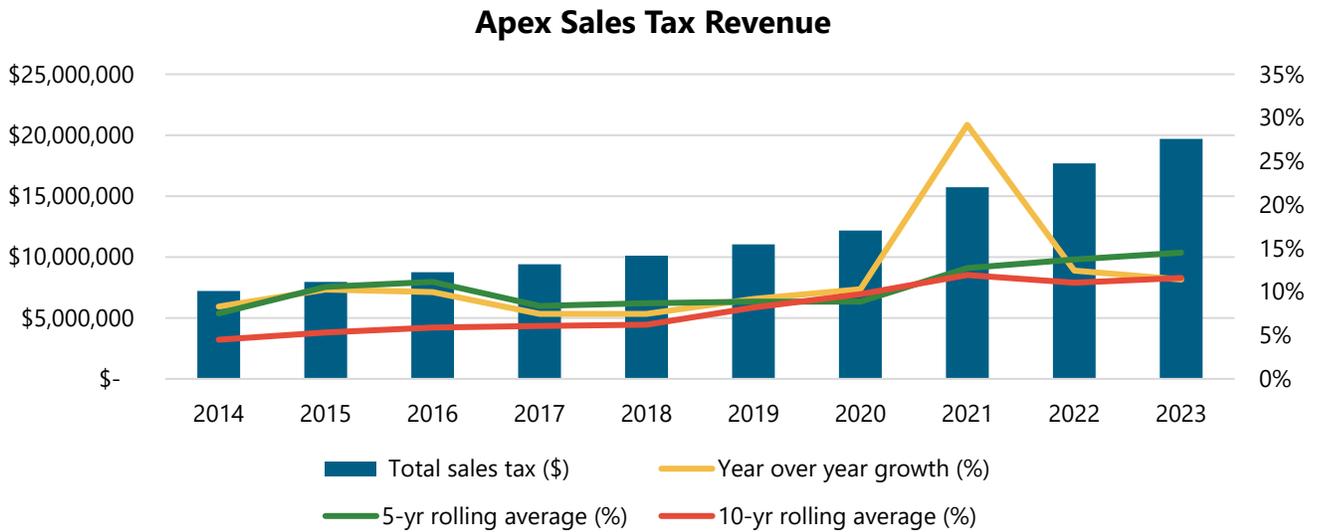


Residential Building Permits



The number of new building permits in Apex remain high compared to historical averages, however they have continued to slowly decline from their 2019 peaks. Certificates of occupancy (COs) have followed a similar pattern. This helps town staff project the value of property in the Town in order to forecast future property tax revenue.

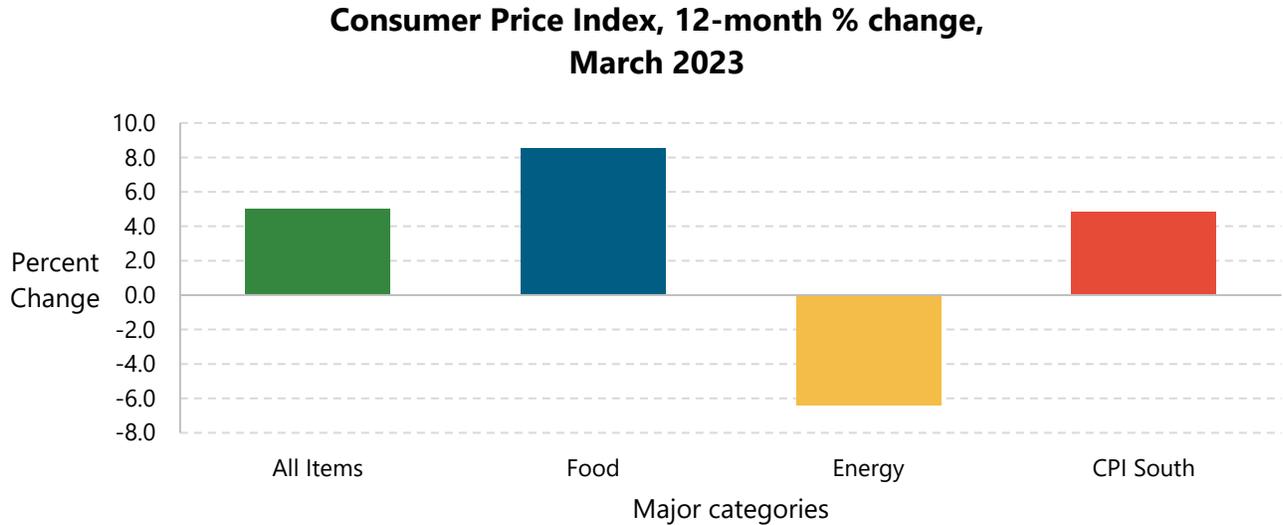
Sales Tax Revenues



Estimated sales tax revenue increased 11.4% in FY 22-23 over the previous year. Sales tax revenue, which is collected by Wake County and distributed to Apex on a proportional basis, has increased dramatically in recent years due to increases in retail sales and inflation. At roughly 22% of last year's estimate revenue, sales tax the second largest source of revenue for the Town.



Consumer Price Index



Source: U.S. Bureau of Labor Statistics

The Consumer Price Index, or CPI, is a measure of the cost of a consistent “market basket” of goods and services. The Bureau of Labor Statistics collects monthly data on these same goods and services to approximate the change in prices that consumers face. While it is not measuring inflation, it does provide a snapshot of how households experience inflation. From March 2022 to March 2023, the national CPI rose by 5%. Food prices rose by 8.5%, while energy prices dropped over the past 12 months. CPI is also calculated by regional classification, and Apex is within the “South urban” category. This category rose by 4.8%, in line with the national average. CPI helps Town staff understand changes in the cost of living for both residents and employees.

Government

The Town operates under a council-manager form of government, whereby the Mayor and Town Council address the legislative needs of the town with five council members representing residents at-large. Citizens elect the mayor and councilmembers to staggered four-year terms. The mayor is the presiding officer of the Council. The Town Council selects a mayor pro tem from within the Council. The mayor pro tem serves as mayor in the absence or incapacitation of the mayor. Through this arrangement, the Town Council sets and directs policy regarding the operations of town government. Apex’s elections are non-partisan and elections occur in odd numbered years. Town Council appoints a town manager to implement its policies and administer the overall town organization. Apex is a full-service town and provides essential public services including fire and police protection, recreation, public works, electric utilities, stormwater, and water and sewer.

The Town undertook an organizational assessment and committed to develop its organization-wide strategic plan further in FY22. Organizational growth has not kept pace with development as population growth in Apex has increased demand for services and stretched operational capacity. The purpose of the organizational assessment was to determine an optimal organizational structure and identify gaps in workforce capacity. The Town intends to implement the recommendations from the study in phases over multiple fiscal years. The study resulted in identification and realignment of departments into four primary focus areas described below.

Town Administration

The Town Council appoints the Town Manager to implement Council policies and administer the overall town organization and direct, coordinate, and evaluate the performance of Town services. The Town Manager serves at the pleasure of the



Town Council. The Town Manager provides oversight for the administrative departments of the Town that includes the Town Clerk; Diversity, Equity, and Inclusion; and Human Resources.

Community & Safety

An Assistant Town Manager will lead the newly aligned Community and Safety functions. These departments regularly interact with residents and provide services and programs focused on creating opportunities for residents to build relationships and engage with other residents and town staff. This focus area includes Community & Neighborhood Connections; Police; Emergency Communications; Fire; and Parks, Recreation, and Cultural Resources.

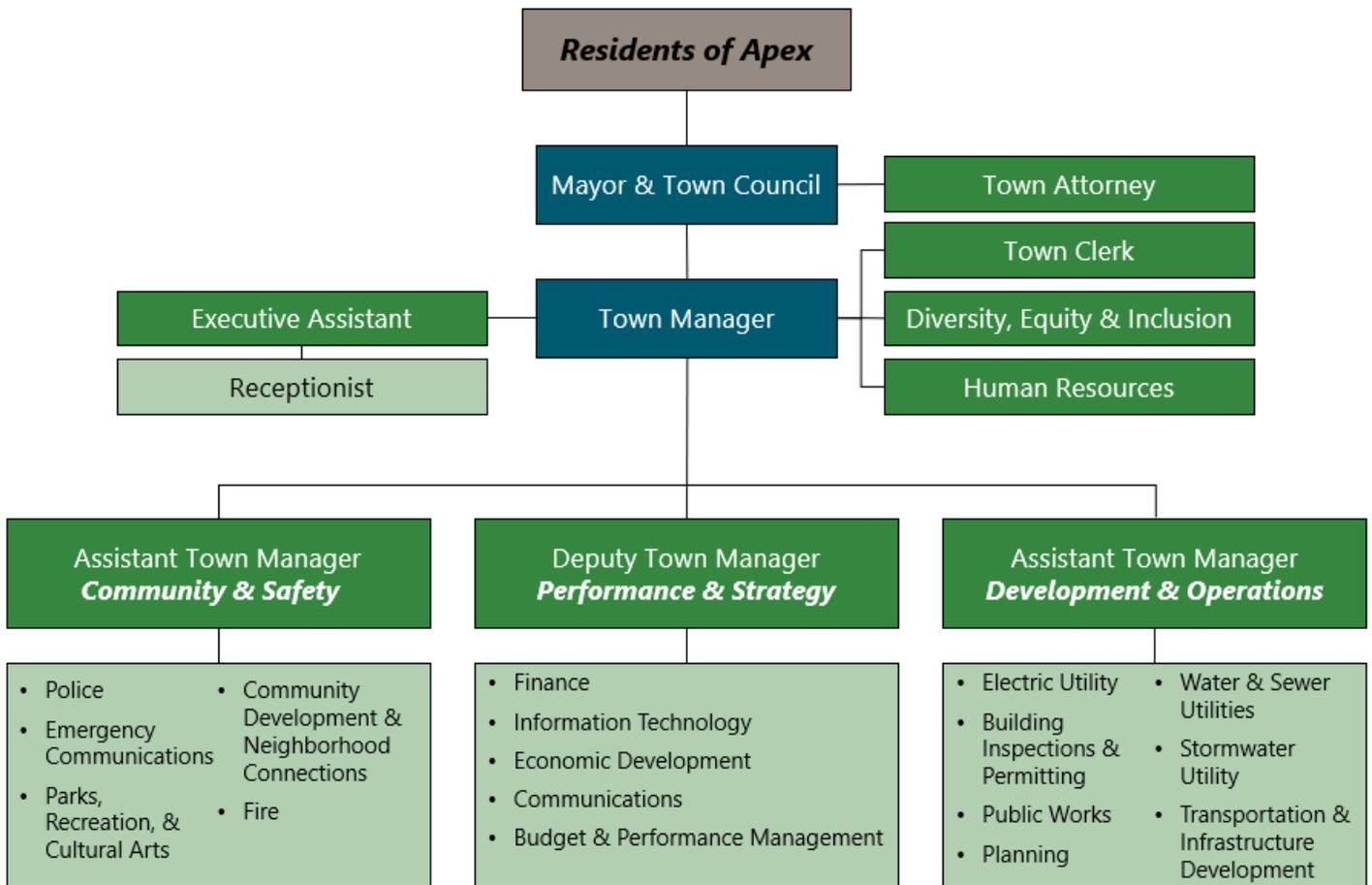
Performance & Strategy

A new position of Deputy Town Manager will lead the newly aligned Performance & Strategy functions. The functions are primarily internal support departments or require internal collaboration for product development. This focus area includes Budget & Performance Management, Communications, Finance, Information Technology, and Economic Development.

Development & Operations

An Assistant Town Manager will lead the newly aligned Development & Operations functions. The functions primarily focus on service delivery, including utilities and public works. This focus area also includes Public Works, consisting of Public Works Administration, Streets, Solid Waste, Facility Services, and Fleet Services; Planning; Transportation & Infrastructure Development; Building Inspections & Permitting; Electric Utilities; Water & Sewer Utilities; and Stormwater Utilities.

Town of Apex Organizational Chart

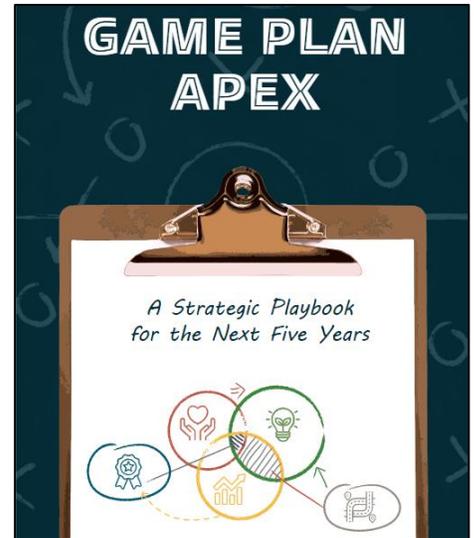


Strategic Goals & Budget Alignment

A strategic plan is a document that guides the Town as it grows and responds to the evolving needs of residents. This plan provides a blueprint for maintaining and improving the qualities that make Apex the peak of good living.

The Town of Apex's continued goal is to provide the highest quality services to the community in the most cost-effective manner. Town Council sets goals to continuously improve Apex and makes fiscally responsible decisions to ensure Apex is a regional leader with robust plans for the future. This process addresses the community's needs and desires and includes resident input via surveys, committees, neighborhood meetings, and individual contacts throughout the year.

While departmental strategic plan work continues, Town Council and staff have worked diligently over the past three years to complete and adopt a Town-wide strategic plan called Game Plan Apex.



Vision Statement

What do we want Apex to be like for future generations?

A community unified in the stewardship of our small-town character and natural environment, for a future where all succeed.

Mission Statement

What is our purpose for existence?

Provide exceptional public service that fosters opportunity for the individual and community to live, thrive, and reach their peak.

Value Statements (Peak Principles)

What are our beliefs or attitudes that guide behavior and relationship with others?

Performance: Being stewards of public resources and trust, we will maintain a culture that values exceptional customer service through efficiency and focus on our work.

We will...

- Strive for excellence in the work we do
- Set goals that encourage high performance
- Seek improvements in processes to become more efficient in our work
- Leverage technology and other resources to enhance efficiency

Empowerment: Knowing that good ideas come from employees at all levels across all departments and divisions, we will maintain a culture that empowers everyone to express their thoughts and provides opportunities to become part of real solutions.

We will...

- Create an environment that values our co-workers and provides them with the resources to do their job
- Embrace new ideas, and encourage one another to find innovative solutions to challenges in our workplace and community
- Encourage leadership in all our co-workers to enable them to direct needed improvements
- Actively listen to one another, and make engaging participation in the workplace the norm



Accountability: Knowing that we are entrusted to be stewards of the public’s resources, we will maintain an atmosphere of openness and transparency to one another and to those we serve.

We will...

- Act with integrity at all times, and hold one another to the highest ethical standards
- Report the results of our work internally and externally, and hold one another accountable to meet our goals
- Be vigilant in our work to ensure we focus on the safety of ourselves, our co-workers, and those we serve
- Not tolerate the mistreatment of employees by supervisors, fellow employees, or those outside the organization

Knowledge: A workforce that pursues knowledge is one that will be better able to anticipate new challenges and respond to those presented.

We will...

- Value continued learning as a way to develop our workforce
- Provide opportunities for all to learn through internal and external training opportunities
- Recruit new employees that have a history of and/or passion for actively pursuing knowledge

Strategic Goal Statements

What do we want to achieve for our community, and what should be done first?



Goal: High Performing Government

Deliver exceptional service valuing an engaged workforce with an emphasis on efficiency, collaboration, innovation, and inclusion.

Objectives

- Use resources efficiently and effectively
- Provide customer-focused service
- Attract, retain, and develop our workforce
- Promote a culture of innovation and creativity
- Maintain transparency in stewardship of public resources



Goal: A Welcoming Community

Create a safe and welcoming environment fostering community connections and high-quality recreational and cultural experiences supporting a sense of belonging.

Objectives

- Ensure safe places and spaces
- Foster community connections
- Create a sense of belonging
- Encourage a healthy and active lifestyle
- Enhance communications for a more informed community



Goal: Environmental Leadership

Commit to sustaining natural resources and environmental well-being.

Objectives

- Adopt clean energy and efficiency measures
- Preserve natural resources and habitats
- Reduce environmental waste
- Proactively address climate vulnerability



Goal: Economic Vitality

Improve and sustain an environment that invites and retains a diversity of residents, employment opportunities, and businesses.

Objectives

- Recruit, retain, and develop businesses
- Leverage community assets to benefit businesses and residents
- Engage in placemaking
- Identify key opportunities to strengthen economic environment



Goal: Responsible Development

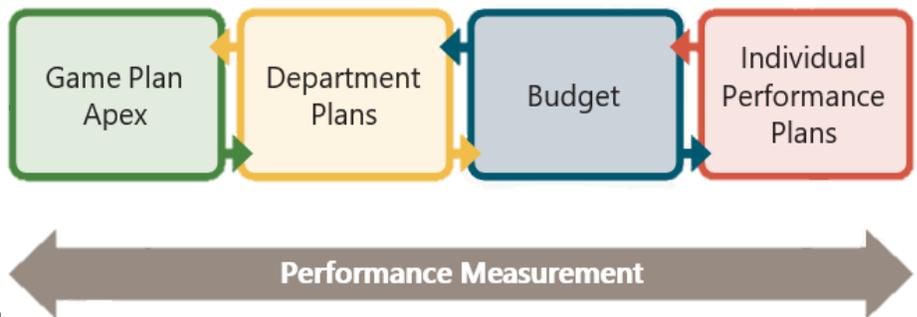
Encourage equitable and sustainable development that provides accessibility and connectivity throughout the community.

Objectives

- Plan for and invest in infrastructure
- Provide and promote mobility
- Support diverse housing options
- Balance impacts of growth and development

Strategy System

Game Plan Apex: Game Plan Apex serves as the Town’s strategic playbook for the next years. In its fully developed form, every Town employee should be able to see how their daily work connects to the Town’s strategic goals.



Department Plans: Each department developed work plans with their own set of goals, objectives, and initiatives. These plans zoom in from the high-level goals and detail specific actions to reach their goals.

Budget: Do we have the right equipment to complete a task? Are there enough employees to get the done? Questions, such as this, shape the development of the annual budget. The budget is closely aligned with department plans that support Game Plan Apex.

Individual Performance Plans: Revising the Town’s performance feedback system helps tie each employee’s performance to the strategic plan.

Performance Measurement: Defined measures of success are woven throughout the process.

Staff identified resources needed to begin work on the initiatives by considering each goal’s objectives and initiatives, major projects and actions currently underway, and new ideas based on Council priorities and discussion in the Town Council retreat. The following pages highlight funds allocated in the FY23-24 budget to specific items identified as Town Council priorities.



Strategic Goal Alignment in General Fund		
Strategic Focus	Strategy/Action Item	Budget
High Performing Government	Continue to Implement Organization Assessment Recommendations	
	- Addition of 24 New Positions across all departments	1,965,700
	Continue to Invest in Employee Professional Development	
	- Travel & Training across all operations	724,100
	Identify Benefit Options to Attract, Retain, & Develop our Workforce	
	- Peak Lifestyle Benefit Program	657,400
	- Employee Onboarding Kits / Annual Employee T-shirt	11,000
	Expand Diversity Inclusion Belonging Program	
	- GARE Membership & Tru Access Rap Sessions	31,000
	- New Hire Diversity Training	8,000
	- DEI Speakers/Facilitators (Staff & Community Events)	10,000
	Provide customer-focused service	
	- Transcription (All Meeting Minutes with Independent Contractor)	25,000
	- Resident Satisfaction Survey	22,000
- eDiscovery Project Implementation	175,000	
- Routing Software for Solid Waste	16,000	
- CSS 311 Customer Relationship Management (CRM)	105,000	
	Subtotal	\$3,750,200
Economic Vitality	Implement the Downtown Master Plan	
	- Downtown Façade Grant Program	30,000
	- Downtown Development Promotion & Marketing	17,000
	Recruit, Retain, & Develop Businesses	
	- Economic Development Incentives	124,000
	Subtotal	\$171,000
A Welcoming Community	Develop a Neighborhood Improvement Grant Program	25,000
	Public Art: Downtown LED Digital Display	108,000
	Encourage a Healthy & Active Lifestyle	
	- Hurricanes Street Hockey Partnership	250,000
	- Environmental Education Center Feasibility Study	300,000
	- Annual Greenway Allocation	300,000
	- PRCR Camp, Program & Class Expansion	519,900
	- Expanded Cultural Programs & Events	28,000
	- Pickleball Conversion/ Basketball Resurface ACP	90,000
	- Jaycee Park Cricket Pitch	80,000
	Ensure Safe Places & Spaces	
	- Increase Elementary School SROs	325,000
	- Vision Zero Initiative	26,000
	- Town Wide Camera Replacement	175,000
- Enhance Historical Marker Program	10,000	
Mayor & Council Internship/Engagement Program	13,000	
	Subtotal	\$2,249,900



Strategic Goal Alignment in General Fund		
Strategic Focus	Strategy/Action Item	Budget
Environmental Leadership	Be a Leader in Renewable Energy & Conservation	
	- Electric & Hybrid Fleet Replacements & Additions	200,000
	- Complete Charging Station Assessment with Implementation Timeline	15,000
	- EV Charger Upgrades & Additions	70,000
	- Start Composting Bin Pilot for Town Facilities	5,700
	- Implement Green Initiatives in Town Facilities	20,000
	Plant the Peak Program	100,000
	Subtotal	\$410,700
Responsible Development	Support Diverse Housing Options (Allocation to Affordable Housing Fund)	1,211,000
	Provide & Promote Mobility	
	- Safe Routes to School Program Expansion	1,000,000
	- CSX Relocation Feasibility Study	55,000
	- Transit Program	861,200
	- NCDOT S-Line Raise Grant	30,000
	- Rapid Flash Beacon (Marking, Crosswalks)	20,000
	- Improving Bikeability across Apex	300,000
	Focus on Infrastructure Improvements	
	- Pavement Management & ADA improvements	1,300,000
- Annual Miscellaneous Sidewalk Improvement	200,000	
	Subtotal	\$4,977,200
Grand Total		\$11,559,000



Strategic Goal Alignment Enterprise Funds		
Strategic Focus	Strategy/Action Item	Budget
High Performing Government	Personnel Additions	
	- Sewer Maintenance Field Supervisor	205,700
	- Stormwater Engineer	147,200
	- Electric Line Technicians (2)	269,300
	Provide customer-focused service	
	- Hosted Switch System (Yukon Upgrade)	35,000
	- OMS - SCADA Integration, Customer Mapping, Disaster Recovery	36,800
	Subtotal	\$694,000
Economic Vitality	System Expansion to Support Residential & Commercial Growth	
	- Big Branch 2 Pump Station and Gravity Main	20,000,000
	- Roberts Road Water Line Connection	25,000
	- HWY 55 Booster Pump Upgrades	450,000
	- Cary-Apex Water & Sewer Projects	922,200
	- New Water Meter Installation	200,000
	- Electric System Expansion & East William Substation Expansion	5,100,000
Subtotal	\$26,697,200	
A Welcoming Community	Enhance Communications for a More Informed Community	
	- Educational Giveaways, Supplies, etc. for Water & Sewer	1,500
	- Fats, Oils, & Grease Educational Items	1,000
	- Stormwater Public Education, Outreach Supplies, & Giveaways	5,500
	Subtotal	\$8,000
Environmental Leadership	Be a Leader in Renewable Energy & Conservation	
	- AMI /Smart Meter Implementation	\$4,100,000
	- LED Street Light Conversion	250,000
	- EV Transition Investigation (2 Replacements)	75,000
	- Nature Park Streambank Restoration	333,600
	Develop Funding Strategy for Watershed Protection of Jordan Lake	135,000
	Preserve Natural Resources & Habitats	
	- LCRR Lead Service Line Inventory & Tracking Software	142,500
- Fats, Oils & Grease Vehicle Wraps	10,000	
	Subtotal	\$5,046,100
Responsible Development	Investment in Infrastructure Upgrades & Replacement	
	- Water/Sewer Hydro Model Updates	\$150,000
	- Stormwater Condition Assessment Phase II	325,000
	- Annual Miscellaneous Drainage Improvements	100,000
	- Pump Station Improvements & Upgrades	700,500
	- Water Main Replacement & Rrehab Program	300,000
	- Inflow & Infiltration Repairs (Various Locations)	300,000
	- Pump Station Maintenance & Repair	534,500
	Subtotal	\$2,410,000
Grand Total		\$34,855,300



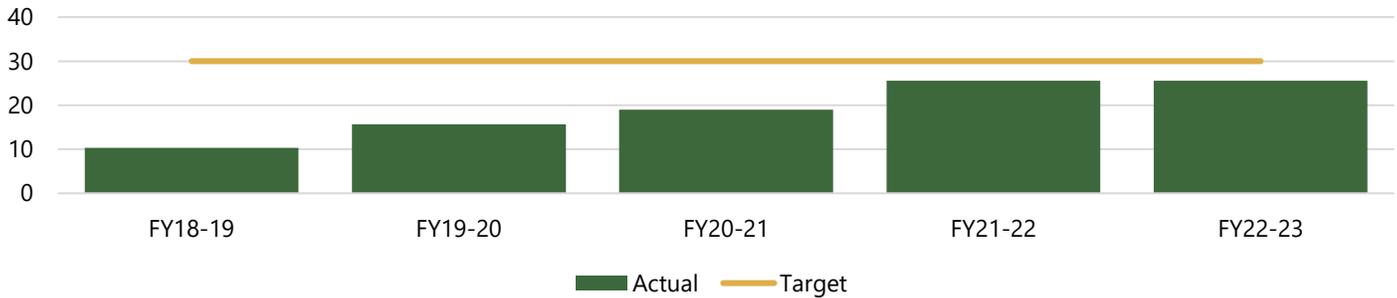
Performance Measures

The strategic goals established in Game Plan Apex help guide the development of effective performance measures that help the Town achieve these strategic priorities. Developing new goals and objectives means some historical data may not be available or relevant and a trend will not be identifiable until three to five years of new data collection. The Town of Apex participates in the UNC School of Government benchmarking project and is able to report relevant data from that study for the prior year. The tables and charts below reflect the Town’s use of the benchmark data to inform decisions that align with Town Council’s priorities. The Town hopes the performance measure information will assist the reader in identifying performance trends related to Town Council’s priorities.

Welcoming Community

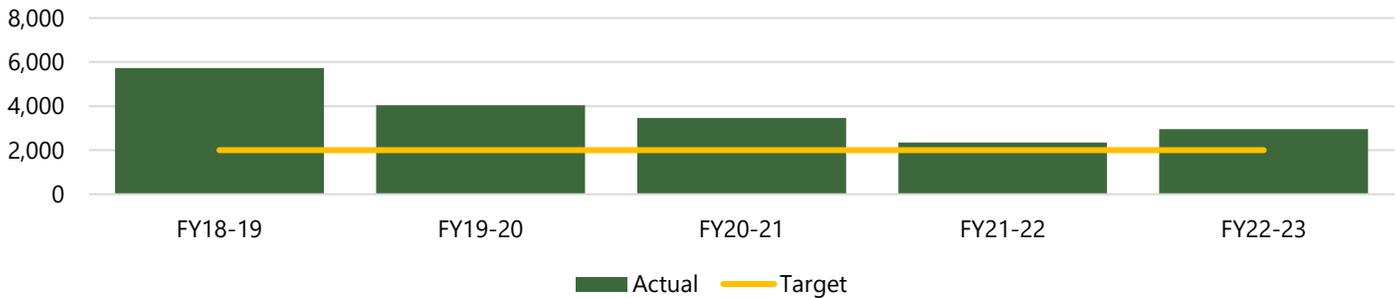
Parks, Recreation & Cultural Resources	
Performance Measure	Greenway miles
Description	Ensuring that a town’s residents have places to exercise and enjoy nature is an important part of maintaining a healthy, vibrant community. Greenway miles offer additional amenities to a growing population.
Target	30 miles
Current Status	25.01 miles in FY22-23
Supplemental Budget for FY 21-22	Continue to build on the greenway established; annual greenway allocation for new greenway connections; Parks and Recreation Master Plan update
Estimated Timeframe for Achieving Goal	FY25-26

Greenway Miles



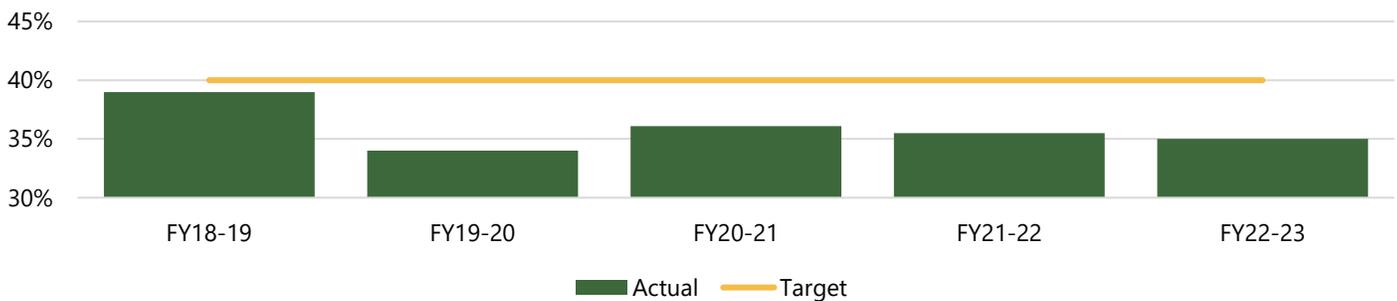
Parks, Recreation & Cultural Resources	
Performance Measure	Apex population per greenway mile
Description	While a simple, total greenway miles measurement is useful, it is also important to consider the availability of greenway per capita. Goals for creating more greenways need to be framed around the population they are being made for.
Target	<2000 people per greenway mile
Current Status	2962 people per greenway mile in FY22-23
Supplemental Budget for Upcoming FY	Continue to build on the greenway established; annual greenway allocation established for new greenway connections; Parks and Recreation Master Plan update
Estimated Timeframe for Achieving Goal	FY25-26

Population per Greenway Mile



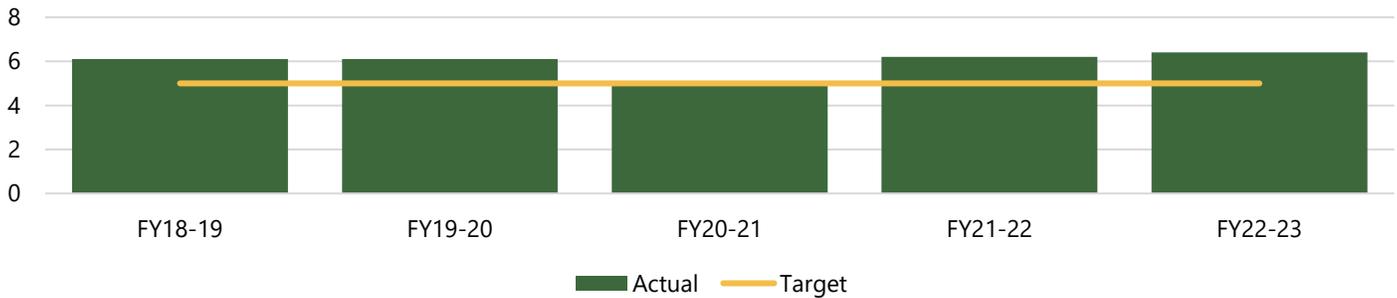
Police	
Performance Measure	Percentage of reported Part I cases cleared
Description	Cases cleared is an important metric for any police department. A case is cleared when either someone is arrested, charged with the offense, or turned over for prosecution. Part 1 cases involve homicide, rape, aggravated assault, etc., and differ from Part 2, which usually less violent offenses.
Target	At least 40 percent
Current Status	35.0 percent in FY22-23
Supplemental Budget for Upcoming FY	Additional hires, additional equipment to assist in solving cases.
Estimated Timeframe for Achieving Goal	FY26-27

Part 1 Cases Cleared



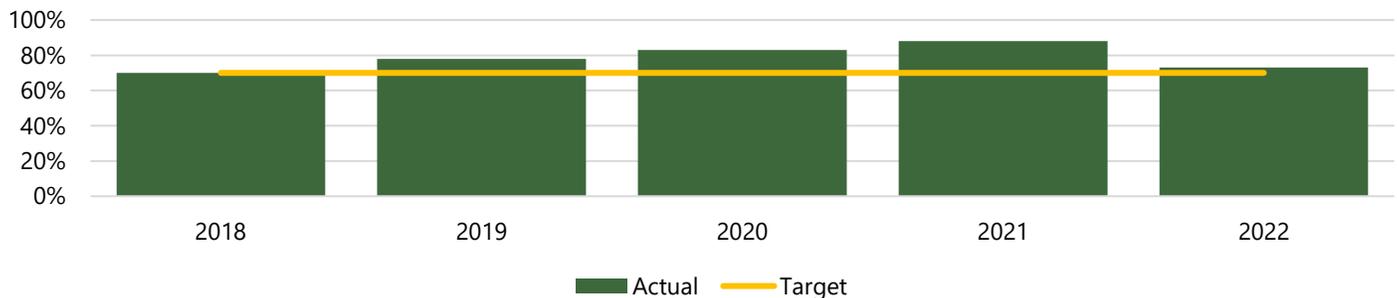
Police	
Performance Measure	Response time for high priority calls
Description	Responding to calls in a timely fashion is a crucial element for any police force. High priority calls are often the greatest point of emphasis, to ensure that individuals who need help receive it as soon as possible. Response time (in minutes) is a common metric used to gauge how quickly officers can respond to calls.
Target	5 minutes or less
Current Status	6.4 in FY22-23
Supplemental Budget for Upcoming FY	Computer equipment replacements and upgrades, body worn and in car camera replacement.
Estimated Timeframe for Achieving Goal	FY24-25

High Priority Call Response



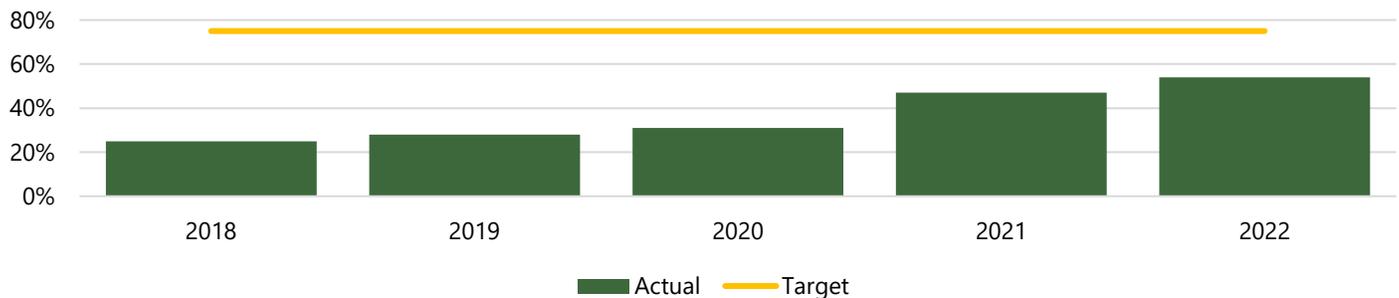
Fire	
Performance Measure	Percentage of structure fires confined to the floor of origin
Description	One crucial element of fire success is ensuring that fires do not become too destructive. Stopping a fire from spreading, and containing it to the individual floors involved when fire arrives on the scene is a simple but reliable way to measure effectiveness. The more frequently fires can be stopped from spreading to floors, the less damage is caused and the more probable it is that lives and property alike can be saved.
Target	70 percent or more
Current Status	88 percent in calendar year 2022
Supplemental Budget for Upcoming FY	Complete construction of Public Safety Station 6; emergency and personal protective equipment purchases
Estimated Timeframe for Achieving Goal	Achieved

Percent of Fires Confined to Floor(s) of Origin



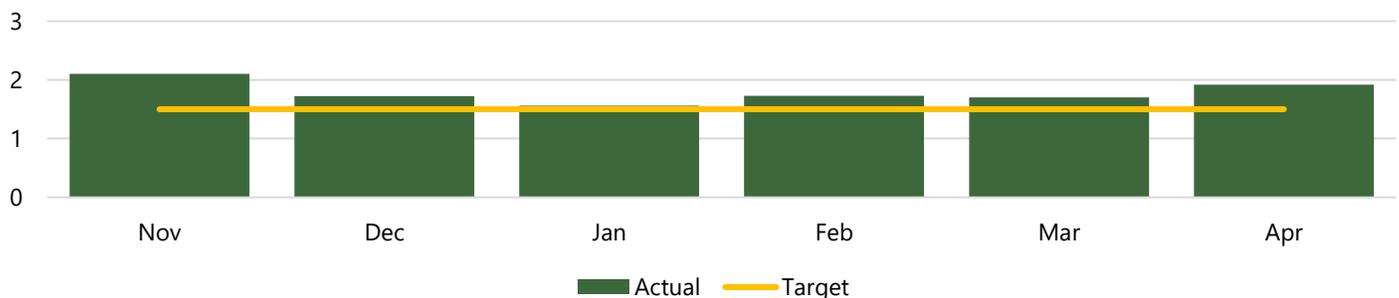
Fire	
Performance Measure	Percentage of fire code violations cleared within 30 days of initial inspection
Description	Following the fire code is one of the best preventative measures to mitigate dangerous conditions. Correcting violations reduces the likelihood of personal and/or property damage.
Target	75 percent or more
Current Status	54 percent in 2022
Supplemental Budget for Upcoming FY	Training and supplemental equipment additions; implementation of fines for continued violations
Estimated Timeframe for Achieving Goal	FY25-26

Fire Code Violations Cleared



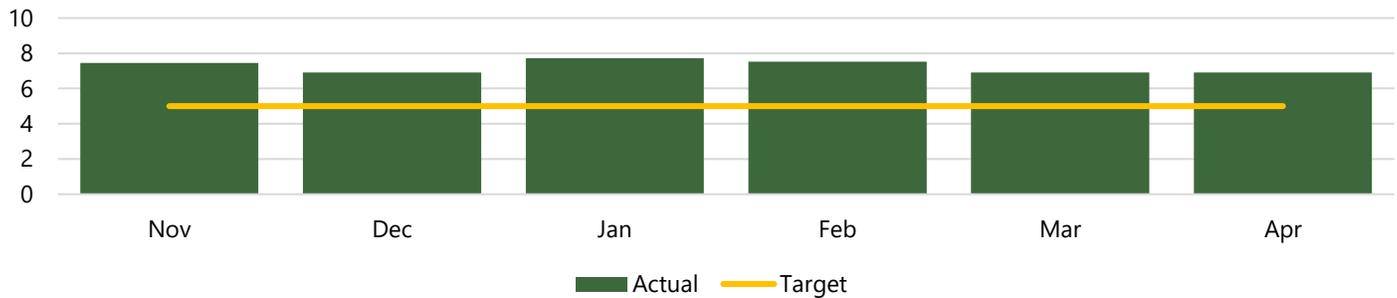
Fire	
Performance Measure	Turnout time in minutes (90 th Percentile)
Description	Turnout time is the measure from how quickly a call is dispatched to when the vehicle has left the station and is in route to the incident location. Faster turnout times mean faster responses, increasing safety and reducing the chance for property damage.
Target	1:30
Current Status	1:53 in Apr 23
Supplemental Budget for Upcoming FY	Addition of new asst. fire chief, addition of Station/Engine 6.
Estimated Timeframe for Achieving Goal	FY25-26

Fire Turnout Time in Minutes (90th Percentile)



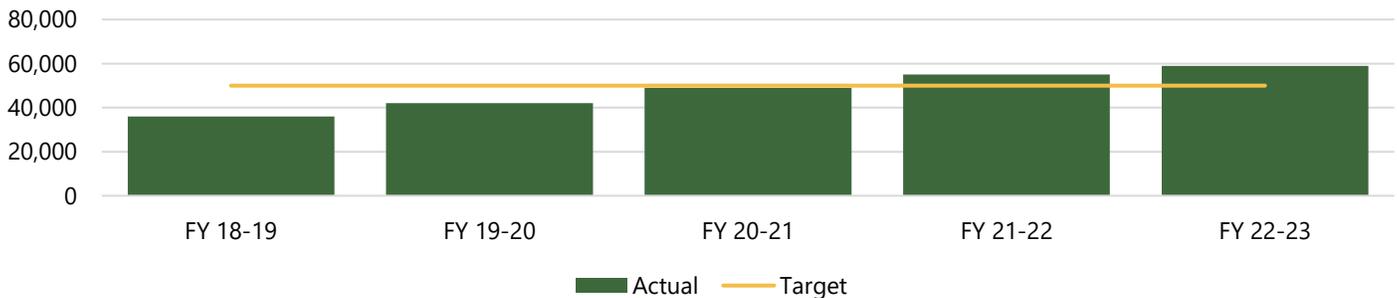
Fire	
Performance Measure	Town travel time (90 th Percentile)
Description	Similar to turnout time, travel time is another essential metric that shows how quickly a dispatched vehicle arrives at an incident. Arriving quickly reduces the chance of serious injury or death, and can prevent additional property damage.
Target	5:00
Current Status	6:51 in Apr 23
Supplemental Budget for Upcoming FY	Addition of new asst. fire chief, addition of Station/Engine 6.
Estimated Timeframe for Achieving Goal	FY25-26

Fire In Town Travel Time in Minutes (90th Percentile)



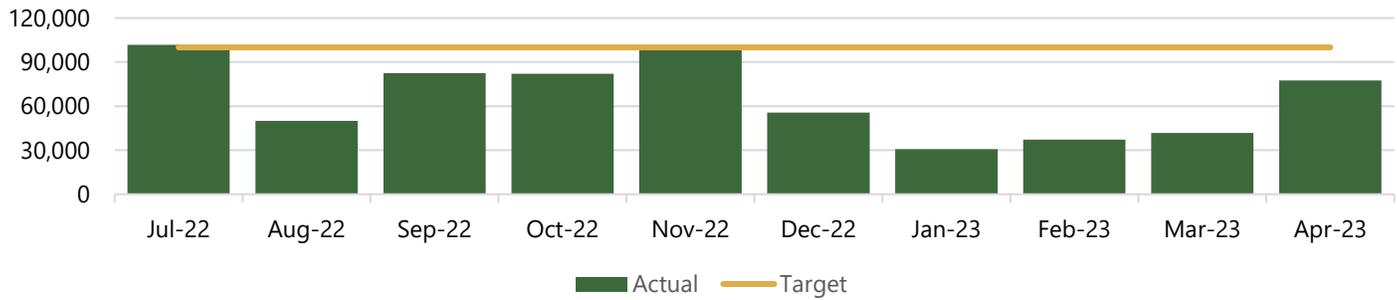
Communications	
Performance Measure	Amount of social media followers across Facebook, Twitter, Instagram, and Nextdoor
Description	Social media following is a simple way of assessing the base that a town is capable of reaching on social media. Following makes it much more likely that any given announcement or social media post will end up being noticed by an individual.
Target	At least 50,000 social media followers
Current Status	55,000 as of April 2023
Supplemental Budget for Upcoming FY	Additional software/video production budget to better design graphics, clips, and other social media elements.
Estimated Timeframe for Achieving Goal	Achieved

Social Media Followers



Communications	
Performance Measure	Number of unique interactions on social media posts across Facebook, Twitter, Instagram, and Nextdoor.
Description	Social media interactions are an easily accessible way to assess citizen engagement in announcements and activities of a town.
Target	At least 100,000 interactions per month
Current Status	77,572 as of April 2023
Supplemental Budget for Upcoming FY	Additional software/video production budget to better design graphics, clips, and other social media elements.
Estimated Timeframe for Achieving Goal	FY23-24

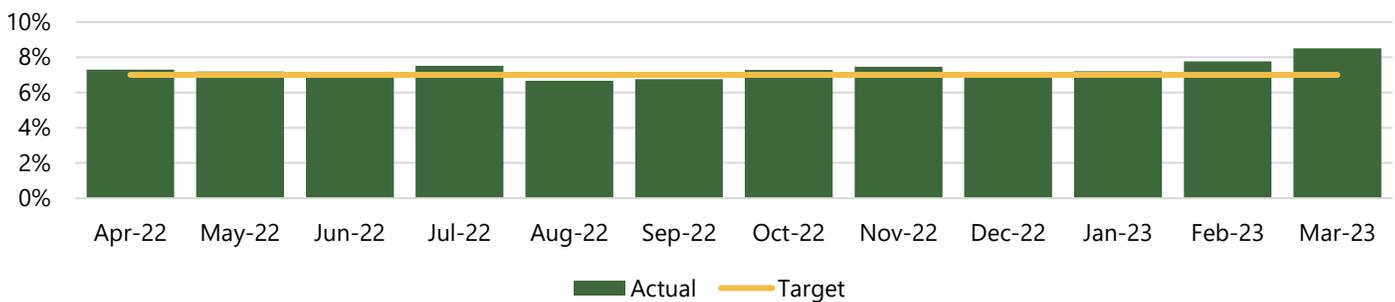
Unique Interactions



High Performing Government

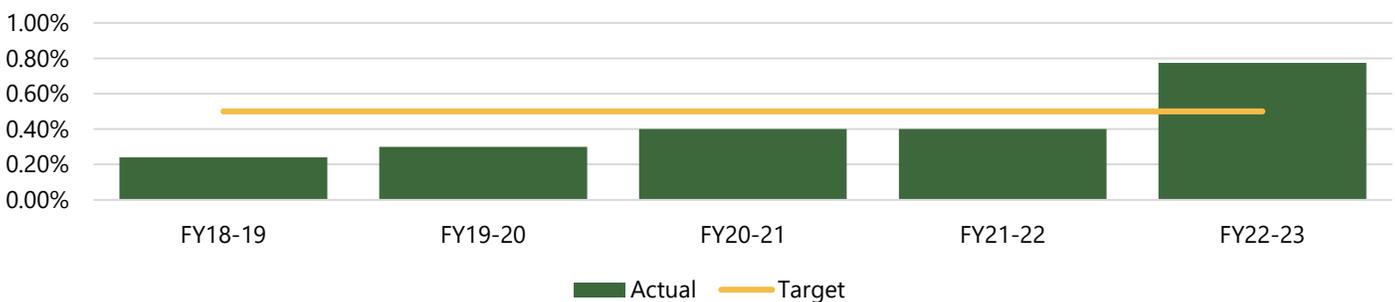
Human Resources	
Performance Measure	Voluntary turnover rate among municipal employees
Description	The rate at which employees leave can signal a number of important factors. A high turnover rate can indicate a workplace environment that is not welcoming or conducive to activity or salary and benefits are not comparable with job market
Target	7 percent or less
Current Status	8.5 percent in March 2023, average 7.32% over past twelve months
Supplemental Budget for Upcoming FY	Addition of luncheons, speakers, and other events to improve employee morale, implementation of adjustments in pay scale and merit pay and cost of living supplement.
Estimated Timeframe for Achieving Goal	Already achieved; employee voice and regular meetings with Employee Relations Co (ERC) should lead to further gains

Voluntary Turnover Rates



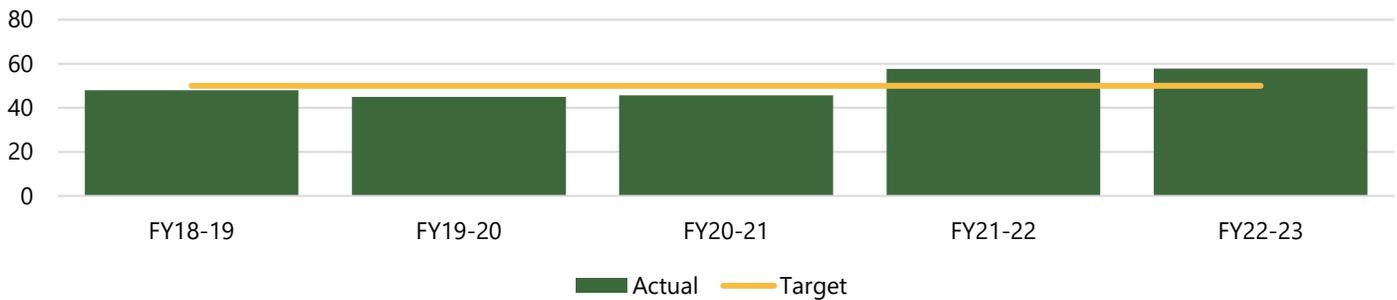
Fleet	
Performance Measure	Percentage of work orders requiring repeat repair within 30 days
Description	Repair orders ideally should be taken care of the first time around, as repeat orders require additional time and resources. This measure notes how frequently work orders required a second visit in a short amount of time, effectively demonstrating efficiency.
Target	0.5 percent or less
Current Status	0.78 percent in FY22-23
Supplemental Budget for Upcoming FY	Addition of Fleet manager, continued data conversion to Fleetio software
Estimated Timeframe for Achieving Goal	FY23-24

Work Orders Requiring Repeat Repairs



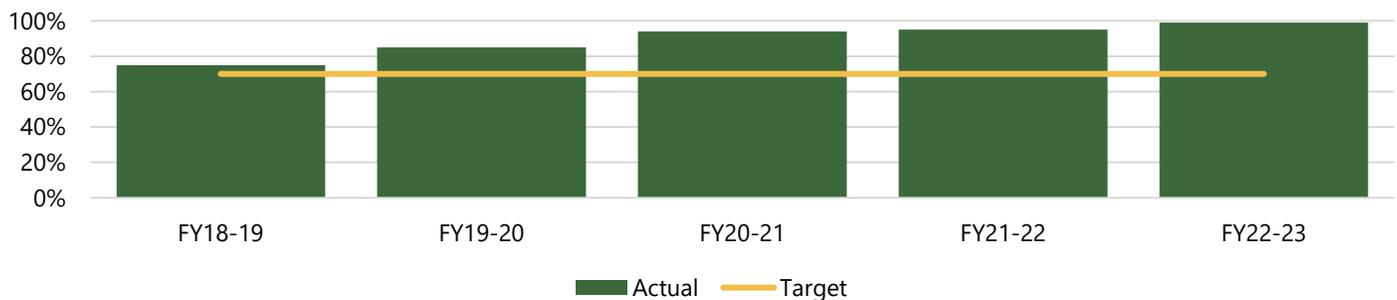
Solid Waste	
Performance Measure	Number of complaints per 10,000 yard waste collection points
Description	Complaints over yard waste are an important and easily accessible metric to monitor the quality of waste disposal service. Valid complaints, while more subjective, also account for customers lodging complaints over issues that are not the department's fault.
Target	50 or less
Current Status	58 in FY 22-23
Supplemental Budget for Upcoming FY	Utilization of Cityworks and telematics (GPS) data to improve service delivery and routes; budget and scheduling of maintenance for capital equipment to reduce downtime
Estimated Timeframe for Achieving Goal	FY23-24

Valid Complaints for Yard Waste Collections



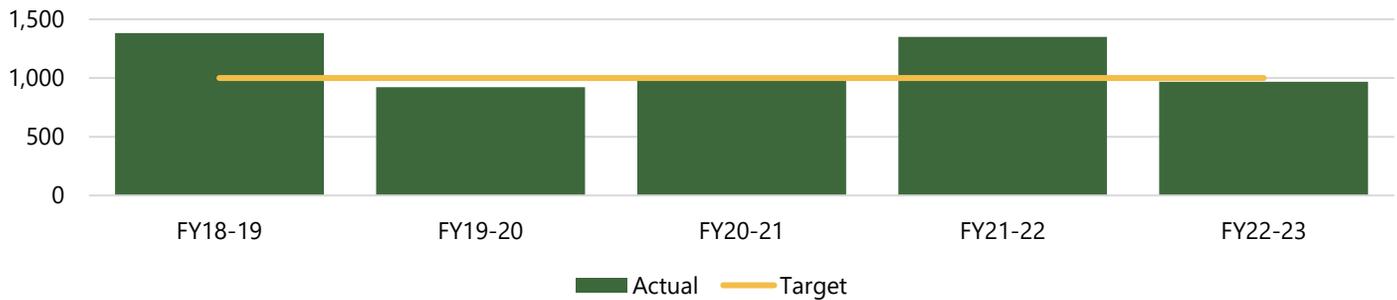
Inspections & Permitting	
Performance Measure	Percentage of inspection requests receiving a response within one business day
Description	An important aspect of efficiency is being requests in a timely fashion able to handle. For a growing economy such as Apex, being able to quickly inspect buildings is critical to ensuring new businesses can get up and running as soon as possible.
Target	At least 70 percent
Current Status	99 percent in FY 22-23
Supplemental Budget for Upcoming FY	Appropriated funds for education opportunities to improve performance.
Estimated Timeframe for Achieving Goal	Achieved

One Day Response to Inspection Requests



Inspections & Permitting	
Performance Measure	Number of plan reviews performed per year per Reviewer FTE
Description	Reviewing prospective building and business plans is an essential part of growing a community. This metric reports the number of plans reviewed by the department. Failing to keep up with plans submitted can result in a frustrated community as well as prospective investors taking their ideas elsewhere.
Target	At least 1,000
Current Status	967 in FY22-23
Supplemental Budget for Upcoming FY	Appropriated funds for education opportunities to improve performance.
Estimated Timeframe for Achieving Goal	FY23-24

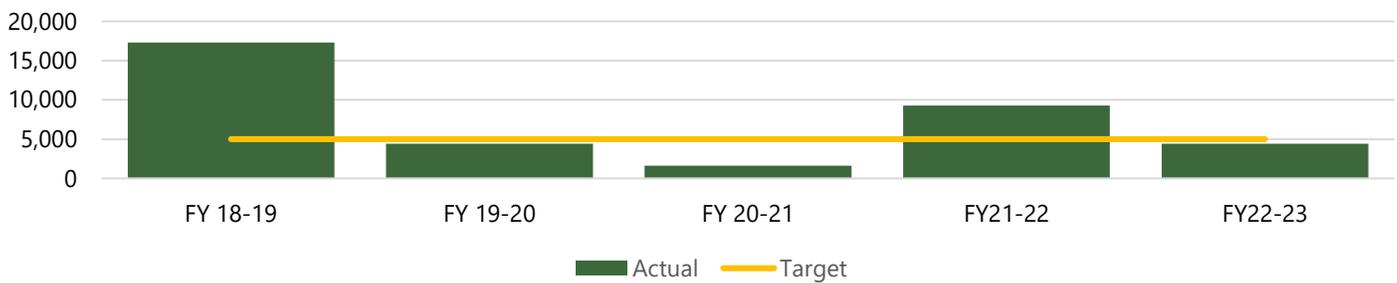
Plan Reviews



Responsible Development

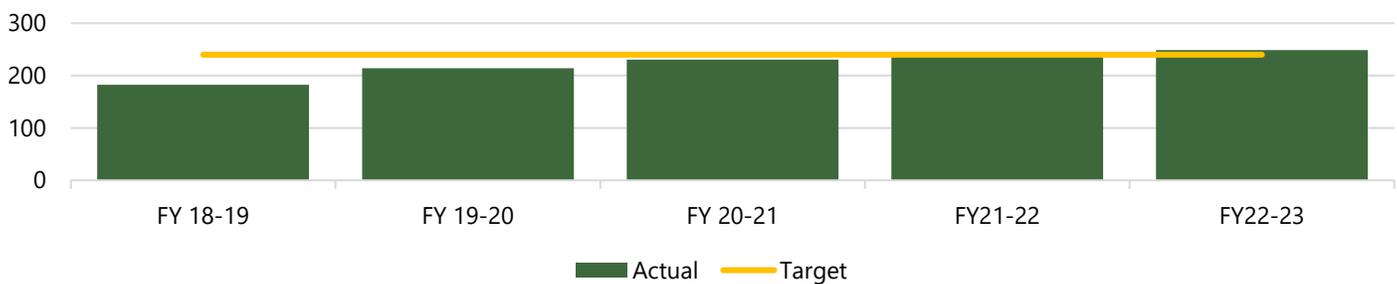
Parks, Recreation & Cultural Resources	
Performance Measure	Sidepath Feet Added Per Year
Description	Sidepaths are an important element of safety on the road, allowing pedestrians and bicyclists safe movement ensuring appropriate distance from vehicular traffic. Sidepaths can help prevent tragic and sometimes fatal accidents, protecting lives while encouraging a healthy lifestyle.
Target	5000 additional feet per year
Current Status	4420 feet in FY22-23
Supplemental Budget for Upcoming FY	Continued implementation of long range transportation plan in conjunction with Parks and Recreation Master Plan
Estimated Timeframe for Achieving Goal	FY23-24

Sidepath Feet Added Per Year



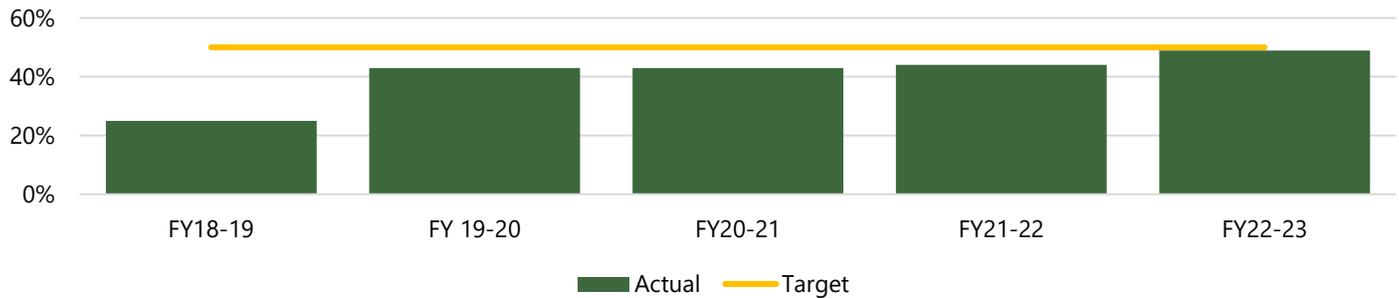
Parks, Recreation & Cultural Resources	
Performance Measure	Total number of sidewalk miles in Apex
Description	Sidewalks are an essential aspect of public safety and responsible environmental leadership. Not only do they provide places to walk and encourage citizens to be active, but they also provide a safe buffer, discouraging citizens from walking on or by the road and reducing avoidable accidents.
Target	240 miles
Current Status	249 miles in FY22-23
Supplemental Budget for Upcoming FY	Continue to build on the sidewalks established through prioritization and mapping system
Estimated Timeframe for Achieving Goal	Achieved

Total Sidewalk Miles



Streets	
Performance Measure	Maintain 50 percent of lane miles rated 85 or better
Description	For a growing town such as Apex, the quality of lane miles available is an important transportation-based metric. Assessing and maintaining transportation infrastructure ensures that transit remains smooth and uncompromised.
Target	50% or higher
Current Status	48.9% in FY22-23
Supplemental Budget for Upcoming FY	Annual pavement management allocations; resurfacing and reconditioning contracted services
Estimated Timeframe for Achieving Goal	FY23-24

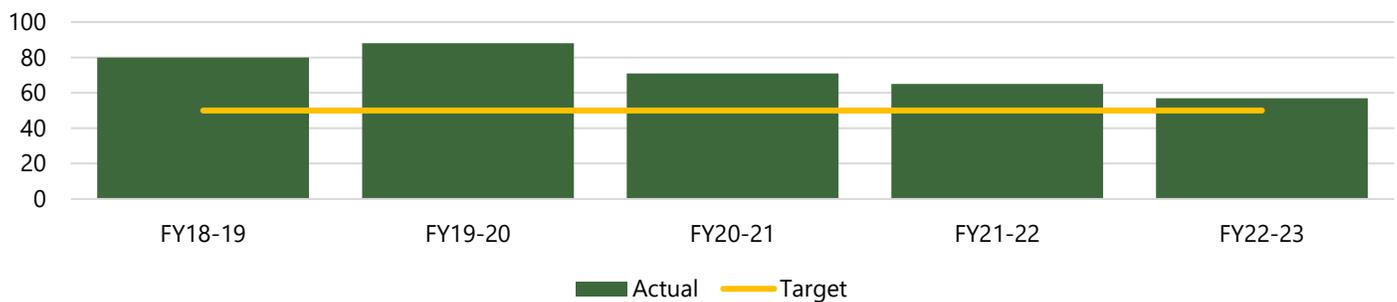
Lane Miles Rated 85 or Over



Environmental Leadership

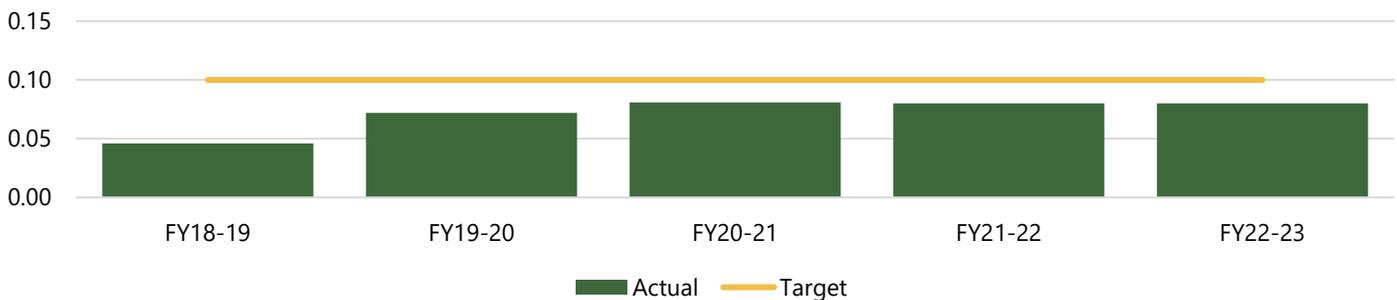
Solid Waste	
Performance Measure	Tonnage recycled per 1000 residents
Description	Recycling is a key part of environmental stewardship. The amount of recycling per capita points to how involved a town's population is with the ideas of recycling and conservation. Tonnage per 1000 residents is a common metric used to assess town conservation.
Target	50 tons per 1000 residents
Current Status	57 tons per 1000 residents in FY22-23
Supplemental Budget for Upcoming FY	Waste reduction initiative implementation; continue community outreach and education regarding recycling
Estimated Timeframe for Achieving Goal	Achieved

Tonnage Recycled Per 1000 Residents



Water Resources	
Performance Measure	Number of customer complaints about water quality per 1,000 meters of main line pipe
Description	A way to measure consumer confidence regarding the quality of a town's water is via customer complaints; the number of customers who register a complaint with the water quality per amount of water supplied.
Target	3 or less per 1,000 meters of pipeline (0.10)
Current Status	0.08 in FY 23-24
Supplemental Budget for Upcoming FY	Improved inspection and cleanup equipment to fix problems faster and ensure they happen less frequently.
Estimated Timeframe for Achieving Goal	Achieved

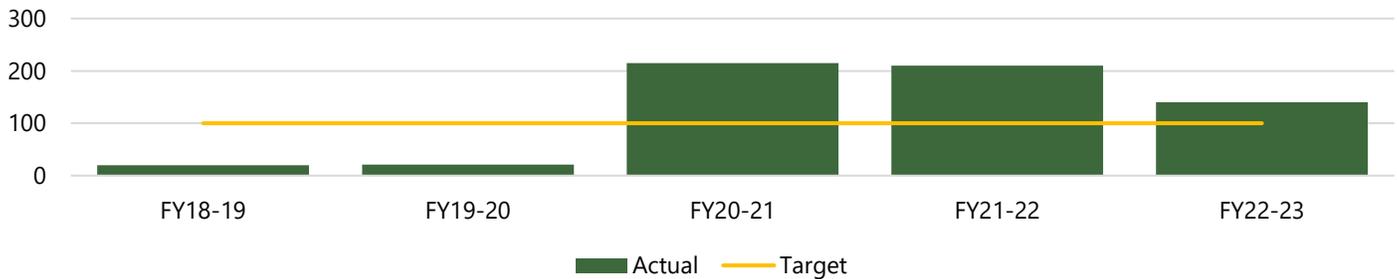
Customer Complaints About Water Quality



Economic Vitality

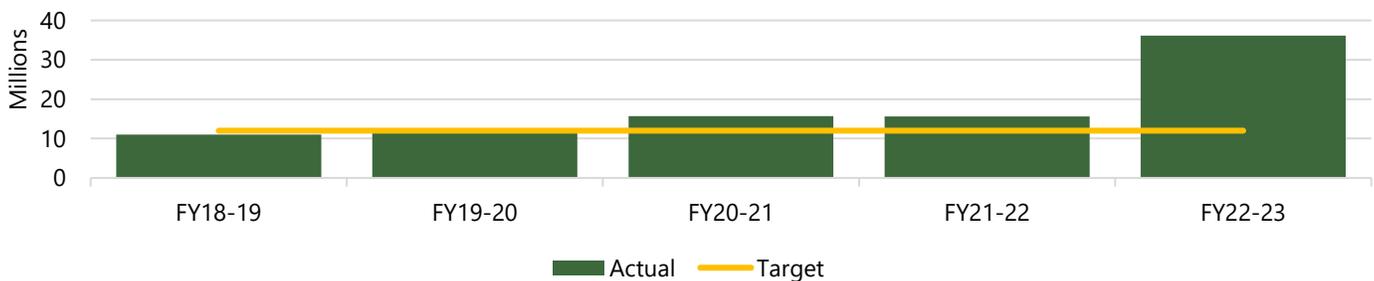
Economic Development	
Performance Measure	Number of existing businesses contacted per month
Description	Municipal governments play an essential role in helping their economies to grow. Once such way in which this can be accomplished is by contacting and encouraging businesses to either stay or move to the region. The number of businesses contacted is one way in which to measure how much effort economic development is putting in.
Target	100 existing businesses
Current Status	140 business contacts per month in FY 22-23
Supplemental Budget for Upcoming FY	Cash Corporate Center marketing and development; economic development incentives; increased communication efforts to determine the support Apex businesses are most in need of
Estimated Timeframe for Achieving Goal	Achieved

Average of Existing Businesses Contacted



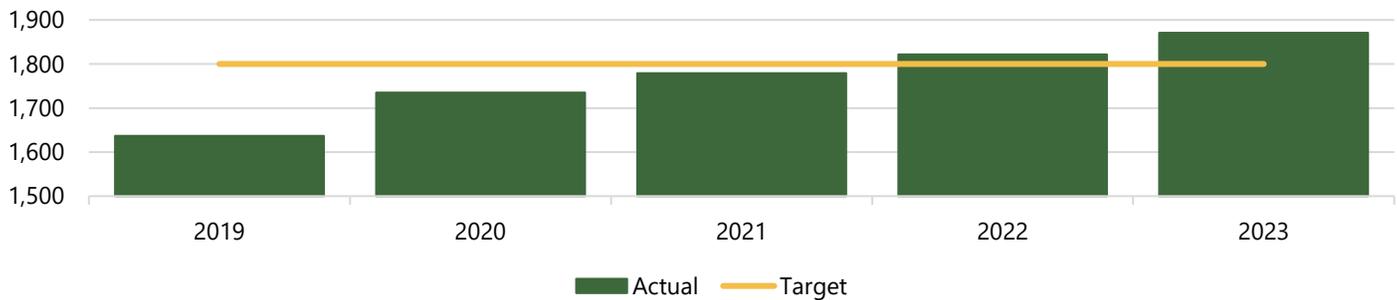
Economic Development	
Performance Measure	Sales tax generated per year
Description	The amount of sales tax revenue generated by a town is an easy way to assess the confidence of the town's citizens in the local economy. Spending indicates confidence in the economy and a level of disposable income. Sales tax revenue distributed based on local purchases and population numbers are reflective of a stable and growing community.
Target	\$12,000,000
Current Status	\$17,683,230 in FY22, projected 19,431,000 in FY23.
Supplemental Budget for Upcoming FY	Continue fostering a thriving environment to attract business to Apex; increased communication efforts to determine the support Apex businesses are most in need of
Estimated Timeframe for Achieving Goal	Achieved

Sales Tax Revenue Generated



Economic Development	
Performance Measure	Number of electric commercial utility accounts operating in Apex
Description	Another way to monitor the health of an economy is the number of businesses operating inside of it. While tracking the number of businesses is challenging, a good way to get a snapshot of this is to examine the number of electric commercial utility accounts. This number roughly correlates with the amount of businesses operating inside Apex.
Target	1800 accounts
Current Status	1871 accounts as of April 2023
Supplemental Budget for Upcoming FY	Continue fostering a thriving environment to attract business to Apex; Launch Apex program with business plan development; downtown business support and event co-sponsorship
Estimated Timeframe for Achieving Goal	Achieved

Active Commercial Electric Accounts



Financial Policies

Fiscal Policy Guidelines

This fiscal policy is a statement of the guidelines and goals influence and guide the financial management practice of the Town of Apex, North Carolina. A fiscal policy that is adopted, adhered to, and regularly reviewed is recognized as the cornerstone of sound financial management.

Effective Fiscal Policy:

- Contributes significantly to the Town's ability to insulate itself from fiscal crisis,
- Enhances short-term and long-term financial credit ability to achieve the highest credit and bond ratings possible,
- Promotes long-term financial stability by establishing clear and consistent guidelines,
- Directs attention to the total financial picture of the Town rather than single issue areas,
- Promotes the view of linking long-run financial planning with day-to-day operations, and
- Provides Town Council, citizens, and Town management a framework for measuring the fiscal impact of government services against established fiscal parameters and guidelines.

To these ends, the following fiscal policy statements are presented.

Balanced Budget

- Pursuant to North Carolina General Statutes (N.C.G.S.) 159-11, the Town will adopt a balanced budget. The North Carolina Local Government Budget and Fiscal Control Act defines a balanced budget as the sum of estimated net revenues and appropriated fund balance in each fund is equal to appropriations in that fund.

Budget Development Policies

- The Town will develop the Annual Budget in conjunction with a stated program of performance objectives and measures used to gauge progress toward meeting those objectives.
- Water, sewer, and electric rates will be established at the appropriate levels to enable the related funds to be self-supporting.
- One-time or other special revenues will not be used to finance continuing Town operations but instead will be used for funding special projects.
- The Town will pursue an aggressive policy seeking the collection of delinquent utility, license, permit, and other fees due to the Town.
- The Town Council will receive a financial report at the end of each quarter showing year-to-date revenues and expenditures and comparing each amount to the budget as amended.



Cash Management and Investment Policies

- It is the intent of the Town that public funds will be invested to the extent possible to reduce the need for property tax revenues. Funds will be invested with the chief objectives of safety of principal, liquidity, and yield, in that order. All deposits and investments of Town funds will be in accordance with N.C.G.S. 159.
- The Town will use a Central Depository to maximize the availability and mobility of cash for all funds that can be legally and practically combined.
- Cash Flows will be forecasted and investments will be made to mature when funds are projected to be needed to meet cash flow requirements.
- The Town shall aim to maintain an Operating Reserve equal to or greater than 90 Days Cash on Hand (DCOH) for both the Electric Fund and the Water & Sewer Fund. DCOH represents the number of days the Town can continue paying its operating expenses with current cash reserves. This indicates when rates need to be adjusted and provides a picture of each fund's financial health. DCOH shall be calculated after the audit is completed and based upon the information in the audited financial statements. DCOH is calculated as follows: *Unrestricted cash and liquid investments times 365 divided by operating and maintenance expenses, which is expressed in days.*
- *Liquidity:* No less than 20 percent of funds available for investment will be maintained in liquid investments at any point in time.
- *Maturity:* All investments will mature in no more than thirty-six (36) months from their purchase date.
- *Custody:* All investments will be purchased "payment-versus-delivery" and if certificated will be held by the Finance Officer in the name of the Town. All non-certificated investment will be held in book-entry form in the name of the Town with the Town's third party Custodian (Safekeeping Agent).
- *Authorized Investments:* The Town may deposit Town Funds into any Board approved Official Depository, if such funds are secured in accordance with N.C.G.S. 159(31). The Town may invest Town Funds in the North Carolina Capital Management Trust, US Treasury Securities, US Agency Securities specifically authorized in N.C.G.S. 159 and rated no lower than "AAA", and Commercial Paper meeting the requirements of N.C.G.S. 159 plus having a national bond rating.
- *Diversification:* No more than 5 percent of the Town's investment funds may be invested in a specific company's commercial paper and no more than 20 percent of the Town's investment funds may be invested in commercial paper. No more than 25 percent of the Town's investments may be invested in any one US Agency's Securities.
- *Allocation:* Investment income will be allocated to each participating fund or account based on a fair and equitable formula determined by the Finance Director.
- *Reporting:* The Town Council will receive copies of the Town's "Report of Deposits and Investments" (LGC Form 203) filed semiannually with the Local Government Commission.

Capital Improvement Budget Policies

- The Town will prioritize all capital improvements in accordance with an adopted capital improvement program.
- The Town will develop a five-year, with horizon, plan for capital improvements and review and update the plan annually.



- The Town will coordinate development of the capital improvement program with development of the operating budget.
- The Town will use intergovernmental assistance to finance only those capital improvements that are consistent with the capital improvement plan and Town priorities.
- The Town will maintain all its assets at a level adequate to protect the Town's capital investment and to minimize future maintenance and replacement costs.
- The Town will identify the estimated costs and potential funding sources for each capital project proposal before it is submitted for approval.
- The Town will attempt to determine the least costly and most flexible financing method for all new projects.

Debt Policies

General

- The Town will confine long-term borrowing to capital improvement or projects that cannot be financed from current revenues except where approved justification is provided.
- The Town will utilize a balanced approach to capital funding utilizing debt financing, draws on capital reserves and/or fund balances in excess of policy targets, and current-year (pay-as-you-go) appropriations.
- When the Town finances capital improvements or other projects by issuing bonds or entering into capital leases, it will repay the debt within a period not to exceed the expected useful life of the project. Target debt ratios will be annually calculated and included in the review of financial trends.
- Where feasible, the Town will explore the usage of special assessment, revenue, or other self-supporting bonds instead of general obligation bonds.
- The Town will retire tax anticipation debt, if any, annually and will retire bond anticipation debt within six months after completion of the project.

Tax Supported Debt

- Net debt as a percentage of total assessed value of taxable property should not exceed 2.5 percent. Net debt is defined as any and all debt that is tax-supported.
- The ratio of debt service expenditures as a percent of total governmental fund expenditures should not exceed 12 percent with an aggregate ten-year principal payout ratio target of 55 percent or better.

Purchasing Policy

- The Town will create purchase orders for purchases of goods or services over \$2,500 prior to creating an obligation by contract or order placement.
- The Town's procurement and vendor cards will be used when the purchase does not exceed the transaction limits for a purchase order.



- The Town will follow the guidelines for all formal and informal bids for qualifying apparatus, supplies, materials and equipment and construction contracts.
- Purchases must be necessary to perform the scope of work and must avoid acquisition of unnecessary or duplicative items.
- Strategic sourcing is considered with other departments and/or agencies who have similar needs to consolidate procurements and services to obtain better pricing.
- Documentation will be maintained detailing the history of all procurements.

Reserve Policies

- Unassigned Fund Balances will mean funds that remain available for appropriation by the Town Council after all commitments for future expenditures, required reserves defined by State statutes, and previous Council designations have been calculated. The Town will define these remaining amounts as "available fund balances."
- Available fund balances at the close of each fiscal year should be at least 25 percent of the total Annual Operating Budget of the Town.
- The Town Council may, from time-to-time, appropriate fund balances that will reduce available fund balances below the 25 percent policy for the purposes of a declared fiscal emergency or other such global purpose as to protect the long-term fiscal security of the Town of Apex. In such circumstances, the Council will adopt a plan to restore the available fund balances to the policy level within 36 months from the date of the appropriation. If restoration cannot be accomplished within such time period without severe hardship to the Town, then the Council will establish a different but appropriate time period.



Financial Management System

The Town of Apex's financial management system is composed of a series of tools and processes that permit the control, conservation, allocation, and investment of resources.

Reporting Entity

The Town of Apex is a municipal corporation governed by an elected mayor and a five-member council. As required by generally accepted accounting principles (GAAP), financial statements present all funds and account groups that are controlled by or financially dependent upon the Town.

Basis of Presentation

The accounts of the Town are organized and operated on the basis of funds. A fund is an independent fiscal and accounting entity with a self-balancing set of accounts comprised of assets, liabilities, fund equity, revenues, and expenditures or expenses as appropriate. Fund accounting segregates funds according to their intended purpose and it is used to aid management in demonstrating compliance with finance-related legal and contractual provisions.

Governmental Funds

Governmental funds account for the Town's governmental functions. The Town of Apex's governmental funds include:

General Fund. The General Fund is the largest and most important governmental fund, and it is the only governmental fund considered a major fund for the Town of Apex. It is the primary operating fund of the Town. Any transaction that cannot be accounted for in another fund is recorded in the General Fund. Its primary revenue sources are ad valorem taxes, state-collected revenues, and various other taxes and licenses. Its primary expenditures are for general government, public safety, and public works services.

Special Revenue Funds. Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than expendable trusts or major capital projects) that are legally restricted to expenditures for specified purposes. The Town's special revenue funds include the Affordable Housing Fund, Police State Funds, Police Federal Funds, Police Donations, Fire Donations, and Eva Perry Library Fund.

Permanent Funds. Permanent funds are used to report resources that are restricted to the extent that only earnings, not principal, may be used for purposes that support the Town's programs. The Cemetery Fund is the Town's only permanent fund, and it accounts for funds reserved for the perpetual care of the municipal cemetery.

Capital Project Funds. Various Capital Project funds are used to account for financial resources to be used for non-major acquisitions or construction. The Town maintains capital reserve funds for Fire, Recreation, and Transportation.

Proprietary Funds

Proprietary funds account for the Town's business-like activities. There are two types of proprietary funds- enterprise funds and internal service funds. Enterprise funds account for operations that are financed and operated in a manner similar to private business enterprises. Internal service funds are similar to enterprise funds except they account for services performed by one department for another. The Town has three enterprise funds and one internal service fund.



Electric Fund. This enterprise fund accounts for the Town’s electric operations, and its major revenue source is electric user charges.

Water & Sewer Fund. This enterprise fund accounts for the Town’s water and sewer operations, and its major revenue sources are water and sewer user charges. The Town also maintains a Water & Sewer Capital Reserve Fund that receives revenue from capital reimbursement fees.

Stormwater Fund. This enterprise fund accounts for the Town’s Stormwater operations, and its major revenue source is the fees based on the property’s total impervious area. These fees cover the cost of operating the Town’s National Pollutant Discharge Elimination System (NPDES) Phase II Stormwater management program and stormwater system maintenance.

Health & Dental Fund. The Town is self-insured for employee health and dental coverage and uses this internal service fund to account for associated revenues and expenditures. This is the Town’s only internal service fund.

Fiduciary Funds

Fiduciary funds account for resources the Town holds in trust for individuals or other governments. The Town currently maintains one fiduciary fund established in FY18-19 for other post-employment benefit (OPEB) costs.

Basis of Accounting & Budgeting

In accordance with the North Carolina Budget and Fiscal Control Act, the budget is developed and adopted under the modified accrual basis of accounting, whereby revenues are recognized in the period they become available and measurable, and expenditures are recognized in the period the associated liability is incurred. During the fiscal year, budgets are maintained using the modified accrual basis. At fiscal year end, the Town’s Audited Financial Statements are prepared using Generally Accepted Accounting Principles (GAAP). All governmental funds are reported using the modified accrual basis of accounting. Although the annual financial statements report all proprietary funds using the full accrual basis of accounting, revenues are recognized when earned, and expenses are recognized in the period incurred. To be consistent with NC General Statutes, the budget document reports all propriety funds’ prior year actuals using the modified accrual method.

Fund Type	Fund Category	Class	Basis of Accounting	Budgetary Accounting
General Fund	Governmental	Major	Modified Accrual	Modified Accrual
Special Revenue Fund	Governmental	Non-major	Modified Accrual	Modified Accrual
Capital Projects	Governmental	Non-major	Modified Accrual	Modified Accrual
Enterprise Fund	Proprietary	Major	Full Accrual	Modified Accrual
Fiduciary	Fiduciary	Non-major	Modified Accrual	Modified Accrual

The Town considers all revenues available if they are collected within 90 days after year-end, except for property taxes. Those revenues susceptible to accrual include investments, sales tax, and grants-in-aids earned. On a budgetary basis, revenues are recorded by source of revenue, and expenditures are recorded by department, function, or project. Expenditures may not legally exceed appropriations at the departmental level for all annually budgeted funds and at the fund level for multiyear funds. Revenue sources include ad valorem taxes (property taxes), sales taxes, other taxes and licenses, restricted and unrestricted intergovernmental revenues, sales and services, investment earnings, other revenues, utility fees and charges, fund transfers, and fund balance appropriated. Expenditure functions are primarily budgeted at the departmental level but are grouped into nine primary categories: general government, cultural and recreation, economic and physical development, environmental protection, public safety, transportation, electric utility, water and sewer utility, and stormwater utility.



Department/Division	Fund Type	Function
Governing Body	General Fund	General Government
Administration	General Fund	General Government
Town Clerk's Office	General Fund	General Government
Human Resources	General Fund	General Government
Information Technology	General Fund	General Government
Legal Services	General Fund	General Government
Economic Development	General Fund	Economic & Physical Development
Communications	General Fund	General Government
Budget & Performance Management	General Fund	General Government
Finance	General Fund	General Government
Community & Neighborhood Connections	General Fund	Economic & Physical Development
Planning	General Fund	Economic & Physical Development
Facility Services	General Fund	General Government
Police	General Fund	Public Safety
Emergency Communications	General Fund	Public Safety
Fire	General Fund	Public Safety
Transportation & Infrastructure Development	General Fund	Economic & Physical Development
Streets	General Fund	Transportation
Solid Waste	General Fund	Environmental Protection
Fleet Services	General Fund	General Government
Building Inspections & Permitting	General Fund	Economic & Physical Development
Parks, Recreation, & Cultural Resources	General Fund	Cultural & Recreation
Electric	Enterprise Fund	Electric Utility
Water Sewer Administration	Enterprise Fund	Water & Sewer Utility
Water Treatment	Enterprise Fund	Water & Sewer Utility
Water Maintenance	Enterprise Fund	Water & Sewer Utility
Sewer Treatment	Enterprise Fund	Water & Sewer Utility
Sewer Maintenance	Enterprise Fund	Water & Sewer Utility
Stormwater	Enterprise Fund	Stormwater Utility
Affordable Housing Fund	Special Revenue Fund	Economic & Physical Development
Police State Funds	Special Revenue Fund	Public Safety
Police Federal Funds	Special Revenue Fund	Public Safety
Police Donations Fund	Special Revenue Fund	Public Safety
Fire Donations Fund	Special Revenue Fund	Public Safety
Eva Perry Library Fund	Special Revenue Fund	Cultural & Recreation
Fire Capital Reserve	Special Revenue Fund	Public Safety
Recreation Capital Reserve	Special Revenue Fund	Cultural & Recreation
Transportation Capital Reserve	Special Revenue Fund	Transportation
Water & Sewer Capital Reserves	Special Revenue Fund	Water & Sewer Utility
Cemetery Fund	Permanent Fund	General Government



Budgetary Data

Town Council adopts the budget as required by North Carolina General Statutes. An annual budget is adopted for the General Fund, Electric Fund, Water & Sewer Fund, and Special Revenue Funds. All annual appropriations lapse at the fiscal year-end. Project ordinances are adopted for the Capital Project Funds. Expenditures may not legally exceed appropriations at the department level for all annually budgeted funds. Upon Town Council's adoption of the budget ordinance, the Budget Officer has the authority to reallocate fund appropriations for expenditures as he or she deems necessary, provided such reallocations do not increase or decrease the total budget for any fund. Town Council must approve all amendments that increase or decrease the total budget for any fund. If necessary, Town Council must adopt an interim budget to cover the period from July 1 until the annual budget ordinance can be adopted.

Budget Calendar

North Carolina General Statutes 159-10 through 159-13 set forth requirements for a budget calendar to denote specific days on which certain steps of the budget process are to be performed. The Town's complete budget calendar can be viewed under the *Budget Calendar* section of the budget document.

N.C.G.S. prescribed dates:

N.C.G.S. 159-10

Before April 30 of each fiscal year (or an earlier date fixed by the budget officer), each department head shall transmit to the budget officer the budget requests and revenue estimates for his department for the budget year.

N.C.G.S. 159-11 (b)

The budget with a budget message shall be submitted to the governing board no later than June 1.

N.C.G.S. 159-1 (a)

Not earlier than 10 days after the day the budget is presented to the board and not later than July 1, the governing board shall adopt a budget ordinance making appropriations and levying taxes for the budget year in such sums as the board may consider sufficient and proper, whether greater or less than the sums recommended in the budget.



FY 2023-2024 CIP & Budget Schedule

October 17, 2022	Departments' Preliminary Capital Improvement Plan (CIP) Requests Due
November 4, 2022	Draft Capital Improvement Plan Completed with Departments/Review with Assistant Managers
November 11-23, 2022	Staff Committee Scoring/Evaluation of CIP Projects
December 7, 2022	Evaluation of CIP Projects Completed with Town Manager
December 9, 2022	New Line-Item Additions Due, Chart of Accounts
January 3, 2023	Preliminary Budget Worksheets Distributed with Current YTD Expenditures
January 13, 2023	Town Council Strategic Planning Session
January 24, 2023	Pre-Budget Public Hearing
January 20, 2023	Capital Improvement Plan to Council for Project Evaluation & Ranking
	Internal Requests to Other Departments Due (IT, Facilities, etc.)
	New Position Requests Due to Human Resources
Jan. 23-Feb. 6, 2023	Internal Position Validation
February 8, 2023	Recommend Positions to Human Resources for Classification
February 17, 2023	Annual Retreat/Council Review of CIP/Prioritization of Projects for FY22-23
February 13-24, 2023	Preliminary Department Budget Meetings with Budget Staff
February 28, 2023	Non-Profit Applications Due
	Proposed Rate & Fee Changes Due
March 1, 2023	Departmental Requests Completed & Returned
March 8, 2023	Baseline Payroll Projections Completed
March 13-24, 2023	Departmental Budget Conferences (as needed)
March 23, 2023	Personnel (Classification/Compensation/Benefits)/Finance Committee Meeting
March 27-30, 2023	Year End Projections & Adjustments Completed
March 31, 2023	Preliminary Revenue Projections Completed
April 6, 2023	Finance Committee Meeting
April 10, 2023	Finance/Personnel Committee Meeting
April 20, 2023	Budget Distributed to Town Council
May 5, 2023	Town Council Budget Workshop
May 23, 2023	Public Hearing on Proposed Budget
June 8, 2023	Town Council Budget Workshop
June 27, 2023	Budget Ordinance/CIP Adopted
July 1, 2023	New Fiscal Year Begins



Budget Process

The importance of the budget cannot be overstated. The budget document outlines policy direction, guides management decisions, and provides citizens with an understanding of how the Town uses public money, establishing accountability. The Town operates under an annual budget ordinance adopted by the Town Council in accordance with the provisions of N.C.G.S. 159, also known as the Local Government Budget and Fiscal Control Act (LGBFCA). The Town Council must adopt a balanced budget before the start of the fiscal year on July 1. Five phases shape the budget process: 1) goal setting and direction; 2) preparation and requests; 3) adoption; 4) implementation; and 5) summary of transactions.

Goal Setting, Direction & Community Engagement

Because the budget is such an important tool, clear goals and direction must be established before actual preparation begins. Receiving public input is a key component for Town Council and staff in setting goals. A public hearing in December each year provides the first opportunity for citizen input regarding development of the annual budget. Citizens also have the ability to submit feedback regarding the budget via email or online throughout the year.

The Town's budget engagement process informs the public on the budget process, collects feedback to help shape budget recommendations, ensures alignment with the priorities set by Town Council, and reflects community goals. The Town's engagement campaign leverages digital and in-person opportunities to inform the public of the budget process and encourage participation through meaningful feedback. Key public touchpoints include community meetings and a resident budget priorities survey.

Throughout the year, Town administration hosts various neighborhood and downtown meetings to gain feedback from the community. Town staff, including the Town Manager, Deputy Town Manager, and Assistant Town Managers, are available to answer questions and provide information on town services and how to stay connected throughout the budget process.

The annual resident budget priorities survey is designed by the Budget & Performance Management department and distributed with the help of the Communications team. This survey gains constructive insights into the budgeting preferences of those who work, live, and play in the Town of Apex with the goal of gaining input from more residents than it typically reaches during its two annual budget hearings. With 619 survey responses this year, the Town better understands residents' needs and desires. The survey results were presented to Town Council at their annual Budget Retreat in February. More information and survey results can be found under the CIP Process Section of the CIP document located in the Supplemental Information section.

Town Council conducts a strategic planning retreat in January to review the Town's vision, mission, and strategic goals. In February, Town Council takes part in a retreat with town staff to evaluate Town Council's existing goals and directives and to discuss any needed changes to those goals. By establishing a clear vision, mission, goals, and directives, Town Council provides town staff with direction in setting priorities that help guide budget formulation. The Personnel Committee and the Finance Committee assist in providing direction during budget development. Both committees meet with budget staff periodically between the February retreat and the initial budget submission in April. Additionally, Town Council and staff meet in another workshop setting in early May to discuss a draft of the proposed budget. This meeting's purpose is to review the budget's alignment with the goals and directives and to address other priorities that may have arisen after department directors submitted their requests and staff developed a preliminary budget.

Preparation & Requests

Preparation for the Town budget begins in September with planning for the Capital Improvement Plan (CIP). Department directors meet with their staff to determine the capital needs within each division. Department directors are responsible for completing the appropriate CIP project forms and submitting their requests by the middle of October. Once CIP requests



are made, budget staff and the finance department develop revenue and expenditure projections to estimate the CIP's effects on the Town's operating budget and financial condition. The budget team meets with the Finance Director and Town Manager to prioritize projects and determine when and how to finance them within the CIP. In early January, town staff presents the CIP to Town Council to receive feedback and further direction in developing the final CIP.

At the beginning of January, budget staff provides each department with a budget packet containing their current operating budget, budget worksheets, and instructions. Department directors are responsible for estimating departmental expenditures and submitting their requests and proposed departmental budgets by March 1. The Budget department develops revenue estimates and meets with the Town Manager and budget staff to begin determining department allocations. Allocations are based on Town Council priorities and maintaining core services. Once the Town Manager, in conjunction with the budget staff, develops a balanced budget in early April, they present it to Town Council to discuss at a budget workshop in order to receive feedback and direction. After the workshop, the Town Manager makes the necessary revisions and submits the budget to Town Council for a public hearing at a Town Council meeting in May to receive citizen input. After receiving citizen feedback, Town Council may deem it necessary to conduct another workshop in early June. After the public hearing and subsequent workshop, budget staff makes the final revisions, and Town Council approves the budget at the first council meeting in June.

Adoption

At their first June meeting, Town Council officially adopts the budget by approving a budget ordinance. The budget ordinance establishes the spending limits for each department in the upcoming fiscal year. The adopted budget document is a guide that provides Town Council and management staff with a mechanism for evaluating budgetary and organizational performance.

Implementation

Once the budget is adopted, departments have the ability to submit requisitions and obtain purchase orders from the Finance department. The purchase orders represent the specific amount of money each department is spending for a specific item or service to perform Town services. The implementation phase may also include budget transfers and budget amendments throughout the fiscal year. Changes in revenues and expenditures can occur that require the budget to be amended or funds to be transferred between accounts. Transfers and amendments allow Town Council and the management staff to be proactive in addressing changes in the economy or taking advantage of unforeseen opportunities. Budget transfers and amendments must adhere to the balanced budget requirements and impose no additional tax levy liability on citizens.

Budget Transfers & Amendments

A budget transfer occurs when allocated resources within the departmental budget are transferred from one line item revenue or expenditure to another line item. A department head may request a transfer or the Finance Director may notice the need for a transfer and make a recommendation to the Town Manager for the transfer.

A budget amendment typically involves larger sums of money being transferred between funds or departments or is needed to address needs for increases in resources. Budget staff, in conjunction with the Finance Director, prepares budget amendments and submits them to Town Council for approval.



Summary of Transactions

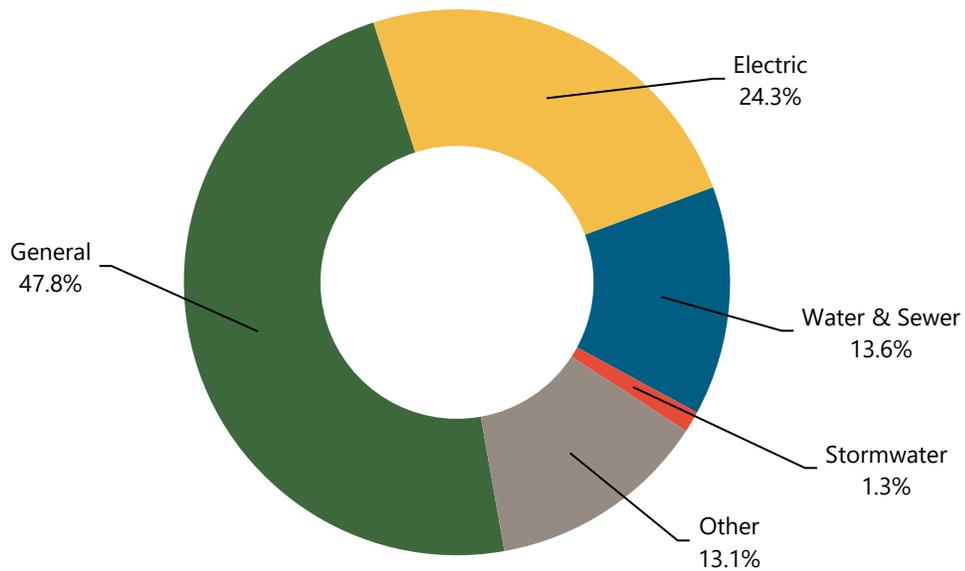
The final phase of the budget process is reporting all financial transactions throughout the fiscal year and performing a financial audit. Budget staff and the Finance Director prepare monthly reports throughout the fiscal year, so Town Council and management can monitor the Town's expenditures and revenues. At the end of the year, the Finance Director is responsible for generating an end-of-year report that details the Town's expenditures and revenues for each fund. An independent auditor annually reviews the Town's finances to certify that the final reports accurately represent the Town's financial condition. The Annual Financial Information Report (AFIR) must be submitted to the NC Department of State Treasurer by November 1, of the following fiscal year. Current and past annual reports are available for citizen review at Town Hall or online through the NC Department of State Treasurer website.



Town Revenues

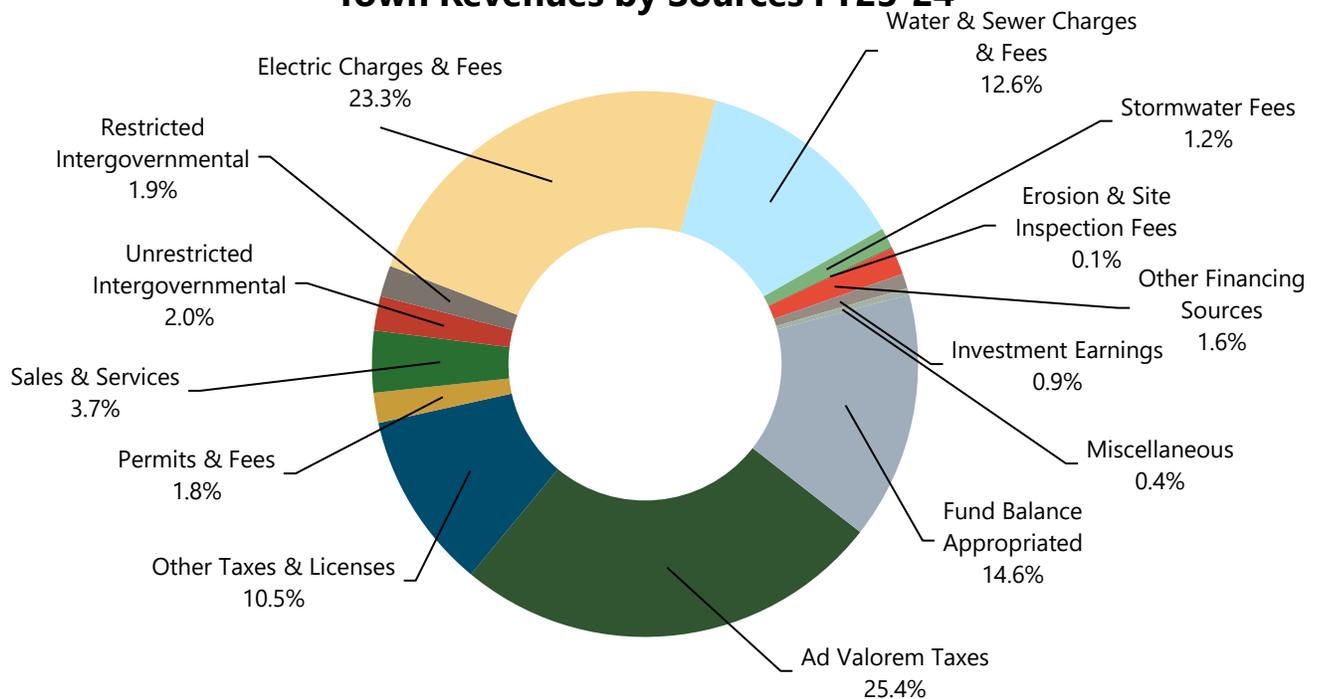
Town Revenues by Fund					
Fund	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
General	83,185,066	106,300,732	94,652,180	102,072,200	-3.98%
Electric	46,694,131	48,524,268	48,141,720	51,837,800	6.83%
Water & Sewer	23,230,707	28,042,367	25,704,067	28,974,200	3.32%
Stormwater	1,257,067	1,956,400	2,580,434	2,671,900	36.57%
Other	13,656,121	15,561,082	11,959,655	27,854,400	79.00%
Total	\$168,023,092	200,384,849	183,038,055	\$213,410,500	6.50%

Town Revenues by Fund FY23-24

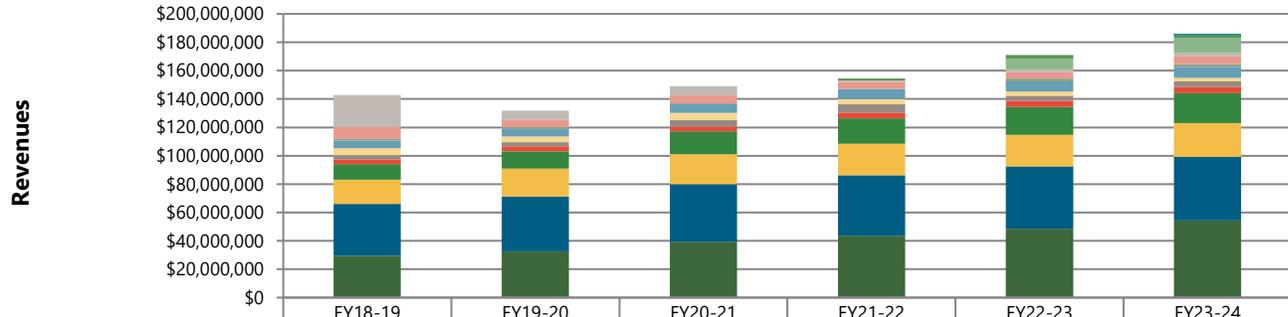


Town Revenues by Source					
Type	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Ad Valorem Taxes	43,601,374	48,684,400	48,595,000	54,294,000	11.52%
Other Taxes & Licenses	19,338,827	20,920,000	19,761,000	22,478,500	7.45%
Permits & Fees	7,127,109	5,037,000	4,493,690	3,814,000	-24.28%
Sales & Services	7,062,476	7,058,200	6,981,341	7,803,400	10.56%
Unrestricted Intergovernmental	4,040,632	4,130,000	4,242,000	4,330,000	4.84%
Restricted Intergovernmental	5,787,220	3,632,400	3,622,628	3,960,800	9.04%
Electric Charges & Fees	46,622,883	47,635,800	47,870,644	49,772,000	4.48%
Water & Sewer Charges & Fees	28,604,285	26,146,500	26,731,705	26,846,200	2.68%
Stormwater Fees	1,257,067	1,935,600	2,549,700	2,511,900	29.77%
Erosion & Site Inspection Fees	-	-	-	150,000	-
Other Financing Sources	3,379,250	4,987,482	3,523,182	3,468,000	-30.47%
Investment Earnings	194,385	65,800	2,223,732	1,880,600	2758.05%
Miscellaneous	1,007,583	800,522	883,994	848,300	5.97%
Fund Balance Appropriated	-	29,351,145	11,559,439	31,252,800	6.48%
Total	\$168,023,092	\$200,384,849	183,038,055	\$213,410,500	6.50%

Town Revenues by Sources FY23-24

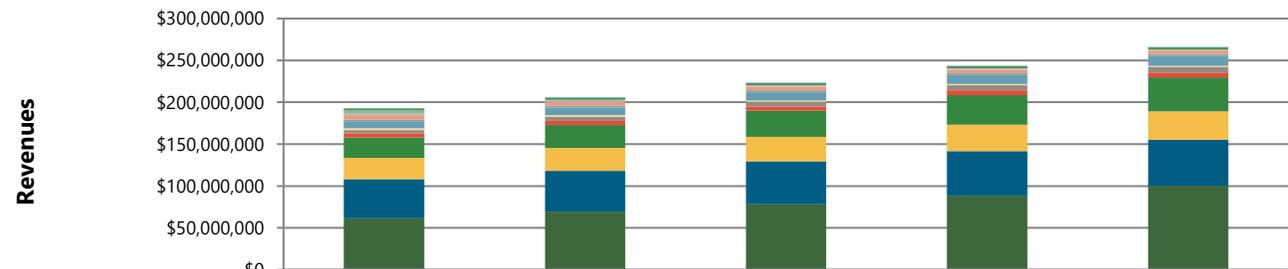


Major Town Revenues by Source: Multiyear Comparison



	FY18-19	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24
Erosion & Site Inspection Fees	\$0	\$0	\$0	\$0	\$0	\$150,000
Stormwater Fees	\$0	\$0	\$0	\$1,257,067	\$2,549,700	\$2,511,900
Fund Balance Appropriated	\$0	\$0	\$0	\$0	\$7,523,705	\$10,575,000
Other Financing Sources	\$22,433,944	\$6,496,582	\$6,540,047	\$988,250	\$1,727,882	\$2,035,000
Miscellaneous	\$8,539,528	\$5,013,032	\$5,453,680	\$4,959,044	\$4,740,264	\$5,642,600
Investment Earnings	\$1,213,274	\$1,083,123	\$712,128	\$149,595	\$2,194,199	\$1,845,000
Sales & Services	\$5,282,372	\$5,418,897	\$6,166,557	\$7,064,026	\$6,981,341	\$7,803,400
Permits & Fees	\$5,080,025	\$4,204,812	\$4,953,091	\$3,683,870	\$2,993,690	\$2,514,000
Restricted Intergovernmental	\$2,865,667	\$2,928,655	\$4,665,171	\$5,787,220	\$3,622,628	\$3,960,800
Unrestricted Intergovernmental	\$3,260,784	\$3,458,723	\$3,407,570	\$4,040,632	\$4,242,000	\$4,330,000
Other Taxes & Licenses	\$11,120,463	\$12,255,508	\$16,061,247	\$18,056,631	\$19,761,000	\$21,078,500
Water & Sewer Charges & Fees	\$16,985,632	\$19,529,932	\$20,986,570	\$22,137,984	\$22,126,800	\$23,846,200
Electric Charges & Fees	\$36,541,592	\$38,663,297	\$40,591,032	\$42,641,278	\$43,994,457	\$44,969,700
Ad Valorem Taxes	\$29,525,234	\$32,658,939	\$39,461,896	\$43,601,374	\$48,595,000	\$54,294,000

Major Town Revenues by Source Projections



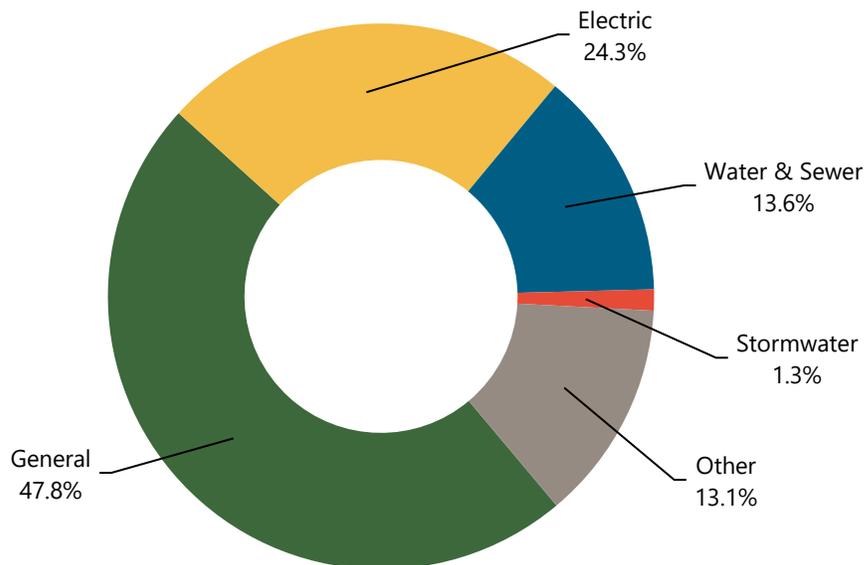
	FY24-25	FY25-26	FY26-27	FY27-28	FY28-29
Erosion & Site Inspection Fees	\$153,000	\$156,060	\$159,181	\$162,365	\$165,612
Stormwater Fees	\$2,562,138	\$2,613,381	\$2,665,648	\$2,718,961	\$2,773,341
Fund Balance Appropriated	\$3,640,000	\$500,000	\$0	\$0	\$0
Other Financing Sources	\$1,780,036	\$1,557,017	\$1,361,939	\$1,191,303	\$1,042,045
Miscellaneous	\$5,338,441	\$5,050,677	\$4,778,425	\$4,520,849	\$4,277,156
Investment Earnings	\$1,900,350	\$1,957,361	\$2,016,081	\$2,076,564	\$2,138,861
Sales & Services	\$8,451,710	\$9,153,881	\$9,914,389	\$10,738,081	\$11,630,205
Permits & Fees	\$2,213,245	\$1,948,469	\$1,715,369	\$1,510,156	\$1,329,492
Restricted Intergovernmental	\$4,416,099	\$4,923,735	\$5,489,725	\$6,120,776	\$6,824,367
Unrestricted Intergovernmental	\$4,591,770	\$4,869,366	\$5,163,743	\$5,475,918	\$5,806,964
Other Taxes & Licenses	\$24,020,633	\$27,373,427	\$31,194,205	\$35,548,285	\$40,510,107
Water & Sewer Charges & Fees	\$25,546,157	\$27,367,302	\$29,318,273	\$31,408,326	\$33,647,376
Electric Charges & Fees	\$46,879,415	\$48,870,230	\$50,945,588	\$53,109,079	\$55,364,447
Ad Valorem Taxes	\$61,364,623	\$69,356,042	\$78,388,171	\$88,596,541	\$100,134,330



Town Expenditures

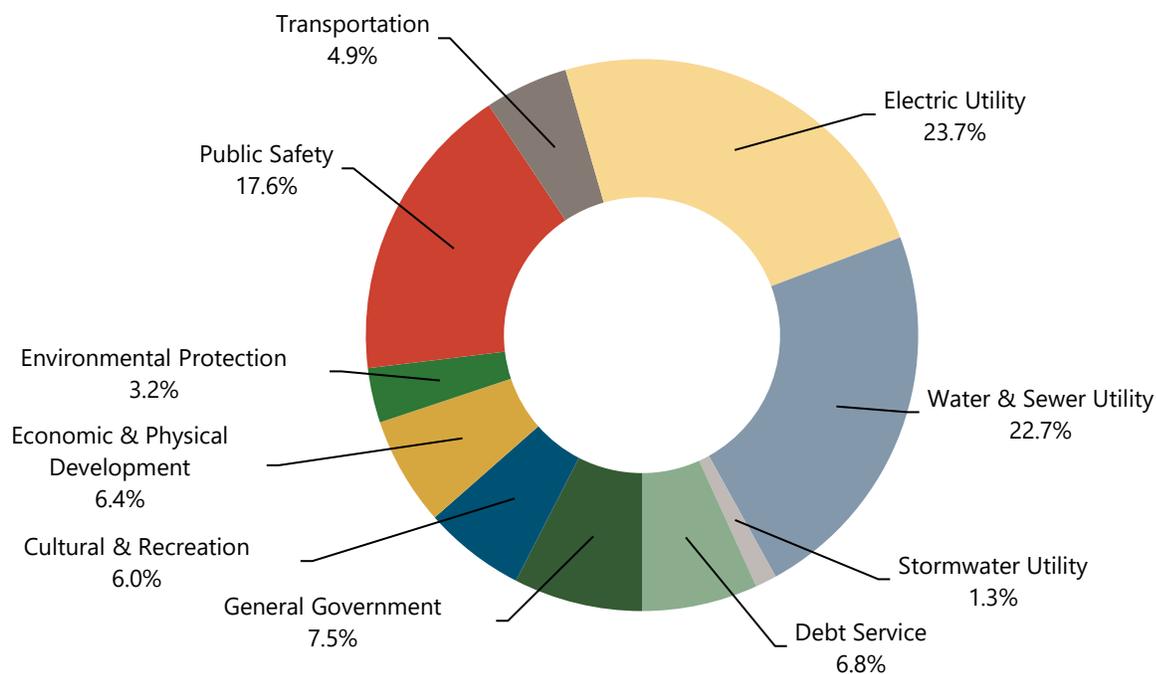
Town Expenditures by Fund					
Fund	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
General	74,113,463	106,300,732	98,419,231	102,072,200	-3.98%
Electric	46,328,869	48,524,268	47,092,421	51,837,800	6.83%
Water & Sewer	20,500,461	28,042,367	25,645,900	28,974,200	3.32%
Stormwater	1,090,586	1,956,400	1,345,250	2,671,900	36.57%
Other	10,291,803	15,561,082	5,860,916	27,854,400	79.00%
Total	\$152,325,182	\$200,384,849	\$178,363,718	\$213,410,500	6.50%

Town Expenditures by Fund FY23-24

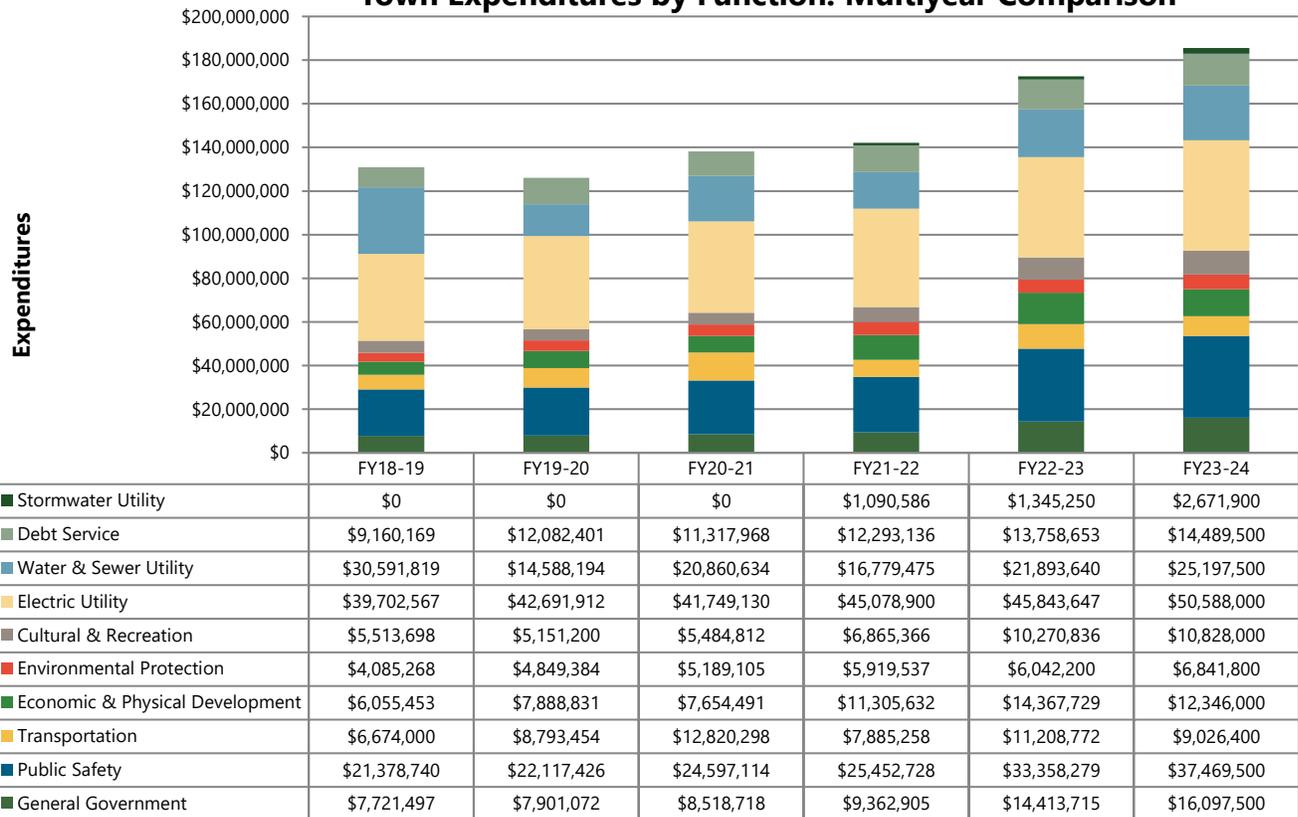


Town Expenditures by Function					
Type	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
General Government	9,362,905	17,279,383	14,413,715	16,105,500	-6.79%
Cultural & Recreation	7,661,352	15,149,844	10,270,836	12,728,000	-15.99%
Economic & Physical Development	11,635,315	17,362,736	16,182,729	13,594,000	-21.71%
Environmental Protection	5,919,537	6,342,082	6,042,200	6,841,800	7.88%
Public Safety	25,570,009	36,567,472	33,381,995	37,477,900	2.49%
Transportation	9,418,361	12,902,515	11,208,772	10,426,400	-19.19%
Electric Utility	45,089,183	47,275,468	45,843,621	50,588,000	7.01%
Water & Sewer Utility	24,349,248	31,790,049	25,915,700	48,487,500	52.52%
Stormwater Utility	1,090,586	1,956,400	1,345,250	2,671,900	36.57%
Debt Service	12,228,686	13,758,900	13,758,900	14,489,500	5.31%
Total	\$152,325,182	\$200,384,849	\$178,363,718	\$213,410,500	6.50%

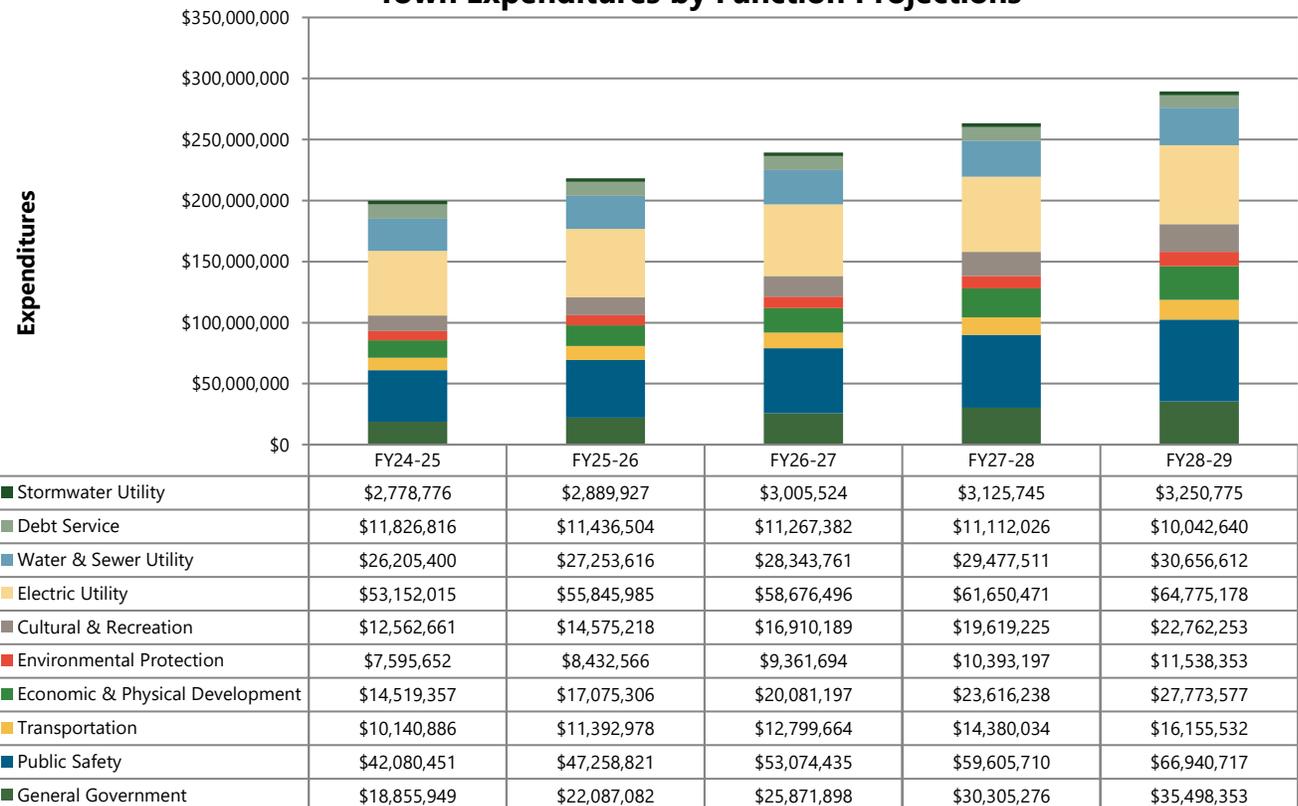
Town Expenditures by Function FY23-24



Town Expenditures by Function: Multiyear Comparison

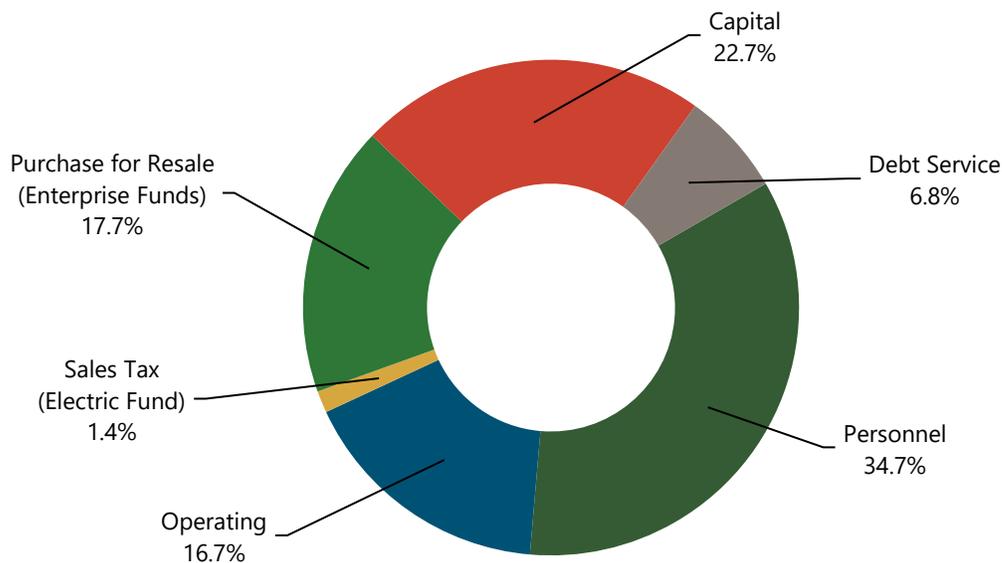


Town Expenditures by Function Projections

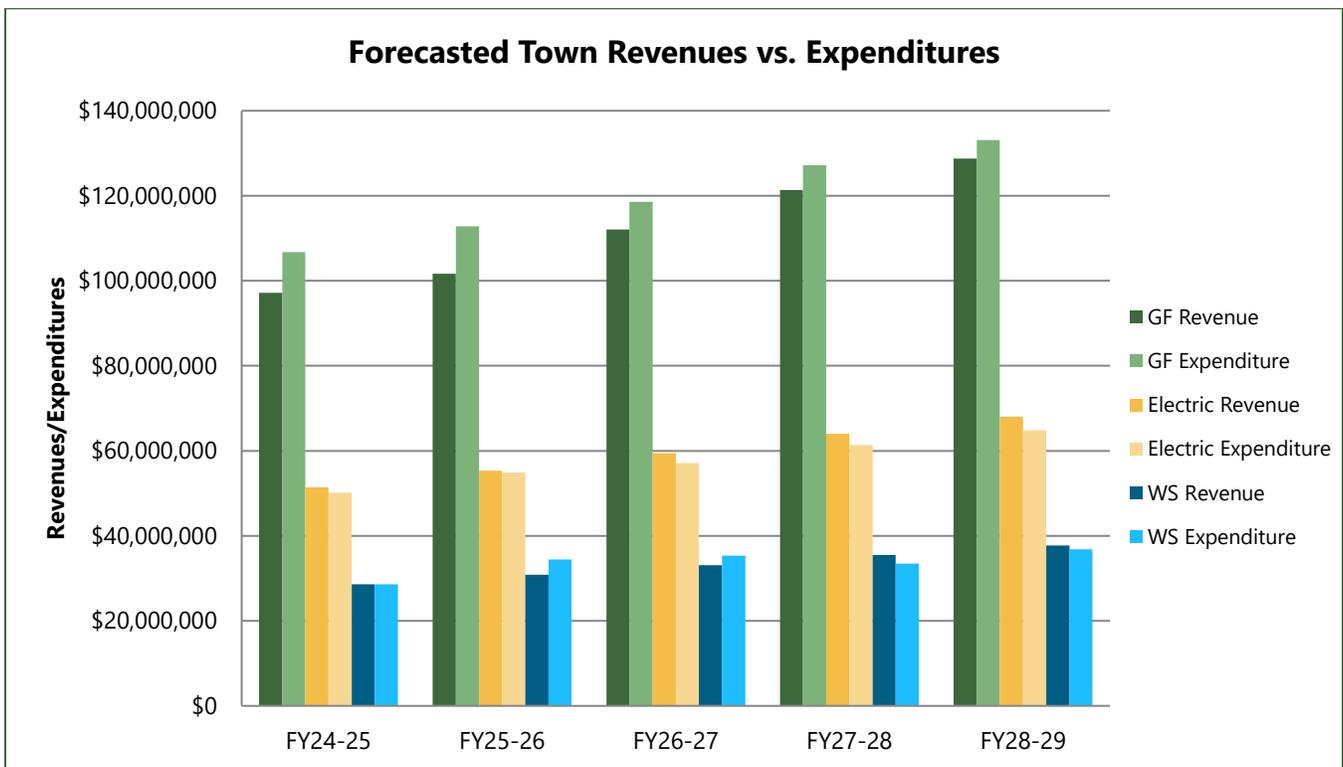
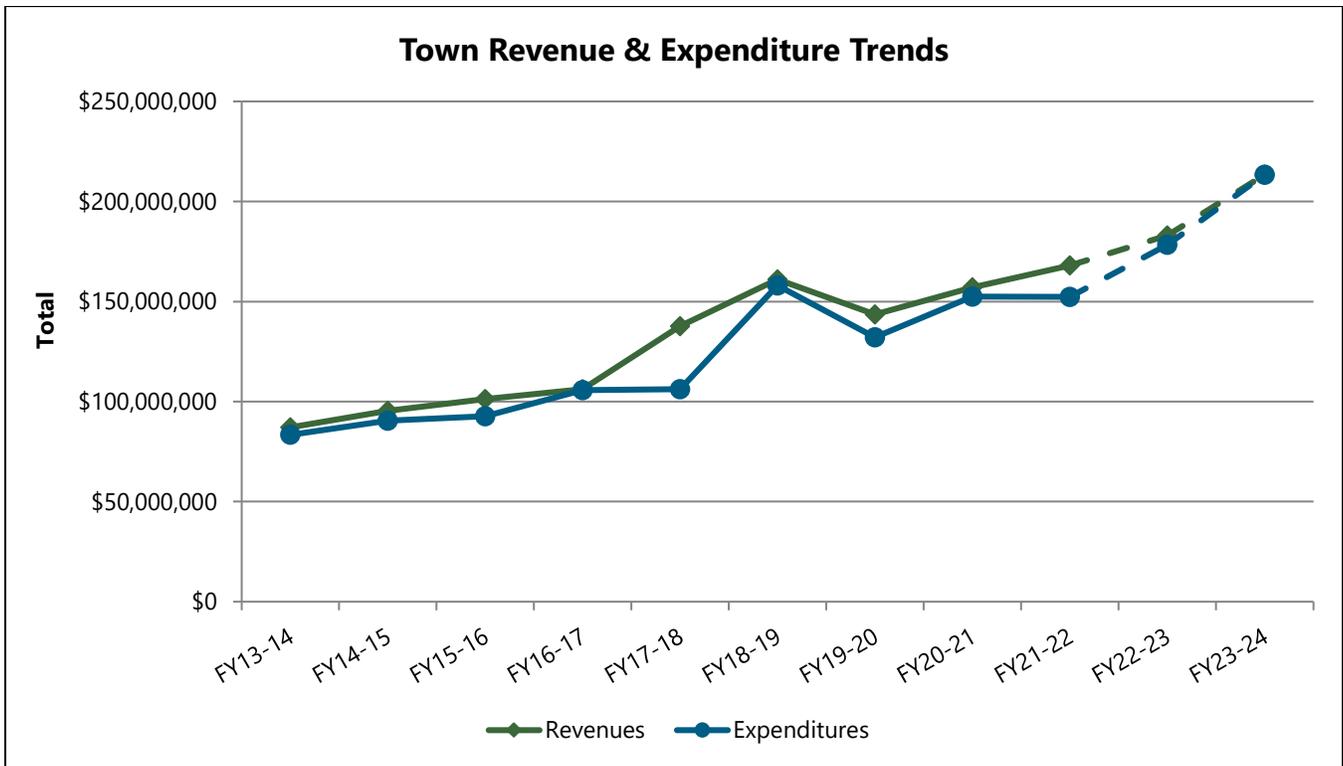


Town Expenditures by Type					
Type	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Personnel	51,207,491	69,132,820	62,272,272	74,035,300	7.09%
Operating	23,135,433	40,894,106	32,529,935	35,668,400	-12.78%
Sales Tax (Electric Fund)	2,994,204	3,040,000	2,198,021	3,054,300	0.47%
Purchase for Resale (Enterprise Funds)	35,038,123	35,000,000	36,281,300	37,764,600	7.90%
Capital	27,721,245	38,559,023	31,323,291	48,398,400	25.52%
Debt Service	12,228,686	13,758,900	13,758,900	14,489,500	5.31%
Total	\$152,325,182	\$200,384,849	\$178,363,718	\$213,410,500	6.50%

Town Expenditures by Type FY23-24



Revenues vs. Expenditures



Revenue Assumptions

Ad Valorem Taxes

Ad valorem taxes, commonly referred to as property taxes, are based on a \$0.44 tax rate per \$100 of assessed valuation (estimated at \$54.29 million with a 99.7 percent collection rate in the General Fund). The FY23-24 tax base for Apex is projected to grow by \$523,947,800 (4.4 percent) to \$12,367,909,000. Each penny on the tax rate is equivalent to \$1,233,000 in revenue. Like most of Wake County, Apex has experienced high growth over the past decade. Apex has experienced a five-year average increase of 8.4 percent in population and a three-year average increase of 8.1 percent in assessed value excluding the most recent revaluation. This growth has been driven by strong, sustained growth in new home construction and some new commercial developments, however, the rate of assessed valuation indicates development may be leveling off. While the rate of growth has declined, property tax revenues remained stable despite inflation on the market, and the FY23-24 Budget reflects a 10.78 percent increase in ad valorem revenues, primarily tied to a \$0.03 increase in tax rate.

Other Taxes & Licenses

Local sales tax represents 98.2 percent of the other taxes and licenses revenues. The North Carolina League of Municipalities (NCLM) reported that statewide sales tax revenue grew by more than 15 percent for FY21-22 and is projecting an 11 percent increase for FY22-23. In FY21-22, Apex experienced a 13 percent growth in sales tax revenues. Through the first seven months of collected sales tax in FY22-23, the Town is 14.7 percent over the prior year and higher than the State average of 11 percent. Since 2018, Apex has averaged 13 percent annual growth in sales tax, but the 29.6 percent growth occurring after the immediate impact of the COVID-19 pandemic skews that increase upward. Prior to the pandemic, the Town averaged a 9.3 percent annual increase. Considering looming questions about the economy due to inflation, lingering pandemic impacts, and international instability, the FY23-24 Recommended Budget includes a 6.5 percent increase (\$1.26 million) in sales tax revenues over the final estimated amount for FY22-23.

Unrestricted Intergovernmental

Apex receives utility sales taxes, video programming revenues, beer and wine taxes, and solid waste taxes from the State as well as solid waste rebates from Wake County. The State applies the general sales tax rate to the sale of electricity and natural gas and returns a percentage of the proceeds to the cities and towns. The utility sales taxes include proceeds from state taxes on electric, gas, and telephone companies. Reports from the NCLM indicate that revenues from the electric sales tax will increase slightly while natural gas and telecommunications tax revenues will decrease. Collectively, the FY23-24 Budget includes revenue estimates for utility sales taxes to increase by 3.8 percent from the FY22-23 year-end estimate.

The Beer and Wine Tax includes an excise tax on beer and wine that is distributed based on a per capita basis. Distributions for FY22-23 are expected to be slightly more than FY21-22. The FY23-24 Budget reflects revenue equivalent to the \$250,000 expected in FY22-23 as statewide sales return to pre-pandemic levels.

The State levies a \$2 per-ton tax on municipal solid waste and construction and demolition debris deposited in a landfill in the state or transferred at a transfer station for disposal outside the state. Municipalities receive 18.75 percent of the tax on a per capita basis. The five-year trend for this distribution reflects a peak and valley trend with relatively flat growth one year followed by at least five percent growth the next year. With the expectation that the normal peak-and-valley pattern will return, the FY23-24 Budget reflects an increase in the solid waste disposal tax from the expected FY22-23 amount of \$165,000.



Restricted Governmental

In 2016, the General Assembly began appropriating dollars for Powell Bill funds instead of relying on the previous distribution method based on gas tax revenues. The State maintained a total appropriation of \$147.5 million for several years before increasing the allocation to \$154.9 million in FY21-22. The NCLM expects the same allocation to be part of the State's budget for FY23-24, though the North Carolina House of Representatives' budget released in March 2023 included a revised Powell Bill budget of \$170.4 million for FY23-24. This budget must still be negotiated with the North Carolina Senate and signed by the Governor, so it is unclear whether these figures will be signed into law. Seventy-five percent of the Powell Bill distribution is calculated based on municipal populations. The projected per capita allocation for the FY23-24 Powell Bill distribution is \$21.66. The remaining 25 percent of the distribution is allocated based on the number of municipally maintained street system miles. The projected value of the mileage-based allocation for the FY23-24 Powell Bill distribution is \$1,675.48 per street mile. Using these values, the Town estimates its FY23-24 Powell Bill allocation to be \$1.8 million.

Contributions from other agencies, including Wake County Public Schools and Wake County, are determined by established contracts or agreements. Revenues from Wake County Public Schools partially offset costs for resource officers at high school and middle school campuses. Wake County collects a fire district tax of \$.096 per \$100 of valuation on property not within municipal corporate limits. The County distributes revenues from the fire district tax based on a weighted formula that includes service demand, population, property value, heated square footage, and land area. Apex receives a portion of the fire tax revenues for the delivery of fire protection services to residents within the Apex Fire District who do not live within the Town's corporate limits. The Town will receive \$1,509,200 from Wake County for extraterritorial fire protection services in FY23-24.

Permits & Fees

Permit and fee revenues are predominantly associated with development related services, such as planning applications and building inspections. Of the \$2.5 million permit and fee revenues in the FY23-24 Budget, \$1.6 million is restricted by General Statutes specifically for building inspections and permitting related activities.

Sales & Services

Sales and services revenues primarily consist of revenues from solid waste services and recreation fees. Solid waste, yard waste, and recycling collections comprise \$6.6 million in FY23-24, a 9.1 percent increase over year-end estimates for FY22-23. Customer counts for solid waste collection are expected to increase 3 percent for FY23-24. Solid waste and recycling collection fees will increase in FY23-24 by 2.5 percent. The FY23-24 Budget includes \$1.18 million in revenues from recreation and cultural activity fees and facility rentals, which represents a 32.6 percent increase from FY22-23 as new facilities come online and programs expand.

Other Financing Sources

Other financing sources represent revenues generated from bond sales and transfers in from other funds. Total fund transfers in FY23-24 consist of \$650,000 to the General Fund from the Transportation Reserve Fund for pavement management.

Investment Earnings

Investment earnings steadily rose until the COVID-19 pandemic and initial recession, and we estimate low rate of return during the FY22-23 Budget development. In contrast, FY23-24 estimates are significantly higher than current year revenues



due increased rates. The FY23-24 Budget includes \$1.2 million in the General Fund, \$160,000 in the Electric Fund, and \$475,000 in the Water and Sewer Fund.

Electric Charges

The FY23-24 Budget includes \$44.96 million in revenue from electric charges for service. This amount represents a 2.7 percent increase from FY22-23. The budget includes an increase in the electric base rate and energy demand rate. The FY23-24 Budget uses a customer growth projection of three percent.

Other Operating Revenue

Other operating revenues are associated with the enterprise funds and represent sales tax, underground and service lateral fees, electric meters in the Electric Fund (\$4.8 million), and water tank rentals in the Water and Sewer Fund (\$145,000). Sales tax on electricity sales makes up 83.7 percent of the Electric Fund's other operating revenues. This amount is a 13.4 percent increase over FY22-23.

Water & Sewer Charges

The Town estimates revenues of approximately \$24 million from water & sewer charges in FY23-24, a 7.8 percent increase from the FY 22-23 budgeted revenues. The increase results from an expected four percent increase in accounts and increases in base and volumetric rates for water and sewer.

Fund Balances

The Town plans to appropriate \$4.675 million from the General Fund fund balance, \$4.1 million from the Water and Sewer Fund, and \$1.8 million from the Electric Fund for FY23-24.



Fund Balance

Fund balance is the difference between the assets and liabilities in a fund. Fund balance acts as a reserve or “rainy day” fund for unanticipated incidents or opportunities. Revenues and expenditures in the budget are estimates for the current fiscal year. Often, revenues and expenditures do not exactly offset each other at the end of the fiscal year. If revenues exceed expenditures, the result is a surplus of money added to the fund balance. If expenditures exceed revenues, the result is a deficit, and the Town withdraws money from the fund balance to balance the budget.

The North Carolina Local Government Commission (LGC) recommends that units of government retain an amount of unreserved fund balance in the General Fund of at least 8 percent of appropriations of the fund. Apex Town Council has adopted a policy recommending the Town maintain a fund balance of 25 percent for the General Fund.

Purpose of Fund Balance

Fund Balance is available to help balance the Town’s budget in the event expenditures exceed revenues. A strong fund balance helps the Town achieve a solid bond rating but also helps the Town in other ways, including:

- paying for unexpected expenses or compensating for revenue shortfalls,
- balancing the budget without increasing taxes or rates,
- responding to emergencies,
- taking advantage of unexpected opportunities, and
- paying for capital projects or needs without needing to borrow money.

Issues Concerning Fund Balance

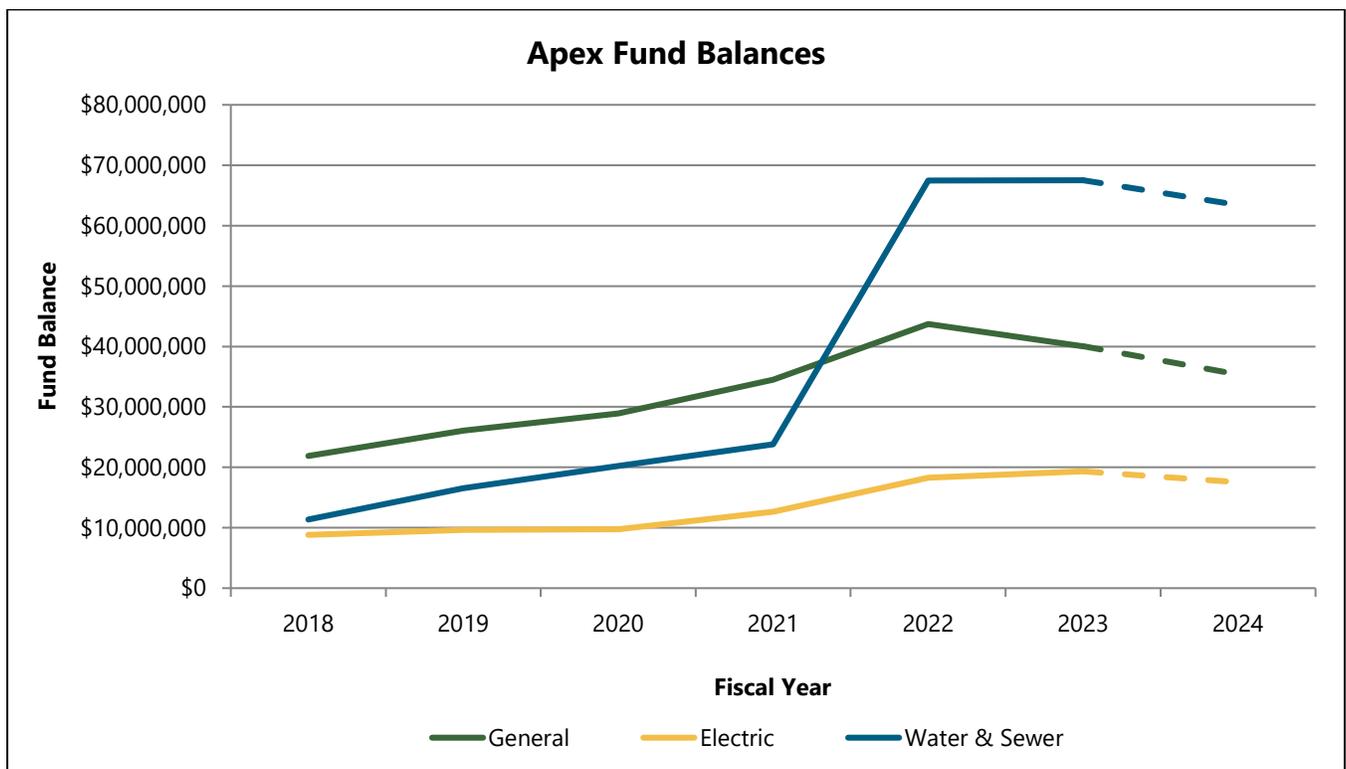
An inadequate fund balance can lead to cash flow problems, disruption of services, or the inability of the Town to respond in an emergency. Building a strong fund balance requires a substantial amount of time and often includes increases in taxes and fees and/or significant expenditure cuts. Therefore, fund balance should be managed effectively to ensure it is not regularly used to offset operating deficits. While a strong fund balance provides the Town with flexibility and financial security, excessive fund balance can be an indicator that taxes or fees are too high or that the Town may not be spending money adequately to respond to the needs of citizens or the organization.

Amount of Fund Balance

The LGC recommends a minimum fund balance of 8 percent, but most local governments carry a higher percentage. Good benchmarks for the appropriate amount of fund balance include ensuring enough revenue to avoid cash flow problems, typically about four to six months of operating expenses, and the average fund balance percentage within a peer group. The average fund balance for North Carolina municipalities in Apex’s population range that operate an electric system is 40.22 percent. The LGC designates this group as municipalities with electric systems and populations above 50,000 people. There are no general guidelines for fund balance levels in enterprise funds, such as the Electric Fund or Water & Sewer Fund. The following chart includes unassigned and assigned fund balance for the Town’s major funds. The budget discusses the Town’s use of fund balance for FY23-24 in the revenues sections for each fund.



Apex Fund Balance							
Fund	2018	2019	2020	2021	2022	2023	2024
General	\$21,882,913	\$26,062,318	\$28,904,552	\$34,490,969	\$43,716,896	\$40,049,845	\$35,374,845
% Change		19.10%	10.91%	19.33%	26.75%	-8.39%	-11.67%
Fund Balance %	43.73%	46.54%	45.04%	48.44%	58.99%	40.69%	34.66%
Months Equiv.	5.25	5.58	5.41	5.81	7.08	4.88	4.16
Electric	\$8,822,953	\$9,658,339	\$9,728,267	\$12,635,145	\$18,289,255	\$19,338,554	\$17,538,554
% Change		9.47%	0.72%	29.88%	44.75%	5.74%	-9.31%
Fund Balance %	25.89%	23.94%	22.45%	29.38%	39.48%	41.07%	33.80%
Months Equiv.	3.11	2.87	2.69	3.53	4.74	4.93	4.06
Water & Sewer	\$11,362,881	\$16,520,078	\$20,242,629	\$23,808,776	\$67,461,411	\$67,519,578	\$63,419,578
% Change		45.39%	22.53%	17.62%	183.35%	0.09%	-6.07%
Fund Balance %	78.97%	47.82%	109.04%	99.22%	329.07%	263.28%	218.88%
Months Equiv.	9.48	5.74	13.08	11.91	39.49	31.59	26.27



Debt Obligation

The Town may choose to take on debt through financing to pay for major projects or large equipment. Issuing debt to pay for major projects and equipment allows the Town to reduce its immediate burden to pay for large capital projects. This allows the cost to be spread out over time and shares the financing burden among the taxpayers who receive the most benefit from the project. North Carolina General Statute 159-55 limits local government debt to a maximum of 8 percent of the unit's taxable assessed valuation. This limit amounts to \$990,160,000 using the valuation for FY 23-24.

Types of Debt Financing

The following is a common list of financing options used by local governments in North Carolina to issue debt.

General Obligation Bonds

General Obligation (GO) bonds require voter approval because the debt is secured by the taxing power of the local government. When a local government issues GO bonds, they promise to pay back the loan by using all revenue available at its disposal, including its ability to raise taxes. GO bonds in North Carolina require approval of the North Carolina Local Government Commission (LGC). GO bonds typically have the lowest interest rates and twenty-year terms.

Revenue Bonds

Revenue bonds are secured and repaid from specific revenues and can only be used to finance revenue-producing projects. Revenues earned from these projects repay the bond, and these revenues are most often the net earnings from enterprise or self-supporting utilities. Revenue bonds are commonly used to finance electric or water and sewer capital improvements. The LGC requires an independent, nationally recognized consulting firm conduct a feasibility study and that project revenues exceed 20 percent of the project's total debt service costs and operating expenses.

Installment Purchase Agreements

Installment purchase (IP) (or lease-purchase) financing can be short-term or long-term. This type of obligation is privately placed with a financial institution or vendor. The security for the obligation is the asset being purchased or constructed. Bank qualified IP agreements, when less than \$10 million borrowed in the calendar year, allow local governments to borrow money at a lower rate than conventional loans because lenders do not have to pay taxes on the interest portion of the payments it receives. This type of financing is typically used for items, such as large equipment and some facilities. For large IP agreements, the LGC must approve the debt.

Certificates of Participation

Certificates of Participation (COPs) operate similar to an IP except that the debt is publically traded rather than privately placed. COPs typically have higher interest rates than GO bonds because the debt is secured by a pledge of the asset being purchased or constructed and funds resulting from the project being financed and cannot be secured by the "full faith and credit" of the government. A local government uses revenue to pay off debt on a capital project. Unlike revenue bonds, local governments can use the revenue from the entire unit to pay off the debt and are not limited to using revenue only produced by the financed project. COPs are typically financed for ten- to twenty-year terms. This type of financing should be considered for a revenue-generating project.

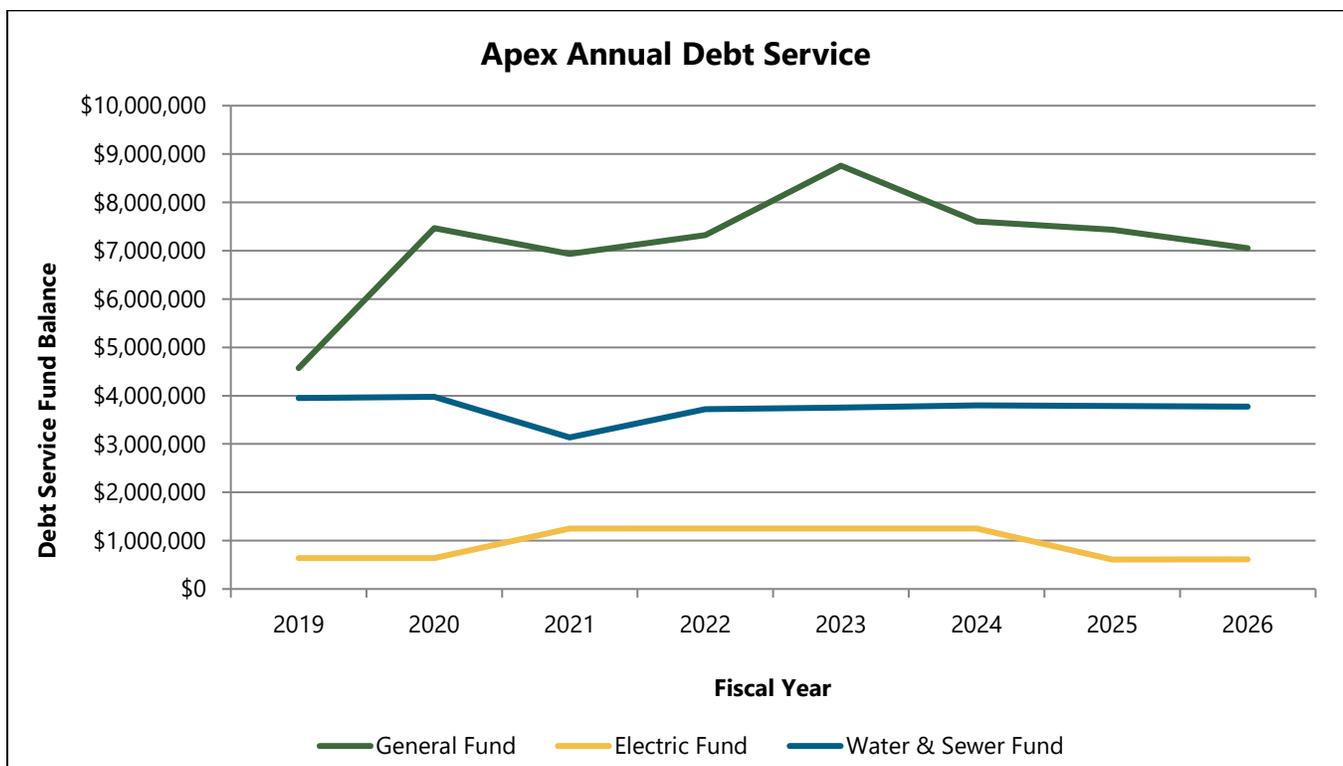


Tax Increment Financing Bonds

Tax Increment Financing (TIF) bonds are high risk for investors because the debt is secured on anticipated increases in property value. A TIF project begins by designating an area as a TIF district and determining a base property value. The base valuation is set for a specific number of years, during which time public and private investments should improve the property. The increase in value over the base valuation is the increment. Local governments continue to accrue taxes levied on the base valuation for normal operations. Additional taxes levied on the increment are for the repayment of debt service or other qualifying TIF-associated needs. At the end of the specified time, all debt associated with the TIF is amortized and all tax revenues can be used at the local government’s discretion. A successful TIF project is dependent upon an increase in the property value of the designated district. The inherent risk in TIF is the assumption that property values will increase enough to repay the associated debt. TIF bonds can be financed for up to thirty years.

Apex’s Debt Obligation

As of June 30, 2022, the Town’s debt obligation is \$175,738,884. Approximately \$96.38 million is in the General Fund, \$17.3 million in the Electric Fund, and \$62 million in the Water & Sewer Fund. The Town’s General Fund debt consists of installment purchase agreements (26.97 percent) and general obligation bonds (73.03 percent). The Water & Sewer Fund debt is predominantly general obligation bonds (50.62 percent) and includes State revolving loans (28.66 percent), and installment purchase agreements (20.72 percent). Revenue bonds represent the entirety of the debt in the Electric Fund.



General Fund Debt Obligation							
Issue Year	Project	Finance Type	Amount Issued	Term	FY23-24 Principal	FY23-24 Interest	Total Debt Service
2020	Public Safety Station 6	Installment Purchase	\$8,700,000	15	\$580,000	\$117,450	\$697,450
2020	Streets & Sidewalks	General Obligation	\$5,000,000	10	\$500,000	\$42,000	\$542,000
2020	Parks & Recreation	General Obligation	\$28,000,000	20	\$1,490,000	\$884,688	\$2,374,688
2020	Streets & Sidewalks Refunding (2009)	General Obligation	\$3,250,000	9	\$270,000	\$82,250	\$352,250
2018	Parks & Recreation Refunding	General Obligation	\$1,105,000	10	\$110,000	\$28,250	\$138,250
2018	Public Improvement (Parks Bond & Streets)	General Obligation	\$23,000,000	20	\$565,000	\$688,019	\$1,253,019
2017	Park Land	Installment Purchase	\$6,000,000	15	\$413,793	\$90,879	\$504,672
2015	Public Safety Station 5	Installment Purchase	\$4,230,000	16	\$340,000	\$50,320	\$390,320
2014	Public Safety Station 4 Refunding	Installment Purchase	\$6,424,000	14	\$418,767	\$39,342	\$458,109
2013	Parks & Recreation	General Obligation	\$6,000,000	20	\$300,000	\$84,000	\$384,000
2013	Parks & Recreation Refunding	General Obligation	\$4,670,000	12	\$490,000	\$19,400	\$509,400
Total							\$7,604,158

Water & Sewer Fund Debt Obligation							
Issue Year	Project	Finance Type	Amount Issued	Term	FY23-24 Principal	FY23-24 Interest	Total Debt Service
2015	Regional Wastewater Treatment Plant	State Revolving Loan	\$17,500,000	20	\$875,000	\$213,675	\$1,088,675
2014	Water & Sewer Improvements	Installment Purchase	\$8,045,000	14	\$628,233	\$86,140	\$714,373
2012	Wastewater System	General Obligation	\$35,000,000	25	\$1,505,000	\$417,707	\$1,922,707
2011	Regional Wastewater Treatment Plant	Installment Purchase	\$355,059	20	\$13,640	\$2,707	\$16,347
2007	Regional Wastewater Treatment Plant	Installment Purchase	\$1,159,825	20	\$51,644	\$4,733	\$56,377
Total							\$3,798,479

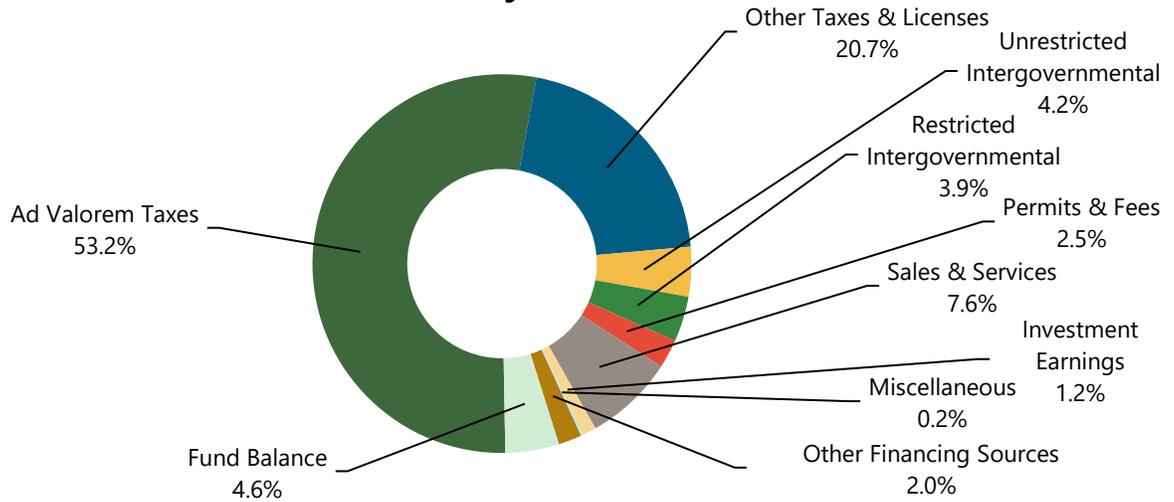
Electric Fund Debt Obligation							
Issue Year	Project	Finance Type	Amount Issued	Term	FY23-24 Principal	FY23-24 Interest	Total Debt Service
2019	Electric Office Building	Revenue Bond	\$10,000,000	20	\$436,000	\$174,360	\$610,360
2009	Electrical System Improvements	Revenue Bond	\$7,300,000	15	\$617,000	\$22,335	\$639,335
Total							\$1,249,695



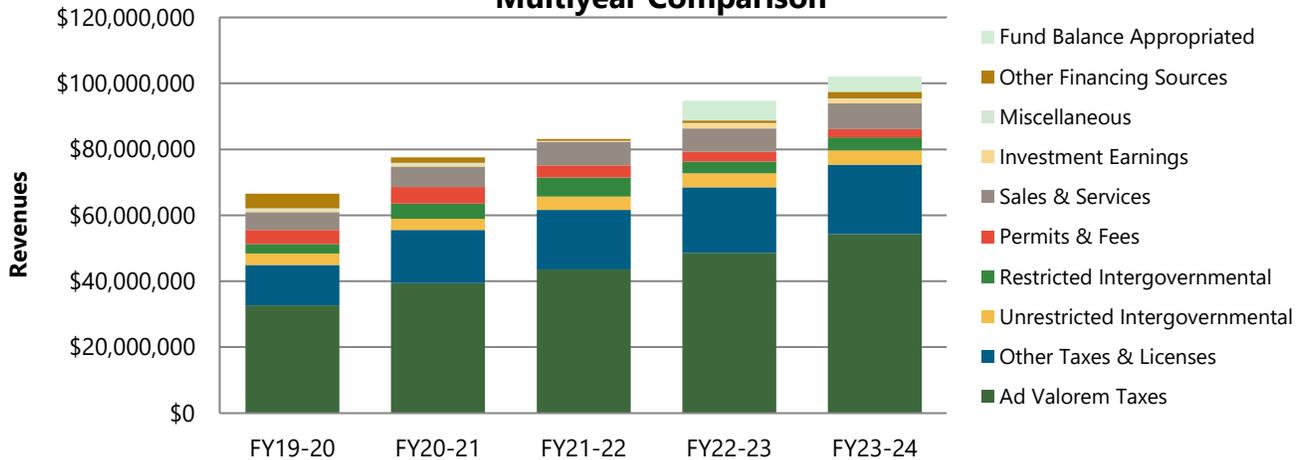
Revenues by Source

General Fund Revenues by Source					
Source	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Ad Valorem Taxes	43,601,374	48,684,400	48,595,000	54,294,000	11.52%
Other Taxes & Licenses	18,056,631	19,670,000	19,861,000	21,078,500	7.16%
Unrestricted Intergovernmental	4,040,632	4,130,000	4,242,000	4,330,000	4.84%
Restricted Intergovernmental	5,787,220	3,632,400	3,622,628	3,960,800	9.04%
Permits & Fees	3,683,870	3,537,000	2,993,690	2,514,000	-28.92%
Sales & Services	7,064,026	7,058,200	6,981,341	7,803,400	10.56%
Investment Earnings	95,093	25,000	1,500,000	1,200,000	4700.00%
Miscellaneous	256,220	94,500	202,900	191,500	102.65%
Other Financing Sources	600,000	750,000	750,000	2,025,000	170.00%
Fund Balance	-	18,719,232	6,003,620	4,675,000	-75.03%
Total	\$83,185,066	\$106,300,732	\$94,752,180	\$102,072,200	-3.98%

General Fund Revenues by Source FY23-24



General Fund Revenues by Source: Multiyear Comparison



Source Descriptions

Ad Valorem Taxes

Ad valorem taxes are taxes paid on real and personal property located within the Apex town limits. Taxes for real and personal property are levied based upon the preceding January 1 valuations of the property and the tax rate established by Town Council. Wake County revalues real and personal property every four years, with the most recent occurring in 2020. The Town contracts with the Wake County Tax Department to levy and collect ad valorem taxes. The Town's average collection is 99.89 percent. Ad valorem taxes typically comprise approximately one-half of all General Fund revenues with an estimated \$54.29 million in FY23-24 at a tax rate of \$.44 per \$100 valuation.

Other Taxes & Licenses

The State of North Carolina collects local option sales tax on behalf of Wake County. The local option sales tax rate of \$0.025 consists of four separate taxes authorized by North Carolina General Statutes: Article 39 at \$0.01, Article 40 at \$0.005, Article 42 at \$0.005 and Article 44 at \$0.005. In October of 2008, the State eliminated the per capita portion of the Article 44 sales tax and replaced it with a "hold harmless" reimbursement. This local government sales and use tax applies to sales made in the county and is allocated among the county and municipalities within the county on a per capita basis. Along with rental vehicle taxes and one-sixth of the municipal vehicle tax, sales tax revenues makeup the "other taxes and licenses" category. In prior years, this category included all municipal vehicle tax provided for in N.C.G.S. 20-97 (b1). As of FY18-19, revenues generated through the municipal vehicle tax that are not dedicated to transit go directly to the Transportation Capital Reserve. Other taxes & licenses revenues represent the General Fund's second largest revenue source for FY23-24 at \$21.08 million.

Unrestricted Intergovernmental

The largest portion of unrestricted intergovernmental revenues consists of Utility Sales Taxes (CATV, electric, gas, and telecommunications), solid waste rebates from Wake County, and the Beer and Wine Tax. Utility sales taxes represent the largest amount of unrestricted intergovernmental revenues at \$3.83 million. The tax is based on gross receipts of the sales of utility companies within the Town's corporate limits. The State levies a beer and wine tax on the sale of malt beverages, fortified wine, and unfortified wine. The State annually distributes a percentage of the tax on the sales of these beverages generated within the Town's corporate limits. Beer and wine tax revenues are \$250,000 in the FY23-24 Budget.

Restricted Governmental

Restricted intergovernmental revenues include Powell Bill funds and other federal, state, or local government funds or grants that are restricted for a specific purpose. Powell Bill revenue comes from an appropriation by the State as part of the biennium budget. The State calculates the annual Powell Bill distribution based on population and the number of road miles maintained by the Town. Fire tax collections represent revenues collected from residents within the Apex Fire District who do not live within the Town's corporate limits. Wake County sets the fire tax rate. The Town receives annual revenues from the Wake County Public School System to cover partial costs associated with providing resource officers on school campuses. The Town expects to receive \$3.96 million in restricted intergovernmental revenues in FY23-24.

Permits & Fees

Permits and fees predominantly consist of fees associated with development collected through the Planning department and the Inspections and Permitting department. Use of revenues generated by these fees is mostly restricted to Inspections and Permitting costs. The FY23-24 budget includes \$1.65 million in expected fees specifically for Inspections and Permitting. Overall, permits and fees revenues account for \$2.51 million in the FY23-24 Budget.



Sales & Services

Sales and services fees primarily consist of revenues from solid waste, yard waste, recycling collections, and recreation participation and facility user fees. Refuse collection fees account for \$2.97 million in the FY23-24 budget, and yard waste and recycling collection fees account for \$2.13 million and \$1.47 million respectively. The monthly residential collections rates are \$9.85 for garbage, \$7.83 for yard waste, and \$5.24 for recycling for FY23-24. Recreation participation and facility user fees represent \$1,198,100 in the FY23-24 Budget.

Investment Earnings

Investment earnings include the return earned on cash and investment balances. Interest is earned on the cash balances invested with the North Carolina Capital Management Trust (NCCMT) and other allowable investments in various certificate of deposit (CDs) and money market accounts. Investment earnings account for \$1,200,000 in the FY23-24 Budget.

Miscellaneous Revenues

Other revenues represent miscellaneous revenues, such as ABC revenues, court fees, parking fines, or revenues that do not easily fit into other categories. These revenues account for \$641,500 in the FY23-24 Budget.

Other Financing Sources

Other financing sources represent revenues received from sale of capital assets and transfers in from capital reserves. These revenues account for \$2,025,000 in the FY23-24 Budget.

Fund Balance Allocation

Allocations from fund balance represent the use of reserve funds. The Town typically uses reserves for specific capital projects, onetime opportunities, or emergency operations. Fund balance appropriations of \$4,675,000 in the FY23-24 budget include \$200,000 for Eva Perry Library Improvements, \$825,000 for Felton Grove High School Improvements Cost Share, \$1,000,000 for Safe Routes to School projects, \$300,000 for Environmental Education Center, \$300,000 for South Salem Street Bicycle Connection, \$300,000 for greenway studies, and \$250,000 for ACP Hockey Partnership Project. An additional \$1,500,000 is from restricted fund balance to be transferred to the Debt Service Fund for financing associated with the Mason Street Municipal Building for Building Inspections and Permitting.



Revenues by Line Item

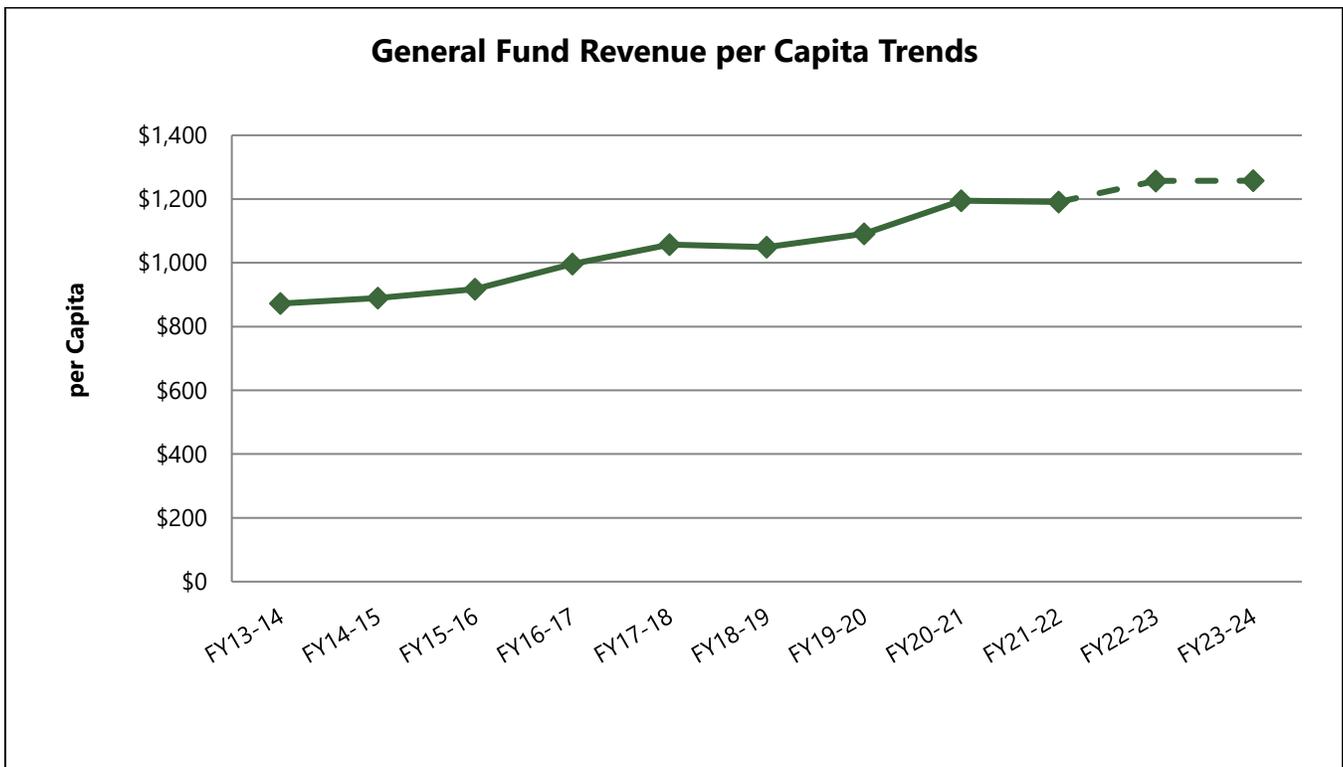
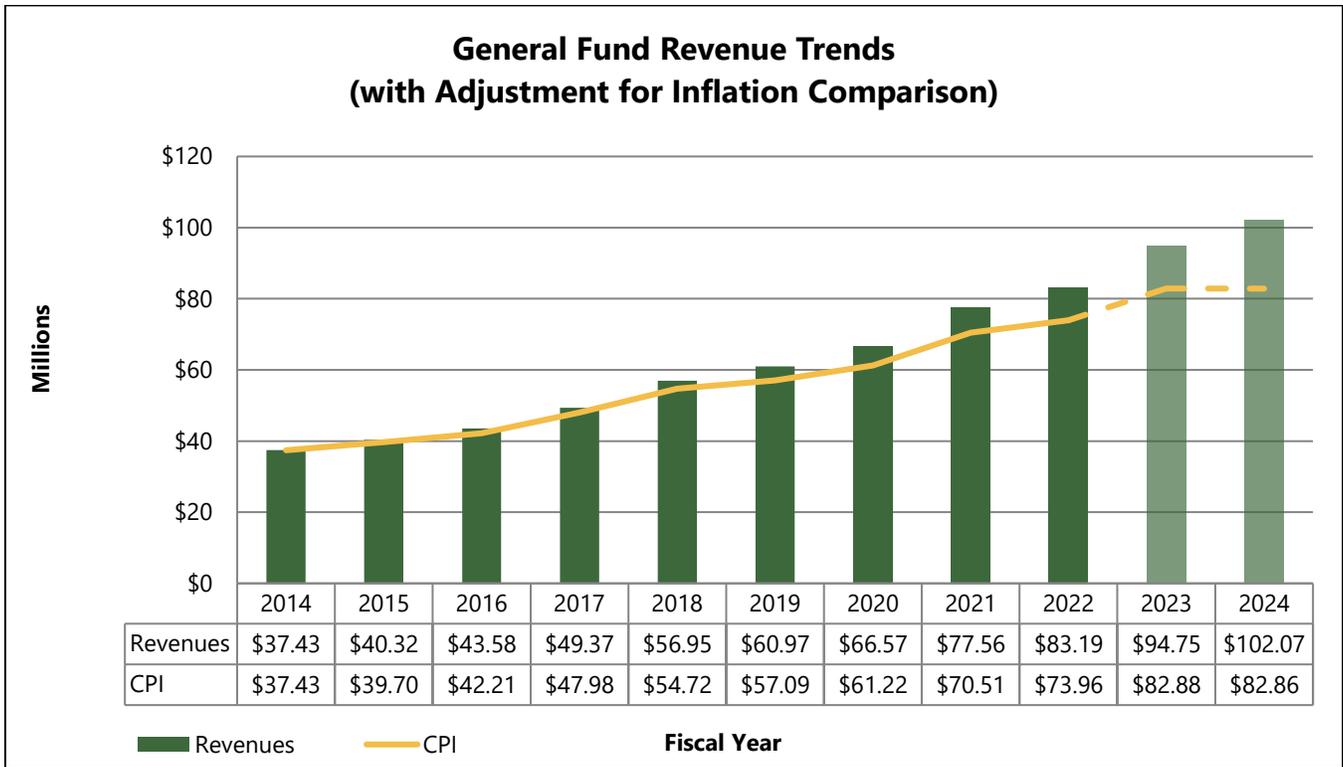
General Fund Revenues					
Line Item	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Recommend	Percent Change
Current Year Taxes	40,219,932	44,928,000	44,850,000	49,769,000	10.78%
Vehicle Taxes	3,292,098	3,684,400	3,700,000	4,490,000	21.87%
Prior Years	30,473	32,000	5,000	20,000	-37.50%
Penalties and Interest	58,871	40,000	40,000	15,000	-62.50%
Sales Taxes	17,683,230	19,335,000	19,531,000	20,698,500	7.05%
Motor Vehicle Licenses	256,439	250,000	245,000	280,000	12.00%
Rental Vehicle Taxes	116,961	85,000	85,000	100,000	17.65%
Utility Franchise	3,204,848	3,265,000	3,227,000	3,350,000	2.60%
Beer and Wine	235,620	250,000	250,000	250,000	0.00%
Solid Waste Rebates - Wake Co	154,136	165,000	315,000	230,000	39.39%
Powell Bill	1,683,148	1,700,000	1,726,525	1,800,000	5.88%
Police Grants	173,134	160,000	158,960	211,000	31.88%
Wake County Grants	-	408,500	335,878	440,600	7.86%
State Grants	16,000	-	-	-	-
Federal Grants	500	-	-	-	-
FEMA	-	-	72,656	-	-
Fire District - Wake County	1,285,598	1,363,900	1,328,609	1,509,200	10.65%
Residential Permits	1,905,405	2,000,000	1,400,000	1,200,000	-40.00%
Homeowner Recovery Fees	1,442	1,000	1,300	1,000	0.00%
Commercial Permits	548,265	365,000	350,000	310,000	-15.07%
Reinspection Fees	138,810	105,000	163,500	120,000	14.29%
Fire Inspections	45,301	35,000	20,540	20,000	-42.86%
Driveway Inspection Fees	110,800	100,000	70,100	70,000	-30.00%
Driveway Reinspection Fee	675	2,000	2,500	2,500	25.00%
Subdivision Inspections	538,413	500,000	630,100	500,000	0.00%
Erosion and Site Inspection	-	130,000	-	-	-100.00%
Subdivision Approval Fees	158,468	125,000	202,300	150,000	20.00%
Rezoning Application Fees	38,123	25,000	22,500	25,000	0.00%
Annexation Application Fees	4,000	3,000	4,200	3,000	0.00%
Water & Sewer Extension Fees	10,488	8,000	8,000	8,000	0.00%
Variance Application Fees	1,950	500	3,250	1,000	100.00%
Other Application Fees	94,700	80,000	64,100	60,000	-25.00%
Encroachment Agreement Fee	6,250	4,000	3,500	2,500	-37.50%
Bond Administration Fee	43,400	30,000	24,800	20,000	-33.33%
As-Built Drawing Review	16,500	15,000	15,500	15,000	0.00%
Fines and Penalties	13,000	-	500	-	-
Refuse Collection Fees	2,587,169	2,852,000	2,778,000	2,979,300	4.46%
Refuse Bulk Pick-Up Fees	30,615	30,000	25,800	25,000	-16.67%
Yard Waste Fees	2,018,288	2,122,200	2,027,193	2,131,000	0.41%
Recycling Collection Fees	1,327,696	1,257,400	1,223,948	1,470,000	16.91%
Non-Athletic Programs	159,617	100,000	141,000	300,000	200.00%
Fishing & Boating Licenses	1,550	1,000	1,000	600	-40.00%
Senior Programs	76,480	45,000	95,800	72,000	60.00%
Senior Trips	6,879	10,000	1,500	15,000	50.00%
Instructional Athletics	31,377	20,000	26,300	30,000	50.00%



Youth Leagues	179,424	120,000	135,000	200,000	66.67%
Adult Leagues	88,547	75,000	58,000	85,000	13.33%
Active Net/Turkey Trot	41,658	15,000	13,000	10,000	-33.33%
Community Center Rentals	138,212	110,000	50,000	100,000	-9.09%
Miscellaneous POS	4,341	2,500	7,000	2,500	0.00%
Senior Center Rentals	242	-	19,000	20,000	-
Field Rentals	140,729	130,000	201,000	200,000	53.85%
CAC Rentals	30,799	25,000	25,000	30,000	20.00%
E-Tickets	30,018	25,000	35,000	25,000	0.00%
Grants	5,000	-	-	-	-
Art/Sales Commissions	697	500	800	500	0.00%
CAC Programs	126,372	65,000	75,000	55,000	-15.38%
Sponsorships	5,975	7,500	6,000	7,500	0.00%
Concessions	209	3,000	3,500	3,000	0.00%
Art Center Miscellaneous	527	100	500	-	-100.00%
Dog Park Passes	36,556	30,000	20,000	30,000	0.00%
Duke-Harris Plant (Fire)	-	12,000	12,000	12,000	0.00%
Special Events	50	-	-	-	-
Interest Earned	89,866	25,000	1,500,000	1,200,000	4700.00%
Powell Bill Interest	1,677	-	-	-	-
Tricentennial Interest	9	-	-	-	-
Int. Erngs FED ARPA	3,541	-	-	-	-
Miscellaneous Revenue	93,737	50,000	100,000	130,000	160.00%
ABC Revenues	446,028	450,000	450,000	500,000	11.11%
Court Costs and Officer Fees	12,661	12,000	10,200	9,000	-25.00%
Vendor Permits	7,880	8,500	7,000	6,000	-29.41%
Fire Department Donations	750	-	10,700	-	-
Donations - 9/11 Memorial	1,800	-	-	-	-
Promotional Activities/Items	6,415	2,500	5,000	2,500	0.00%
Insurance Refunds	48,376	-	52,000	-	-
Mutual Aid Reimbursement	1,500	-	-	-	-
Developer Reimbursement	1,771	-	-	-	-
NCLM Safety Grant	2,500	5,000	-	-	-100.00%
Private Grants	4,000	-	-	-	-
Sale of Capital Assets	77,710	25,000	25,000	50,000	100.00%
Installment Purchase	-	-	-	1,375,000	-
Transfer from Transport. Reserve Fund	600,000	750,000	750,000	650,000	-13.33%
Transfer from - ARPA Fund	2,628,841	-	-	-	-
Fund Balance Appropriated - Budget	-	3,620,000	3,620	3,175,000	-12.29%
Fund Balance Appropriated - Amend	-	8,289,100	-	1,500,000	-81.90%
Fund Bal App - PO Carryover	-	6,810,132	6,000,000	-	-100.00%
Total	\$83,185,066	\$106,300,732	\$94,752,180	102,072,200	-3.98%



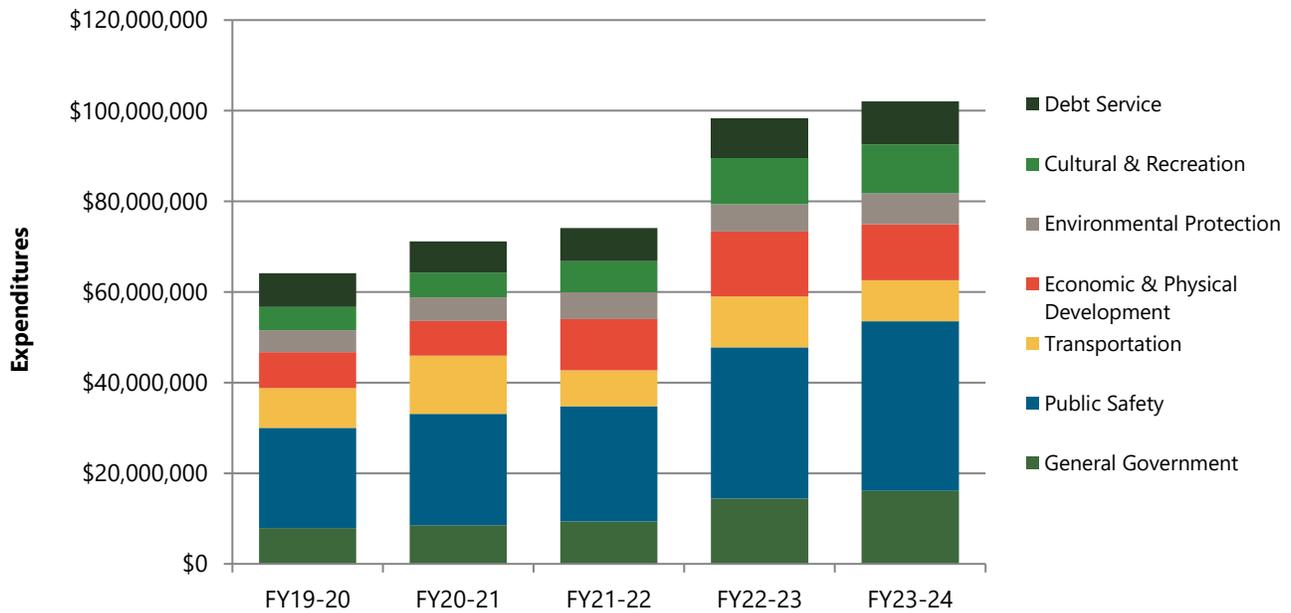
Revenue Trends



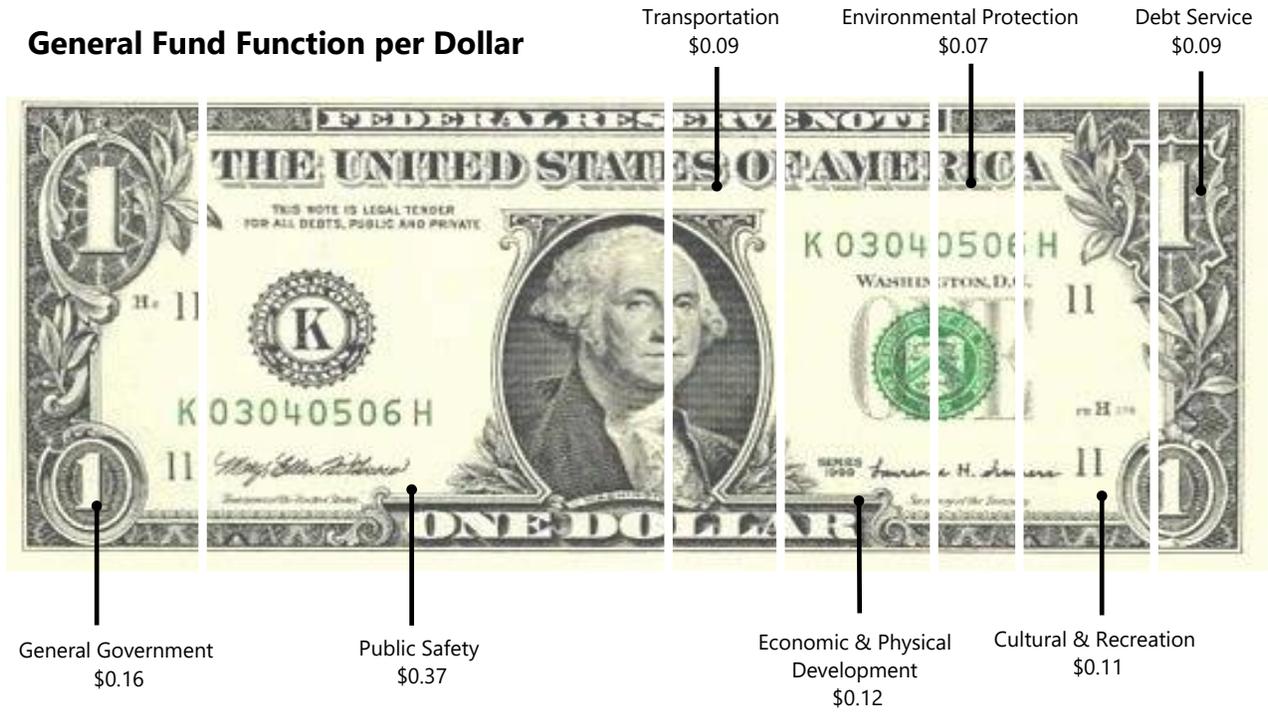
Expenditures by Function

General Fund Expenditures by Function					
Function	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
General Government	9,362,905	17,278,383	14,413,715	16,097,500	-6.83%
Public Safety	25,452,728	36,559,072	33,358,279	37,469,500	2.49%
Transportation	7,885,258	11,651,515	11,208,772	9,026,400	-22.53%
Economic & Physical Development	11,305,632	13,536,736	14,367,729	12,346,000	-8.80%
Environmental Protection	5,919,537	6,342,082	6,042,200	6,841,800	7.88%
Cultural & Recreation	6,865,366	12,175,244	10,270,836	10,828,000	-11.07%
Debt Service	7,322,038	8,757,700	8,757,700	9,463,000	8.05%
Total	\$74,113,463	\$106,300,732	\$98,419,231	102,072,200	-3.98%

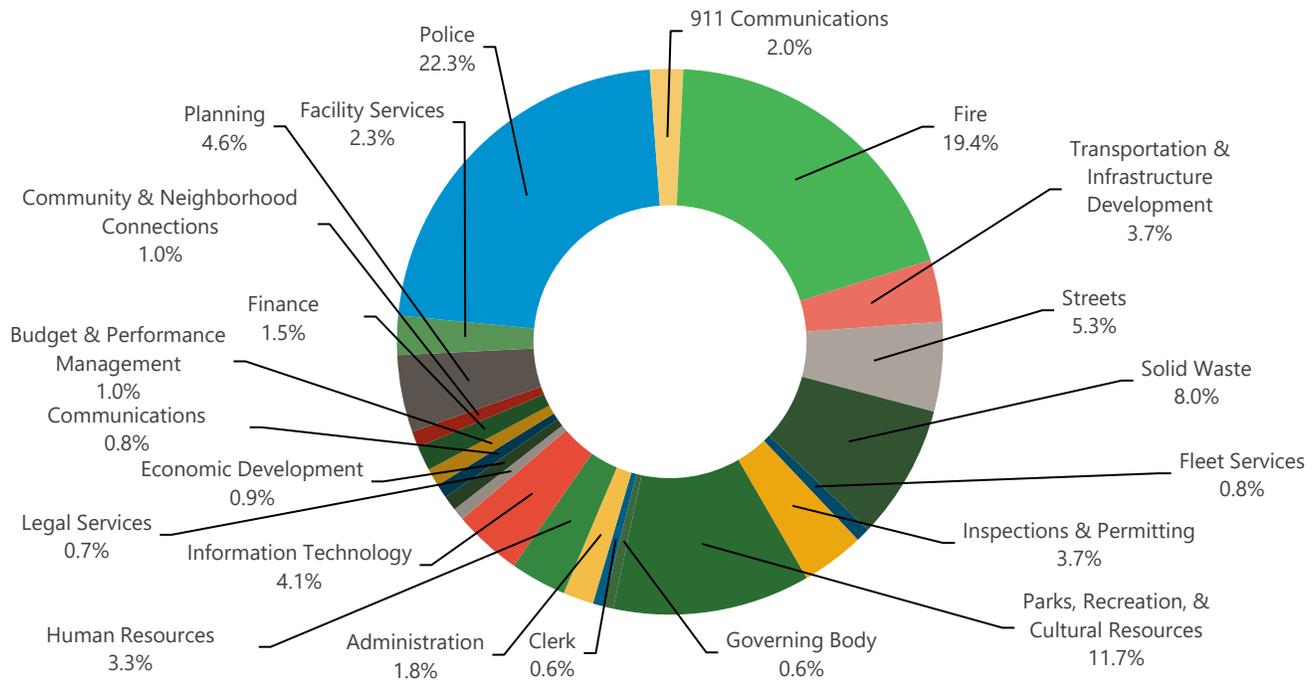
**General Fund Expenditures by Function:
Multiyear Comparison**



General Fund Function per Dollar



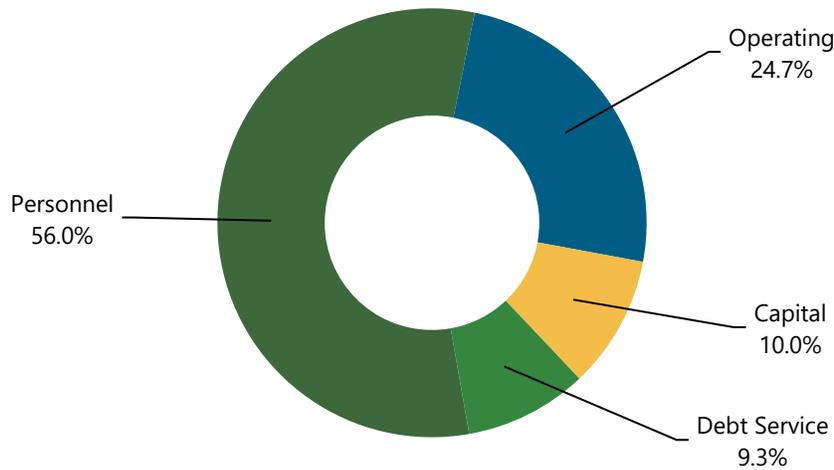
General Fund Department/Division Budgets



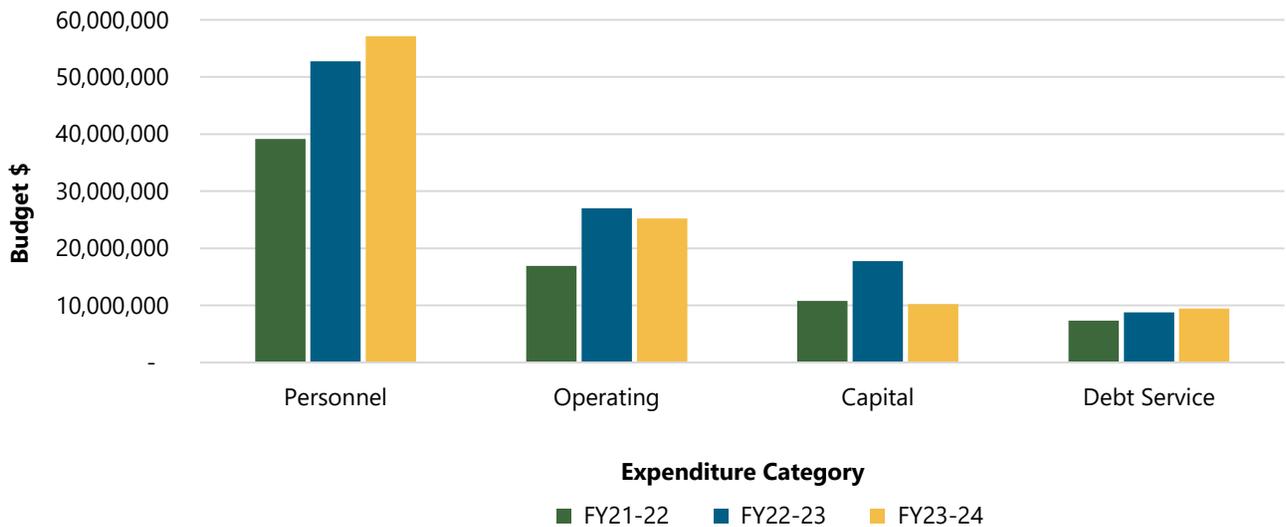
Expenditures by Type

General Fund Expenditures by Type					
Type	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Personnel	39,126,492	52,751,120	48,485,172	57,126,100	8.29%
Operating	16,895,806	27,024,792	23,242,632	25,239,800	-6.61%
Capital	10,769,127	17,767,120	17,933,727	10,243,300	-42.35%
Debt Service	7,322,038	8,757,700	8,757,700	9,463,000	8.05%
Total	\$74,113,463	\$106,300,732	\$98,419,231	\$102,072,200	-3.98%

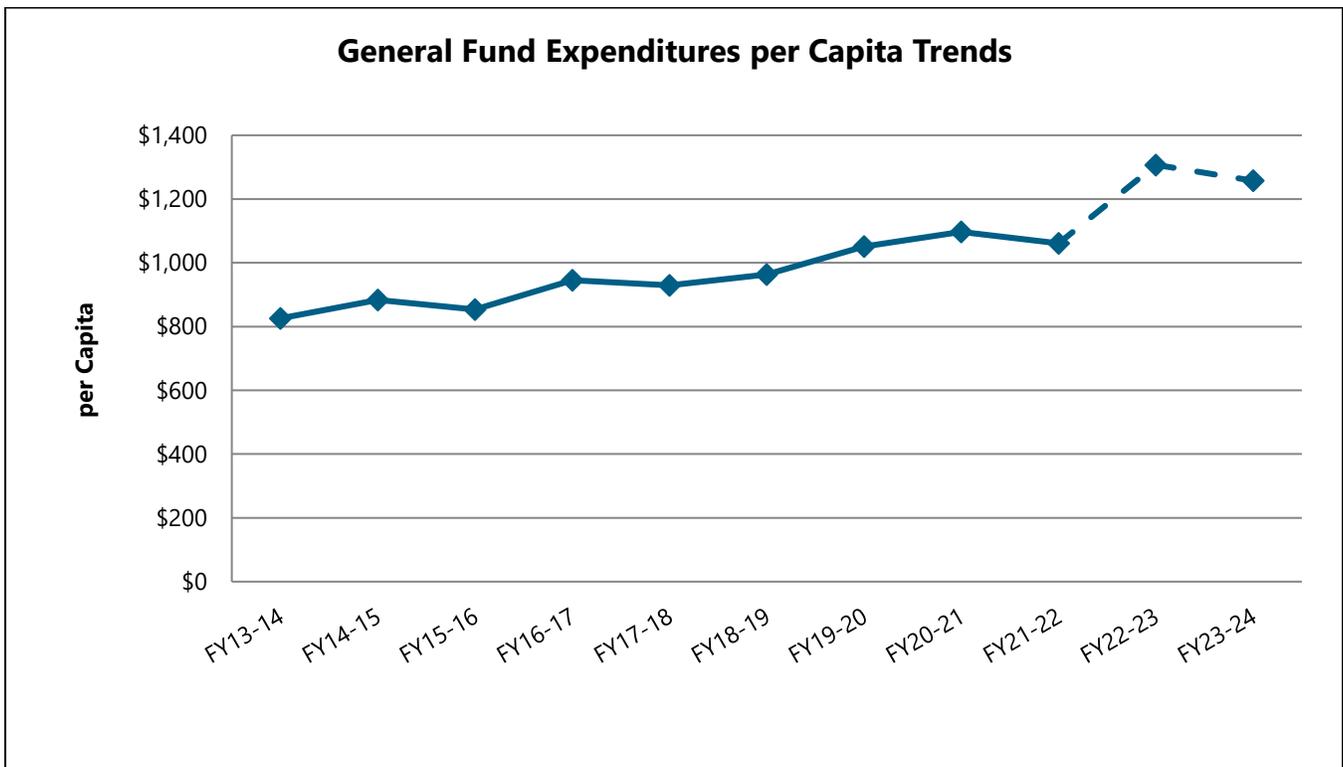
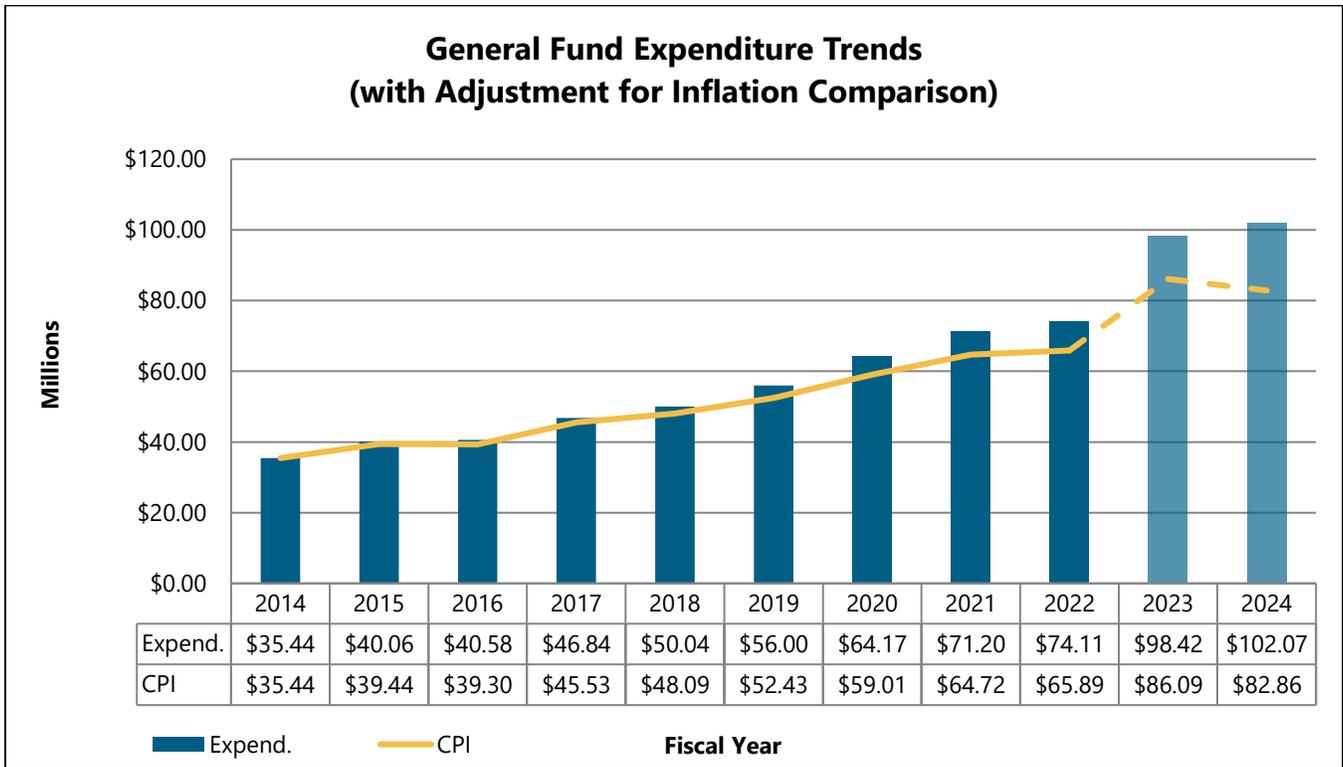
General Fund Expenditures by Type FY23-24



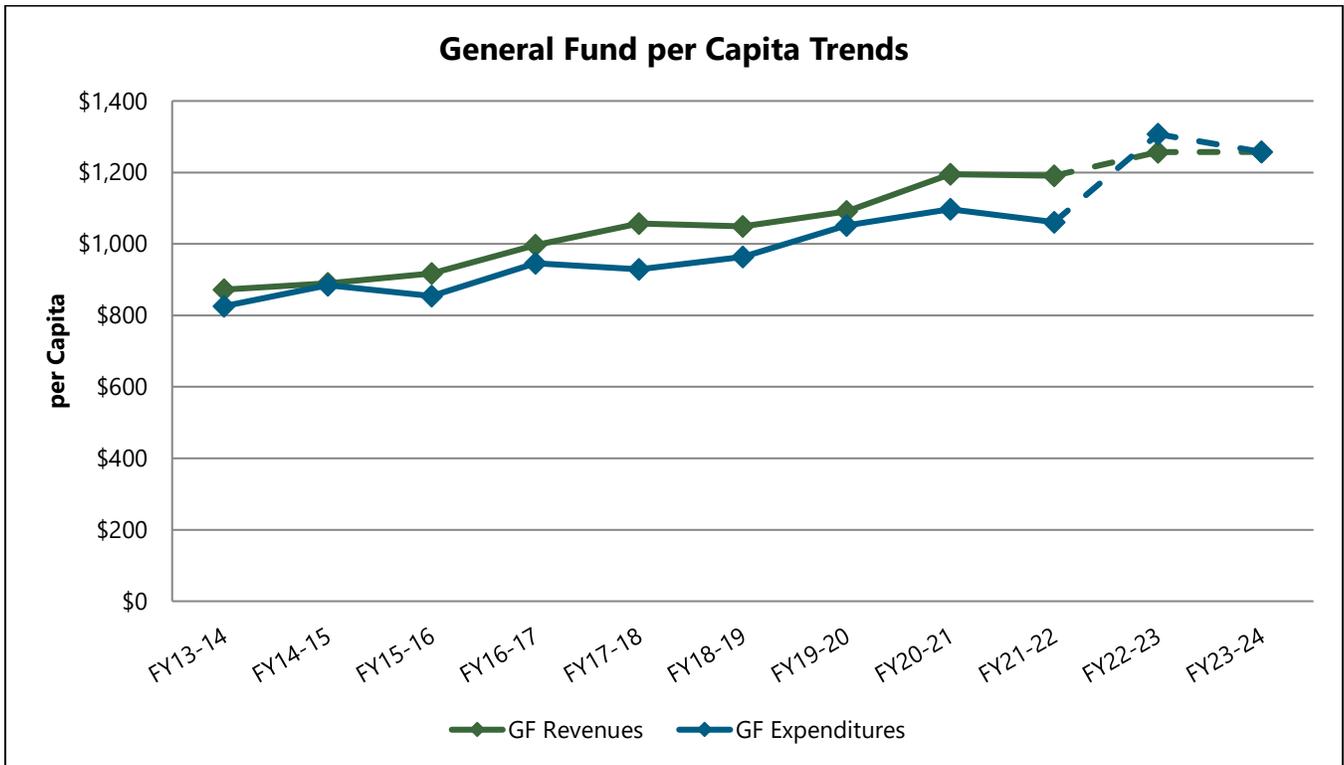
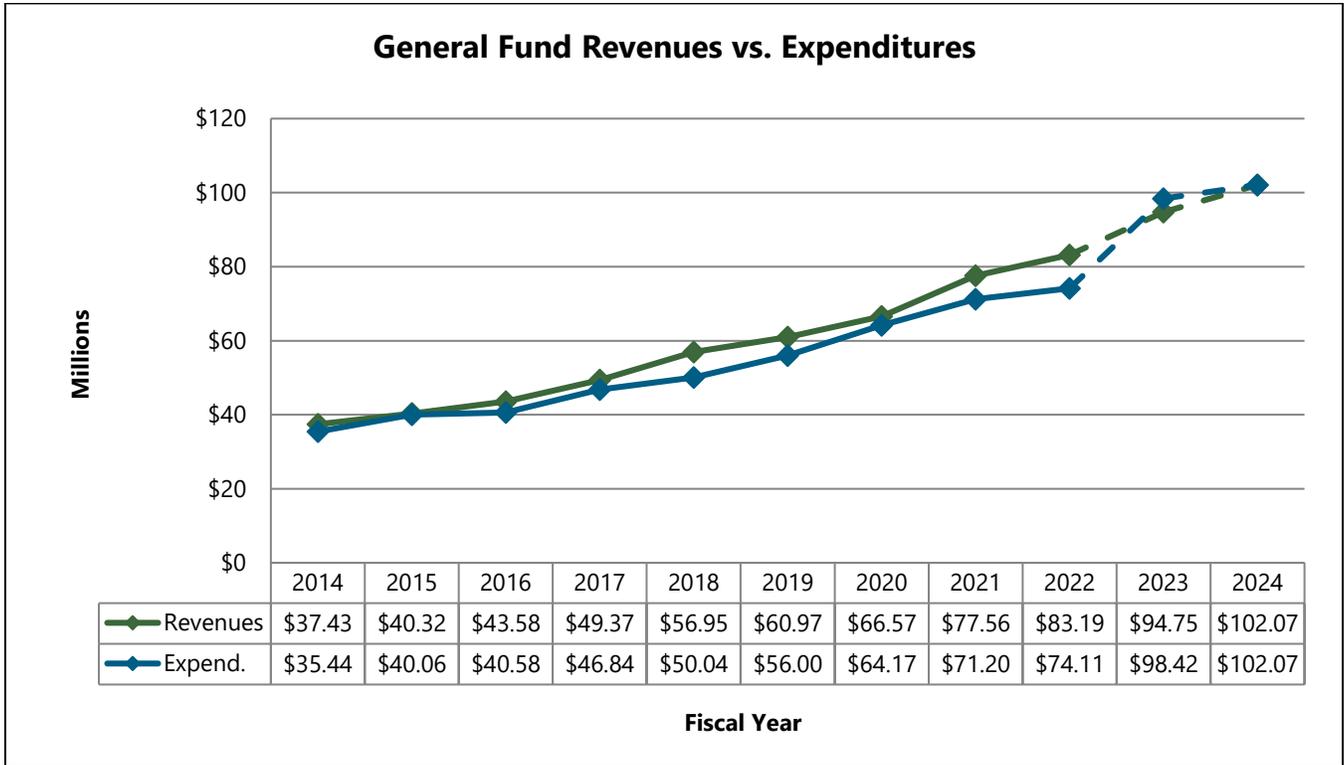
General Fund Expenditures by Type



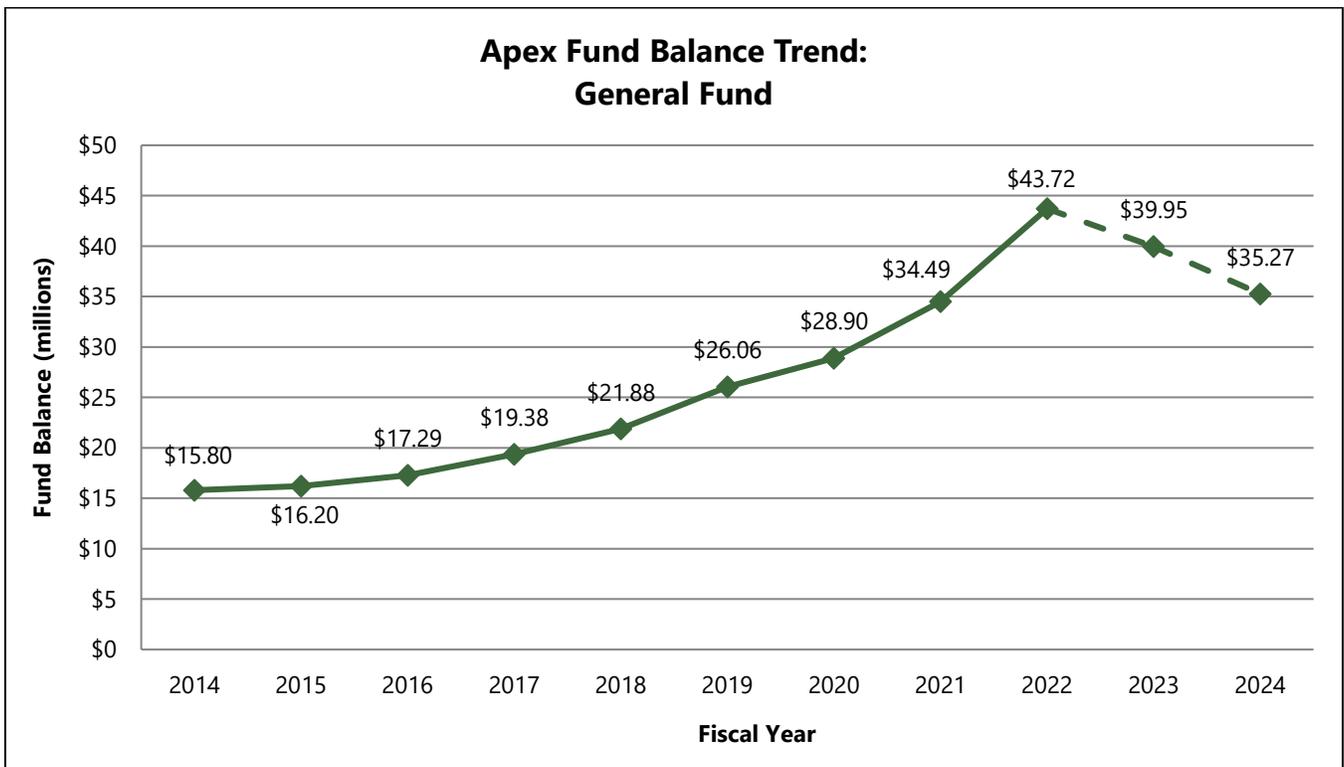
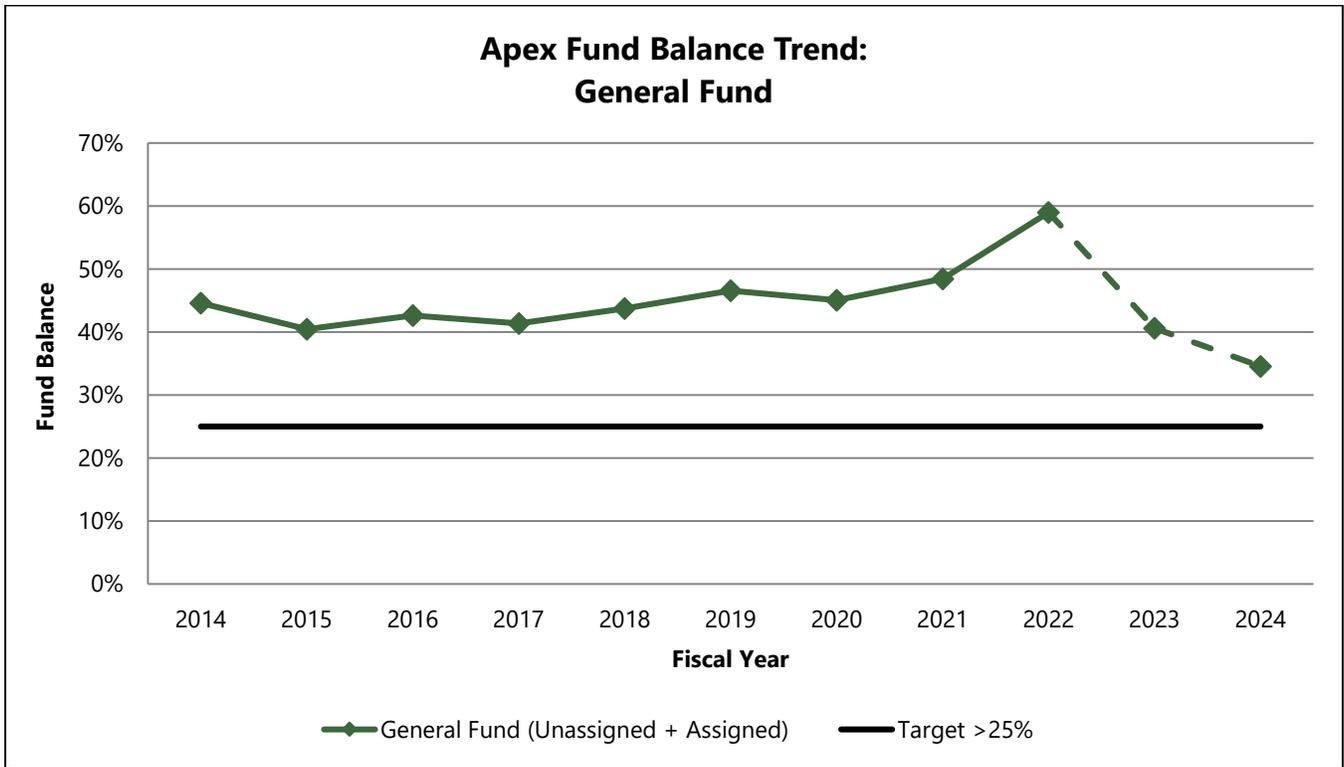
Expenditure Trends



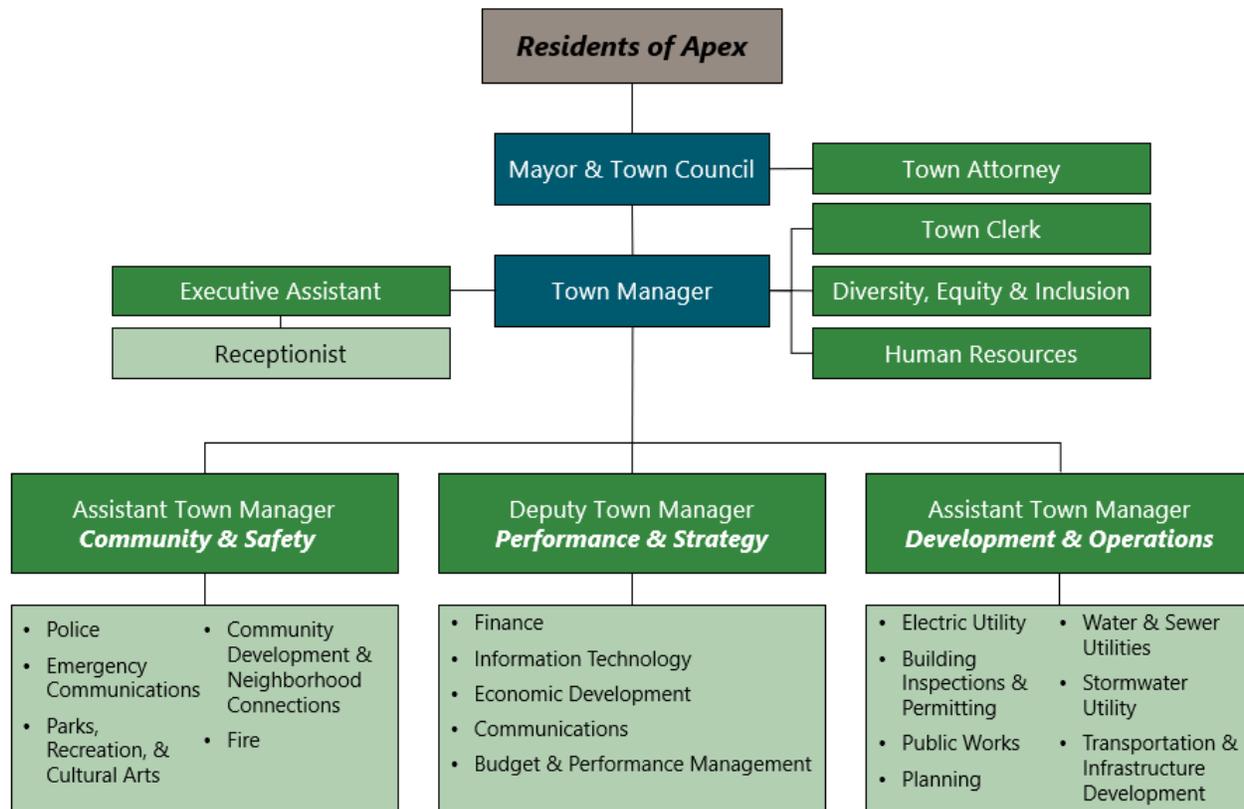
Revenues vs. Expenditures



Fund Balance



GOVERNING BODY



Description

The Town Council is the legislative board of Town government and includes a mayor and five council members. Citizens elect the Mayor to serve a four-year term, and Town Council members each serve four-year staggered terms. Apex elections are non-partisan and occur in odd numbered years. The Mayor and Town Council are responsible for formulating policies, approving annual financial plans, setting property tax rates and user fees, adopting ordinances, resolutions, and regulations for the welfare of the town. Town Council conducts public hearings and forums, issues proclamations, represents the Town in regional cooperative efforts, determines land-use policies through zoning, and provides general direction of the organization.

Recent Accomplishments

Economic Vitality

- Approved economic development agreement expected to produce a minimum of 180 jobs and \$93 million in taxable investment.
- Annexed 265 acres for industrial and commercial development.
- Entered into agreement with CSX to expand downtown parking at Moore Street.

A Welcoming Community

- Initiated and conducted multiple community outreach meetings.
- Entered into agreement with Carolina Hurricanes for development of street hockey courts and programming at Apex Community Park.
- Began celebration of Apex's Sesquicentennial which aims to be a year of unification, common understanding, and provides a challenge to community members to go all in with Apex.



High Performing Government

- Started construction on Mason Street Municipal Building.
- Adoption of Strategic Plan, Game Plan Apex.
- Conducted joint meeting with Holly Springs Town Council to promote regional ideas and planning.

Environmental Leadership

- Approved UDO amendment to increase the EV-Ready and/or electric vehicle charging space requirements for multiple uses including multi-family or apartment, government service, commercial uses, office, hotel or motel, industrial uses, parks, and parking structures.
- Established evaluation criteria for project prioritization based on ecological and environmental impact.
- Commitment to improve ecological value of parks through native vegetation, tree canopy protections, and protection of creeks and wetland areas.

Responsible Development

- Approved development agreement with \$1.85 million loan for construction of a 164-unit multifamily affordable housing apartment complex.
- Approved 62 affordable housing through new development approvals.
- Adopted Master Plan for Parks, Greenways, and Open Space.

FY 2023-2024 Budget Highlights

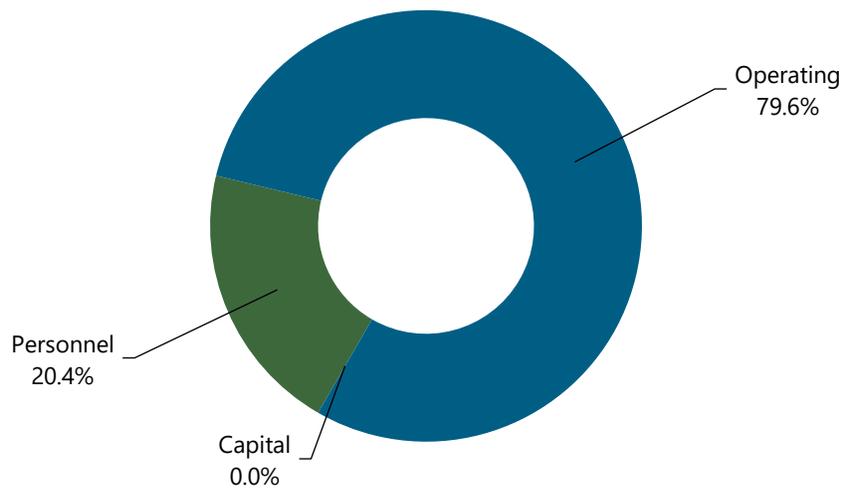
- The Governing Body budget increased 119.61 percent in FY23-24 primarily due to the municipal elections.
- The Governing Body budget accounts for 0.51 percent of the General Fund budget and is equivalent to \$0.004 on the tax rate.
- The Town plans to spend \$6.95 per capita for the Governing Body in FY23-24.
- Major budget changes include an increase in personnel costs due to an adjustment to Mayor and Town Council salary, \$187,400 in election expense for the municipal elections, \$30,000 in professional services for retreat and evaluation facilitators, \$10,000 in community outreach materials for promotion of board and commission programs at festivals.



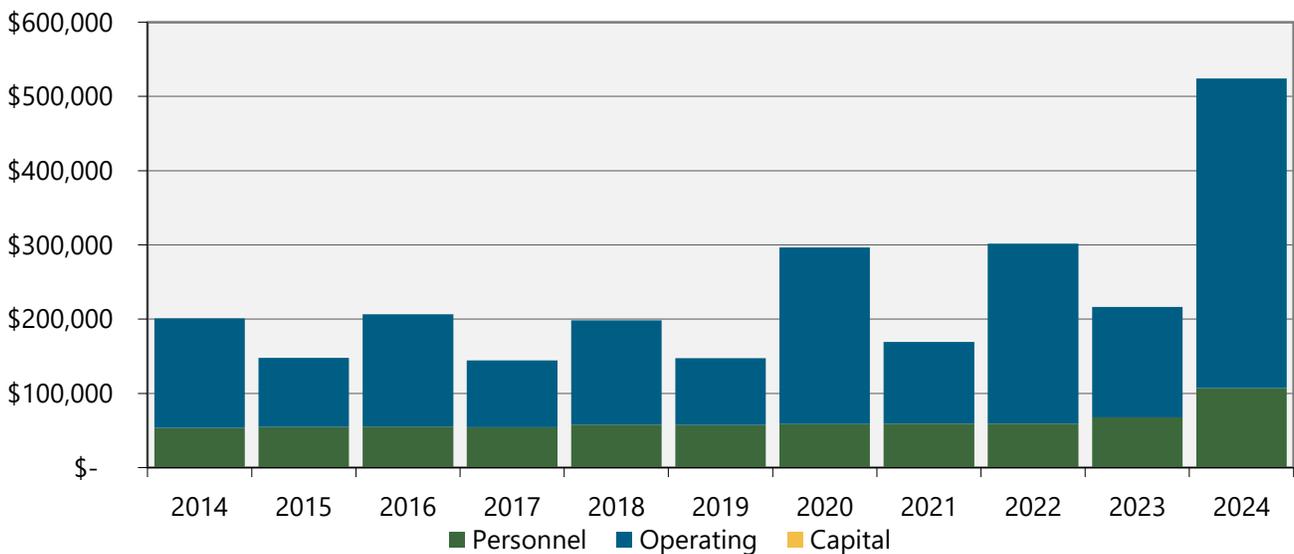
Budget Summary

Governing Body Expenditures by Type						
Type	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change	
Personnel	59,223	61,700	67,750	107,000	73.42%	
Operating	242,317	177,000	148,470	417,200	135.71%	
Capital	-	-	-	-	-	
Total	\$301,540	\$238,700	\$216,220	\$524,200	119.61%	

Governing Body Expenditures by Type



Governing Body Expenditure History



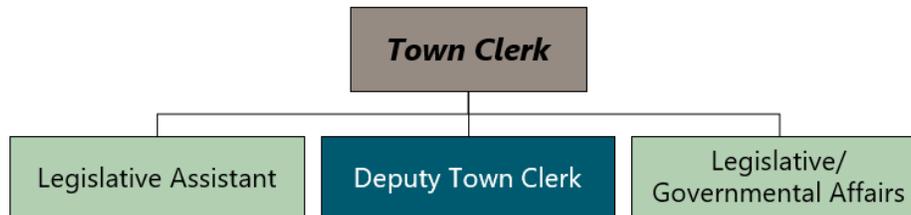
Line Item Expenditures

Governing Body Expenditures					
Line Item	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Salaries	54,437	57,000	62,700	99,200	74.04%
FICA	4,710	4,400	4,800	7,600	72.73%
Workers Comp	76	300	250	200	-33.33%
Postage	-	200	-	-	-100.00%
Telephone & Communication	3,076	4,600	5,350	6,400	39.13%
Printing	224	800	-	4,200	425.00%
Travel and Training	6,826	14,300	9,600	14,500	1.40%
Stipend	9,448	13,000	11,500	35,000	169.23%
Office Supplies	8	100	50	100	0.00%
Departmental Supplies	4,109	5,500	2,200	2,000	-63.64%
Meeting & Event Provisions	16,003	13,500	7,670	15,100	11.85%
Community Outreach Materials	2,364	3,500	3,500	10,000	185.71%
Election Expense	108,378	-	-	187,400	-
Uniforms	524	500	450	500	0.00%
Contracted Services	5,000	10,000	10,000	-	-100.00%
Software License & Maintenance	-	800	750	-	-100.00%
Professional Services	175	10,000	6,000	30,000	200.00%
Dues and Subscriptions	85,369	90,200	87,400	99,000	9.76%
Special Programs	813	10,000	4,000	13,000	30.00%
Total	\$301,540	\$238,700	\$216,220	\$524,200	119.61%



OFFICE OF THE TOWN CLERK

Reports to Town Manager



Description

The Town Clerk's Office maintains a recorded history of government actions and provides assistance to the Mayor and Council. The Office supports the strategic direction and leadership of the Town organization and facilitates open, accessible, and transparent government for all residents. This is accomplished by being devoted to providing professional support and exceptional customer service to the Mayor, Town Council, Staff, and Residents, while promoting transparency, encouraging resident engagement, monitoring local legislative activities, and respecting the historical value of all materials entrusted to the Office as custodians of the public's records. The Office is also responsible for property sales and maintaining of deeds in the Apex Cemetery.

Recent Accomplishments

- Onboarded two new team members, the Deputy Town Clerk and the Legislative Assistant, within the Clerk's Office.
- Completed Phase 1 of the Record Reconciliation and Digitalization Project and Phase 1 of the Record Retention Schedule.
- Designed and implemented the following new processes and/or procedures:
 - Advisory Board Member Onboarding and Orientation Process
 - Cemetery Deed issuance process
 - Tracking system for contracts, agreements, and Council actions
 - Tracking system and workflow process for Public Records Request
 - Filling of vacancies on Council

Strategic Goal Activities

High Performing Government

- Implementation of Electronic Records Management System for improved records management.
- Develop and implement the Town's Legislative and Governmental Affairs Program.

A Welcoming Community

- Support transparent government and equitable and diverse representation through exceptional executive support and further professional development.

FY 2023-2024 Budget Highlights

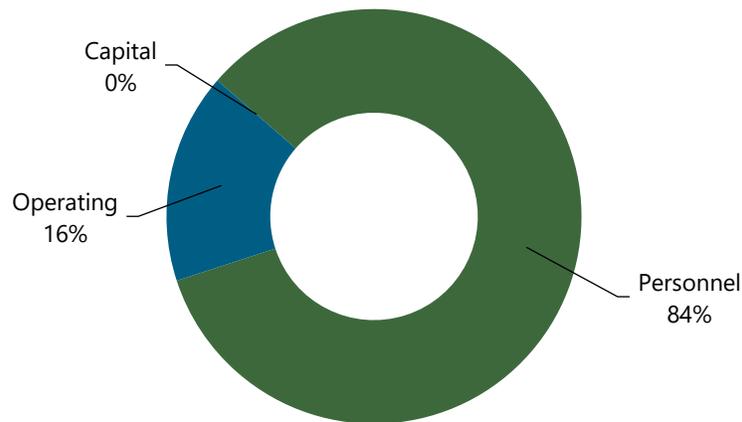
- The Town Clerk's Office budget increased 81.73 percent in FY23-24.
- The Town Clerk's Office budget accounts for 0.52 percent of the General Fund budget and is equivalent to \$0.004 on the tax rate.
- The Town plans to spend \$6.99 per capita for the Town Clerk's Office in FY23-24.
- Major budget changes include \$21,500 in software license & maintenance for implementation of agenda software and \$25,000 in professional services for transcription of all meeting minutes.



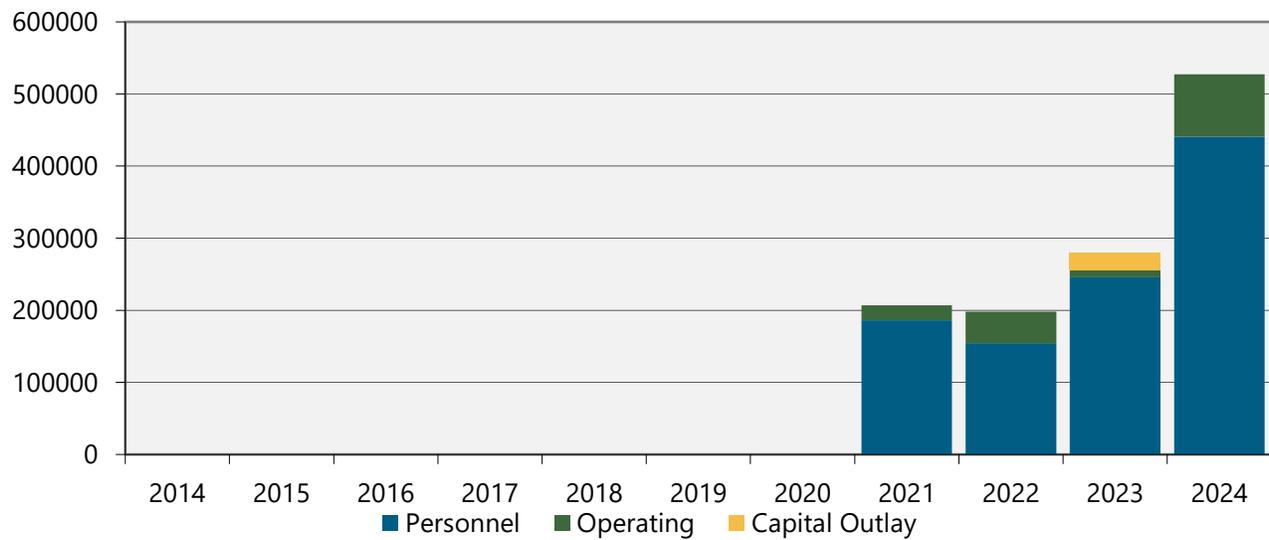
Budget Summary

Town Clerk Expenditures by Type					
Type	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Personnel	154,585	250,560	245,580	440,700	75.89%
Operating	43,481	12,740	9,880	86,500	578.96%
Capital	-	26,800	23,800	-	-100.00%
Total	\$198,066	\$290,100	\$279,260	\$527,200	81.73%

Town Clerk Expenditures by Type



Town Clerk Expenditure History



Line Item Expenditures

Town Clerk Expenditures					
Line Item	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Salaries	116,783	183,700	183,700	322,000	75.29%
Part-Time Salaries	-	-	-	-	-
FICA	8,689	14,100	14,100	24,700	75.18%
Group Insurance	10,286	22,500	18,000	35,800	59.11%
General Retirement	13,302	20,200	20,000	41,500	105.45%
401K General	5,839	9,200	9,200	16,100	75.00%
Workers Comp	(314)	580	580	600	3.45%
Postage	-	-	-	100	-
Telephone & Communication	210	280	630	900	221.43%
Printing	255	100	-	3,500	3400.00%
Travel and Training	4,090	3,000	3,000	13,700	356.67%
Advertising	-	-	-	-	-
Office Supplies	172	800	200	500	-37.50%
Departmental Supplies	710	1,500	1,500	1,400	-6.67%
Technology Hardware & Accessories	(7)	6,000	4,000	-	-100.00%
Meeting & Event Provisions	-	250	100	1,600	540.00%
Uniforms	37	150	150	300	100.00%
Software License & Maintenance	9,650	340	300	30,200	8782.35%
Professional Services	26,151	-	-	32,000	-
Dues and Subscriptions	325	600	-	2,300	283.33%
Special Programs	1,888	-	-	-	-
Capital Outlay - Improvements	-	26,800	23,800	-	-100.00%
Capital Outlay - Equipment	-	-	-	-	-
Total	\$198,066	\$290,100	\$279,260	\$527,200	81.73%



ADMINISTRATION



Description

The Administration department is responsible for general administration of Town operations. It handles policy implementation at the direction of Town Council and it responds to citizen and Town Council concerns. This department includes the Town Manager and the executive management team, who provide oversight to all other Town departments and employees, as well as the Diversity, Equity, and Inclusion (DEI) team.

Recent Accomplishments

- Completed and implemented Game Plan Apex with successful town-wide launch party.
- Implemented the organizational study recommendations including:
 - Realignment of departments and programs to three core areas of Development and Operations, Performance and Strategy, and Community and Safety
 - Creation of Community and Neighborhood Connections department
 - Creation of Transportation and Infrastructure Development department
 - Elevation of Communications Office and Budget Office to departments
- Implemented the manager's roundtable discussions and Manager's Minute videos.
- Completed design for renovations of historic Tunstall House.
- Developed a DEI Strategic business plan that will be incorporated into town-wide organizational goals and objectives.

Strategic Goal Activities

High Performing Government

- Begin renovations of historic Tunstall House.
- Introduction of 311 Customer Service program.
- Development and implementation of Language Access Plan.
- Begin process to become a Certified Welcoming Community through Welcoming America.
- Establish a Diversity, Equity, & Inclusion Advisory Committee to assist with implementation of the Town's DEI strategic business plan.
- Implementation of career paths and new performance valuation.

FY 2023-2024 Budget Highlights

- The Administration department budget increased 0.46 percent in FY23-24.
- The Administration budget accounts for 1.52 percent of the General Fund budget and is equivalent to \$0.013 on the tax rate.
- The Town plans to spend \$20.54 per capita for Administration in FY23-24.

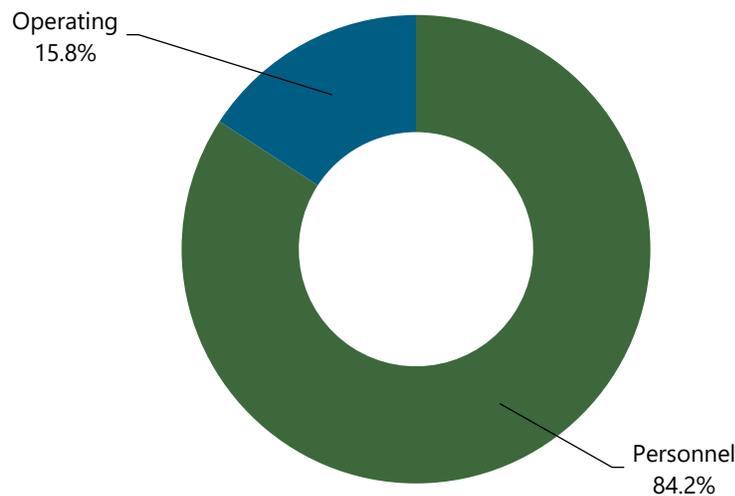


- Major budget changes include elevation of the Town Clerk into an individual department and \$31,500 in special programs for Cultural Programs and events put on by the Diversity, Equity, and Inclusion team within Administration.

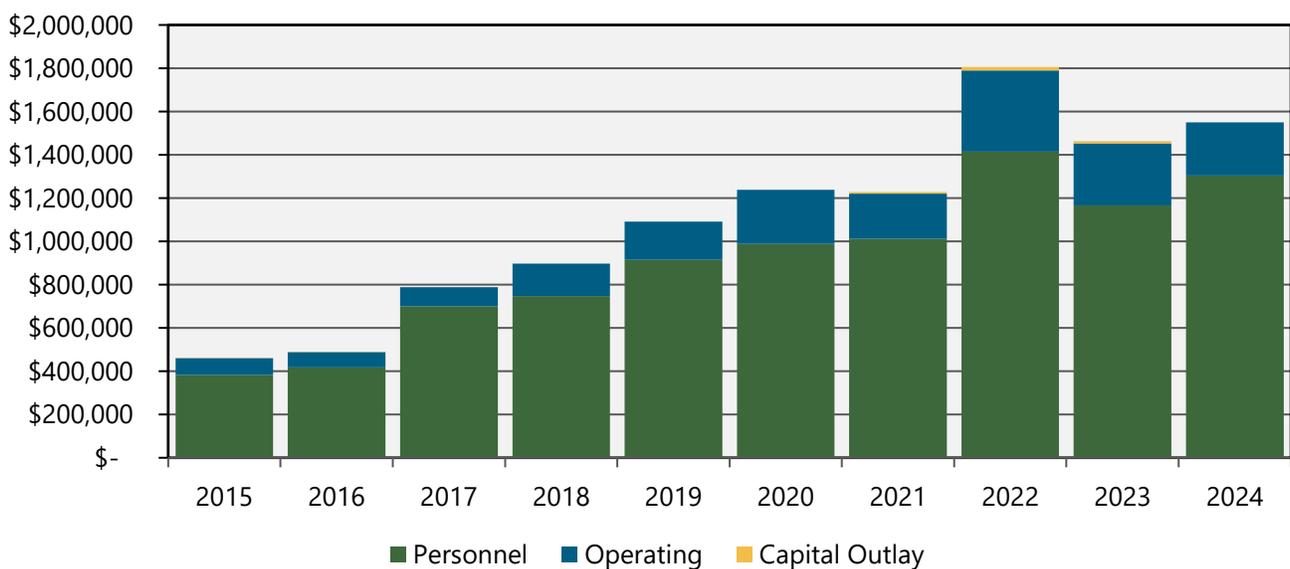
Budget Summary

Administration Expenditures by Type					
Type	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Personnel	1,414,462	1,213,150	1,165,600	1,304,700	7.55%
Operating	374,595	318,756	286,900	245,200	-23.08%
Capital	16,883	10,907	10,907	-	-100.00%
Total	\$1,805,941	\$1,542,813	\$1,463,407	\$1,549,900	0.46%

Administration Expenditures by Type



Administration Expenditure History



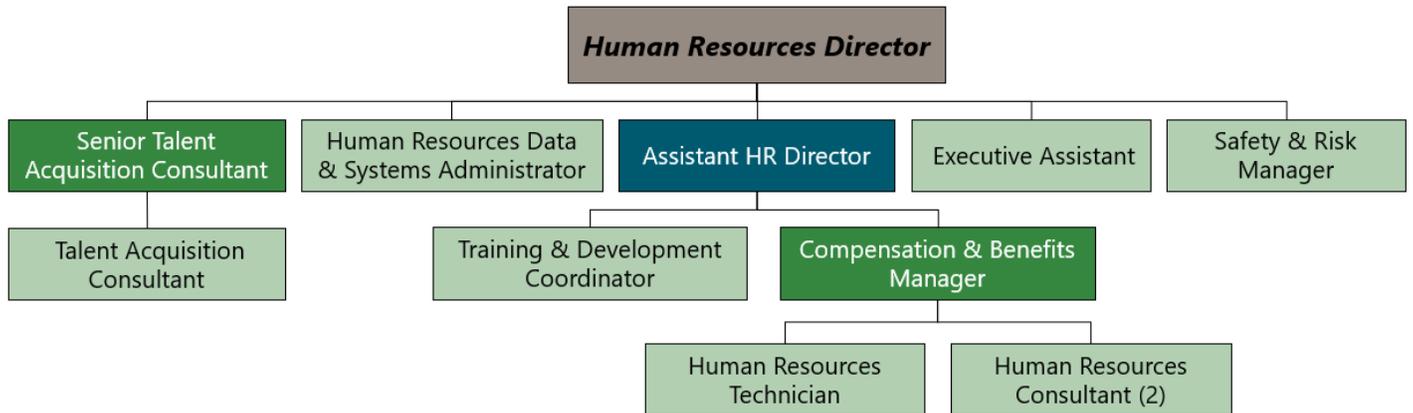
Line Item Expenditures

Administration Expenditures					
Line Item	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Salaries	1,008,842	884,500	866,000	976,000	10.34%
Part-Time Salaries	46,807	3,000	400	-	-100.00%
FICA	78,126	62,280	66,200	61,000	-2.06%
Group Insurance	99,295	105,000	81,800	90,200	-14.10%
General Retirement	115,388	110,500	104,500	125,800	13.85%
401K General	62,553	45,590	43,500	48,800	7.04%
Workers Comp	3,451	2,280	3,200	2,900	27.19%
Postage	165	500	100	100	-80.00%
Telephone & Communication	3,740	3,020	3,000	4,000	32.45%
Printing	12,318	13,518	12,500	11,000	-18.63%
Travel and Training	40,521	48,360	48,300	57,600	19.11%
Maintenance & Repair - Equipment	-	500	-	-	-100.00%
Advertising	9,052	5,000	4,500	5,000	0.00%
Office Supplies	2,071	5,200	2,500	3,100	-40.38%
Departmental Supplies	46,451	10,500	9,500	7,800	-25.71%
Technology Hardware & Accessories	16,985	9,000	5,000	3,100	-65.56%
Trademark Purchases	4,861	-	-	-	-
Meeting & Event Provisions	4,056	12,250	12,000	9,800	-20.00%
Uniforms	107	850	500	800	-5.88%
Contracted Services	29,700	37,600	35,000	36,300	-3.46%
Software License & Maintenance	72,775	30,210	30,200	14,000	-53.66%
Professional Services	116,944	100,248	90,000	44,200	-55.91%
Dues and Subscriptions	14,850	15,500	9,800	10,700	-30.97%
Special Programs	-	26,500	24,000	37,700	42.26%
Capital Outlay - Improvements	-	-	-	-	-
Capital Outlay - Equipment	16,883	10,907	10,907	-	-100.00%
Total	\$1,805,941	\$1,542,813	\$1,463,407	\$1,549,900	0.46%



HUMAN RESOURCES

Reports to Town Manager



Description

The Human Resources department partners strategically and collaboratively with all departments to recruit, retain, and develop a high performing workforce that fosters a healthy, safe, and productive work environment. The department provides diverse and comprehensive human resources programs designed to support the organization in achieving its mission, with a focus in the areas of talent acquisition, workforce planning, training and development, performance management, compensation, health and welfare benefits, paid-leave programs, safety and risk management, and employee relations and retention, all while maintaining compliance with applicable employment and labor laws.

Recent Accomplishments

- Implemented new pay & classification plan to maintain competitiveness in the employment market.
- Standardized employee performance management and evaluation process across all departments.
- Completed mandatory Town-wide HR Compliance Training to educate our workforce on policies and laws that affect their day-to-day workplace roles.

Strategic Goal Activities

High Performing Government

- Implement a comprehensive employer branding plan that will highlight the attributes that make Apex the best place to work in the region.
- Develop a Recruitment and Hiring Guide to assist the Town and its hiring managers in understanding the recruitment process and how to make legally compliant hiring decisions that support the Town’s values and goals.
- Audit the Town Safety program and processes and implement safety software for automation of safety reporting and monitoring of safety trends.

FY 2023-2024 Budget Highlights

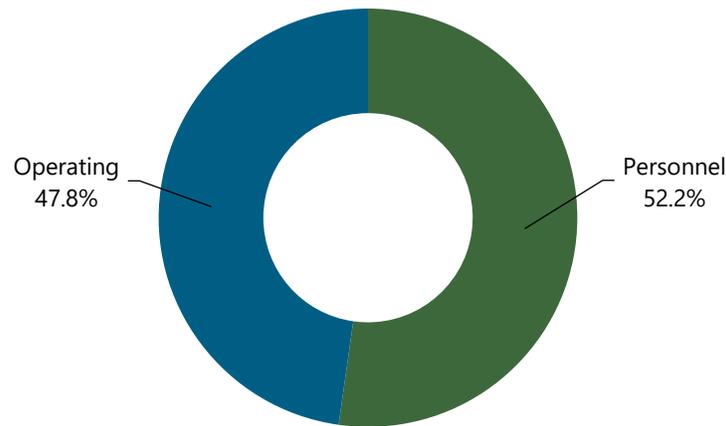
- The Human Resources department budget increased 15.94 percent in FY23-24.
- The Human Resources budget accounts for 2.8 percent of the General Fund budget and is equivalent to \$0.023 on the tax rate.
- The Town plans to spend \$37.86 per capita for Human Resources in FY23-24.
- Major budget changes include \$23,000 in employee recognition for the relocation of the employee appreciation luncheon from Council’s budget and \$657,400 in special programs for the new Peak Lifestyle Reimbursement program.



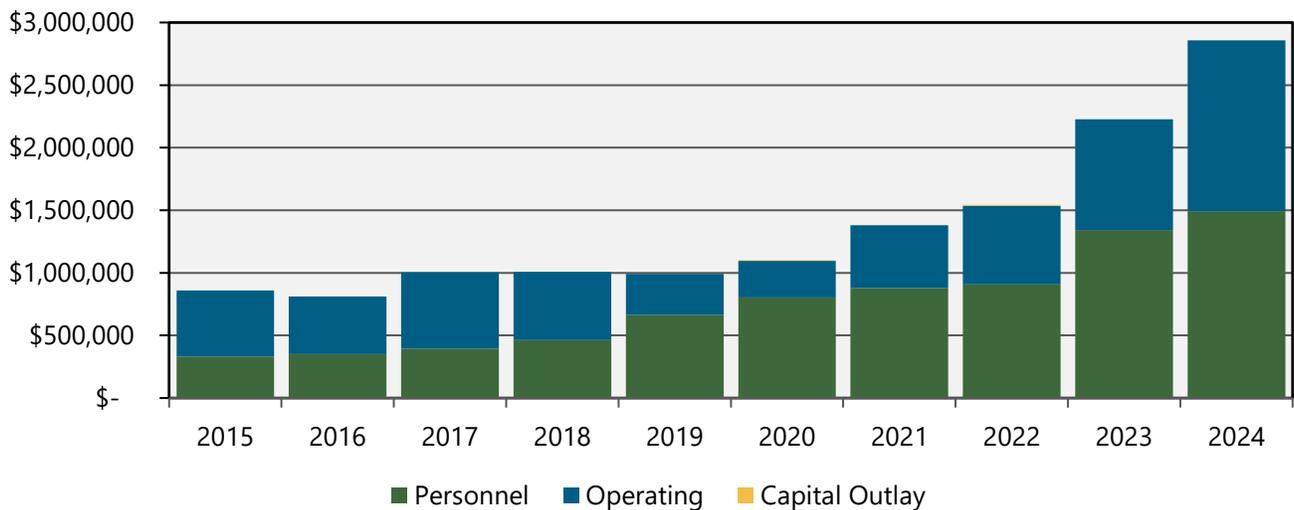
Budget Summary

Human Resources Expenditures by Type					
Type	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Personnel	908,948	1,480,300	1,343,000	1,492,400	0.82%
Operating	626,757	983,738	884,700	1,364,300	38.69%
Capital	8,787	-	-	-	-
Total	\$1,544,492	\$2,464,038	\$2,227,700	\$2,856,700	15.94%

Human Resources Expenditures by Type



Human Resources Expenditure History



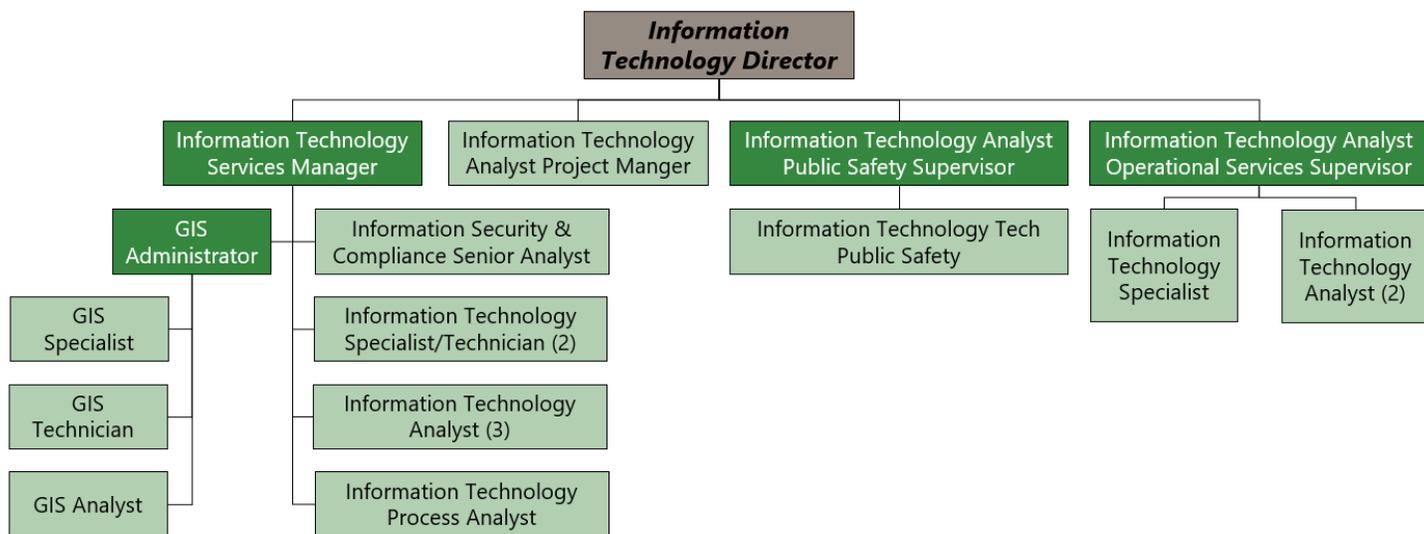
Line Item Expenditures

Human Resources Expenditures					
Line Item	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Salaries	422,634	765,300	680,500	771,900	0.86%
FICA	32,667	55,700	52,100	57,800	3.77%
Group Insurance	47,024	112,200	79,000	105,600	-5.88%
OPEB Expense	266,000	266,000	266,000	266,000	0.00%
Group Insurance - Retirees	69,991	151,300	149,000	150,000	-0.86%
General Retirement	48,292	89,500	78,000	99,500	11.17%
401K General	21,369	36,900	34,100	38,600	4.61%
Workers Comp	972	3,400	4,300	3,000	-11.76%
Postage	30	100	100	100	0.00%
Telephone & Communication	2,027	2,700	2,400	2,400	-11.11%
Printing	4,652	7,817	4,500	6,600	-15.57%
Travel and Training	31,811	88,200	86,200	90,000	2.04%
Advertising	6,078	10,000	1,500	15,000	50.00%
Employee Recruitment	91,437	67,000	30,000	15,000	-77.61%
Office Supplies	1,737	1,500	2,000	1,500	0.00%
Departmental Supplies	1,698	3,000	2,500	1,000	-66.67%
Technology Hardware & Accessories	13,436	23,000	16,000	9,000	-60.87%
Safety Supplies	440	1,000	-	5,200	420.00%
Wellness Supplies	9,860	20,800	10,000	28,600	37.50%
Meeting & Event Provisions	849	10,000	10,000	3,100	-69.00%
Wellness Incentives / Safety Awards	-	1,800	800	1,500	-16.67%
Employee Recognition	21,337	27,100	27,000	84,200	210.70%
Tuition Reimbursement	20,113	26,000	16,000	18,200	-30.00%
Uniforms	-	1,200	1,000	900	-25.00%
Contracted Services	73,359	89,025	80,000	104,600	17.50%
Software License & Maintenance	88,556	99,319	96,000	106,200	6.93%
Professional Services	154,122	374,977	370,000	75,000	-80.00%
Dues and Subscriptions	3,687	4,000	3,500	3,600	-10.00%
Special Programs	-	-	-	657,400	-
Insurance - General Liability	15,134	15,200	15,200	15,200	0.00%
Insurance - Deductible	86,394	110,000	110,000	120,000	9.09%
Capital Outlay - Equipment	8,787	-	-	-	-
Total	\$1,544,492	\$2,464,038	\$2,227,700	\$2,856,700	15.94%



INFORMATION TECHNOLOGY

Reports to Deputy Town Manager



Description

The Information Technology Services department is responsible for providing services related to infrastructure development, design, operations, and governance. ITS infrastructure work includes managing the Town-owned and architected fiber and networks to all Town buildings, utilities, and other regional government offices while utilizing cyber security devices and temperature control equipment to protect data integrity and ensure compliance with best practice requirements. The department also works to investigate products and develop new processes and applications to improve performance and productivity for staff, vendors, developers, and the broader community. ITS also provides implementation and support services for all hardware, software applications, technology projects, and collaboration tools including audio/video, remote, and mobile access.

Recent Accomplishments

- Completion of Enterprise Resource Planning Project discovery and contract phase I and II.
- Identified operational model and template procedures for Customer Service Standards Project implementation.
- Cybersecurity Maturity and North Carolina National Guard Security Assessment completed.

Strategic Goal Activities

High Performing Government

- Strategic Plan Dashboard templates created, with department-level dashboards in progress.
- Enterprise Resource Planning phase III to schedule roll out plan for all identified departments

Responsible Development

- Connectivity, physical security, and audio/video for new construction at Pleasant Park, Public Safety Station 6, and Mason Street building and regional fiber connectivity expansions to neighboring municipalities to include Cary and Holly Springs

A Welcoming Community

- eDiscovery implementation for public information requests for increased transparency and public-facing conference room upgrades to allow for streaming/web conferencing and ease of use for staff, community, and vendors



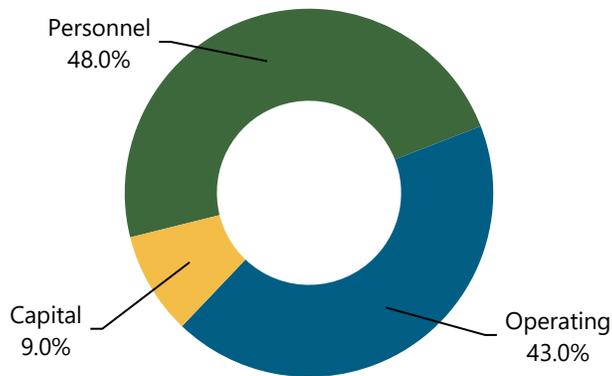
FY 2023-2024 Budget Highlights

- The Information Technology department budget decreased by 0.40 percent in FY23-24.
- The Information Technology budget accounts for 3.41 percent of the General Fund budget and is equivalent to \$0.028 on the tax rate.
- The Town plans to spend \$46.16 per capita for Information Technology in FY23-24.
- Major budget changes include the additions of three new positions including IT Specialist (Jr. Operations Specialist), IT Process Analyst (Business/Data), and GIS Analyst, and the associated onboarding costs.

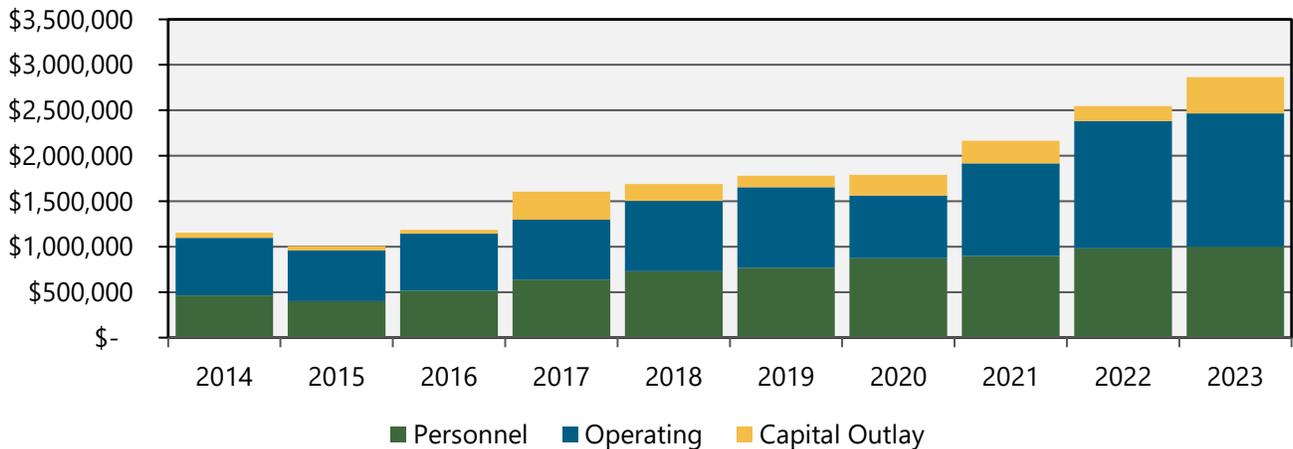
Budget Summary

Information Technology Expenditures by Type					
Type	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Personnel	988,553	1,492,800	1,358,700	1,611,400	7.94%
Operating	857,866	1,741,205	1,541,893	1,374,200	-21.08%
Capital	206,467	263,000	221,700	497,500	89.16%
Total	\$2,052,886	\$3,497,005	\$3,122,293	\$3,483,100	-0.40%

Information Technology Expenditures by Type



Information Technology Expenditure History



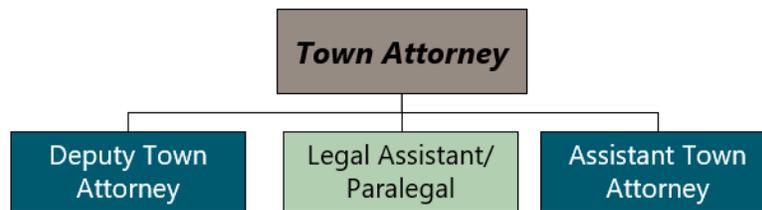
Line Item Expenditures

Information Technology Expenditures					
Line Item	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Salaries	684,656	1,020,600	960,000	1,116,600	9.41%
Part-Time Salaries	48,096	70,000	41,000	55,000	-21.43%
FICA	54,119	80,700	77,000	88,500	9.67%
Group Insurance	87,899	152,700	113,000	149,500	-2.10%
General Retirement	78,237	117,300	117,000	143,900	22.68%
401K General	34,231	47,000	47,000	55,900	18.94%
Workers Comp	1,316	4,500	3,700	2,000	-55.56%
Postage	-	100	100	100	0.00%
Telephone & Communication	49,055	108,900	108,900	134,400	23.42%
Printing	2,431	2,139	-	1,500	-29.87%
Travel and Training	13,577	30,000	27,000	33,800	12.67%
Maintenance & Repair - Equipment	128,686	360,274	300,000	247,100	-31.41%
Maintenance & Repair - Vehicle	274	500	500	800	60.00%
Maintenance & Repair - Utility System	-	62,592	38,000	35,000	-44.08%
Automotive Supplies	460	129	130	500	287.60%
Motor Fuel	787	835	800	900	7.78%
Office Supplies	51	600	200	500	-16.67%
Departmental Supplies	2,286	5,045	3,200	5,000	-0.89%
Technology Hardware & Accessories	82,631	97,277	87,500	69,000	-29.07%
Meeting & Event Provisions	-	1,200	1,100	2,400	100.00%
Uniforms	175	1,800	1,300	2,200	22.22%
Contracted Services	262,130	561,436	510,436	328,000	-41.58%
Software License & Maintenance	257,168	426,811	364,511	435,900	2.13%
Professional Services	4,834	26,667	26,667	-	-100.00%
Dues and Subscriptions	200	5,500	149	5,700	3.64%
Insurance - General Liability	53,121	49,400	71,400	71,400	44.53%
Capital Outlay - Improvements	137,464	100,000	75,000	280,000	180.00%
Capital Outlay - Equipment	69,003	163,000	146,700	217,500	33.44%
Total	\$2,052,886	\$3,497,005	\$3,122,293	\$3,483,100	-0.40%



LEGAL SERVICES

Reports to Town Council



Description

The Town Attorney is appointed by and reports to Town Council and is responsible for providing legal advice to Town Council and Town staff. The Legal Services department exclusively serves the Town of Apex and is unable to provide legal advice or representation to citizens on any matter. The department provides a number of services, including drafting and reviewing ordinances, resolutions, contracts, deeds and easements, policies, and other legal documents; representing and advising Town Council and staff at public meetings such as Town Council meetings, public hearings, quasi-judicial hearings, and board of adjustment hearings; and representing the Town in claims and litigation in collaboration with outside counsel.

Recent Accomplishments

- Provided legal assistance and advice concerning the Town's new affordable housing development, Stone Glen Apartments.
- Assisted outside legal counsel with the successful defense of a claim of wrongful termination.
- Provided legal assistance and advice to IT department concerning the new ERP.

Strategic Goal Activities

High Performing Government

- Implementation of matter management software to assist in providing quality, timely, and responsive legal representation on all matters.
- Provide educational information on a variety of legal topics to Town staff through online portal.
- Partner with Budget, Finance, and Information Technology staff to implement Contract Lifecycle Management (CLM) software and Electronic Signature software.

FY 2023-2024 Budget Highlights

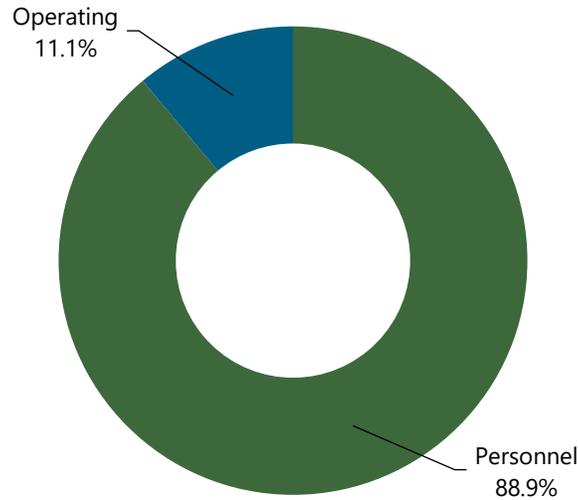
- The Legal Services department budget increased 3.82 percent in FY23-24.
- The Legal Services budget accounts for 0.62 percent of the General Fund budget and is equivalent to \$0.005 on the tax rate.
- The Town plans to spend \$8.34 per capita for legal services in FY23-24.
- Major budget changes include increases for software licenses due to the addition of software licenses for LexisNexis.
- The budget includes \$30,000 for outside counsel consulting fees.



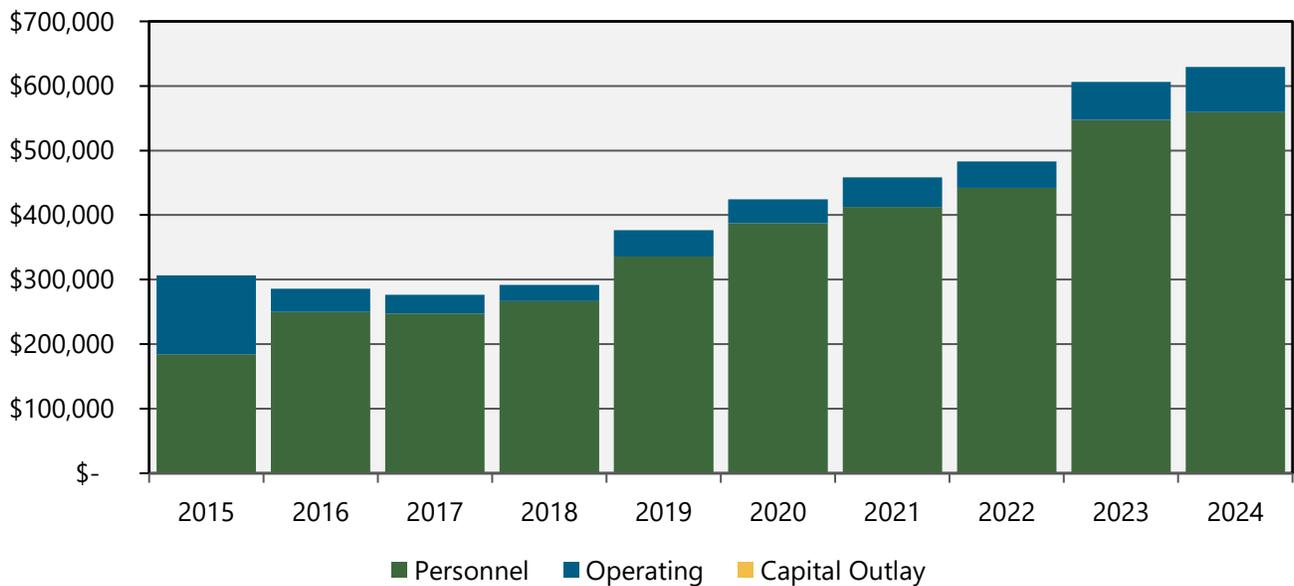
Budget Summary

Legal Services Expenditures by Type					
Type	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Personnel	442,042	517,800	547,630	559,500	8.05%
Operating	40,999	88,240	58,400	69,700	-21.01%
Capital	-	-	-	-	-
Total	\$483,041	\$606,040	\$606,030	\$629,200	3.82%

Legal Services Expenditures by Type



Legal Services Expenditure History



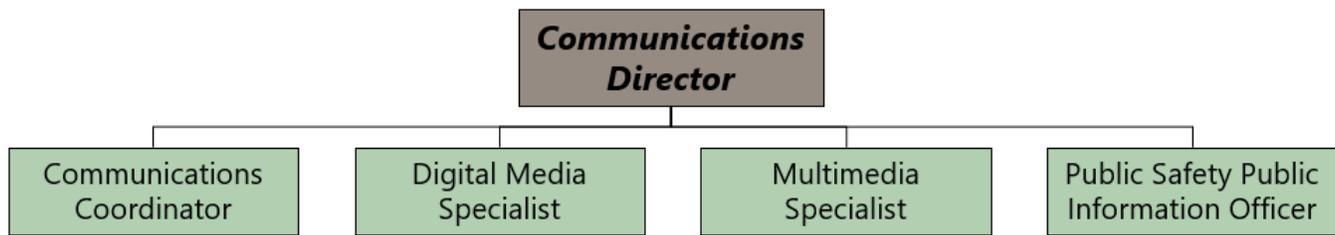
Line Item Expenditures

Legal Services Expenditures					
Line Item	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Salaries	340,606	395,000	417,700	421,100	6.61%
Part-Time Salaries	-	-	-	-	-
FICA	24,266	26,500	31,900	27,700	4.53%
Group Insurance	21,043	30,800	29,500	34,900	13.31%
General Retirement	38,910	45,900	47,000	54,300	18.30%
401K General	17,031	19,000	21,000	21,100	11.05%
Workers Comp	186	600	530	400	-33.33%
Postage	24	100	50	100	0.00%
Telephone & Communication	-	-	-	-	-
Printing	2,312	3,511	3,200	3,500	-0.31%
Travel and Training	1,468	5,000	3,000	5,000	0.00%
Office Supplies	165	1,200	650	1,200	0.00%
Departmental Supplies	19	300	-	300	0.00%
Technology Hardware & Accessories	1,670	9,000	6,000	500	-94.44%
Meeting & Event Provisions	35	200	200	-	-100.00%
Uniforms	-	300	-	300	0.00%
Software License & Maintenance	7,912	8,581	7,000	17,900	108.60%
Professional Services	30	1,000	200	200	-80.00%
Professional Services - Legal	8,806	37,648	17,700	30,000	-20.31%
Dues and Subscriptions	18,557	21,400	20,400	10,700	-50.00%
Total	\$483,041	\$606,040	\$606,030	\$629,200	3.82%



COMMUNICATIONS

Reports to Deputy Town Manager



Description

The Communications department is responsible for connecting the Town's work to the community's quality of place, through creative, informative, and meaningful storytelling.

Recent Accomplishments

- Planned, developed, and began implementation of the Town's sesquicentennial anniversary.
- Enhanced social media presence and reach through the addition of a team member dedicated to digital media.
- Completed third-party Communications Assessment, identifying processes that currently work well and those with room for improvement.

Strategic Goal Activities

A Welcoming Community

- Implement Staff Stories campaign to build awareness of Town activities and accomplishments through an accessible and personal lens.
- Celebrate Apex's Sesquicentennial. This year-long effort will celebrate the Town's 150th anniversary of incorporation.

High Performing Government

- Develop Crisis Communications plan for real-time incidents and crisis response.

FY 2023-2024 Budget Highlights

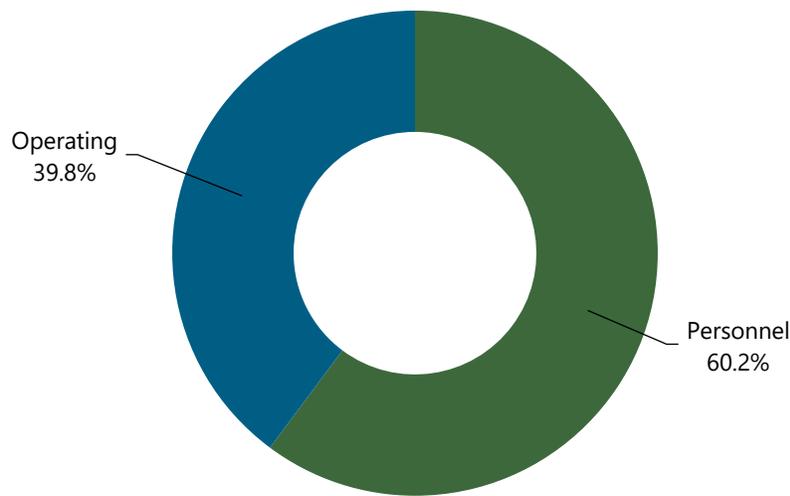
- The Communications department budget increased 22.03 percent in FY23-24.
- The Communications budget accounts for 0.70 percent of the General Fund budget and is equivalent to \$0.006 on the tax rate.
- The Town plans to spend \$9.45 per capita for Communications in FY23-24.
- Major budget costs include the addition of one new position, a Public Safety Public Information Officer, and the associated onboarding costs.



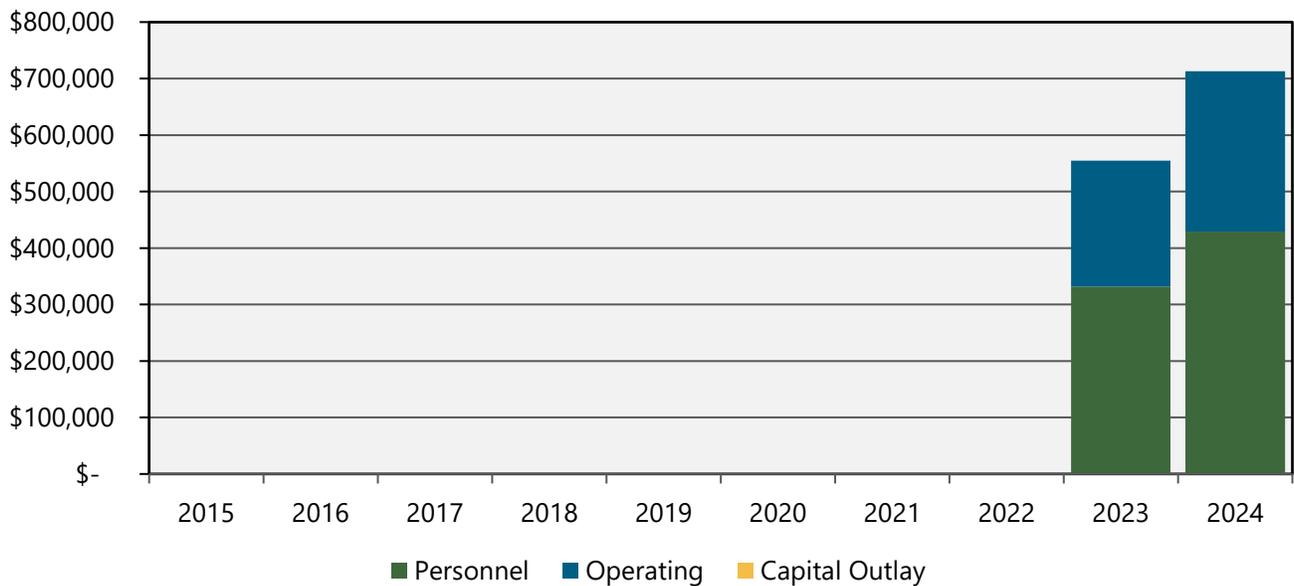
Budget Summary

Communications Expenditures by Type					
Type	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Personnel	-	354,200	331,700	429,100	21.15%
Operating	-	230,000	222,850	283,800	23.39%
Capital	-	-	-	-	-
Total	\$ -	\$584,200	\$554,550	\$712,900	22.03%

Communications Expenditures by Type



Communications Expenditure History



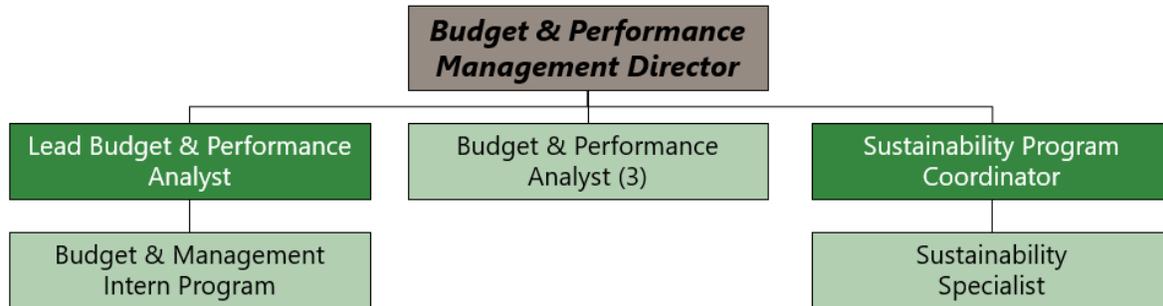
Line Item Expenditures

Communications Expenditures					
Line Item	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Salaries	-	259,600	245,000	308,300	18.76%
FICA	-	18,300	18,700	23,300	27.32%
Group Insurance	-	34,800	27,000	41,600	19.54%
General Retirement	-	28,900	28,000	39,800	37.72%
401K General	-	12,000	12,200	15,500	29.17%
Workers Comp	-	600	800	600	0.00%
Postage	-	-	-	-	-
Telephone & Communication	-	900	950	1,000	11.11%
Printing	-	3,300	2,000	6,700	103.03%
Travel and Training	-	3,200	2,800	10,600	231.25%
Maintenance & Repair - Equipment	-	-	-	-	-
Advertising	-	10,000	10,000	10,400	4.00%
Office Supplies	-	500	300	700	40.00%
Departmental Supplies	-	6,200	5,000	6,500	4.84%
Technology Hardware & Accessories	-	4,000	3,000	3,200	-20.00%
Meeting & Event Provisions	-	100	100	400	300.00%
Uniforms	-	300	300	700	133.33%
Contracted Services	-	-	-	1,100	-
Software License & Maintenance	-	74,000	72,000	79,400	7.30%
Professional Services	-	31,000	30,000	62,000	100.00%
Dues and Subscriptions	-	1,400	1,400	1,100	-21.43%
Special Programs	-	95,100	95,000	100,000	5.15%
Capital Outlay - Improvements	-	-	-	-	-
Capital Outlay - Equipment	-	-	-	-	-
Total	\$ -	\$584,200	\$554,550	\$712,900	22.03%



BUDGET & PERFORMANCE MANAGEMENT

Reports to Deputy Town Manager



Description

The Budget & Performance Management department is responsible for compilation, review, analysis, and presentation of data submitted for inclusion in the annual operating budget and Capital Improvement Plan, as well as the development and management of performance measures and organizational alignment with the Town's strategic plan. Once the Town's budget has been approved, the Budget team monitors the actual spending of the departments and assists department directors, elected officials, and the public throughout the year with budget-related questions. The Budget team is also responsible for reviewing all budget change requests. The Sustainability team recommends and implements internal sustainability initiatives and public education aligned with strategic goals.

Recent Accomplishments

- Received GFOA Distinguished Budget Presentation Award.
- Successful elevation from Administration to stand-alone department
- Full department certification in Lean Six Sigma to improve organization efficiencies and process improvements.

Strategic Goal Activities

High Performing Government

- Provide assistance and facilitation services for the creation, implementation, monitoring, and updating of Departmental strategic business plans.
- Partner with Information Technology staff and other departments to develop and publish performance dashboards monitoring major projects and progress toward strategic goals.

Environmental Leadership

- Completion of Sustainability Action Plan and initial implementation of green initiatives for Town facilities.

FY 2023-2024 Budget Highlights

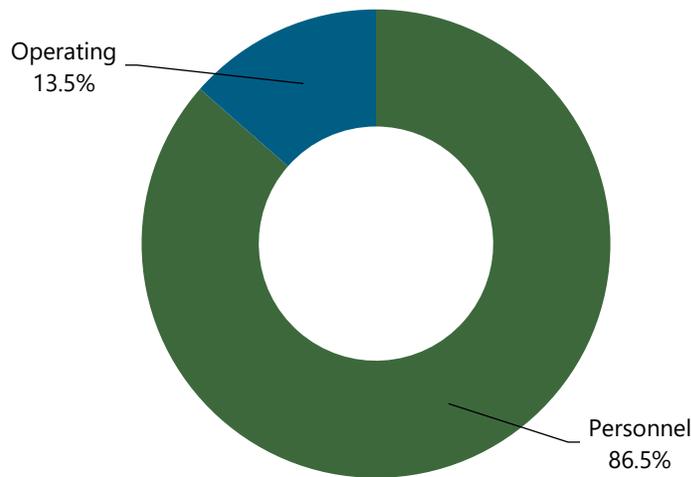
- The Budget & Performance Management department budget increased 2.35 percent in FY23-24.
- The Budget & Performance Management budget accounts for 0.88 percent of the General Fund budget and is equivalent to \$0.007 on the tax rate.
- The Town plans to spend \$11.94 per capita for Budget & Performance Management in FY23-24.
- Major budget costs include a Sustainability Action Plan update and an EV charging infrastructure assessment.



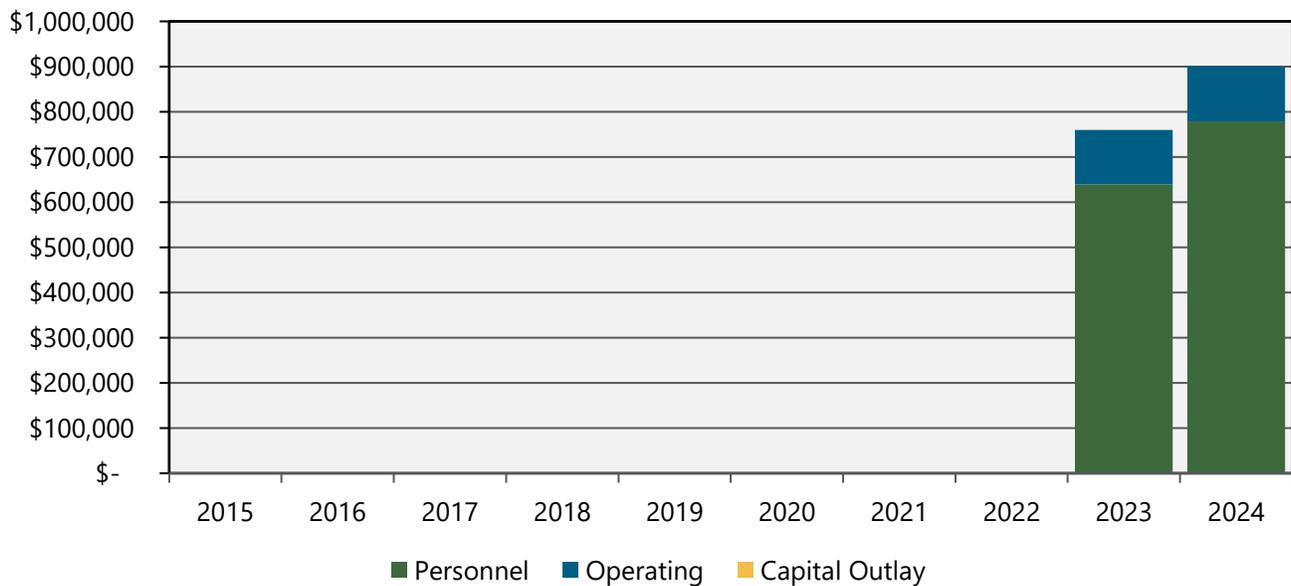
Budget Summary

Budget & Performance Management Expenditures by Type					
Type	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Personnel	-	729,350	639,050	778,800	6.78%
Operating	-	150,600	120,750	121,800	-19.12%
Capital	-	-	-	-	-
Total	\$ -	\$879,950	\$759,800	\$900,600	2.35%

Budget & Performance Management Expenditures by Type



Budget & Performance Management Expenditure History



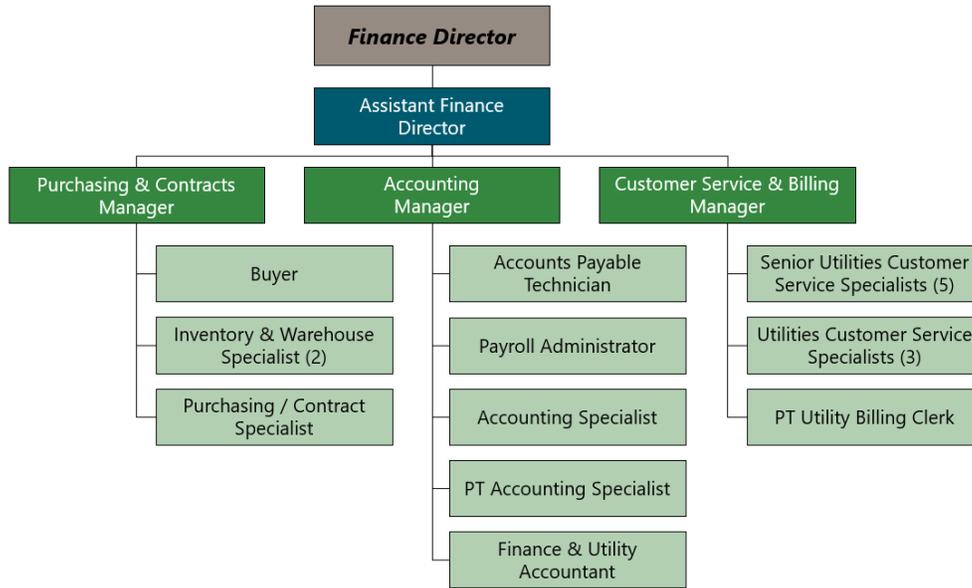
Line Item Expenditures

Budget & Performance Management Expenditures					
Line Item	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Salaries	-	494,400	458,000	534,600	8.13%
Part-Time Salaries	-	43,310	23,000	40,000	-7.64%
FICA	-	40,200	37,000	43,300	7.71%
Group Insurance	-	69,570	45,000	64,200	-7.72%
General Retirement	-	56,400	51,500	68,900	22.16%
401K General	-	23,270	22,900	26,800	15.17%
Workers Comp	-	2,200	1,650	1,000	-54.55%
Postage	-	200	50	200	0.00%
Telephone & Communication	-	2,700	600	1,100	-59.26%
Printing	-	4,500	2,300	2,500	-44.44%
Travel and Training	-	31,600	28,300	24,700	-21.84%
Maintenance & Repair - Equipment	-	-	-	-	-
Advertising	-	-	-	-	-
Office Supplies	-	1,700	500	1,200	-29.41%
Departmental Supplies	-	11,000	6,500	5,200	-52.73%
Technology Hardware & Accessories	-	5,100	3,800	3,000	-41.18%
Meeting & Event Provisions	-	800	600	1,700	112.50%
Community Outreach Materials/Activities	-	-	-	2,500	-
Uniforms	-	500	400	600	20.00%
Contracted Services	-	-	-	10,000	-
Software License & Maintenance	-	29,600	17,800	13,100	-55.74%
Professional Services	-	39,000	43,100	42,700	9.49%
Dues and Subscriptions	-	6,900	4,800	3,300	-52.17%
Special Programs	-	17,000	12,000	10,000	-41.18%
Capital Outlay - Improvements	-	-	-	-	-
Capital Outlay - Equipment	-	-	-	-	-
Total	\$ -	\$879,950	\$759,800	\$900,600	2.35%



FINANCE

Reports to Deputy Town Manager



Description

The Finance department is responsible for managing and communicating financial information to Town management (Town Council, Town Manager, department heads) and other users of Town financial data (citizens, bondholders, oversight bodies, financial service providers, external agencies) to foster informed judgments and decisions concerning the provision of services to citizens. Finance department staff performs statutory duties surrounding comprehensive financial administration and planning. The department manages the Town’s accounting, customer service, and purchasing and contract management services.

Recent Accomplishments

- Prepared annually required financial statements in-house, saving over \$10,000 on external audit costs.
- Maintained the Town’s AAA bond rating from Standard and Poor’s and Moody’s.
- Initiated internal restructure to more effectively meet the needs of a rapidly growing community and organization.

Strategic Goal Activities

High Performing Government

- Maintain accurate accounting and financial records to enable the Town to safeguard its assets, comply with the Town’s statutory requirements, and meet its obligations to vendors, debt holders, and employees.
- Provide accurate financial information in a timely manner to Town Council, directors, and respective external agencies in compliance with statutory and regulatory requirements as well as governmental accounting standards.
- Successfully process and issue the first tranche of the 2021 bond authorization and issue final remaining bonds from the 2015 authorization.

FY 2023-2024 Budget Highlights

- The Finance department budget increased 5.09 percent in FY23-24.
- The Finance budget accounts for 1.23 percent of the General Fund budget and is equivalent to \$0.010 on the tax rate.

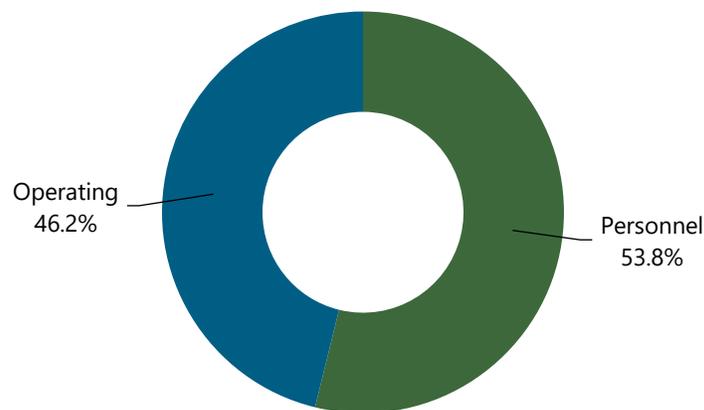


- The Town plans to spend \$16.59 per capita for Finance in FY23-24.
- Major budget costs include the addition of two new positions, an Assistant Finance Director and a Purchasing/Contracting Specialist, and the associated onboarding costs.

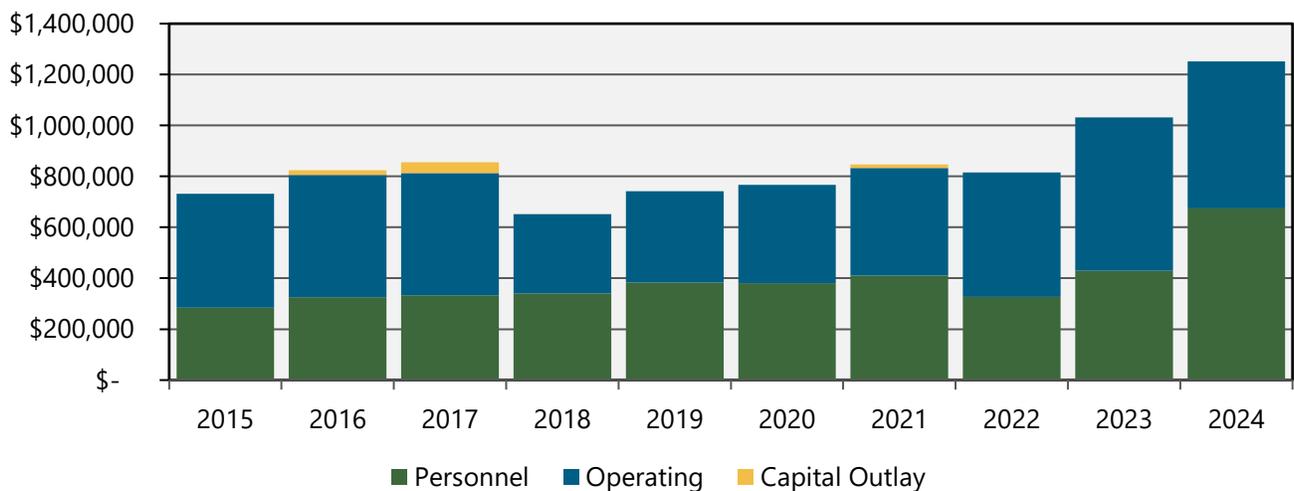
Budget Summary

Finance Expenditures by Type					
Type	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Personnel	326,354	498,400	429,800	673,900	35.21%
Operating	489,032	692,803	602,500	577,900	-16.59%
Capital	-	-	-	-	-
Total	\$815,386	\$1,191,203	\$1,032,300	\$1,251,800	5.09%

Finance Expenditures by Type



Finance Expenditure History



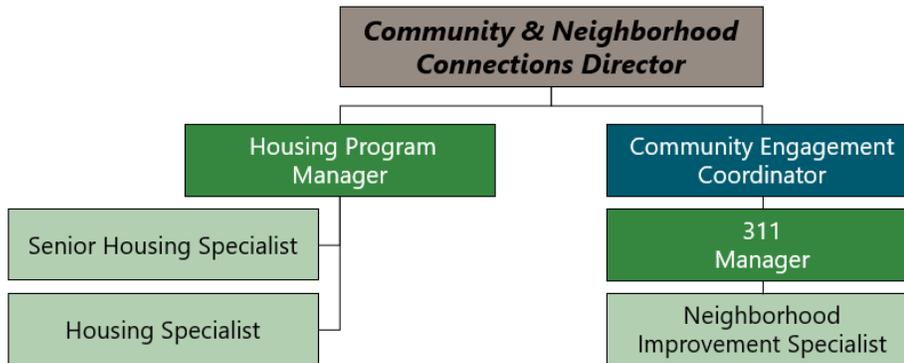
Line Item Expenditures

Finance Expenditures					
Line Item	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Salaries	232,407	334,600	295,000	449,900	34.46%
Part-Time Salaries	4,620	32,800	15,000	18,800	-42.68%
FICA	17,503	26,300	24,100	35,200	33.84%
Group Insurance	28,747	38,900	30,000	63,300	62.72%
General Retirement	26,553	33,900	34,000	60,200	77.58%
401K General	11,620	13,000	13,000	23,400	80.00%
Workers Comp	294	1,400	1,400	1,100	-21.43%
Unemployment	4,610	17,500	17,300	22,000	25.71%
Postage	10,993	7,500	600	1,200	-84.00%
Telephone & Communication	4,958	5,900	4,800	7,700	30.51%
Printing	15,169	21,675	17,500	19,600	-9.57%
Utilities	4,154	6,000	4,000	6,200	3.33%
Travel and Training	4,983	20,300	8,500	37,600	85.22%
Maintenance & Repair - Building	2,380	9,500	3,000	5,000	-47.37%
Maintenance & Repair - Equipment	10,877	3,500	1,000	1,500	-57.14%
Maintenance & Repair - Vehicle	926	700	700	700	0.00%
Automotive Supplies	551	1,029	200	600	-41.69%
Motor Fuel	2,072	4,915	3,800	4,400	-10.48%
Office Supplies	4,570	3,000	3,000	3,700	23.33%
Departmental Supplies	4,962	3,800	3,800	7,000	84.21%
Technology Hardware & Accessories	16,003	31,000	15,300	21,500	-30.65%
Meeting & Event Provisions	1,999	4,500	2,800	4,500	0.00%
Uniforms	440	2,900	2,000	3,100	6.90%
Contracted Services	235,122	327,700	320,000	255,400	-22.06%
Bank / Transaction Fees	19,532	20,000	20,800	24,000	20.00%
Software License & Maintenance	40,729	58,834	48,000	59,500	1.13%
Contracted Services - Billing/Collections	12,192	18,000	12,000	18,000	0.00%
Professional Services	-	24,000	24,000	1,700	-92.92%
Professional Services - Financial	89,634	109,150	101,200	83,600	-23.41%
Dues and Subscriptions	2,624	3,400	1,000	5,400	58.82%
Insurance - General Liability	4,161	5,500	4,500	6,000	9.09%
Capital Outlay - Equipment	-	-	-	-	-
Total	\$815,386	\$1,191,203	\$1,032,300	\$1,251,800	5.09%



COMMUNITY DEVELOPMENT & NEIGHBORHOOD CONNECTIONS

Reports to Assistant Town Manager



Description

The Community Development & Neighborhood Connections department is responsible for programs and activities related to housing for low to moderate income and the workforce. This department consists of the Housing team and will have a community engagement team that will support constituent engagement activities for the Town. This includes the 311 customer service engagement system.

Recent Accomplishments

- Completed needed repairs to existing homes throughout Apex through the Apex Cares Housing Rehabilitation Program. To date, 15 repairs have been completed and six repairs are still ongoing.
- The Housing Advisory Board, in conjunction with the Town of Apex and local nonprofits, held a first ever Housing Repair Fair.
- Consulted with rezoning applicants to integrate affordable housing conditions in advance of an adopted Town policy for affordable housing incentive zoning conditions.
- Create and implement an Affordable Housing Incentive Zoning Policy. This policy will assist in the creation of mixed-income communities with affordable housing units integrated within residential and mixed-use market-rate developments.

Strategic Goal Activities

High Performing Government

- Completion of the Community Development & Neighborhood Connections team, as well as updates to the Affordable Housing Plan and Housing Needs Assessment.

A Welcoming Community

- Develop and maintain an online dashboard and produce an annual housing report to increase public accessibility to key affordable housing information.
- Implementation of the 311 customer service engagement system to support constituent engagement activities.
- Creation of a beautification program to stimulate development, improve the visual image of properties, and generate pride in the community.

Responsible Development

- Continue to implement an affordable housing rehabilitation program to sustain and preserve existing housing stock for low-income households, including expansion of these program to address various types of housing repair needs.
- Complete assessment on the use of town property and non-town owned property to assist in determining the requirements for housing solutions for low to moderate income and the workforce.



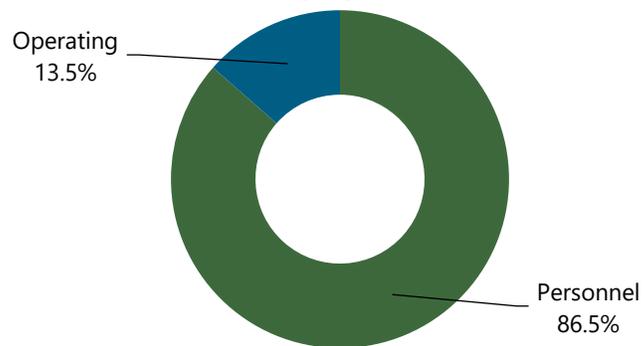
FY 2023-2024 Budget Highlights

- The Community Development & Neighborhood Connections department budget increased 74.02 percent in FY23-24.
- The Community Development & Neighborhood Connections budget accounts for 0.80 percent of the General Fund budget and is equivalent to \$0.007 on the tax rate.
- The Town plans to spend \$10.86 per capita for Community Development & Neighborhood Connections in FY23-24.
- Major budget changes include the addition of two new staff members, Neighborhood Improvement Specialist and a 311 Manager, and the associated onboarding costs.

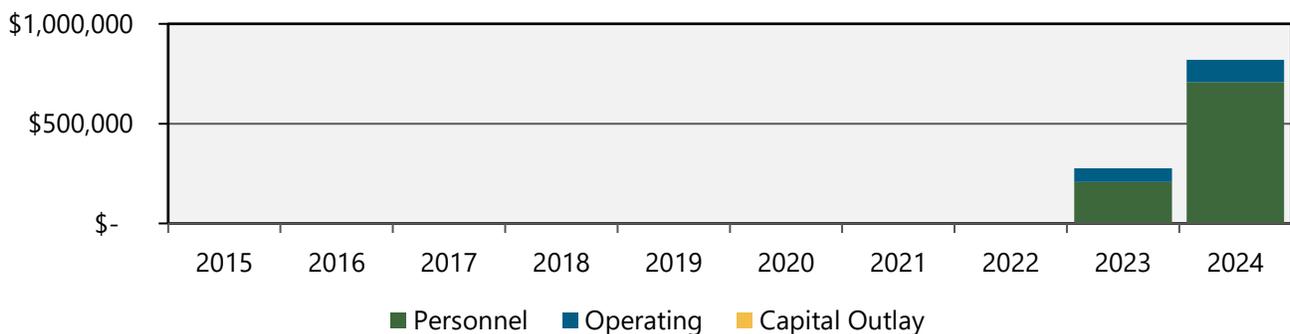
Budget Summary

Community Development & Neighborhood Connections Expenditures by Type					
Type	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Personnel	-	364,600	207,500	708,400	94.30%
Operating	-	106,150	68,750	110,800	4.38%
Capital	-	-	-	-	-
Total	\$ -	\$470,750	\$276,250	\$819,200	74.02%

Community Development & Neighborhood Connections Expenditures by Type



Community Development & Neighborhood Connections Expenditure History



Line Item Expenditures

Community Development & Neighborhood Connections Expenditures					
Line Item	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Salaries	-	221,000	148,000	503,700	127.92%
FICA	-	25,600	11,400	38,600	50.78%
Group Insurance	-	57,500	21,000	75,100	30.61%
General Retirement	-	40,900	18,500	64,900	58.68%
401K General	-	16,400	8,000	25,200	53.66%
Workers Comp	-	3,200	600	900	-71.88%
Postage	-	2,500	500	2,500	0.00%
Telephone & Communication	-	1,700	800	2,900	70.59%
Printing	-	4,600	1,500	4,600	0.00%
Travel and Training	-	8,500	3,000	8,200	-3.53%
Maintenance & Repair - Vehicle	-	-	-	-	-
Advertising	-	2,100	-	2,000	-4.76%
Automotive Supplies	-	-	-	-	-
Motor Fuel	-	-	-	-	-
Office Supplies	-	1,000	300	1,200	20.00%
Departmental Supplies	-	5,000	1,000	6,000	20.00%
Technology Hardware & Accessories	-	13,000	6,000	6,000	-53.85%
Meeting & Event Provisions	-	4,500	1,000	4,500	0.00%
Community Outreach Materials/Activities	-	3,500	2,000	7,600	117.14%
Uniforms	-	700	150	600	-14.29%
Contracted Services	-	-	-	-	-
Software License & Maintenance	-	1,550	1,500	9,700	525.81%
Professional Services	-	53,000	49,000	25,000	-52.83%
Dues and Subscriptions	-	3,000	1,500	3,500	16.67%
Special Programs	-	1,000	-	26,000	2500.00%
Insurance - General Liability	-	500	500	500	0.00%
Total	\$ -	\$470,750	\$276,250	\$819,200	74.02%



ECONOMIC DEVELOPMENT

Reports to Deputy Town Manager



Description

The Economic Development department coordinates efforts to retain and recruit business and industry in the Town. Some of its key responsibilities include managing an ongoing outreach program to maintain contact with over 60 core companies based in the Town, implementing marketing strategies to attract new business and industry, coordinating responses to request for proposals (RFPs) and inquiries, and identifying potential buildings and sites to house new or relocating business and industry.

Recent Accomplishments

- Added 2 new areas of focus to the department: Travel & Tourism and Minority & Women-Owned Business Enterprises.
- Coordinated with Chatham County and Beacon Partners on the planned development of the Hwy751/Hwy64 area for commercial purposes.
- Coordinated the first annual Apex Restaurant Week.

Strategic Goal Activities

Economic Vitality

- Engage with existing Apex business community to implement strategies for increasing the capacity and opportunities for minority & women-owned businesses.
- Implementation of marketing campaign promoting the Town as a choice business and industry location.
- Foster a vibrant Small Business community and encourage entrepreneurship through startup supports.

FY 2023-2024 Budget Highlights

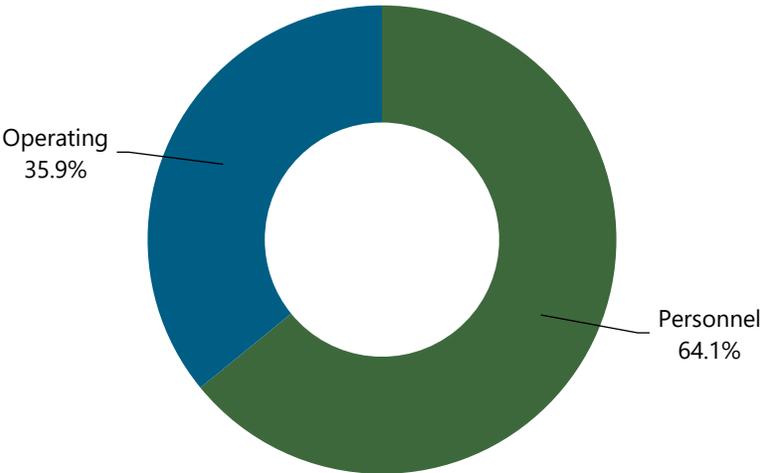
- The Economic Development department budget increased by 9.69 percent in FY23-24.
- The Economic Development budget accounts for 0.75 percent of the General Fund budget and is equivalent to \$0.006 on the tax rate.
- The Town plans to spend \$10.09 per capita for Economic Development services in FY23-24.
- Major budget changes include the furniture for the Depot facility and an increase to economic incentives provided to companies.



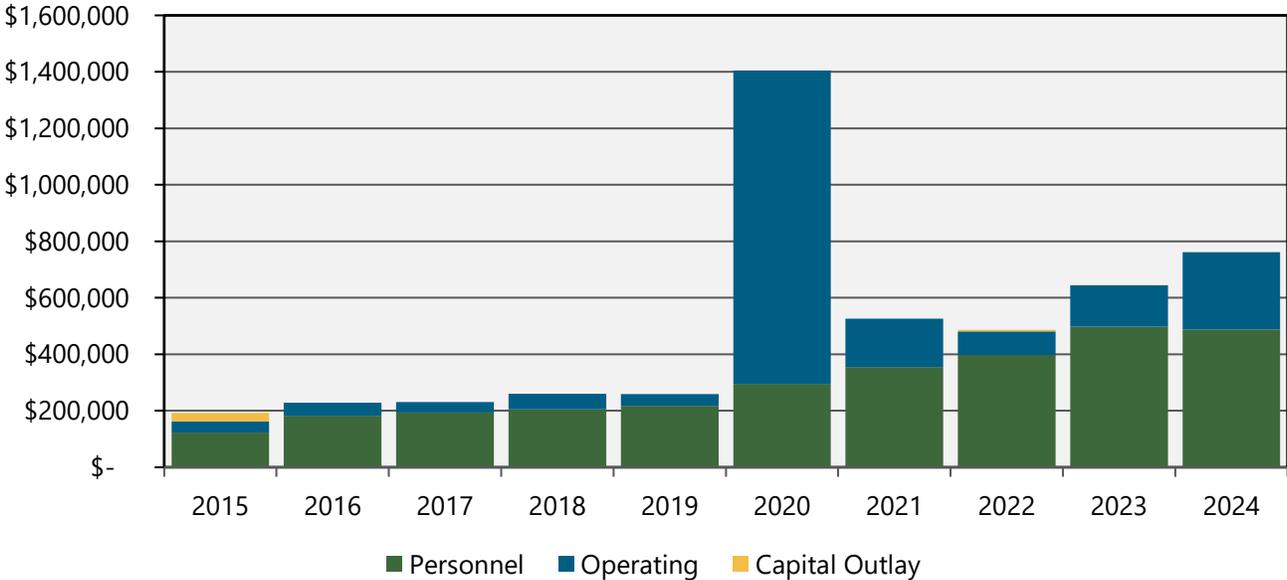
Budget Summary

Economic Development Expenditures by Type					
Type	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Personnel	397,287	480,000	497,800	487,900	1.65%
Operating	83,570	213,838	146,480	273,200	27.76%
Capital	5,930	-	-	-	-
Total	\$486,788	\$693,838	\$644,280	\$761,100	9.69%

Economic Development Expenditures by Type



Economic Development Expenditure History



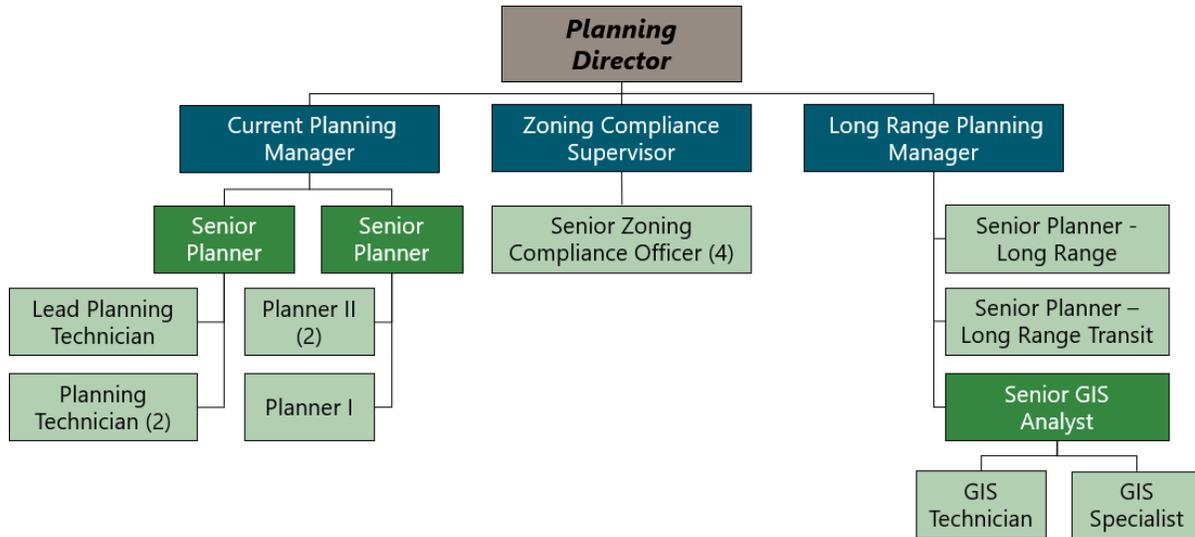
Line Item Expenditures

Economic Development Expenditures					
Line Item	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Salaries	286,522	346,600	365,000	352,300	1.64%
Part-Time Salaries	5,991	-	-	-	-
FICA	21,658	24,500	28,300	25,500	4.08%
Group Insurance	34,514	49,000	42,200	46,400	-5.31%
General Retirement	32,753	39,900	42,000	45,400	13.78%
401K General	14,344	16,500	17,300	17,700	7.27%
Workers Comp	1,505	3,500	3,000	600	-82.86%
Postage	56	1,000	100	300	-70.00%
Telephone & Communication	425	1,100	600	500	-54.55%
Printing	3,426	10,839	5,000	7,500	-30.81%
Utilities	-	1,500	2,500	3,600	140.00%
Travel and Training	6,136	13,500	11,500	15,000	11.11%
Building Maintenance - Depot	-	14,000	5,000	5,000	-64.29%
Advertising	2,207	5,000	3,500	8,000	60.00%
Office Supplies	813	1,500	1,400	1,000	-33.33%
Departmental Supplies	5,458	2,000	1,000	2,000	0.00%
Technology Hardware & Accessories	81	5,500	3,500	-	-100.00%
Trademark Purchases	-	5,000	4,000	5,000	0.00%
Meeting & Event Provisions	299	800	700	4,400	450.00%
Community Outreach Materials	1,365	9,840	2,500	6,000	-39.02%
Uniforms	-	600	580	300	-50.00%
Contracted Services	919	11,022	6,200	13,300	20.67%
Software License & Maintenance	3,203	5,981	5,800	10,300	72.21%
Professional Services	-	15,000	-	5,000	-66.67%
Professional Services - Eng/Survey	-	15,000	9,000	15,000	0.00%
Lease Payments	32,319	27,741	27,200	-	-100.00%
Dues and Subscriptions	1,830	2,400	2,000	2,500	4.17%
Special Programs	150	10,000	6,000	5,000	-50.00%
Insurance – General Liability	-	360	400	500	38.89%
Capital Outlay - Improvements	5,930	-	-	24,000	-
Downtown Development	24,883	19,155	13,000	15,000	-21.69%
Economic Incentives	-	35,000	35,000	124,000	254.29%
Emergency Loan Program	-	-	-	-	-
Total	\$486,788	\$693,838	\$644,280	\$761,100	9.69%



PLANNING

Reports to Assistant Town Manager



Description

The Planning department is currently organized into three sections: Current Planning, Long Range Planning, and Zoning Compliance. The Current Planning division oversees the development review process and coordinates the Technical Review Committee. Its responsibilities include advising property owners and developers throughout the application submittal process, approving permits and certificates of zoning compliance, and reviewing re-zonings, site and subdivision plans, special use permits, variances and appeals. The Long Range Planning division is responsible for creating and maintaining spatial data in a GIS database, developing maps and dashboards to convey information about existing conditions and development, and utilizing this data to help chart the path for the Town’s future. The division develops and maintains long-range plans such as Advance Apex: The 2045 Comprehensive Transportation Plan and Advance Apex: The 2045 Land Use Plan Update. In addition, it produces plans addressing critical needs within the community, such as the Downtown Plan. The division is also responsible for implementing local transit service and collaborating with regional providers. The Zoning Compliance division is responsible for ensuring that all development and land use within the Town is in compliance with Town ordinances. The division processes and addresses zoning complaints, reviews plans for landscaping, tree preservation, grading, and lighting, and ensures all site and subdivision plans meet the appropriate ordinance requirements.

Recent Accomplishments

- Expanded use of Cityworks to include tracking conditions, inspections, and violations at active construction and development sites.
- Successfully launched the Town’s first free local bus service and complementary GoApex door-to-door service.
- Coordinated the adoption of the Environmental Enhancement Plan.

Strategic Goal Activities

Responsible Development

- Establish small area plans for rapidly-changing areas, including the area north of US-64 adjacent to and inside Chatham County, the New Hill area between US-1 and Old US-1, and the Friendship area.
- Identify and implement changes to the Land Use Map supportive of multi-modal transportation and emerging needs and innovations.
- Identify/prioritize sidewalk needs with an emphasis on pedestrian routes to schools and transit, with connections to parks, greenways, and mixed-use centers consistent with Advance Apex.



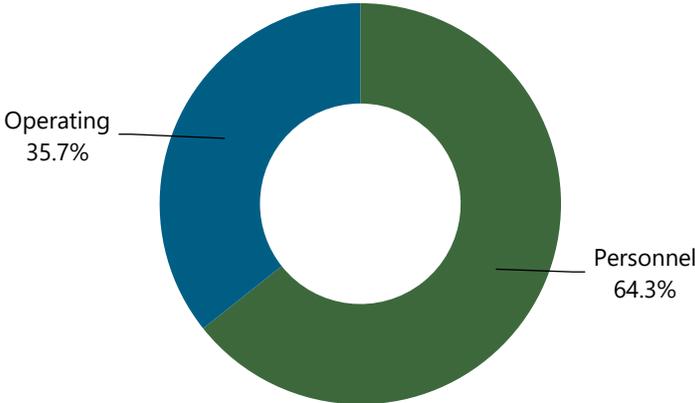
FY 2023-2024 Budget Highlights

- The Planning department budget decreased by 10.84 percent in FY23-24.
- The Planning budget accounts for 3.84 percent of the General Fund budget and is equivalent to \$0.032 on the tax rate.
- The Town plans to spend \$51.98 per capita for Planning in FY23-24.
- Major budget changes includes the lack of capital expenditures for FY23-24.

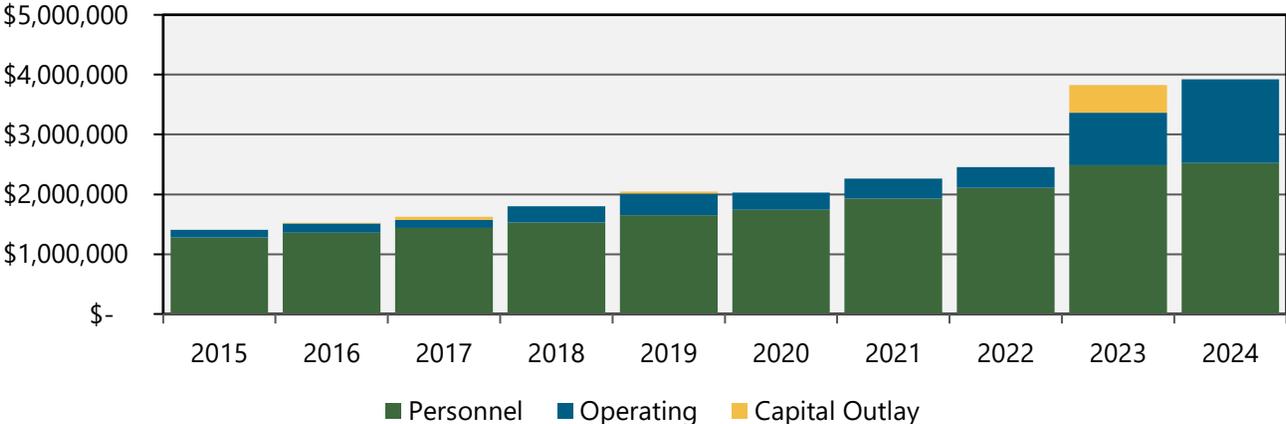
Budget Summary

Planning Expenditures by Type					
Type	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Personnel	2,110,237	2,480,100	2,484,900	2,522,600	1.71%
Operating	345,092	1,434,749	881,100	1,399,400	-2.46%
Capital	-	483,885	463,000	-	-100.00%
Total	\$2,455,329	\$4,398,734	\$3,829,000	\$3,922,000	-10.84%

Planning Expenditures by Type



Planning Expenditure History



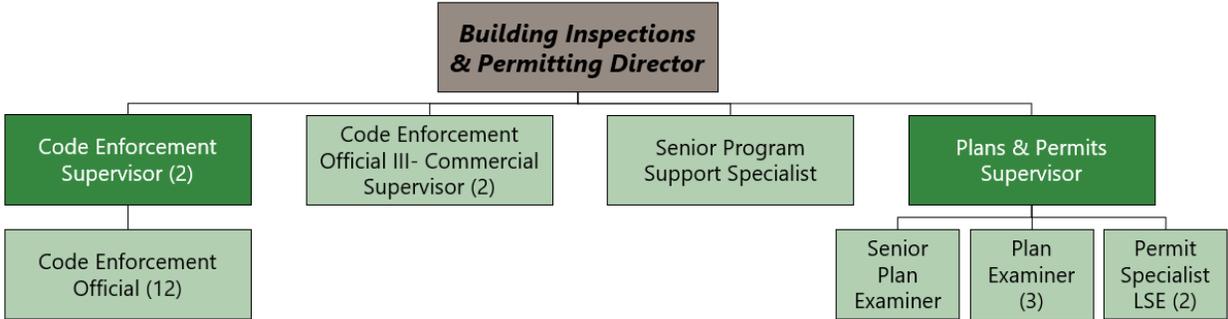
Line Item Expenditures

Planning Expenditures					
Line Item	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Salaries	1,535,069	1,773,000	1,800,000	1,792,100	1.08%
Part-Time Salaries	8,560	16,000	15,000	12,000	-25.00%
FICA	113,145	129,000	137,000	134,900	4.57%
Group Insurance	193,031	255,300	223,000	244,700	-4.15%
General Retirement	175,428	202,000	206,400	230,900	14.31%
401K General	76,752	83,300	86,000	89,700	7.68%
Workers Comp	8,252	21,500	17,500	18,300	-14.88%
Postage	116	500	200	500	0.00%
Telephone & Communication	7,380	6,400	6,300	7,000	9.38%
Printing	9,875	13,800	13,800	17,100	23.91%
Travel and Training	4,602	15,300	14,500	19,300	26.14%
Maintenance & Repair - Equipment	220	500	-	500	0.00%
Maintenance & Repair - Vehicle	1,058	3,000	1,800	3,000	0.00%
Advertising	527	1,800	1,200	2,200	22.22%
Automotive Supplies	140	2,535	2,000	2,500	-1.38%
Motor Fuel	2,651	4,753	3,900	3,200	-32.67%
Office Supplies	3,093	5,300	3,000	5,300	0.00%
Janitorial Supplies	209	500	200	500	0.00%
Departmental Supplies	13,202	9,800	7,500	5,500	-43.88%
Technology Hardware & Accessories	17,464	22,000	6,000	13,800	-37.27%
Safety Supplies	20	-	-	-	-
Meeting & Event Provisions	530	2,000	1,700	2,000	0.00%
Community Outreach Materials	259	1,500	1,000	1,500	0.00%
Uniforms	114	1,600	1,600	1,600	0.00%
Contracted Services	71,363	56,360	50,000	43,500	-22.82%
Personal Protective Equipment	806	1,400	1,300	1,400	0.00%
Bank/Transaction Fees	3,184	4,500	2,400	4,000	-11.11%
Software License & Maintenance	35,941	39,626	39,600	61,800	55.96%
Professional Services	40,701	163,187	98,000	91,500	-43.93%
Professional Svcs – Engineer/Survey	-	4,000	-	4,000	0.00%
Dues and Subscriptions	30,728	66,800	61,800	57,700	-13.62%
Special Programs	84,854	146,300	125,000	141,000	-3.62%
Insurance - General Liability	2,928	3,300	3,300	3,300	0.00%
Transit	13,126	857,988	435,000	905,700	5.56%
Capital Outlay - Easements	500	-	-	-	-
Capital Outlay - Equipment	-	483,885	463,000	-	-100.00%
Total	\$2,455,829	\$4,398,734	\$3,829,000	\$3,922,000	-10.84%



BUILDING INSPECTIONS & PERMITTING

Reports to Assistant Town Manager



Description

The primary responsibility of the Building Inspections & Permits department is to enforce the North Carolina Building Codes as required by North Carolina General Statutes and adopted by the North Carolina Building Code Council. This includes reviewing and approving building plans, performing field inspections, and serving as a resource to the Town and its residents for any questions related to state and local codes and/or ordinances related to the building construction industry.

Recent Accomplishments

- Implemented electronic plan reviews for all submitted plans.
- Successfully implemented Inspections internship program.
- Developed commercial inspector training program to ensure continuity.

Strategic Goal Activities

High Performing Government

- Develop online tool to provide easy way to ask and respond to Building Code questions outside of normal business hours.
- Increase accuracy of plan reviews with continual training within the department and continual cross-training with other departments.
- Create mechanism for some records to be searchable and available to the public.

FY 2023-2024 Budget Highlights

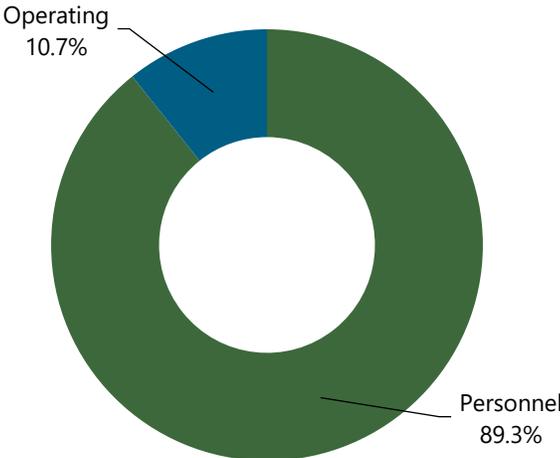
- The Building Inspections & Permitting department budget decreased 0.67 percent in FY23-24.
- The Building Inspections & Permitting budget accounts for 3.14 percent of the General Fund budget and is equivalent to \$0.026 on the tax rate.
- The Town plans to spend \$42.42 per capita for Building Inspections & Permitting in FY23-24.
- Major budget changes from prior year include a decrease in needed computer replacements.



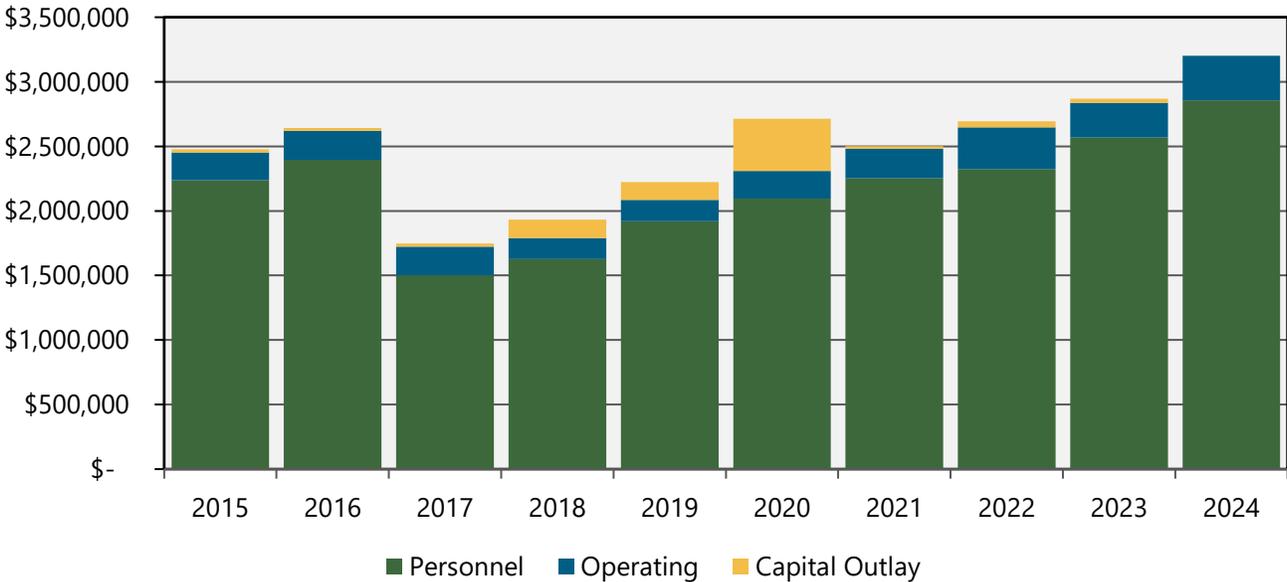
Budget Summary

Building Inspections & Permitting Expenditures by Type					
Type	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Personnel	2,323,168	2,850,700	2,567,000	2,857,500	0.24%
Operating	324,579	339,644	268,800	343,400	1.11%
Capital	46,334	32,070	32,008	-	-100.00%
Total	\$2,694,081	\$3,222,414	\$2,867,808	\$3,200,900	-0.67%

Building Inspections & Permitting Expenditures by Type



Building Inspections & Permitting Expenditure History



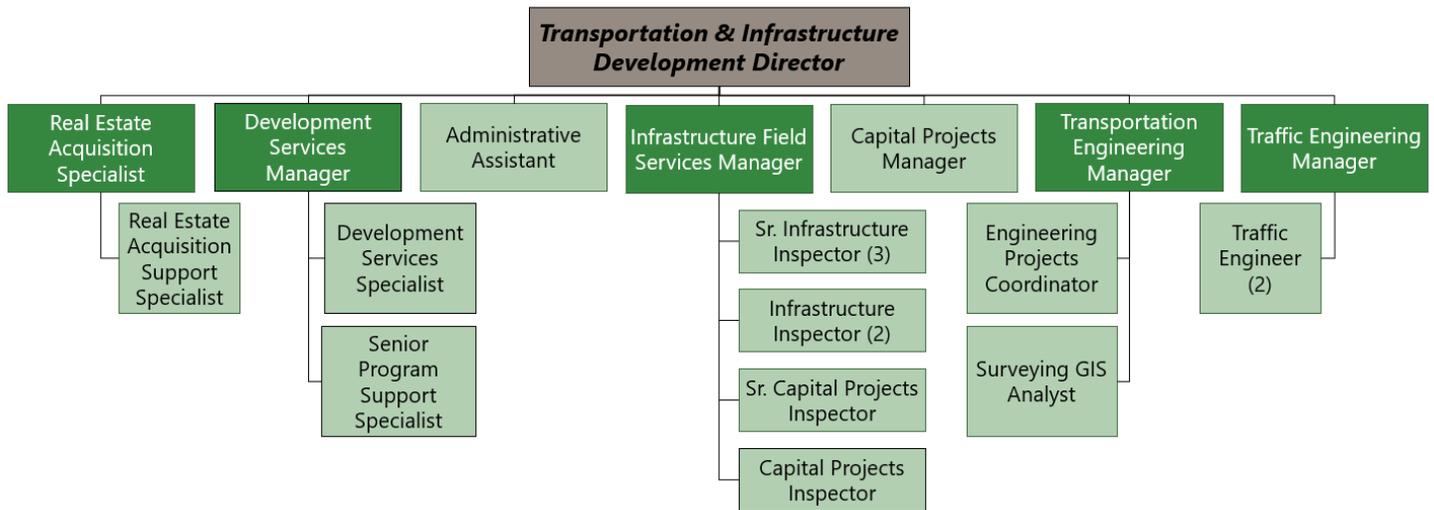
Line Item Expenditures

Building Inspections & Permitting Expenditures					
Line Item	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Salaries	1,655,329	2,005,200	1,800,000	1,982,600	-1.13%
Part-Time Salaries	35,900	40,200	26,000	40,200	0.00%
FICA	123,431	148,600	140,000	152,900	2.89%
Group Insurance	226,627	302,400	265,000	305,900	1.16%
General Retirement	189,118	232,900	226,000	255,400	9.66%
401K General	82,957	95,400	90,000	99,200	3.98%
Workers Comp	9,807	26,000	20,000	21,300	-18.08%
Postage	-	500	100	500	0.00%
Telephone & Communication	17,833	21,200	18,100	19,500	-8.02%
Printing	11,151	14,910	10,000	15,000	0.60%
Utilities	-	-	-	5,000	-
Travel and Training	29,050	50,000	32,500	49,000	-2.00%
Maintenance & Repair - Building	-	-	-	-	-
Maintenance & Repair - Vehicle	2,253	5,100	3,500	5,100	0.00%
Automotive Supplies	4,339	5,252	4,300	5,000	-4.80%
Motor Fuel	18,576	21,838	19,400	17,500	-19.86%
Office Supplies	990	4,000	1,200	2,500	-37.50%
Departmental Supplies	687	2,000	2,000	3,400	70.00%
Technology Hardware & Accessories	13,355	20,000	9,500	8,500	-57.50%
Safety Supplies	-	900	-	1,000	11.11%
Medical Supplies	-	200	100	200	0.00%
Meeting & Event Provisions	943	4,500	2,000	7,300	62.22%
Uniforms	4,789	8,900	7,000	9,000	1.12%
Contracted Services	4,550	4,400	4,400	4,100	-6.82%
Personal Protective Equipment	1,895	2,000	1,800	2,500	25.00%
Bank / Transaction Fees	97,202	80,000	80,000	100,000	25.00%
Software License & Maintenance	40,966	62,544	52,500	72,900	16.56%
Professional Services	66,977	16,000	5,000	-	-100.00%
Dues and Subscriptions	160	500	500	500	0.00%
Insurance - General Liability	8,862	14,900	14,900	14,900	0.00%
Capital Outlay - Land	-	-	-	-	-
Capital Outlay - Improvements	-	-	-	-	-
Capital Outlay - Equipment	46,334	32,070	32,008	-	-100.00%
Total	\$2,694,081	\$3,222,414	\$2,867,808	\$3,200,900	-0.67%



TRANSPORTATION & INFRASTRUCTURE DEVELOPMENT

Reports to Assistant Town Manager



Description

The Transportation and Infrastructure Development department consists of the Traffic and Transportation Engineering teams, the Development Services and Capital Projects team, and the Infrastructure Inspections team. The Engineering team is responsible for designing, managing, and completing capital improvement projects, overseeing pavement and floodplain management, working with Development Services for site plan development and approval, and providing technical expertise and guidance to Town staff, developers, and the general public. The Capital Projects team oversees and manages the town’s various capital projects. The Transportation team is responsible for conducting traffic impact analysis, developing traffic ordinances and traffic safety recommendations, managing the operation of school time-of-day beacon warning systems and crosswalk warning devices, reviewing transportation infrastructure plans, plats, and record drawings, planning transportation capital projects, conducting traffic signal administrative duties, and collecting traffic data.

Recent Accomplishments

- Completed construction of the 2021 and 2022 Annual Resurfacing contracts, rehabilitating over 31 centerline miles of Town streets.
- Completed land acquisition for Apex Peakway SW Connector Project, Chatham Street Sidewalk Extension, Humie Olive Sidewalk, and North Salem Street Sidewalk projects.
- Completed preliminary design plans for Jessie Drive Phase I.

Strategic Goal Activities

High Performing Government

- Implement and promote the Vision Zero Action Plan.
- Conduct system-wide Pavement Condition Survey on 3-year cycle
- Standardize real estate acquisition process and communications to improve customer experience in land development.

Responsible Development

- Begin construction of the Apex Peakway Southwest Connector and the Saunders Parking Lot Expansion and complete construction of the bus stops for GoApex Route 1 to begin transit service.



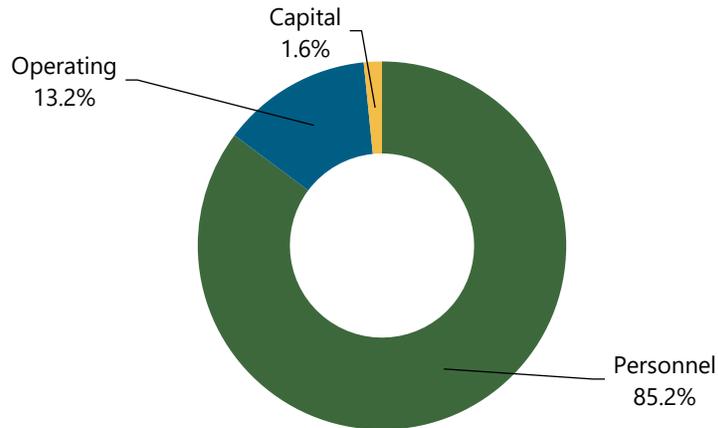
FY 2023-2024 Budget Highlights

- The Transportation & Infrastructure Development department budget decreased by 5.40 percent in FY23-24.
- The Transportation & Infrastructure Development budget accounts for 3.09 percent of the General Fund budget and is equivalent to \$0.025 on the tax rate.
- The Town plans to spend \$41.77 per capita for Transportation & Infrastructure Development in FY23-24.
- Major budget changes include decreases to professional services needs and capital equipment, including a vehicle associated with new personnel in FY22-23.

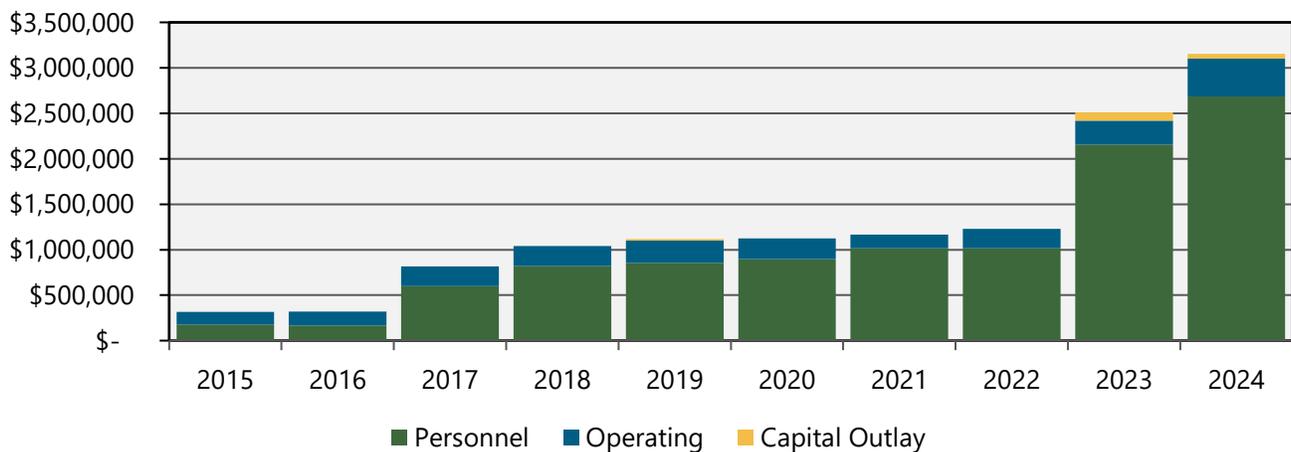
Budget Summary

Transportation & Infrastructure Development Expenditures by Type					
Type	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Personnel	1,015,898	2,595,900	2,156,200	2,686,000	3.47%
Operating	214,691	642,034	261,900	416,000	-35.21%
Capital	-	94,000	92,000	50,000	-46.81%
Total	\$1,230,589	\$3,331,934	\$2,510,100	\$3,152,000	-5.40%

Transportation & Infrastructure Development Expenditures by Type



Transportation & Infrastructure Development Expenditure History



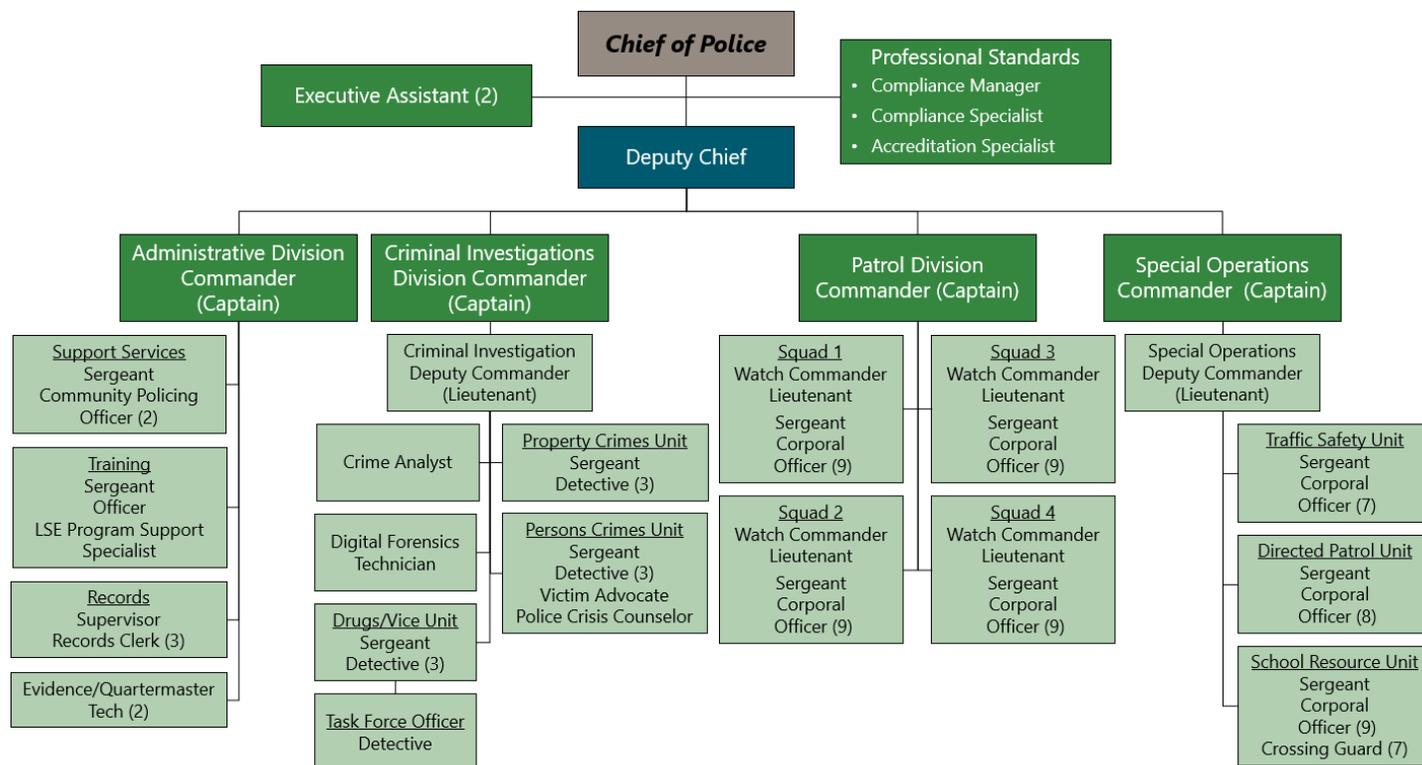
Line Item Expenditures

Transportation & Infrastructure Development Expenditures					
Line Item	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Salaries	758,318	1,865,000	1,567,000	1,922,500	3.08%
Part-Time Salaries	-	-	-	-	-
FICA	54,653	137,300	120,000	143,800	4.73%
Group Insurance	72,296	252,300	175,000	250,000	-0.91%
General Retirement	86,615	217,700	195,000	247,700	13.78%
401K General	37,916	89,800	78,500	96,200	7.13%
Workers Comp	6,100	33,800	20,700	25,800	-23.67%
Postage	9	200	100	200	0.00%
Telephone & Communication	8,543	19,400	24,500	27,300	40.72%
Printing	4,117	15,618	6,000	8,400	-46.22%
Utilities	51,789	50,000	42,400	8,200	-83.60%
Travel and Training	5,937	25,000	6,000	20,700	-17.20%
Maintenance & Repair - Building	1,134	122	200	200	63.93%
Maintenance & Repair - Equipment	400	1,000	-	500	-50.00%
Maintenance & Repair - Vehicle	589	2,500	500	2,000	-20.00%
Advertising	2,451	5,000	-	-	-100.00%
Automotive Supplies	106	3,729	1,200	2,700	-27.59%
Motor Fuel	1,173	7,547	9,300	12,000	59.00%
Office Supplies	814	1,100	1,000	1,300	18.18%
Departmental Supplies	13,276	21,600	6,700	15,000	-30.56%
Technology Hardware & Accessories	7,105	54,100	6,000	5,800	-89.28%
Meeting & Event Provisions	2,281	3,800	1,000	1,000	-73.68%
Community Outreach Materials	3,162	10,000	5,000	10,000	0.00%
Uniforms	326	7,500	7,000	6,000	-20.00%
Contracted Services	30,693	79,925	40,000	68,300	-14.54%
Personal Protective Equipment	764	4,400	2,200	3,000	-31.82%
Bank/Transaction Fees	-	4,000	-	4,500	12.50%
Software License & Maintenance	31,706	39,424	34,000	72,800	84.66%
Professional Services	25,815	17,769	10,000	-	-100.00%
Professional Svcs - Engineer/Survey	3,750	236,700	30,000	115,000	-51.42%
Dues and Subscriptions	1,337	5,100	2,500	4,000	-21.57%
Operating Licenses & Permits	75	-	-	1,100	-
Insurance - General Liability	17,339	26,500	26,300	26,000	-1.89%
Capital Outlay - Improvements	-	-	-	-	-
Capital Outlay - Equipment	-	94,000	92,000	50,000	-46.81%
Total	\$1,230,589	\$3,331,934	\$2,510,100	\$3,152,000	-5.40%



POLICE

Reports to Assistant Town Manager



Description

The Apex Police Department is a full-service law enforcement agency consisting of four divisions: administration, criminal investigations, patrol, and special operations. The Police department is responsible for Property and Evidence, Quartermaster, Crime Analysis, Training, Internship Program, Citizens Assisting Police in Apex (CAPA), Public Safety Cadets Post, Chaplain, Records, School Resource, and Community Policing/Crime Prevention officers. The department strives to provide 24-hour uniformed-patrol and investigative services, in addition to victim and witness assistance, juvenile & missing persons investigations, and other crucial public safety services.

Recent Accomplishments

- Secured zero-cost lease to begin establishing the Apex Police Department Firearms Training Center.
- Updated Digital Forensics Lab with new hardware and software for digital investigations.
- Began implementation of Benchmark Analytics software to track confidential data and create internal reports.

Strategic Goal Activities

High Performing Government

- Map out cross-training opportunities for each position to facilitate improved knowledge, skills, and abilities.
- Conduct a community needs assessment to identify and evaluate current services provided, identify community weaknesses, and prioritize opportunities for improvement.

A Welcoming Community

- Create an information-sharing dashboard available to the community.



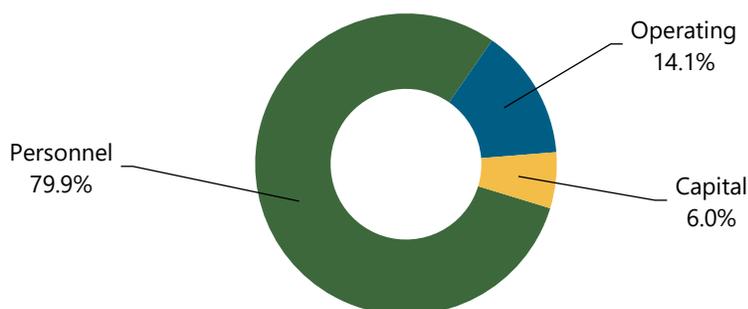
FY 2023-2024 Budget Highlights

- The Police department budget increased 9.03 percent in FY23-24.
- The Police budget accounts for 18.75 percent of the General Fund budget and is equivalent to \$0.155 on the tax rate.
- The Town plans to spend \$253.64 per capita for Police in FY23-24.
- Major budget changes include the addition of seven new staff members including five police officers, a school resource officer, and a community policing officer, and the associated onboarding costs.
- The budget includes an increase in capital equipment, including eight vehicle replacements and six vehicle additions.
- Increases in operating expenditures are due to increases to contracted services, including in-car camera and taser conversions.

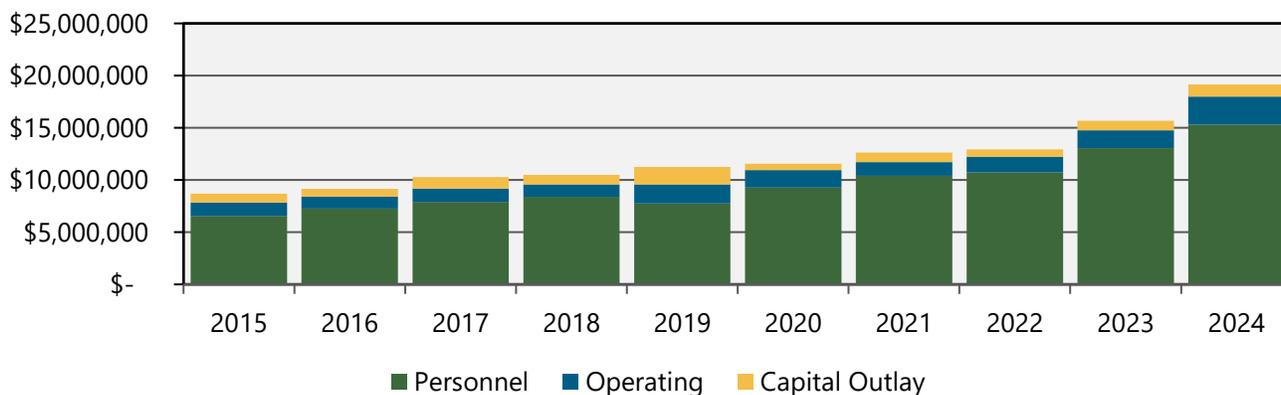
Budget Summary

Police Expenditures by Type					
Type	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Personnel	10,750,465	14,324,100	13,058,700	15,299,900	6.81%
Operating	1,488,958	2,316,918	1,707,715	2,691,000	16.15%
Capital	698,424	913,283	900,301	1,148,400	25.74%
Total	\$12,937,848	\$17,554,301	\$15,666,716	\$19,139,300	9.03%

Police Expenditures by Type



Police Expenditure History



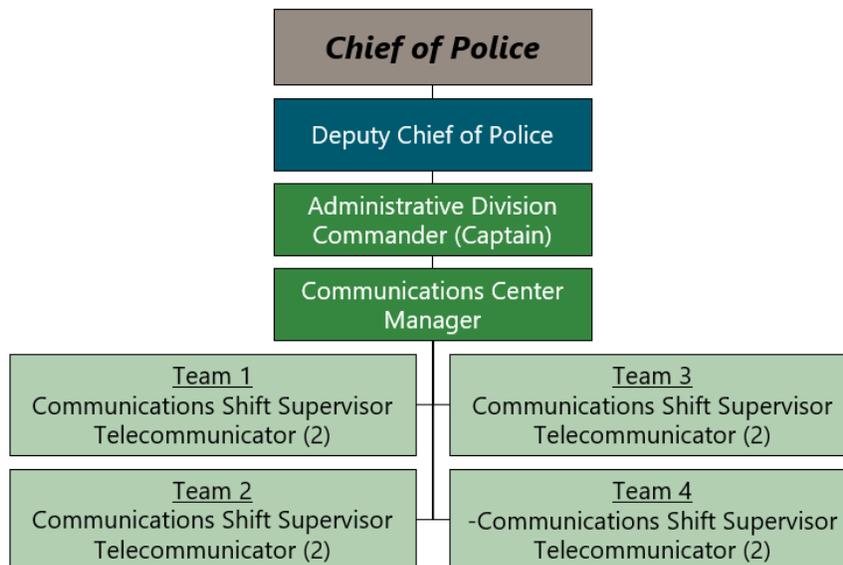
Line Item Expenditure

Police Expenditures					
Line Item	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Salaries	7,651,684	9,944,800	9,200,000	10,417,500	4.75%
Part-Time Salaries	102,001	99,200	56,800	108,300	9.17%
FICA	566,742	753,000	650,000	819,800	8.87%
Group Insurance	977,434	1,396,300	1,160,000	1,442,300	3.29%
General Retirement	65,319	159,300	120,000	165,200	3.70%
Police Retirement	855,817	1,050,200	986,000	1,295,100	23.32%
401K General	28,577	54,500	48,200	43,700	-19.82%
401K Police	354,398	413,900	390,000	479,800	15.92%
Separation Allowance	-	152,700	152,700	243,100	59.20%
Workers Comp	148,492	300,200	295,000	285,100	-5.03%
Postage	818	4,500	2,500	4,500	0.00%
Telephone & Communication	93,543	117,700	82,000	90,500	-23.11%
Printing	17,669	28,082	26,000	26,200	-6.70%
Utilities	59,568	60,000	60,000	70,500	17.50%
Travel and Training	63,929	153,238	103,700	114,000	-25.61%
Maintenance & Repair - Building	76,718	110,720	30,000	94,000	-15.10%
Maintenance & Repair - Equipment	12,482	42,000	20,000	44,000	4.76%
Maintenance & Repair - Vehicle	58,531	84,000	37,000	54,000	-35.71%
Rental - Equipment	-	1,500	-	500	-66.67%
Rental - Vehicle	520	1,500	-	500	-66.67%
Rental - Facilities	-	1,000	-	500	-50.00%
PIN Terminal	18,660	20,700	20,700	21,100	1.93%
Advertising	2,248	5,600	2,000	1,700	-69.64%
Automotive Supplies	25,219	40,657	26,000	40,000	-1.62%
Motor Fuel	250,147	276,100	270,000	236,400	-14.38%
Office Supplies	2,947	6,000	5,000	9,200	53.33%
Janitorial Supplies	685	2,000	500	2,500	25.00%
Departmental Supplies	124,832	255,814	125,000	114,900	-55.08%
Technology Hardware & Accessories	65,130	129,795	100,000	104,200	-19.72%
Safety Supplies	1,058	4,800	3,000	4,000	-16.67%
Medical Supplies	1,897	9,600	1,500	11,600	20.83%
Meeting & Event Provisions	3,404	15,000	10,000	12,000	-20.00%
Community Outreach Materials	22,215	24,000	15,000	31,000	29.17%
K-9 Program Expenses	10,740	14,500	7,500	15,000	3.45%
Employee Recognition	990	11,000	5,000	10,000	-9.09%
Uniforms	125,051	127,800	90,000	164,000	28.33%
Contracted Services	122,607	209,324	190,000	907,200	333.40%
Personal Protective Equipment	18,334	46,200	40,000	55,100	19.26%
Software License & Maintenance	156,310	315,038	265,000	284,200	-9.79%
Professional Services	38,618	76,550	50,000	45,500	-40.56%
Dues and Subscriptions	4,283	8,200	6,500	8,200	0.00%
Insurance - General Liability	106,807	111,000	110,815	111,000	0.00%
Capital Outlay - Improvements	142,720	51,861	50,301	15,000	-71.08%
Capital Outlay - Equipment	555,704	861,422	850,000	1,133,400	31.57%
Restricted Police Funds	3,000	3,000	3,000	3,000	0.00%
Total	\$12,937,848	\$17,554,301	\$15,666,716	\$19,139,300	9.03%



EMERGENCY COMMUNICATIONS

Reports to Assistant Town Manager



Description

The Town of Apex Emergency Communications Center is a division of the Apex Police Department. Our trained and certified telecommunicators provide the citizens of Apex with emergency and non-emergency access to police and public works, and serve as a vital communications link for field personnel. The Emergency Communications Center is equipped with the proper technology and equipment to help the citizens of the Town of Apex during any situation that may arise.

Recent Accomplishments

- Established Public Safety Station 6 as Emergency Communication Center and Emergency Operation Center backup.
- Obtained capacity to receive text and video to 911 calls through Next Generation 911.
- Implemented RapidSOS Monitoring system for resident burglar alarms.

Strategic Goal Activities

High Performing Government

- Improve overall metrics associated with answering and responding to emergency communications.

A Welcoming Community

- Maintain staffing and equipment necessary to provide exceptional customer service to the community.
- Enhance Crisis/Mental Health and Victim Assistance Programs.

FY 2023-2024 Budget Highlights

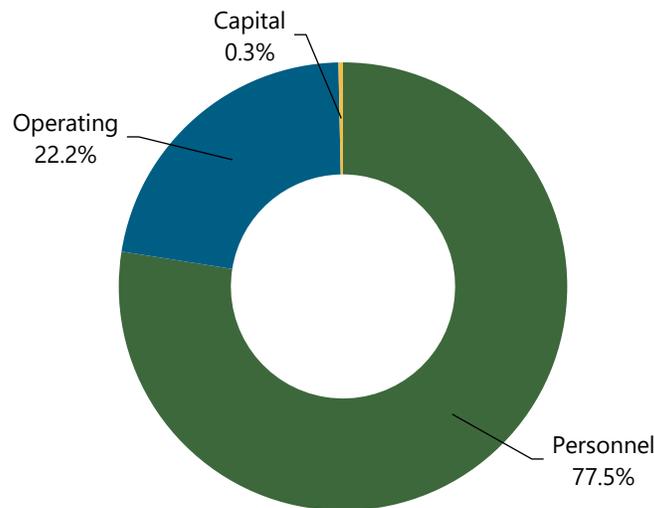
- The Emergency Communications department budget increased 4.58 percent in FY23-24.
- The Emergency Communications budget accounts for 1.66 percent of the General Fund budget and is equivalent to \$0.014 on the tax rate.
- The Town plans to spend \$22.40 per capita for Emergency Communications in FY23-24.
- Major budget changes this year include an increase to software licensing for computer aided dispatch systems.



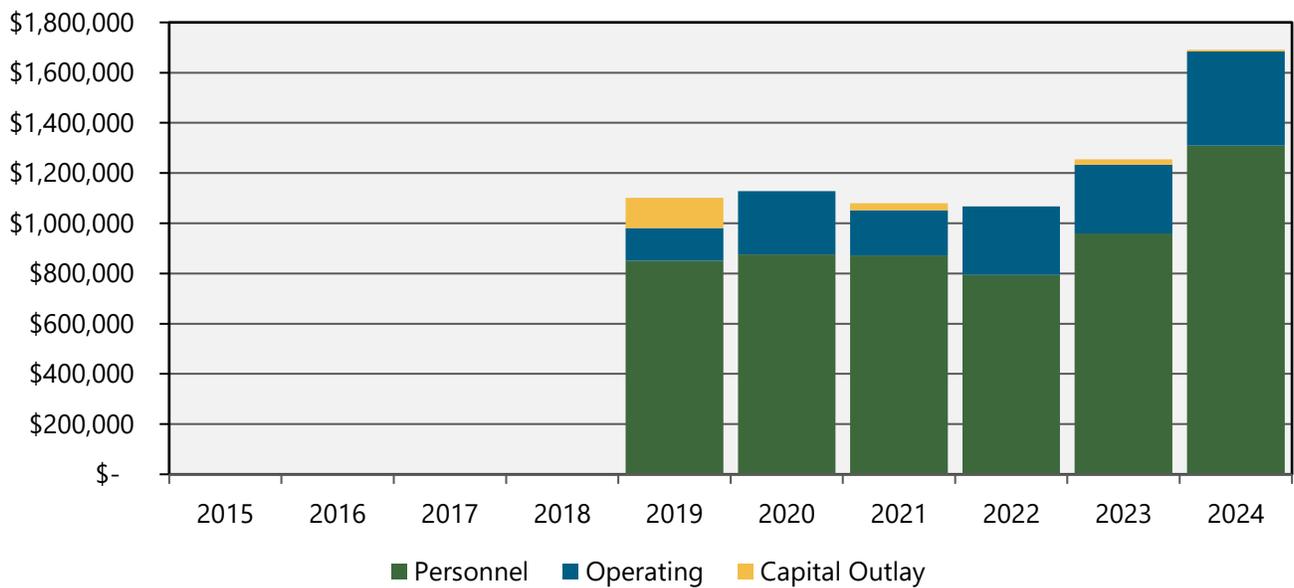
Budget Summary

Emergency Communications Expenditures by Type					
Type	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Personnel	795,051	1,246,300	959,300	1,309,700	5.09%
Operating	272,411	348,697	273,700	374,900	7.51%
Capital	-	21,128	21,128	5,500	-73.97%
Total	\$1,067,462	\$1,616,125	\$1,254,128	\$1,690,100	4.58%

Emergency Communications Expenditures by Type



Emergency Communications Expenditure History



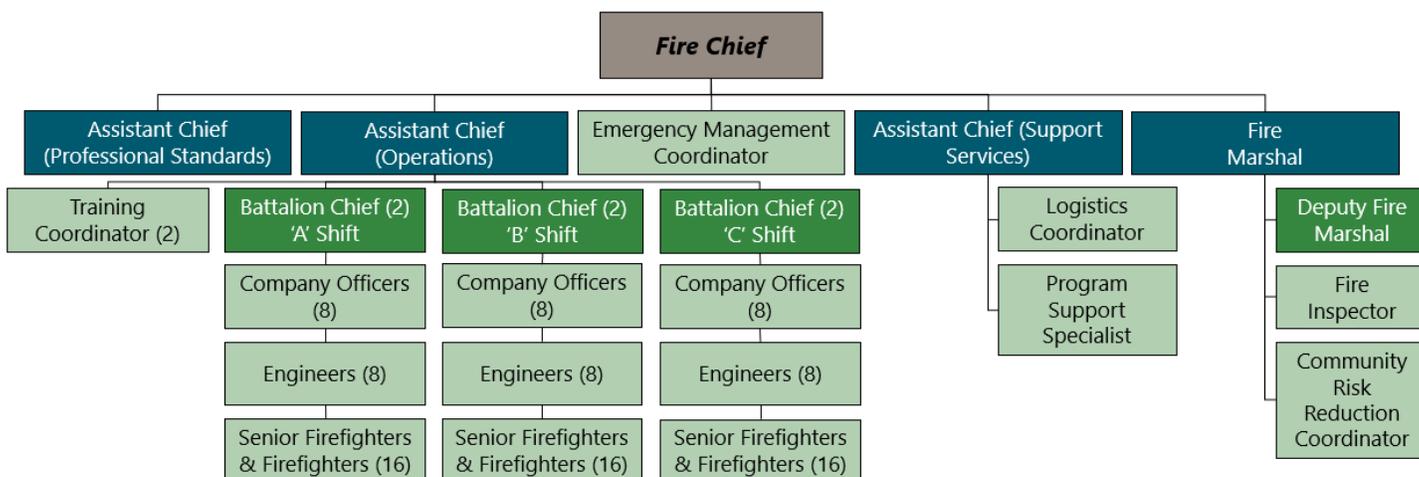
Line Item Expenditures

Emergency Communications Expenditures					
Line Item	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Salaries	562,925	848,300	677,000	893,200	5.29%
Part-Time Salaries	16,607	43,500	20,000	41,800	-3.91%
FICA	43,017	64,500	55,000	71,600	11.01%
Group Insurance	79,190	151,000	95,500	141,700	-6.16%
General Retirement	64,349	96,900	78,000	115,100	18.78%
401K General	28,136	40,000	31,200	44,700	11.75%
Workers Comp	827	2,100	2,600	1,600	-23.81%
Postage	22	200	100	100	-50.00%
Telephone & Communication	58,634	66,500	65,000	62,700	-5.71%
Printing	829	1,107	1,000	1,000	-9.67%
Utilities	-	3,000	-	-	-100.00%
Travel and Training	6,146	9,400	6,000	8,800	-6.38%
Maintenance & Repair - Building	4,991	6,925	1,200	3,800	-45.13%
Maintenance & Repair - Equipment	51	6,400	400	3,000	-53.13%
PIN Terminal	2,664	3,200	3,000	3,500	9.38%
Motor Fuel	-	600	-	-	-100.00%
Office Supplies	-	500	300	300	-40.00%
Janitorial Supplies	51	1,000	300	600	-40.00%
Departmental Supplies	11,598	700	200	1,800	157.14%
Technology Hardware & Accessories	2,142	17,700	3,500	8,400	-52.54%
Meeting & Event Provisions	321	700	400	600	-14.29%
Community Outreach Materials	-	300	-	300	0.00%
Employee Recognition	255	1,100	400	900	-18.18%
Uniforms	745	3,300	700	1,500	-54.55%
Contracted Services	97,901	116,994	95,000	130,200	11.29%
Software License & Maintenance	77,780	93,021	90,000	137,300	47.60%
Professional Services	6,671	14,250	4,500	8,300	-41.75%
Dues and Subscriptions	1,611	1,800	1,700	1,800	0.00%
Capital Outlay - Equipment	-	21,128	21,128	5,500	-73.97%
Total	\$1,067,462	\$1,616,125	\$1,254,128	\$1,690,100	4.58%



FIRE

Reports to Assistant Town Manager



Description

The Apex Fire Department provides fire, emergency medical, technical rescue, domestic preparedness, hazardous materials mitigation, community risk reduction, public education, and fire investigation services to the residents, businesses, and visitors of the Town of Apex. To accomplish its mission, Apex Fire Department operates out of six stations strategically located throughout the Town and unincorporated Wake County areas that fall under the responsibility of the department. The department currently has four functional divisions, including operations, support services, risk reduction, and professional standards.

Recent Accomplishments

- Successfully opened and staffed Public Safety Station 6, increasing service coverage for Northwest Apex.
- Added an Assistant Chief to oversee the department's Professional Standards division.
- Reclassified existing position to a Community Risk Reduction Coordinator with a focus on public education and outreach.

Strategic Goal Activities

High Performing Government

- Evaluate the department's response capabilities, response times, and performance objectives for emergency incidents to identify gaps and improve service.
- Enhance physical resources and replacement programs to provide necessary equipment to meet the needs of a growing community.

A Welcoming Community

- Facilitate community risk reduction through education, outreach, and code enforcement programs.
- Improve internal and external communications to bolster the connection and coordination of the department's work and community's understanding.

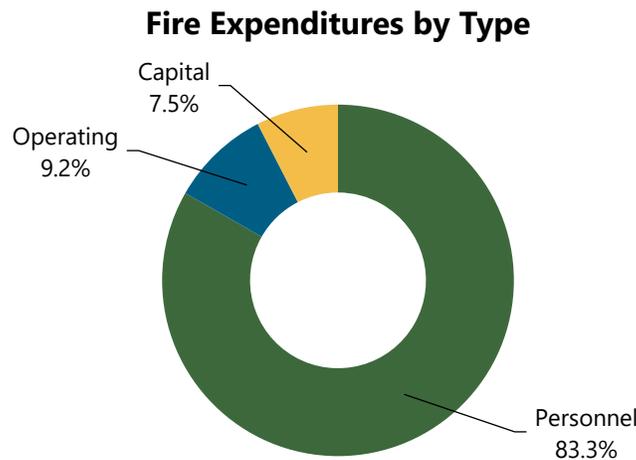


FY 2023-2024 Budget Highlights

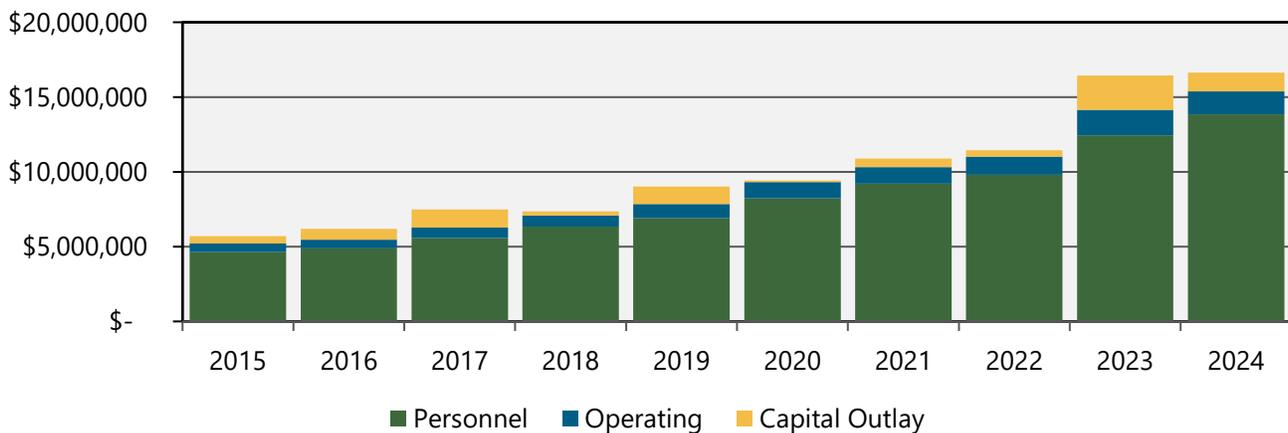
- The Fire department budget decreased 4.30 percent in FY23-24.
- The Fire budget accounts for 16.30 percent of the General Fund budget and is equivalent to \$0.135 on the tax rate.
- The Town plans to spend \$220.52 per capita for Fire in FY23-24.
- Major budget changes include one new staff member, an emergency management coordinator, and the associated onboarding costs.
- Overall, the budget decreased from FY22-23 due to a decrease in capital expenditures, including an aerial apparatus purchased in FY22-23.

Budget Summary

Fire Expenditures by Type					
Type	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Personnel	9,798,814	13,081,160	12,449,735	13,854,800	5.91%
Operating	1,221,969	1,960,704	1,700,917	1,530,800	-21.93%
Capital	426,635	2,346,782	2,286,782	1,254,500	-46.54%
Total	\$11,447,418	\$17,388,646	\$16,437,434	\$16,640,100	-4.30%



Fire Expenditure History



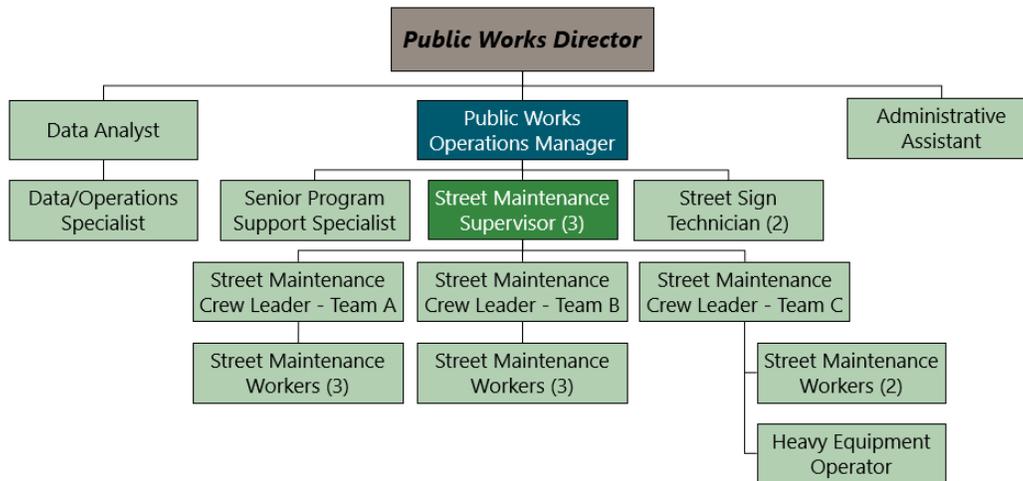
Line Item Expenditures

Fire Expenditures					
Line Item	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Salaries	7,000,327	9,081,400	8,700,000	9,645,100	6.21%
Part-Time Salaries	14,032	20,800	15,700	38,300	84.13%
FICA	506,243	643,300	647,000	727,200	13.04%
Group Insurance	997,676	1,439,130	1,214,500	1,438,900	-0.02%
General Retirement	799,498	1,168,300	1,150,335	1,242,300	6.33%
401K General	349,811	428,030	422,000	482,300	12.68%
Workers Comp	131,228	300,200	300,200	280,700	-6.50%
Postage	458	1,000	500	1,000	0.00%
Telephone & Communication	41,439	52,600	38,000	49,000	-6.84%
Printing	6,946	9,220	7,200	8,500	-7.81%
Utilities	61,953	60,000	60,000	81,500	35.83%
Travel and Training	47,178	105,506	65,000	64,200	-39.15%
Maintenance & Repair - Building	53,208	127,472	110,400	47,500	-62.74%
Maintenance & Repair - Equipment	33,450	57,784	47,700	60,000	3.83%
Maintenance & Repair - Vehicle	109,644	107,223	95,300	105,000	-2.07%
Automotive Supplies	25,175	40,507	25,000	35,000	-13.60%
Motor Fuel	78,509	80,636	80,000	92,200	14.34%
Office Supplies	1,140	5,000	4,800	3,600	-28.00%
Janitorial Supplies	11,850	17,000	13,000	15,000	-11.76%
Departmental Supplies	51,689	90,916	90,000	41,300	-54.57%
Technology Hardware & Accessories	17,320	79,291	40,000	13,700	-82.72%
Safety Supplies	1,595	2,800	-	2,000	-28.57%
Medical Supplies	9,818	19,500	19,000	20,500	5.13%
Meeting & Event Provisions	5,683	12,600	9,000	15,500	23.02%
Community Outreach Materials	16,527	20,900	18,000	23,000	10.05%
Uniforms	68,227	93,564	85,000	120,800	29.11%
Contracted Services	141,944	167,050	157,000	195,000	16.73%
Personal Protective Equipment	95,516	250,019	220,000	92,900	-62.84%
Software License & Maintenance	71,966	89,937	80,000	166,700	85.35%
Professional Services	46,382	178,752	160,000	49,700	-72.20%
Emergency Equipment	113,025	159,527	150,000	87,000	-45.46%
Wake County Hazmat	30,242	27,100	27,065	30,000	10.70%
Dues and Subscriptions	9,382	15,900	13,400	19,200	20.75%
Insurance - General Liability	71,702	88,900	85,552	91,000	2.36%
Capital Outlay - Land	-	-	-	-	-
Capital Outlay - Improvements	16,437	14,191	14,191	-	-100.00%
Capital Outlay - Equipment	410,198	2,332,591	2,272,591	1,254,500	-46.22%
Total	\$11,447,418	\$17,388,646	\$16,437,434	\$16,640,100	-4.30%



STREETS

Reports to Assistant Town Manager



Description

The Streets division of Public Works is tasked with maintaining streets and adjacent infrastructure in the Town. Its responsibilities include repairing potholes and utility cuts, managing curb, gutter, and sidewalk construction and maintenance, overseeing and carrying out inclement weather response and recovery efforts, and providing support to other Public Works operations.

Recent Accomplishments

- Developed signage inspection processes to assist developers with requirement compliance.
- Responded promptly to numerous storm water drainage concerns within public right of ways.

Strategic Goal Activities

High Performing Government

- Promote a safe and connected community through well-maintained and accessible roadways, sidewalks, and signage.
- Improve safety of roadways by limiting infrastructure impacts of litter and other naturally occurring debris.

Responsible Development

- Repair all reported potholes within 24 business hours.
- Continue ADA repairs throughout the Town of Apex to ensure resident safety.

FY 2023-2024 Budget Highlights

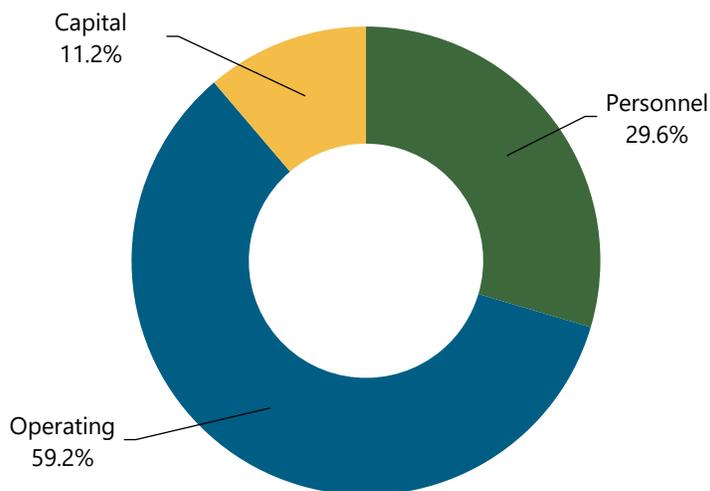
- The Streets department budget decreased 35.95 percent in FY23-24.
- The Streets budget accounts for 4.46 percent of the General Fund budget and is equivalent to \$0.037 on the tax rate.
- The Town plans to spend \$60.32 per capita for Streets in FY23-24.
- The Streets budget decrease is the result of completed capital improvement programs and fewer capital equipment needs.
- The budget includes a concrete mixer, a ditch grading bucket, and capital outlay improvements, including annual miscellaneous road and sidewalk improvements and annual pavement maintenance.



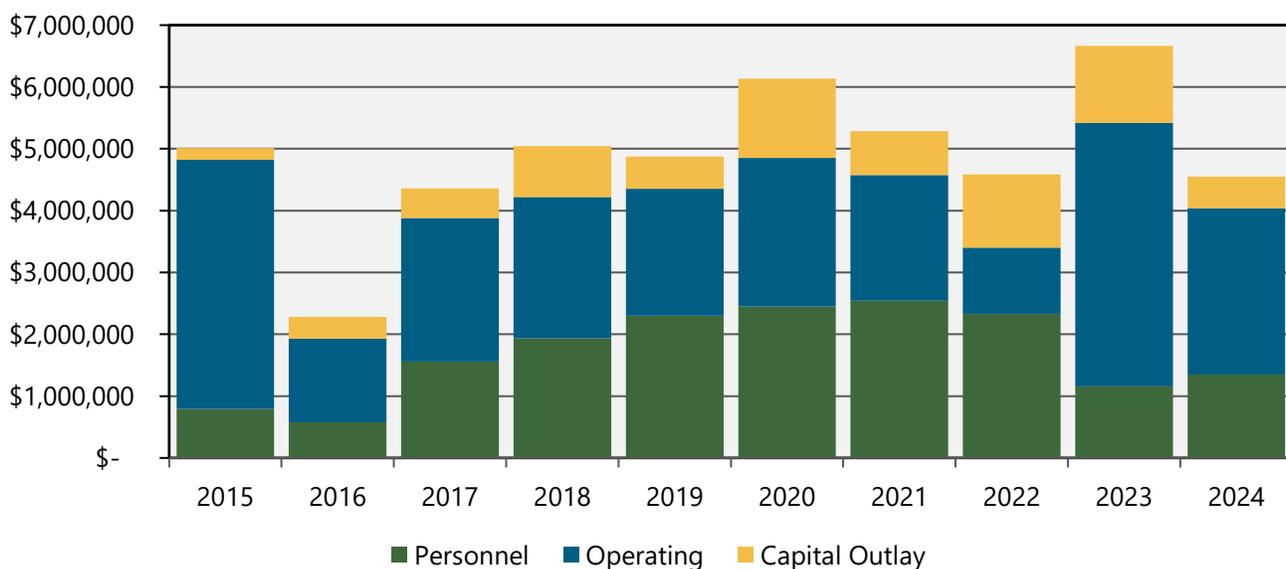
Budget Summary

Streets Expenditures by Type					
Type	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Personnel	2,329,324	1,316,800	1,155,800	1,346,500	2.26%
Operating	1,070,724	4,399,461	4,265,562	2,694,000	-38.77%
Capital	1,185,209	1,389,254	1,241,410	510,900	-63.22%
Total	\$4,585,258	\$7,105,515	\$6,662,772	\$4,551,400	-35.95%

Streets Expenditures by Type



Streets Expenditure History



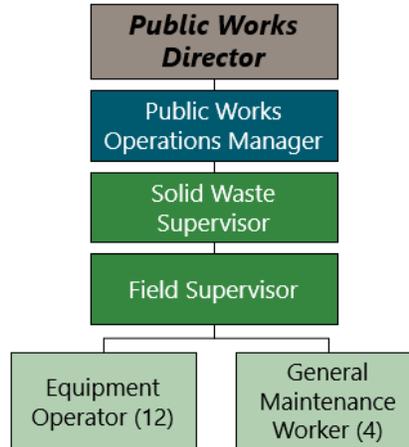
Line Item Expenditures

Streets Expenditures					
Line Item	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Salaries	1,579,213	857,100	795,600	895,900	4.53%
Part-Time Salaries	1,697	-	-	-	-
FICA	141,358	82,600	59,900	68,500	-17.07%
Group Insurance	264,277	146,800	117,400	184,100	25.41%
General Retirement	219,143	122,600	101,900	115,400	-5.87%
401K General	97,111	49,700	41,800	44,800	-9.86%
Workers Comp	26,526	58,000	39,200	37,800	-34.83%
Postage	30	-	-	-	-
Telephone & Communication	34,102	20,100	14,300	12,800	-36.32%
Printing	7,583	2,817	2,300	2,400	-14.80%
Utilities	14,952	20,200	19,400	18,800	-6.93%
Utilities-Street Lights	242,461	220,000	215,000	235,000	6.82%
Travel and Training	12,723	26,000	15,000	27,900	7.31%
Maintenance & Repair - Building	1,870	4,500	4,500	1,500	-66.67%
Maintenance & Repair - Equipment	13,044	21,985	21,900	2,500	-88.63%
Maintenance & Repair - Vehicle	11,774	44,234	41,200	1,000	-97.74%
Rental - Equipment	-	3,000	1,200	3,000	0.00%
Advertising	150	500	-	-	-100.00%
Automotive Supplies	5,960	11,885	7,900	14,000	17.80%
Motor Fuel	57,702	29,320	21,700	18,400	-37.24%
Office Supplies	1,557	1,600	700	1,000	-37.50%
Janitorial Supplies	172	200	100	-	-100.00%
Departmental Supplies	26,866	20,834	19,500	23,200	11.36%
Technology Hardware & Accessories	13,023	7,600	9,500	2,500	-67.11%
Safety Supplies	-	400	200	4,200	950.00%
Road Treatment - Salt	37,562	31,100	31,000	35,000	12.54%
Meeting & Event Provisions	4,018	2,500	1,800	4,000	60.00%
Community Outreach Materials	1,819	-	-	2,000	-
Sign Shop Supplies	45,152	65,599	55,000	47,600	-27.44%
Construction Materials	16,422	41,500	32,000	65,500	57.83%
Uniforms	6,150	9,650	8,900	14,900	54.40%
Railroad Crossing Maintenance	6,894	21,000	-	21,000	0.00%
Contracted Services	269,582	519,828	480,000	301,600	-41.98%
Personal Protective Equipment	6,347	11,400	4,600	11,000	-3.51%
Contracted Services (PB)	140,746	3,132,581	3,132,581	1,750,000	-44.14%
Software License & Maintenance	28,968	41,783	41,400	33,800	-19.11%
Professional Services	13,877	11,831	9,081	-	-100.00%
Professional Services – Eng/Survey	6,104	41,814	41,800	-	-100.00%
Dues and Subscriptions	7,049	1,200	500	6,900	475.00%
Operating Licenses & Permits	-	-	-	-	-
Insurance - General Liability	36,064	32,500	32,500	32,500	0.00%
Capital Outlay - Land	-	-	-	-	-
Capital Outlay - Improvements	588,645	1,218,744	1,174,615	500,000	-58.97%
Capital Outlay - Equipment	596,564	170,510	66,795	10,900	-93.61%
Total	\$4,585,258	\$7,105,515	\$6,662,772	\$4,551,400	-35.95%



SOLID WASTE SERVICES

Reports to Assistant Town Manager



Description

The Solid Waste division of Public Works is responsible for all duties related to solid waste management in the Town. Its responsibilities include conducting contractor oversight, managing leaf, limb, and bulk waste collection, handling and disposing of special materials, conducting public trash collection for the Central Business District, and coordinating and completing special clean-up projects. Additionally, the division handles the regular cleaning and maintenance of Town lots and property, manages and executes inclement weather response and recovery efforts, and provides support to other operations.

Recent Accomplishments

- Partnered with Public Works administration to provide GFL access to CityWorks for service requests.
- Obtained yard waste transfer and disposal agreement extension with Holly Springs.
- Worked with other Town departments on Customer Service Standards project.

Strategic Goal Activities

High Performing Government

- Utilize data analytics to increase operational efficiency and sustainability of the Town Solid Waste Program.
- Analyze long-term solutions for yard waste programming.

FY 2023-2024 Budget Highlights

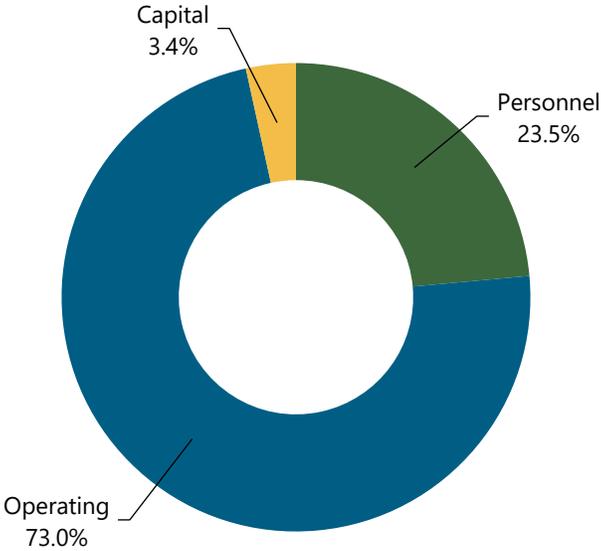
- The Solid Waste department budget increased 7.88 percent in FY23-24.
- The Solid Waste budget accounts for 6.70 percent of the General Fund budget and is equivalent to \$0.055 on the tax rate.
- The Town plans to spend \$90.67 per capita for Solid Waste services in FY23-24.
- Major budget changes include an increase in software licensing and a transition in uniform services.
- The budget includes \$4.39 million for contracted sanitation and recycling services.



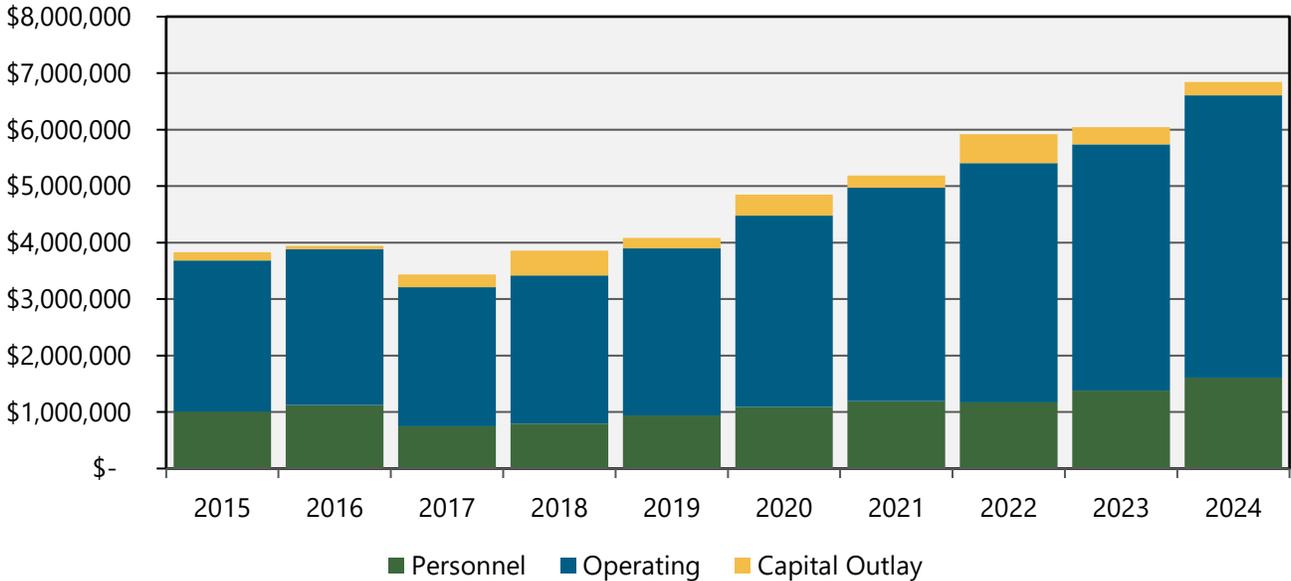
Budget Summary

Solid Waste Expenditures by Type					
Type	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Personnel	1,169,916	1,477,400	1,381,400	1,611,000	9.04%
Operating	4,234,613	4,564,395	4,358,900	4,995,800	9.45%
Capital	515,008	300,287	301,900	235,000	-21.74%
Total	\$5,919,537	\$6,342,082	\$6,042,200	\$6,841,800	7.88%

Solid Waste Expenditures by Type



Solid Waste Expenditure History



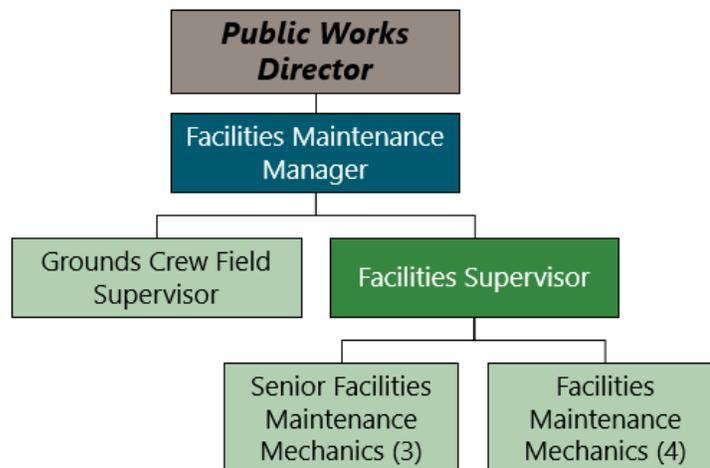
Line Item Expenditures

Solid Waste Expenditures					
Line Item	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Salaries	805,622	995,000	920,000	1,030,300	3.55%
Part-Time Salaries	-	9,000	7,500	46,800	420.00%
FICA	60,683	69,900	69,000	82,300	17.74%
Group Insurance	147,041	200,100	173,000	218,000	8.95%
General Retirement	91,641	108,200	112,000	138,800	28.28%
401K General	40,650	44,600	46,600	53,900	20.85%
Workers Comp	24,280	50,600	53,200	40,900	-19.17%
Postage	-	500	100	500	0.00%
Telephone & Communication	11,340	10,800	10,700	11,400	5.56%
Printing	474	500	-	2,600	420.00%
Travel and Training	2,339	7,700	4,000	10,200	32.47%
Maintenance & Repair - Building	150	3,000	500	500	-83.33%
Maintenance & Repair - Equipment	63,504	77,528	70,000	82,400	6.28%
Maintenance & Repair - Vehicle	54,448	40,000	40,000	40,000	0.00%
Rental - Equipment	2,722	1,500	-	1,500	0.00%
Automotive Supplies	21,873	15,430	18,200	16,000	3.69%
Motor Fuel	126,699	124,143	155,000	133,500	7.54%
Office Supplies	945	800	200	500	-37.50%
Janitorial Supplies	96	500	200	500	0.00%
Departmental Supplies	9,454	9,100	6,500	7,200	-20.88%
Technology Hardware & Accessories	-	3,800	3,100	7,000	84.21%
Safety Supplies	-	1,100	-	1,100	0.00%
Meeting & Event Provisions	3,019	3,200	3,200	3,200	0.00%
Community Outreach Materials	608	1,000	500	3,000	200.00%
Uniforms	9,595	9,000	6,000	17,300	92.22%
Contracted Services	12,053	11,200	7,200	25,200	125.00%
Personal Protective Equipment	6,171	9,400	6,500	10,000	6.38%
Software License & Maintenance	13,537	18,094	18,000	60,800	236.02%
Sanitation Services	3,812,123	4,051,900	3,850,000	4,389,500	8.33%
Electronics Recycling	380	-	-	-	-
Landfill Tipping Fees	57,202	130,000	125,000	135,000	3.85%
Dues and Subscriptions	634	800	500	3,800	375.00%
Operating Licenses & Permits	-	400	400	600	50.00%
Insurance - General Liability	25,248	33,000	33,200	32,500	-1.52%
Capital Outlay - Equipment	515,008	300,287	301,900	235,000	-21.74%
Total	\$5,919,537	\$6,342,082	\$6,042,200	\$6,841,800	7.88%



FACILITY SERVICES

Reports to Assistant Town Manager



Description

The Facility Services division of Public Works is responsible for maintaining approximately 321,014 square feet in 21 facilities, ensuring compliance with all necessary local, state, and federal building codes, and providing a safe, hygienic, and comfortable working environment for all Town employees.

Recent Accomplishments

- Facilitated replacement of boilers at Town Hall and John M. Brown Community Center.
- Removed Executive Conference Room in Town Hall and reimagined space for the Mayor and the Town Clerk.
- Facilitated renovation of the new HR suite in Town Hall.

Strategic Goal Activities

High Performing Government

- Develop and implement Strategic Asset Management (SAM) programming.
- Fulfill preventive maintenance schedules to decrease failure and identify potentially costly and timely repairs.

Environmental Leadership

- Work with Sustainability team to continue identifying areas of improvement to reduce the Town's carbon footprint.

FY 2023-2024 Budget Highlights

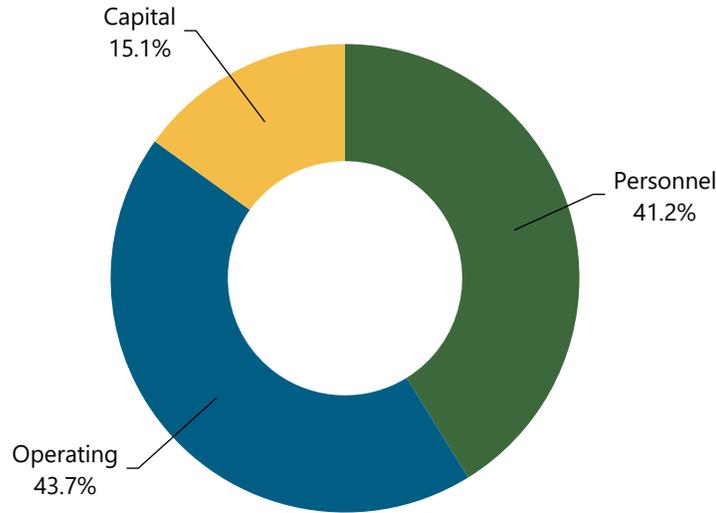
- The Facility Services department budget decreased by 56.28 percent in FY23-24 primarily due to a decrease in capital improvements and land purchases.
- The Facility Services budget accounts for 1.95 percent of the General Fund budget and is equivalent to \$0.016 on the tax rate.
- The Town plans to spend \$26.41 per capita for Facility Services in FY23-24.
- Major budget changes include the addition of a new position, a Facilities Maintenance Technician, and the associated onboarding costs, including a new truck.
- The budget includes capital improvements for electric vehicle charger replacements, fire alarm panel upgrades for Town Hall and the Community Center, and Perry Road fencing.



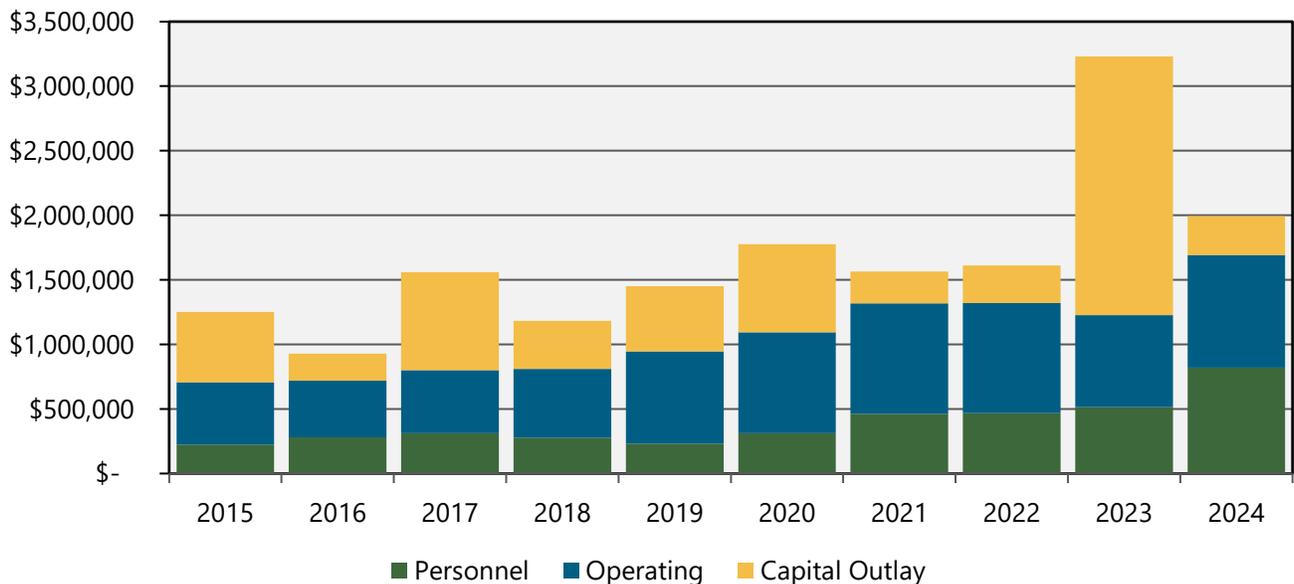
Budget Summary

Facility Services Expenditures by Type					
Type	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Personnel	467,841	537,600	513,500	820,800	52.68%
Operating	852,245	901,584	713,970	871,800	-3.30%
Capital	292,120	3,119,031	2,003,350	300,300	-90.37%
Total	\$1,612,206	\$4,558,215	\$3,230,820	\$1,992,900	-56.28%

Facility Services Expenditures by Type



Facility Services Expenditure History



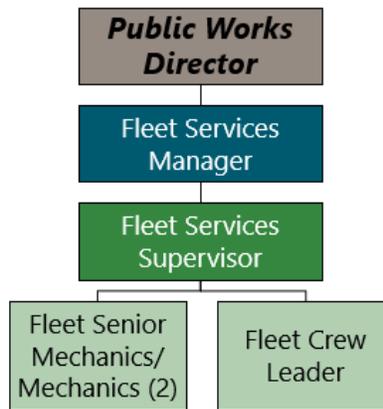
Line Item Expenditures

Facility Services Expenditures					
Line Item	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Salaries	332,176	380,900	353,000	564,900	48.31%
Part-Time Salaries	-	-	-	-	-
FICA	25,386	26,900	27,000	43,200	60.59%
Group Insurance	45,872	55,500	54,100	97,000	74.77%
General Retirement	37,962	42,700	47,800	72,800	70.49%
401K General	16,609	17,600	17,600	28,300	60.80%
Workers Comp	9,836	14,000	14,000	14,600	4.29%
Postage	136	100	50	200	100.00%
Telephone & Communication	5,125	5,300	4,000	5,200	-1.89%
Printing	2,670	2,522	2,500	1,300	-48.45%
Utilities	79,663	80,000	80,000	106,500	33.13%
Travel and Training	8,285	10,200	9,000	17,500	71.57%
Maintenance & Repair - Building	260,347	229,544	140,000	190,000	-17.23%
Building Maintenance - Depot	57,343	-	-	-	-
Maintenance & Repair - Equipment	11,492	11,900	6,000	15,000	26.05%
Maintenance & Repair - Vehicle	2,275	6,800	4,000	4,000	-41.18%
Rental - Equipment	54	5,500	4,000	4,000	-27.27%
Automotive Supplies	2,428	1,536	1,500	2,500	62.76%
Motor Fuel	4,598	7,109	6,650	5,600	-21.23%
Office Supplies	1,224	1,200	100	200	-83.33%
Janitorial Supplies	1,214	1,500	400	1,200	-20.00%
Departmental Supplies	15,287	35,334	17,000	25,500	-27.83%
Technology Hardware & Accessories	6,008	6,900	4,000	-	-100.00%
Safety Supplies	363	1,800	100	2,000	11.11%
Meeting & Event Provisions	1,067	1,500	1,500	3,400	126.67%
State of Emergency Supplies	5,116	7,800	5,800	12,300	57.69%
Uniforms	301,427	290,050	245,050	310,600	7.08%
Contracted Services	2,573	4,700	2,300	5,200	10.64%
Personal Protective Equipment	10,660	12,369	12,300	15,300	23.70%
Software License & Maintenance	16,530	8,000	2,000	50,000	525.00%
Professional Services	34,783	40,000	36,000	40,000	0.00%
Sanitation Services	12,296	107,700	107,700	30,800	-71.40%
Lease Payments	34	400	200	1,500	275.00%
Dues and Subscriptions	9,247	21,820	21,820	22,000	0.82%
Insurance - General Liability	-	1,123,700	1,123,700	-	-100.00%
Capital Outlay - Improvements	179,293	1,975,681	2,000,000	250,300	-87.33%
Capital Outlay - Equipment	112,827	19,650	3,350	50,000	154.45%
Total	\$1,612,206	\$4,558,215	\$4,354,520	\$1,992,900	-56.28%



FLEET SERVICES

Reports to Assistant Town Manager



Description

The Fleet Services division of the Public Works department is responsible for maintaining 371 vehicles and 214 pieces of equipment operated by Town employees, including fire and rescue vehicles, police cruisers, dump trucks, backhoes, vacuum trucks, and other miscellaneous operational vehicles.

Recent Accomplishments

- Participated in UNC School of Government Benchmarking project for fleet operations and resiliency.
- Initiated fleet telematics integration with Geotab.
- Facilitated OSHA consultative services to ensure compliance and assistance with updating safety program.

Strategic Goal Activities

Environmental Leadership

- Work with Budget, Performance, and Strategy team to identify electric and hybrid options for eligible vehicle replacements and approved additions and expand Electric vehicle charging stations to support Fleet transition.

High Performing Government

- Establish Fleet Use and Standardization Policy.
- Improve Fleet operational efficiency through transition from Fleet Maintenance to a comprehensive Fleet Management division.

FY 2023-2024 Budget Highlights

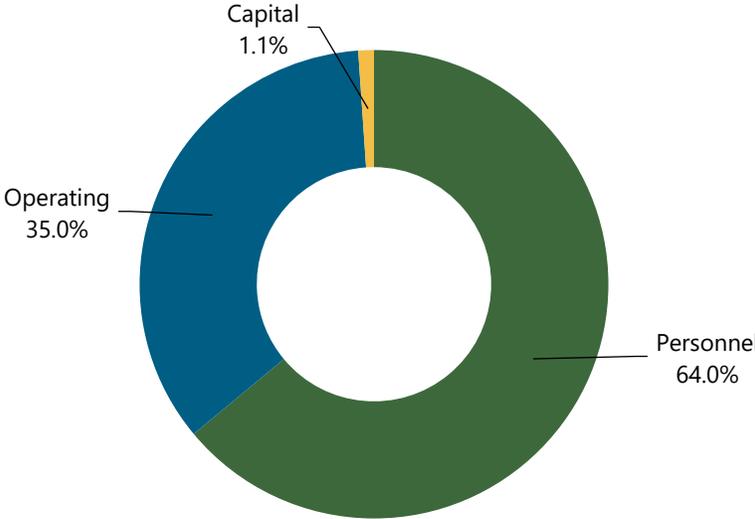
- The Fleet Services department budget decreased by 3.92 percent in FY23-24.
- The Fleet Services budget accounts for 0.71 percent of the General Fund budget and is equivalent to \$0.006 on the tax rate.
- The Town plans to spend \$9.61 per capita for Fleet Services in FY23-24.
- Major budget changes include the addition of a new position, a Fleet Services Manager, and the associated onboarding costs.
- Budget decreases are primarily due to a decrease in capital equipment needs.



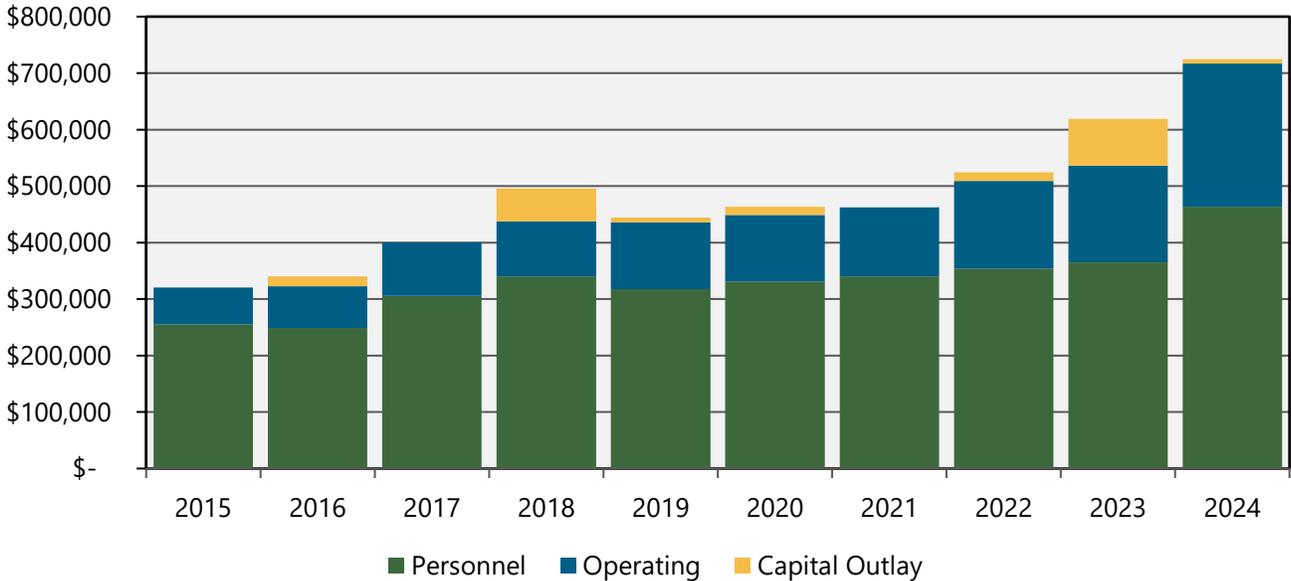
Budget Summary

Fleet Services Expenditures by Type					
Type	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Personnel	353,532	377,500	364,742	463,600	22.81%
Operating	155,711	187,251	171,320	253,400	35.33%
Capital	15,105	189,617	83,023	7,800	-95.89%
Total	\$524,348	\$754,368	\$619,086	\$724,800	-3.92%

Fleet Services Expenditures by Type



Fleet Services Expenditure History



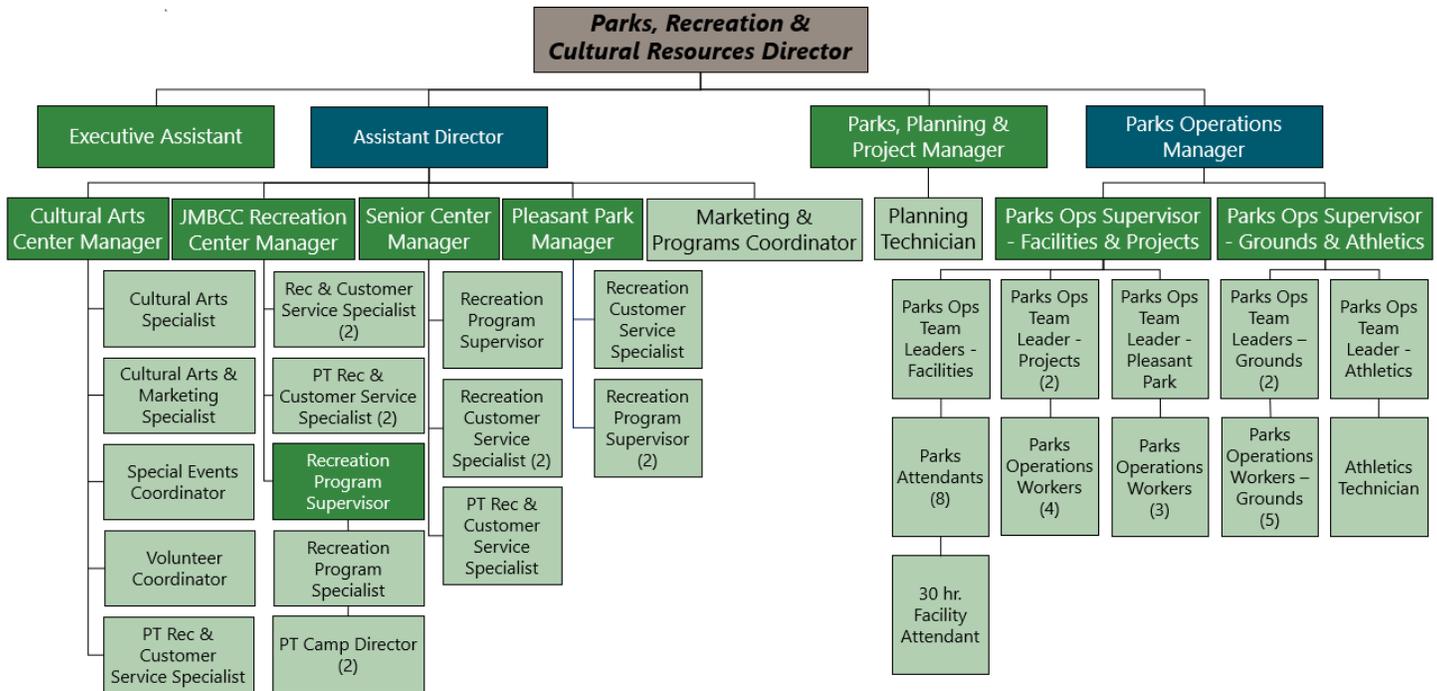
Line Item Expenditures

Fleet Services Expenditures					
Line Item	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Salaries	249,282	250,600	260,000	320,000	27.69%
Part-Time Salaries	-	14,800	-	-	-100.00%
FICA	18,645	18,700	19,800	24,500	31.02%
Group Insurance	40,510	41,000	40,200	53,700	30.98%
General Retirement	28,492	29,600	31,742	41,300	39.53%
401K General	12,464	12,200	13,000	16,000	31.15%
Workers Comp	4,139	10,600	10,400	8,100	-23.58%
Postage	26	100	20	100	0.00%
Telephone & Communication	2,415	3,000	2,700	3,300	10.00%
Printing	-	2,000	-	1,700	-15.00%
Utilities	30	14,830	23,000	18,700	26.10%
Travel and Training	2,495	10,600	4,500	15,500	46.23%
Maintenance & Repair - Building	141	15,000	3,200	50,000	233.33%
Maintenance & Repair - Equipment	971	2,000	800	1,500	-25.00%
Maintenance & Repair - Vehicle	4,745	5,000	4,200	5,000	0.00%
Automotive Supplies	790	3,143	2,100	3,500	11.36%
Motor Fuel	3,622	3,336	3,200	3,200	-4.08%
Office Supplies	328	1,000	500	800	-20.00%
Janitorial Supplies	40	200	100	-	-100.00%
Departmental Supplies	43,604	46,546	42,000	46,000	-1.17%
Technology Hardware & Accessories	1,361	295	-	6,000	1933.90%
Meeting & Event Provisions	1,338	2,400	1,300	2,000	-16.67%
Uniforms	3,998	4,300	4,400	4,700	9.30%
Contracted Services	36,674	11,000	9,000	18,800	70.91%
Personal Protective Equipment	1,508	1,600	1,400	1,600	0.00%
Software License & Maintenance	40,292	45,801	43,800	54,000	17.90%
Professional Services	-	-	-	-	-
Dues and Subscriptions	622	1,000	600	2,900	190.00%
Insurance - General Liability	10,711	14,100	14,100	14,100	0.00%
Capital Outlay - Improvements	-	-	-	-	-
Capital Outlay - Equipment	15,105	189,617	83,023	7,800	-95.89%
Total	\$524,348	\$754,368	\$619,086	\$724,800	-3.92%



PARKS, RECREATION, & CULTURAL RESOURCES

Reports to Assistant Town Manager



Description

The Parks & Recreation department includes 56 full-time positions and engages with over 100 contractors, part-time staff, and volunteers. The department is responsible for maintaining and overseeing approximately 629 acres of parkland, 331 acres developed parkland, 117 acres future parkland, 181 acres conservation land, the Halle Cultural Arts Center, the John M. Brown Community Center, the Senior Center, the Rodgers Family Skate Plaza, two dog parks, approximately 25.9 miles of developed public greenways, and 4 miles of natural trails. The department is comprised of four divisions: Administrative, Planning/Project Management, Recreation Programs, and Park Operations. The Administrative Division is responsible for the overall management of Town parks and their adjacent facilities. The Planning/Project Management division is responsible for design, development and sourcing of alternative funding. The Recreation Programs Division is responsible for planning and executing a wide range of recreational, cultural, and athletic programs for adults, children, seniors, and the special needs population, along with overseeing facility rentals. The Park Operations Division is responsible for the daily and long-term maintenance of all Town parks, public greenways, and several Wake County school facilities.

Recent Accomplishments

- Formally adopted the Master Plan for Parks, Recreation, Cultural Resources, Greenways and Open Spaces
- Successfully transitioned camp program to the John M. Brown Community Center and received approval for full-fay track out camps.
- Completion of Public Art Unity Mural outside the Apex Police Station.



Strategic Goal Activities

High Performing Government

- Engage with the community to better understand the needs for current and future programming.

A Welcoming Community

- Develop programs and offer special events that connect the community with diverse and inclusive recreation and cultural offerings. Provide programs and partnerships that meet community health and wellness needs and desires.

Environmental Leadership

- Initiate Yard and Neighborhood Pollinator Habitat recognition program.

FY 2023-2024 Budget Highlights

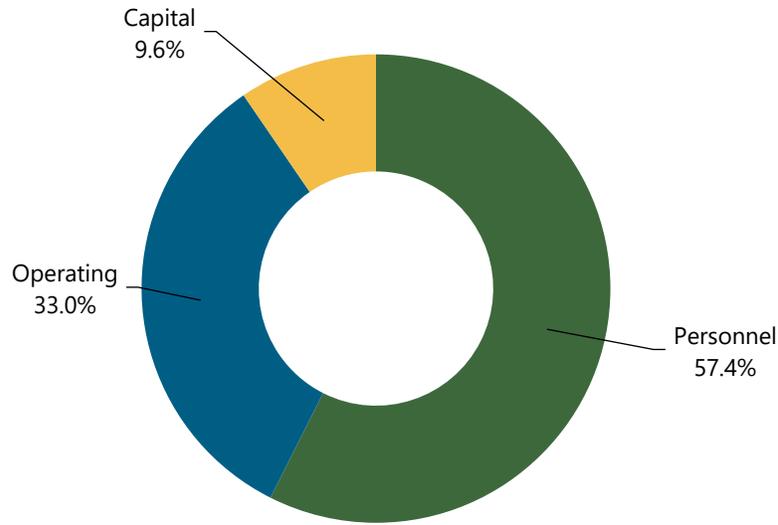
- The Parks & Recreation department budget increased 12.14 percent in FY23-24.
- The Parks & Recreation budget accounts for 9.82 percent of the General Fund budget and is equivalent to \$0.081 on the tax rate.
- The Town plans to spend \$132.90 per capita for Parks, Recreation in FY23-24.
- Increases in budget are primarily attributable to an expansion of the Town's track out camp offerings.
- Major budget changes include the addition of six full-time staff members including a Volunteer Coordinator, a Recreation Customer Service Specialist, two part-time Camp Directors, a Recreation Program Specialist, and an Operations Worker for Pleasant Park, and the associated onboarding costs.



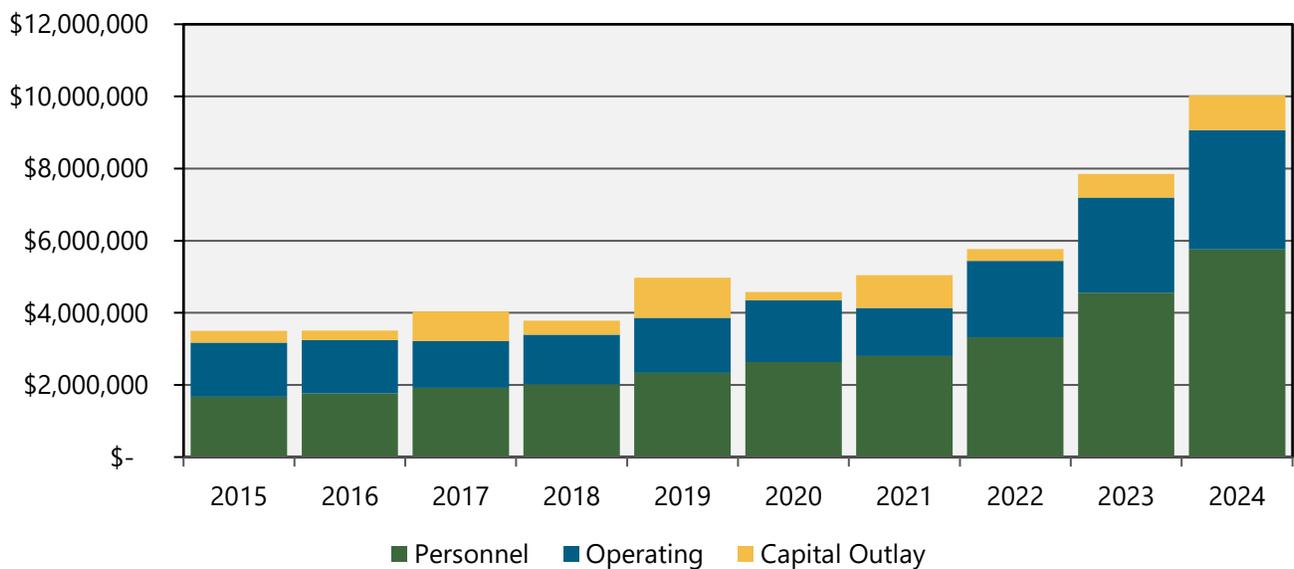
Budget Summary

Parks, Recreation, & Cultural Resources Expenditures by Type					
Type	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Personnel	3,320,790	5,020,700	4,559,785	5,759,900	14.72%
Operating	2,121,191	3,148,468	2,633,475	3,309,700	5.12%
Capital	327,385	772,976	653,976	958,400	23.99%
Total	\$5,769,366	\$8,942,144	\$7,847,236	\$10,028,000	12.14%

Parks, Recreation, & Cultural Resources Expenditures by Type



Parks, Recreation, & Cultural Resources Expenditure History



Line Item Expenditures

Parks, Recreation, & Cultural Resources Expenditures					
Line Item	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Salaries	2,098,951	3,141,300	2,950,000	3,603,200	14.70%
Part-Time Salaries	329,012	477,600	406,600	560,000	17.25%
FICA	180,591	243,500	253,900	213,800	-12.20%
Group Insurance	341,672	563,400	492,500	640,100	13.61%
General Retirement	239,370	356,900	271,713	464,100	30.04%
401K General	104,774	147,200	110,872	180,200	22.42%
Workers Comp	26,419	90,800	74,200	98,500	8.48%
Postage	600	6,600	1,700	1,400	-78.79%
Telephone & Communication	33,786	32,600	29,000	44,400	36.20%
Printing	33,768	55,051	35,300	49,100	-10.81%
Utilities	174,718	155,000	145,700	210,000	35.48%
Travel and Training	16,352	33,825	27,000	87,400	158.39%
Maintenance & Repair - Building	163,821	200,954	108,000	208,300	3.66%
Maintenance & Repair - Equipment	12,245	25,508	20,500	40,800	59.95%
Maintenance & Repair - Vehicle	10,155	10,000	7,000	16,000	60.00%
Rental - Equipment	19,245	19,500	19,000	19,500	0.00%
Rental - Vehicle	-	1,500	-	6,900	360.00%
Rental - Facilities	33,285	47,400	47,320	71,400	50.63%
Advertising	23,477	55,100	48,000	79,200	43.74%
Automotive Supplies	7,332	14,839	10,000	14,500	-2.28%
Motor Fuel	45,888	48,938	49,000	44,500	-9.07%
Office Supplies	6,040	21,300	12,400	9,900	-53.52%
Janitorial Supplies	37,148	30,137	22,000	31,500	4.52%
Departmental Supplies	320,711	424,156	300,000	501,600	18.26%
Technology Hardware & Accessories	22,631	44,000	21,400	39,200	-10.91%
Athletic Supplies	86,055	186,500	140,000	102,100	-45.25%
Senior Activities	99,370	185,435	150,000	238,200	28.45%
Meeting & Event Provisions	14,181	38,800	27,500	42,500	9.54%
Community Outreach Materials	-	2,500	2,500	2,000	-20.00%
Uniforms	13,303	20,558	20,058	23,000	11.88%
Contracted Services	264,310	367,884	366,831	355,100	-3.48%
Personal Protective Equipment	8,715	15,349	9,200	13,600	-11.39%
Software License & Maintenance	40,364	70,251	127,000	112,600	60.28%
Contracted Svcs – Instr./Programs	412,402	540,500	495,500	686,900	27.09%
Professional Services	159,087	182,382	127,000	22,300	-87.77%
Professional Svcs - Engineer/Survey	4,540	85,401	70,000	10,000	-88.29%
Landfill Tipping Fees	-	3,000	1,000	-	-100.00%
Dues and Subscriptions	4,516	9,900	5,600	15,400	55.56%
Operating Licenses & Permits	206	-	1,366	-	-
Special Programs	26,511	166,000	140,000	163,400	-1.57%
Insurance - General Liability	26,432	47,600	46,600	47,000	-1.26%
Capital Outlay - Land	6,142	-	-	-	-
Capital Outlay - Easements	1,077	10,000	3,000	10,000	0.00%
Capital Outlay - Improvements	43,392	591,500	509,500	492,000	-16.82%
Capital Outlay - Equipment	276,773	171,476	141,476	456,400	166.16%
Total	\$5,769,366	\$8,942,144	\$7,847,236	\$10,028,000	12.14%



General Fund Non-Departmental

General Fund Debt Service					
Account Description	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Principal	4,995,443	5,495,800	5,495,800	7,077,600	28.78%
Interest	2,326,595	3,261,900	3,261,900	2,385,400	-26.87%
Bond Issuance Costs	-	-	-	-	-
UW Discount	-	-	-	-	-
Total	\$7,322,038	\$8,757,700	\$8,757,700	\$9,463,000	8.05%

Other Financing Uses

Other financing uses in the General Fund typically represent transfers to other funds such as capital project funds or special funds. For FY23-24, other use allocations include transfers of \$2,350,000 to General Fund Capital Projects, \$2,125,000 for Streets Capital Projects and 600,000 to the Recreation Project Fund. The General Fund Capital Project allocation includes the Tunstall House Restoration, Fire Radio Replacement, Self-Contained Breathing Apparatus Replacement, and Annual GoApex Transit Improvements. Allocations for Streets Capital Projects are for Felton Grove High School Improvements Cost Share, South Salem Street Bicycle Connection, Safe Routes to School. The Recreation Project funds are identified for the Environmental Educations Center and Annual Greenway allocation.

General Fund Other Financing Uses					
Account Description	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Transfer to Recreation Reserve	-	1,073,600	1,073,600	-	-100.00%
Transfer to Affordable Housing	1,595,000	1,776,000	1,776,000	1,233,000	-30.57%
Transfer to General Capital Projects	800,000	3,146,000	3,146,000	2,350,000	-25.30%
Transfer to Street Project	2,500,000	1,400,000	1,400,000	2,125,000	51.79%
Transfer to Perry Library	796,000	400,000	400,000	200,000	-50.00%
Transfer to ARPA Fund	2,628,841	-	2,628,841	-	-
Transfer to Recreation Project	300,000	1,759,500	950,000	600,000	-65.90%
Total	\$8,619,841	\$9,555,100	\$11,374,441	\$6,508,000	-31.89%

Cemetery

Cemetery accounts in the General Fund include expenditures for annual maintenance contracts and other professional services that may arise such as recording of deeds. Capital Outlay represents the General Fund portion toward the columbarium project at the cemetery.

General Fund Cemetery					
Line Item	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Departmental Supplies	-	-	-	-	-
Contracted Services	25,000	26,001	26,000	25,000	-3.85%
Capital Outlay - Improvements	-	25,000	-	-	-100.00%
Total	\$25,000	\$51,001	\$26,000	\$25,000	-50.98%



Special Appropriations

Special Appropriations accounts in the General Fund include funding for non-profit agencies. The funding of non-profit agencies supports the delivery of vital community services. Non-profit agencies go through an application process to be considered for funding from the Town. The Town dedicates \$1 per capita toward non-profit funding. For FY23-24, \$75,000 was allocated to fund applications from nine local non-profits.

General Fund Special Appropriations					
Account Description	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Apex Customer Assistance	151,818	3,432	-	-	-100%
Non-Profit Funding Allocations	61,000	72,000	72,000	75,000	4.17%
Downtown Development	331	36,384	37,900	-	-100.00%
Downtown Advertising	1,855	2,000	1,800	2,000	0.00%
Total	\$215,004	\$113,816	\$111,700	\$77,000	-32.35%

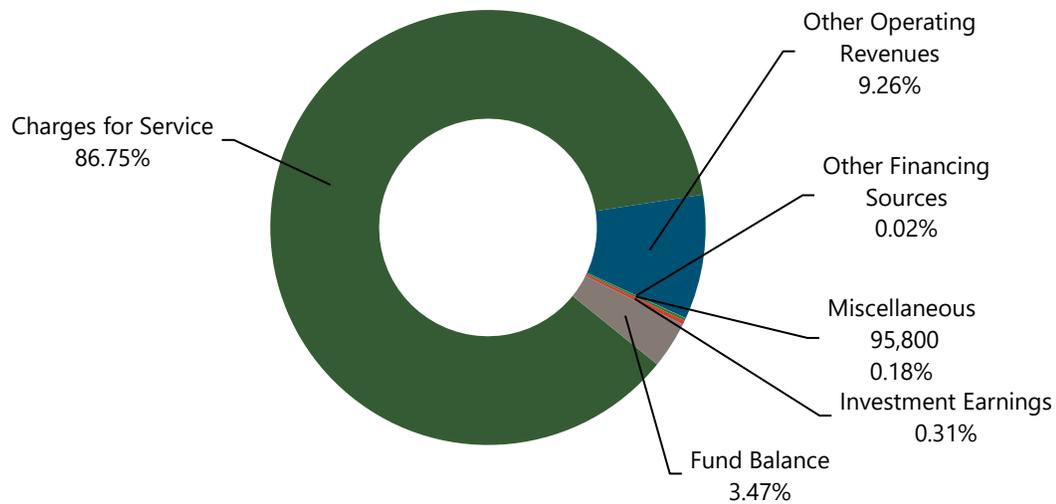
General Fund Contingency					
Account Description	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Contingency	-	150,000	-	100,000	-33.33%
Total	\$ -	\$150,000	\$ -	\$100,000	-33.33%



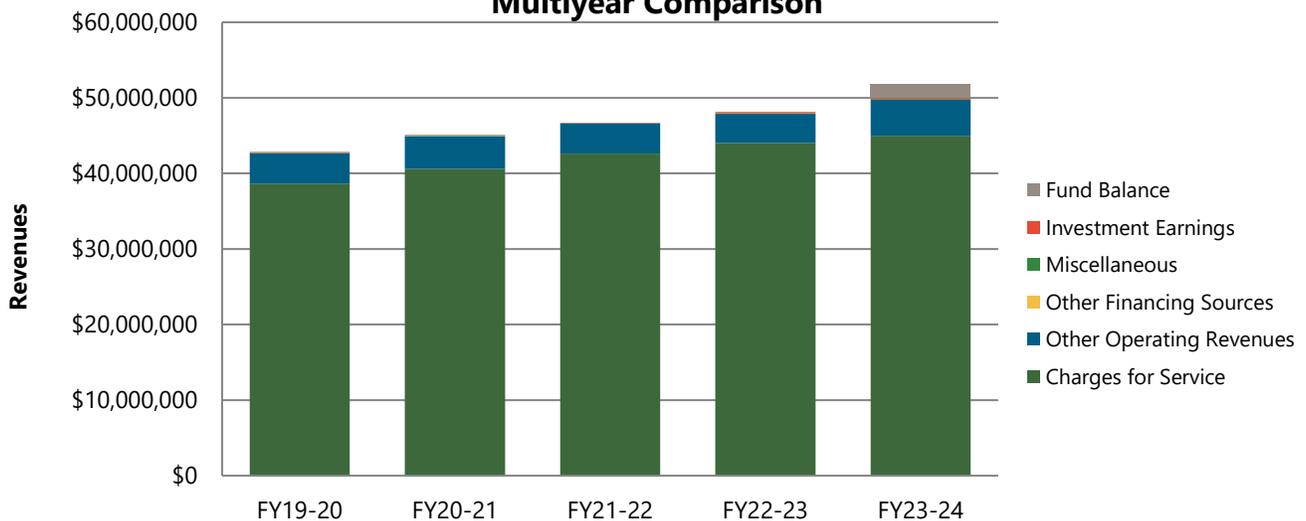
Revenues by Source

Electric Fund Revenues by Source					
Source	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Charges for Service	42,641,278	43,795,100	43,994,457	44,969,700	2.68%
Other Operating Revenues	3,981,605	3,840,700	3,876,187	4,802,300	25.04%
Other Financing Sources	-	10,000	-	10,000	0.00%
Miscellaneous	57,605	36,022	101,877	95,800	165.95%
Investment Earnings	13,643	5,200	169,199	160,000	2976.92%
Fund Balance	-	837,246	-	1,800,000	114.99%
Total	\$46,694,131	\$48,524,268	\$48,141,720	\$51,837,800	6.83%

Electric Fund Revenues by Source FY23-24



Electric Fund Revenues by Source: Multiyear Comparison



Source Descriptions

Charges for Service

Electric charges account for 86.75 percent of Electric Fund revenues. Electric consumption by citizens and other customers generates these revenues. The Town has a residential base charge of \$26.38 and a per kWh energy charge of \$.0994. Electric charges, along with penalties and reconnection fees account for \$44.97 million in the FY23-24 Electric Fund budget.

Other Operating Revenues

The Town collects sales tax on utility charges and collects fees to offset the cost of system expansion and installing new meters. These revenues account for \$4.8 million in the FY23-24 Electric Fund budget.

Other Financing Sources

Other financing sources represent revenues received from sale of capital assets and transfers in from capital reserves. These revenues account for \$10,000 in the FY23-24 Electric Fund budget.

Miscellaneous

Miscellaneous revenues in the Electric Fund include revenues that do not easily fit into other categories. Miscellaneous revenues account for \$95,800 in FY23-24.

Investment Earnings

Investment earnings include the return earned on cash and investment balances. Interest is earned on the cash balances invested with the North Carolina Capital Management Trust (NCCMT) and other allowable investments in various CDs and money market accounts. Investment earnings account for \$160,000 in the FY23-24 Electric Fund budget.

Fund Balance Appropriated

Allocations from fund balance represent use of reserve funds. The Town typically uses reserves for specific capital projects, onetime opportunities, or emergency operations. There are \$1,800,000 in fund balance appropriations in the FY23-24 Electric Fund budget for the East Williams Substation capital project.

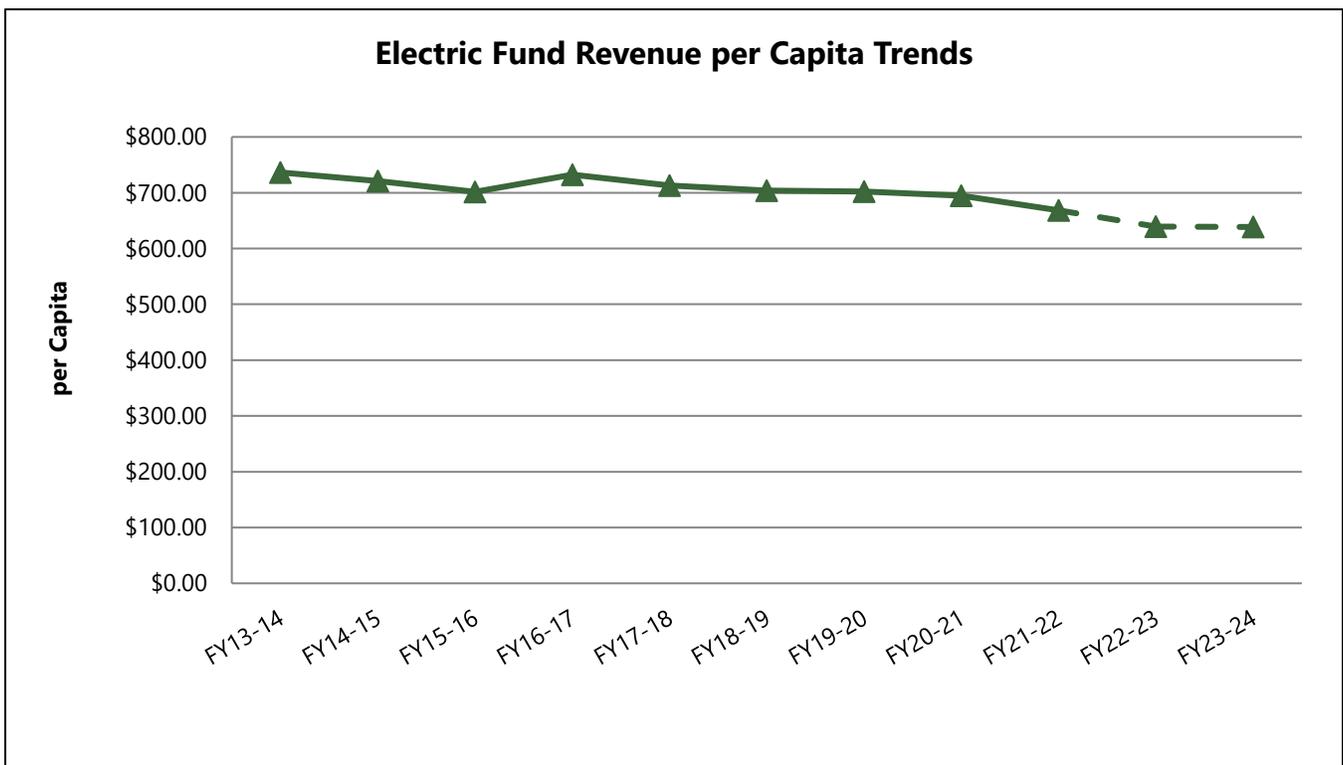
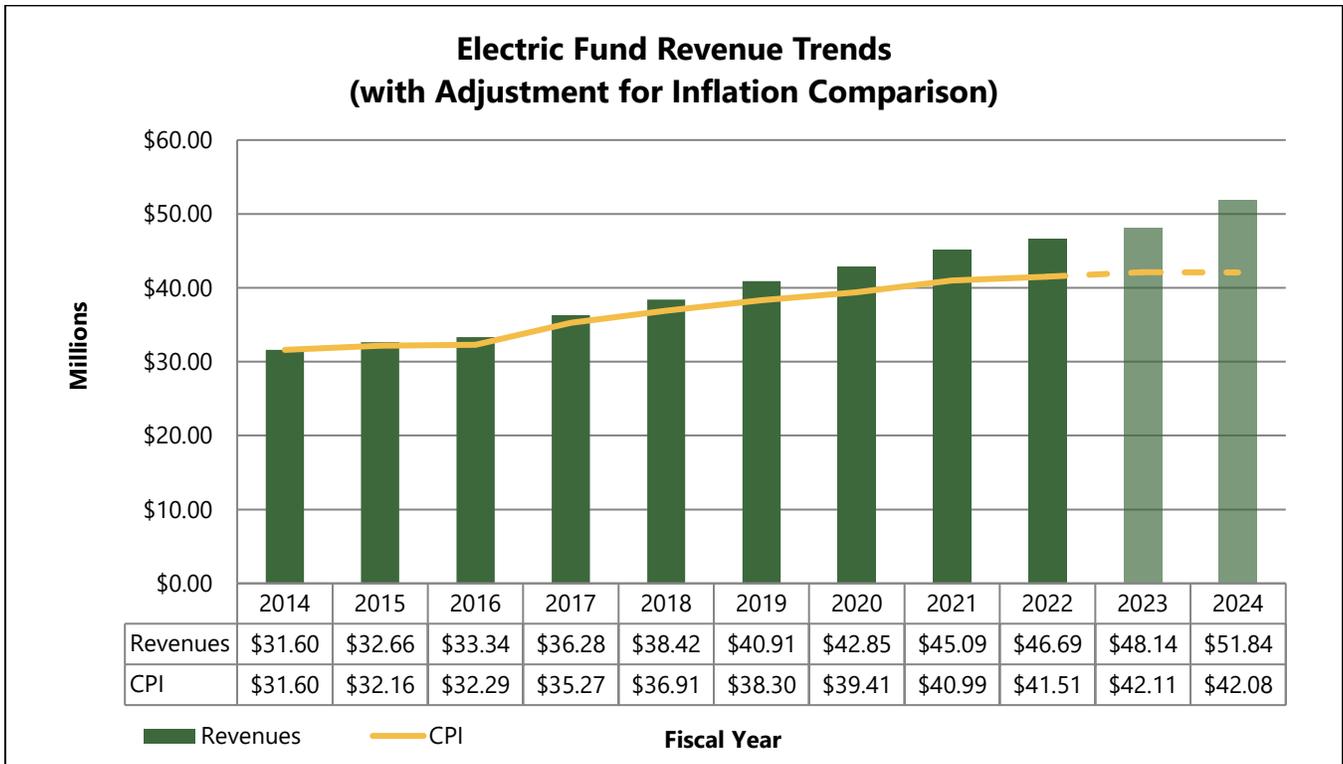


Revenues by Line Item

Electric Fund Revenues					
Line Item	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Recommend	Percent Change
State Grants	8,000	-	-	-	-
Sales - Residential	29,975,043	31,690,000	31,662,314	32,272,200	1.84%
Sales - Demand	2,073,672	2,118,900	2,103,643	2,402,500	13.38%
Sales - Commercial	10,350,752	9,861,200	9,891,000	9,990,000	1.31%
Pole Relocation	3,220	-	-	-	-
Sales Tax	2,969,153	3,045,700	3,055,987	4,017,300	31.90%
Reconnection Fees	77,039	30,000	180,000	165,000	450.00%
Service Initiation Fees	75,685	75,000	67,100	65,000	-13.33%
Penalties	85,867	20,000	90,400	75,000	275.00%
Underground Primary	283,635	225,000	360,000	310,000	37.78%
Underground Secondary	578,117	420,000	375,000	400,000	-4.76%
Electric Meters	142,700	150,000	85,200	75,000	-50.00%
Interest Earned	13,643	5,200	169,199	160,000	2976.92%
Miscellaneous Revenue	24,507	15,000	70,001	65,000	333.33%
Insurance Refunds	2,213	21,022	23,146	-	-100.00%
Sale of Capital Assets	-	10,000	-	10,000	0.00%
Fund Bal Appropriated - Budget	-	-	-	1,800,000	-
Fund Bal Appropriated - Amend	-	155,200	-	-	-100.00%
Fund Bal App - PO Carryover	-	682,046	-	-	-100.00%
Total	\$46,694,131	\$48,524,268	\$48,141,720	\$51,837,800	6.83%



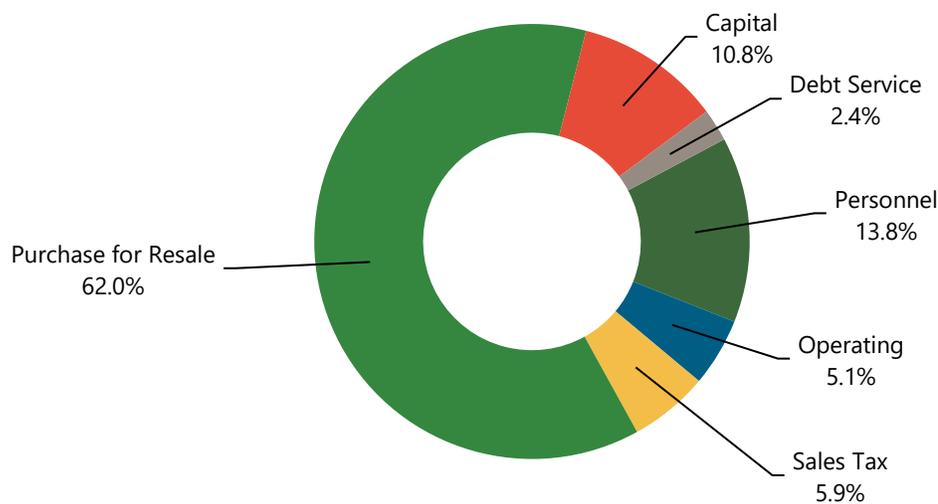
Revenue Trends



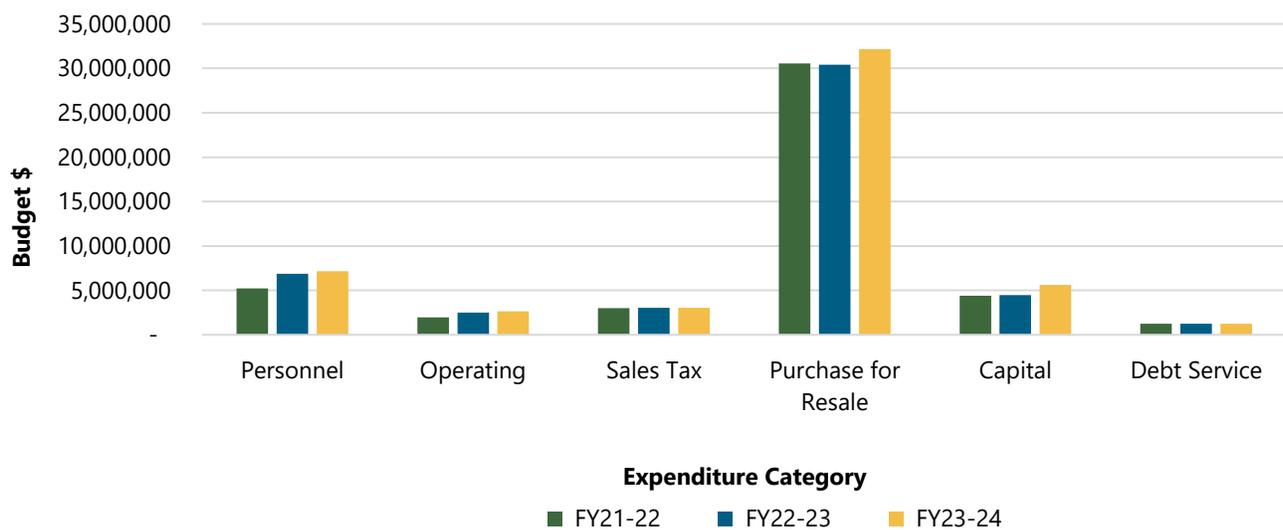
Expenditures by Type

Electric Fund Expenditures by Type					
Type	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Personnel	5,211,381	6,872,900	5,043,400	7,147,900	4.00%
Operating	1,950,633	2,486,089	2,331,900	2,631,300	5.84%
Sales Tax	2,994,204	3,040,000	2,198,021	3,054,300	0.47%
Purchase for Resale	30,535,256	30,400,000	31,400,300	32,150,000	5.76%
Capital	4,397,709	4,476,479	4,870,000	5,604,500	25.20%
Debt Service	1,239,686	1,248,800	1,248,800	1,249,800	0.08%
Total	\$ 46,328,869	\$48,524,268	\$47,092,421	\$51,837,800	6.83%

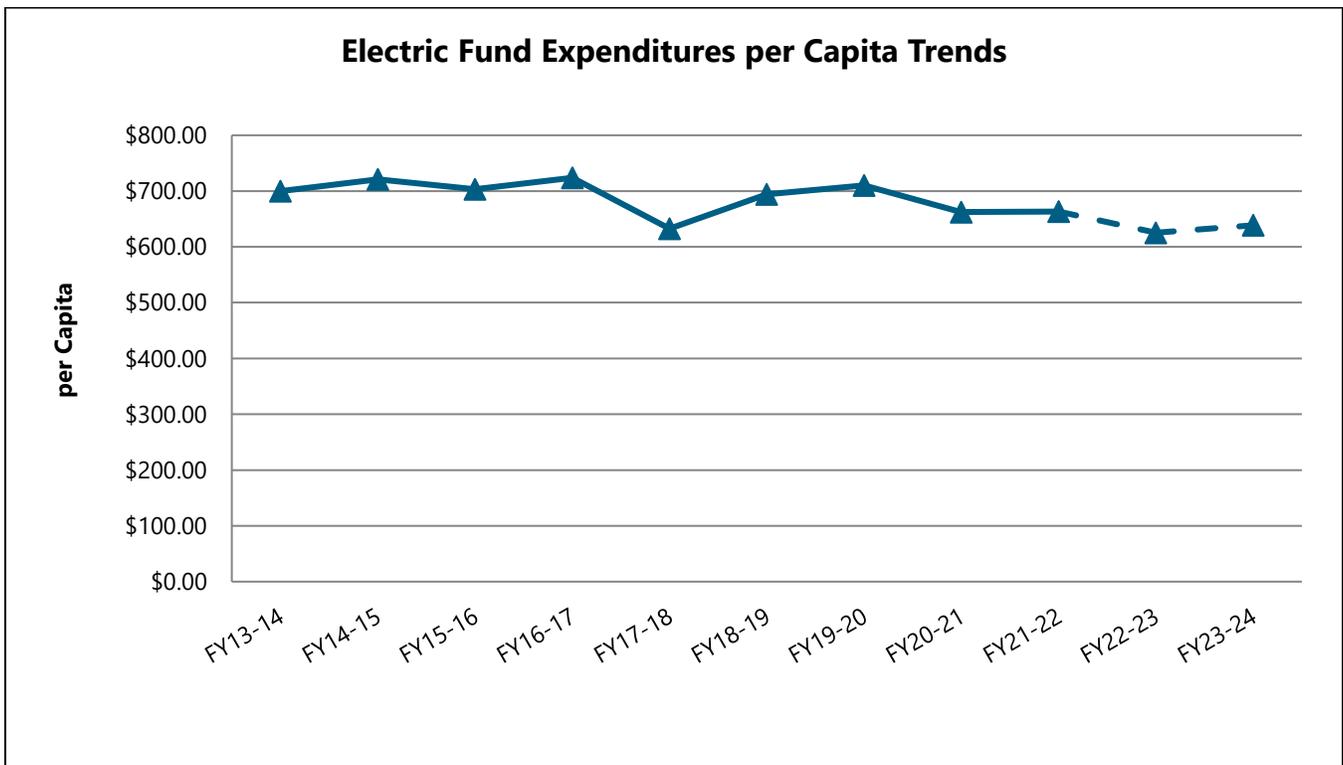
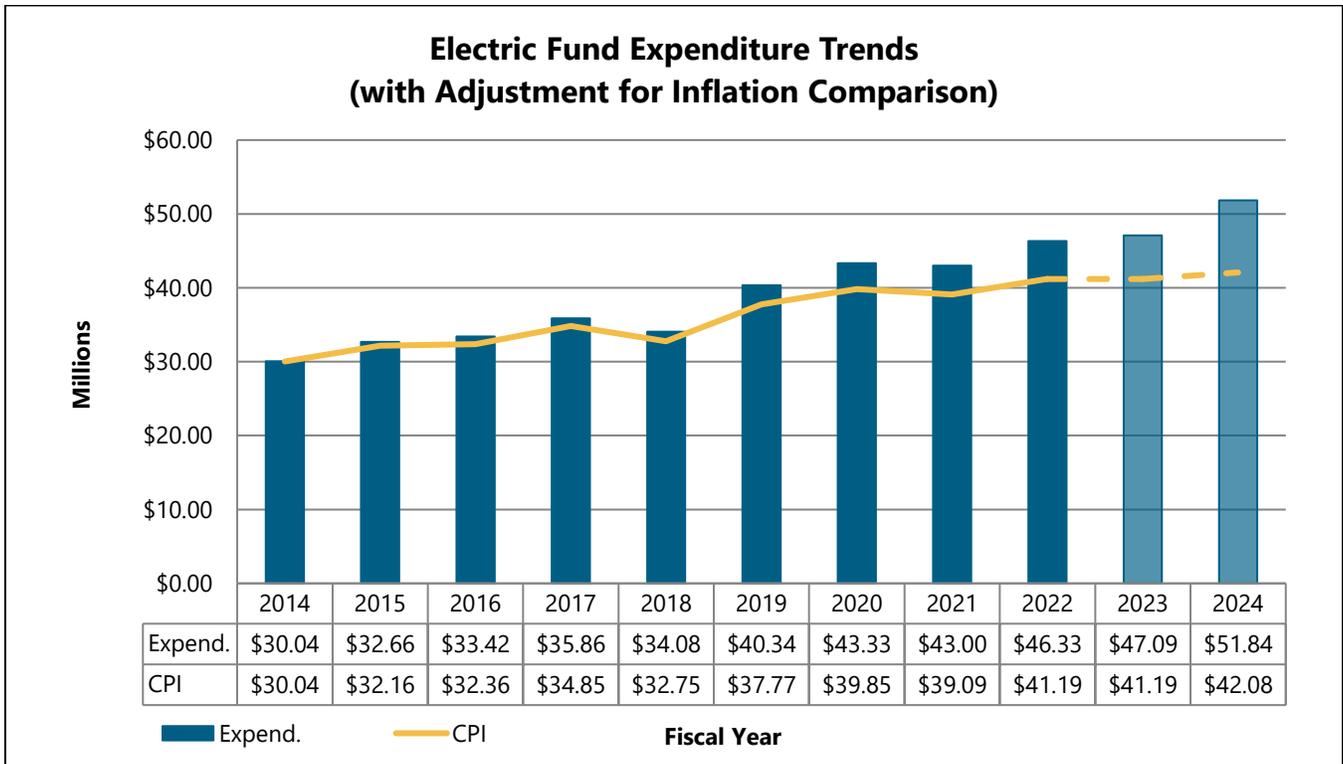
Electric Fund Expenditures by Type FY23-24



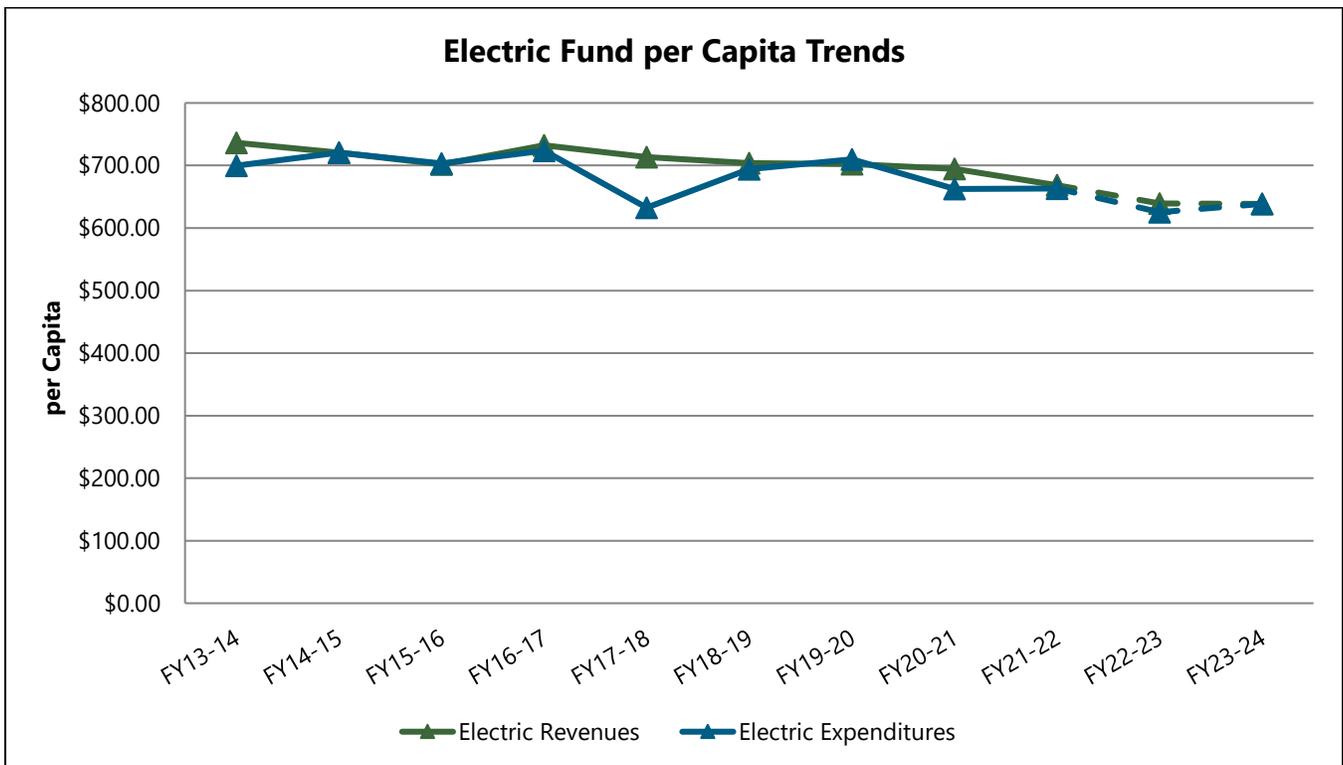
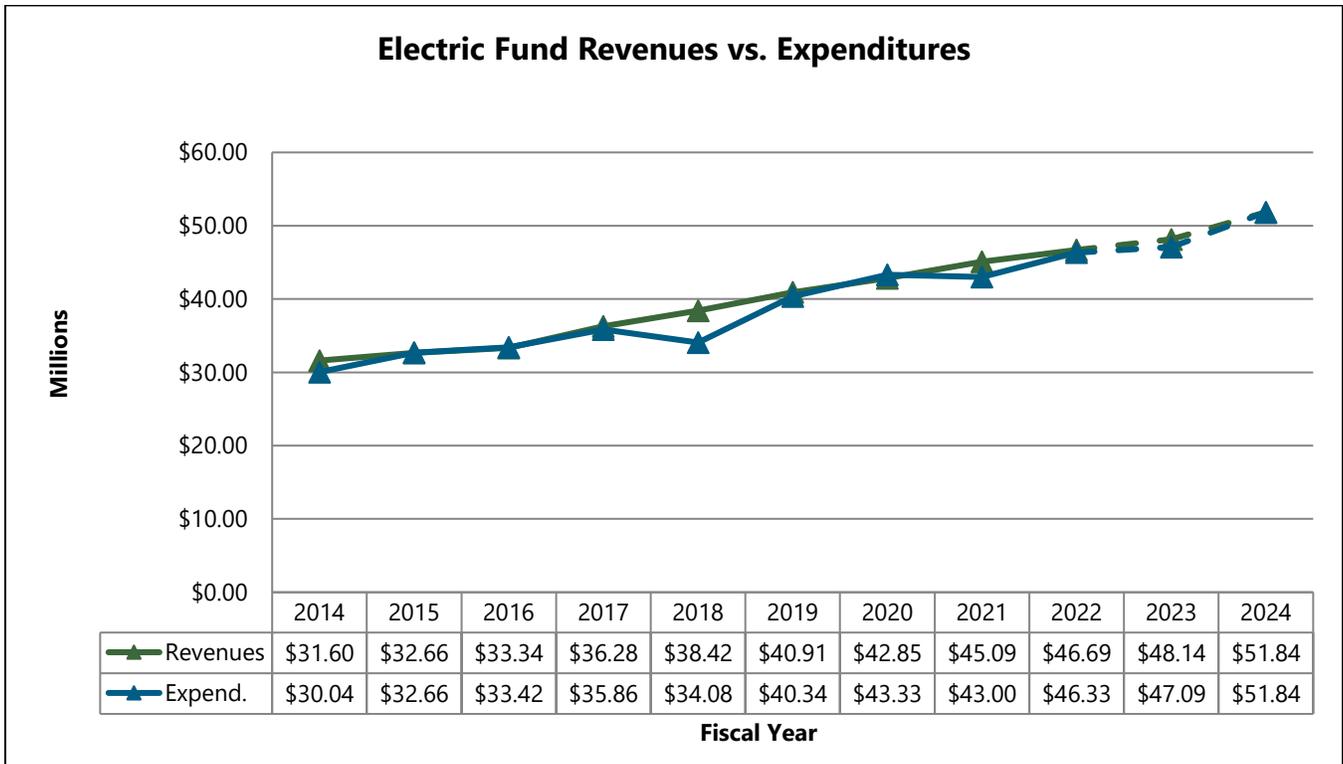
Electric Fund Expenditures by Type



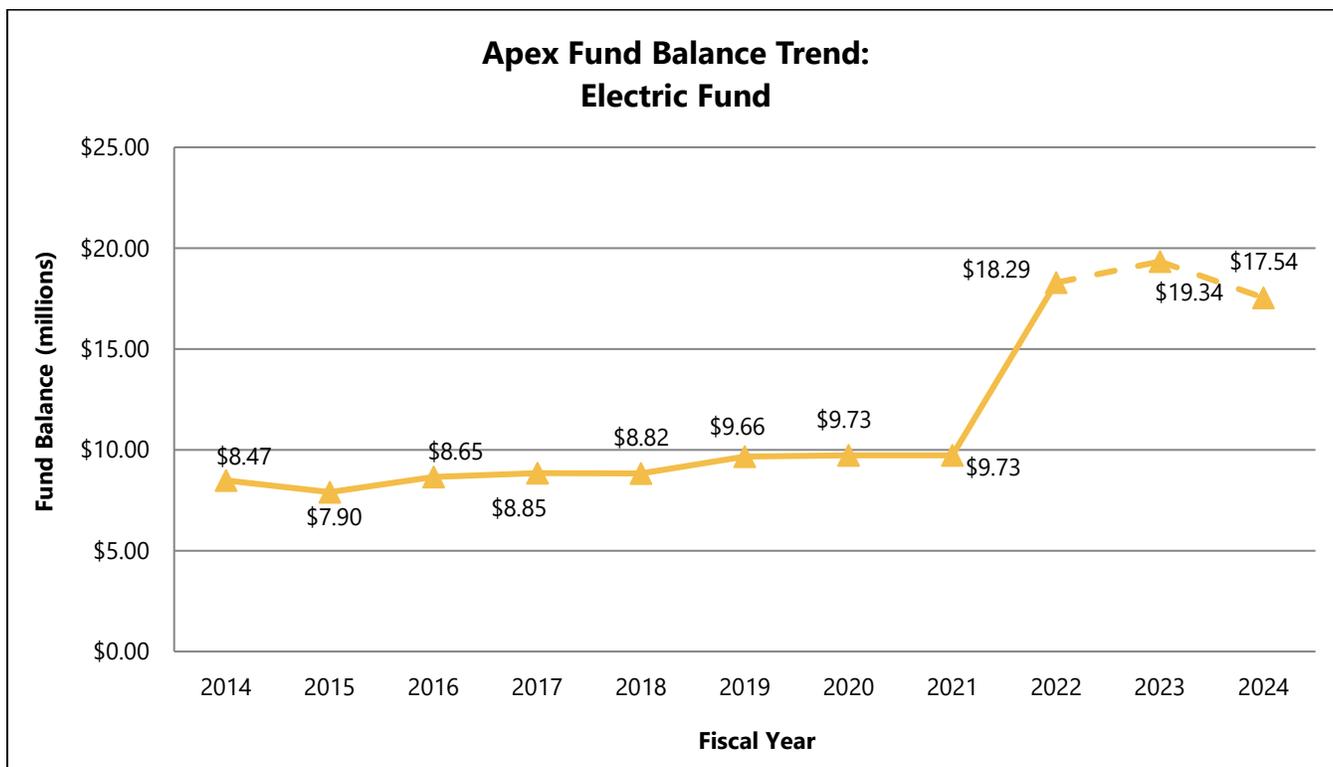
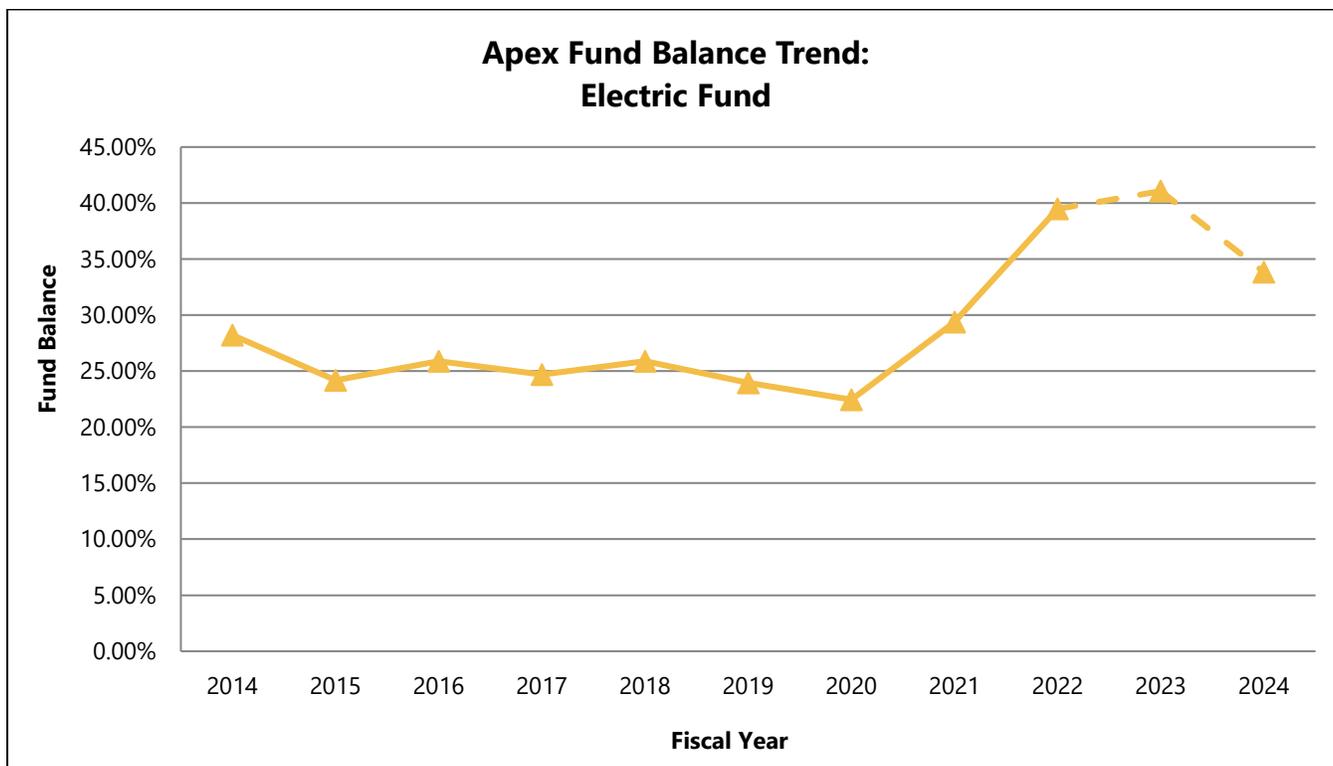
Expenditure Trends



Revenues vs. Expenditures

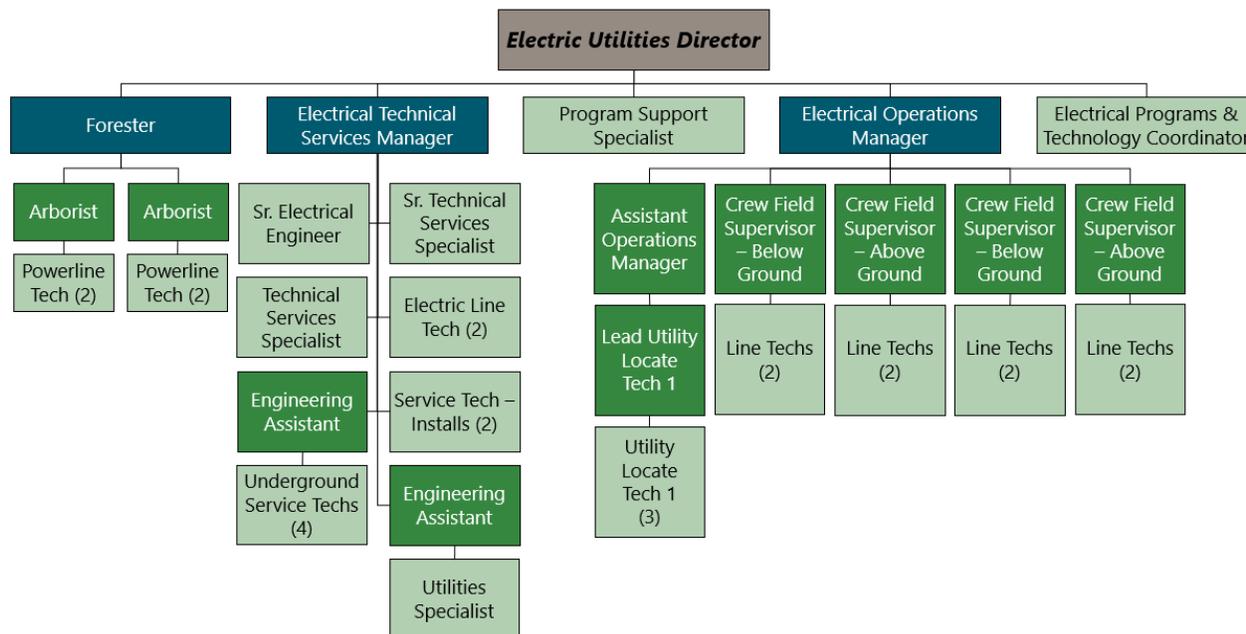


Fund Balance



ELECTRIC UTILITY

Reports to Assistant Town Manager



Description

The Town of Apex owns and operates an electric distribution system that supplies power to over 25,900 residential and commercial customers. Responsibilities of the Electric Utility department include developing engineering designs, coordinating material purchases and deliveries, construction, designing and engineering infrastructure for new development, performing electric system maintenance, including necessary upgrades, maintaining integrity of power via right-of-way maintenance, conducting substation monitoring and testing, and restoring outages.

Recent Accomplishments

- Completed upgrade to Outage Management System to enable text communication with customers.
- Completed overhaul of Laura Duncan substation regulators.
- Completed 2022-23 Customer Satisfaction Survey.

Strategic Goal Activities

Responsible Development

- Implement Advanced Metering Infrastructure (AMI).
- Integrate the Town’s Outage Management System (OMS) with AMI.

Environmental Leadership

- Prioritize sustainable practices in service delivery.
- Study opportunities to bring biodiversity back to selected Right-of-Ways

FY 2023-2024 Budget Highlights

- The Electric Utility Fund budget as a whole increased by 6.83 percent in FY23-24. Within the fund, the Electric Utility department budget increased by 4.91 percent in FY23-24.
- The Electric Utility budget is equivalent to \$2,247.99 per utility account.

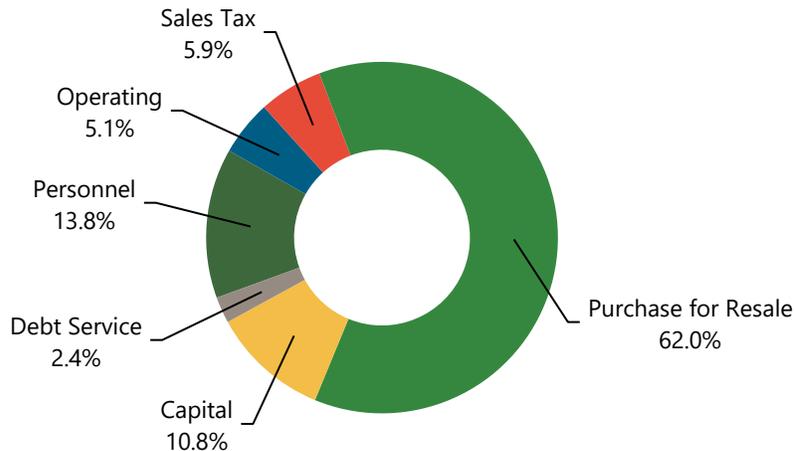


- The Town plans to spend \$641.26 per capita for the Electric Utility in FY23-24.
- Major budget changes include the addition of two new Electric Line Technicians, and the associated onboarding costs.
- The budget includes capital equipment including a new vehicle for new personnel, a new excavator, an equipment trailer with ramps, a front end mower, and \$3,300,000 in capital improvements for electric system expansion.

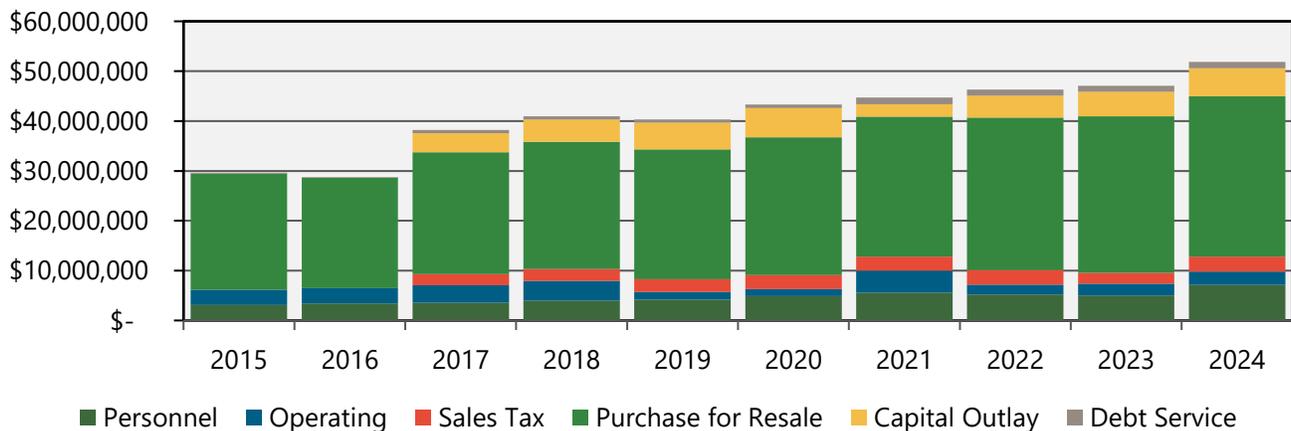
Budget Summary

Electric Fund Expenditures by Type					
Type	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Personnel	5,211,381	6,872,900	5,043,400	7,147,900	4.00%
Operating	1,950,633	2,486,089	2,331,900	2,631,300	5.84%
Sales Tax	2,994,204	3,040,000	2,198,021	3,054,300	0.47%
Purchase for Resale	30,535,256	30,400,000	31,400,300	32,150,000	5.76%
Capital	4,397,709	4,476,479	4,870,000	5,604,500	25.20%
Debt Service	1,239,686	1,248,800	1,248,800	1,249,800	0.08%
Total	\$46,328,869	\$48,524,268	\$47,092,421	\$51,837,800	6.83%

Electric Fund Expenditures by Type



Electric Fund Expenditure History



Line Item Expenditures

Electric Expenditures					
Line Item	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Salaries	3,761,978	4,781,400	3,265,000	4,992,100	4.41%
Part-Time Salaries	17,498	28,800	15,900	28,300	-1.74%
FICA	277,474	349,900	250,000	378,000	8.03%
Group Insurance	468,149	740,300	566,200	678,300	-8.37%
OPEB Expense	49,000	49,000	49,000	49,000	0.00%
Retiree Insurance	8,057	8,000	11,300	8,000	0.00%
General Retirement	389,399	559,400	550,000	642,100	14.78%
401K General	192,024	230,600	223,400	249,300	8.11%
Workers Comp	47,803	125,500	112,600	122,800	-2.15%
Postage	154	3,000	400	100	-96.67%
Telephone & Communication	26,220	28,500	35,000	37,500	31.58%
Printing	2,843	9,537	6,800	10,100	5.90%
Utilities	24,788	37,000	33,000	50,500	36.49%
Travel and Training	42,327	46,500	40,000	84,000	80.65%
Maintenance & Repair - Building	3,898	35,092	25,000	25,000	-28.76%
Maintenance & Repair - Equipment	16,107	30,030	32,000	30,000	-0.10%
Maintenance & Repair - Vehicle	88,004	60,000	38,000	50,000	-16.67%
Maintenance & Repair - Utility System	345,469	287,325	420,000	340,000	18.33%
Rental - Equipment	42,169	15,000	10,000	15,000	0.00%
Automotive Supplies	18,826	18,467	18,500	22,000	19.13%
Motor Fuel	102,799	94,568	107,000	101,000	6.80%
Office Supplies	1,899	2,000	1,000	1,500	-25.00%
Janitorial Supplies	648	1,500	1,000	1,000	-33.33%
Departmental Supplies	147,465	135,872	100,000	150,100	10.47%
Technology Hardware & Accessories	8,797	50,074	40,000	25,800	-48.48%
Safety Supplies	150	9,800	7,800	46,800	377.55%
Medical Supplies	499	1,000	200	1,000	0.00%
Meeting & Event Provisions	2,386	6,500	4,000	9,000	38.46%
Community Outreach Material	3,127	3,000	2,500	3,000	0.00%
State of Emergency Supplies	20,420	35,500	35,000	45,900	29.30%
Uniforms	2,994,204	3,040,000	2,198,021	3,054,300	0.47%
Sales Tax	600	3,900	1,500	5,000	28.21%
Customer Rebates	96,483	130,438	120,000	165,500	26.88%
Contracted Services	11,691	16,158	13,900	17,400	7.69%
Personal Protective Equipment	293,008	300,000	300,000	300,000	0.00%
Bank / Transaction Fees	209,971	290,804	280,000	410,500	41.16%
Software License & Maintenance	184,764	160,000	157,300	155,000	-3.13%
Contracted Services - Billing/Collections	126,977	325,124	325,000	115,000	-64.63%
Professional Services	30,535,256	30,400,000	31,400,300	32,150,000	5.76%
Purchases for Resale	48,803	83,000	80,000	93,300	12.41%
Dues and Subscriptions	-	-	-	51,800	-
Insurance - General Liability	77,671	92,400	92,000	108,500	17.42%
Insurance - Deductible	1,673	24,000	5,000	10,000	-58.33%
Capital Outlay - Easements	-	40,000	-	15,000	-62.50%
Capital Outlay - Improvements	3,653,607	2,563,315	3,000,000	3,300,000	28.74%
Capital Outlay - Equipment	144,102	873,164	870,000	239,500	-72.57%
Total	\$44,489,183	\$46,125,468	\$44,843,621	\$48,388,000	4.91%



Electric Fund Non-Departmental

Electric Fund Debt Service					
Account Description	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Principal	994,000	1,022,000	1,022,000	1,053,000	3.03%
Interest	245,686	226,800	226,800	196,800	-13.23%
Bond Issuance Costs	-	-	-	-	-
Total	\$1,239,686	\$1,248,800	\$1,248,800	\$1,249,800	0.08%

Other Uses

Other uses in the Electric Fund typically represent transfers to capital project funds. For FY23-24, these transfers include \$250,000 for LED replacements and \$1,800,000 for East Williams Level Substation.

Electric Fund Other Uses					
Account Description	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Transfer to W/S Project Fund	-	-	-	-	-
Transfer to Electric Capital Project	600,000	1,000,000	1,000,000	2,050,000	105.00%
Total	\$600,000	\$1,000,000	\$1,000,000	\$2,050,000	105.00%

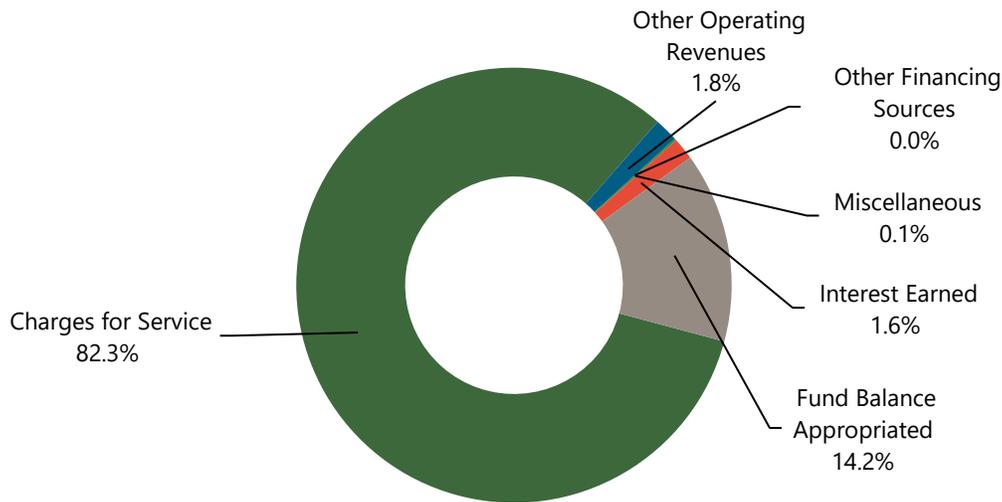
Electric Fund Contingency					
Account Description	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Contingency	-	150,000	-	150,000	-
Total	\$ -	\$150,000	\$ -	\$150,000	-



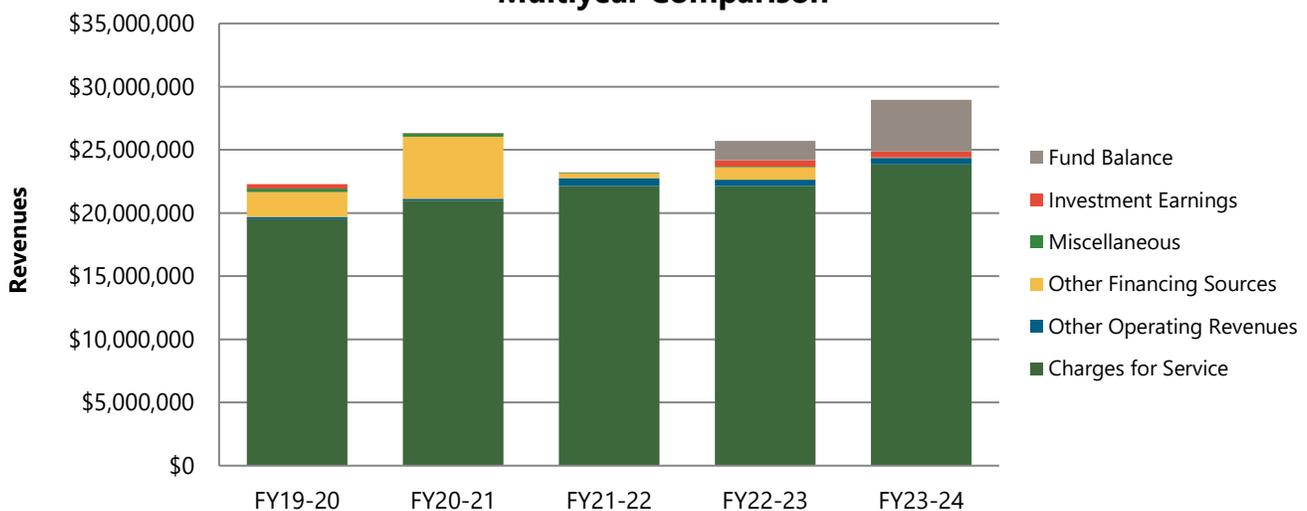
Water & Sewer Fund Revenues by Source

Water & Sewer Fund Revenues by Source					
Source	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Charges for Service	22,137,984	23,646,500	22,126,800	23,846,200	0.84%
Other Operating Revenues	629,841	627,000	519,300	513,000	-18.18%
Other Financing Sources	388,250	977,882	977,882	-	-100.00%
Miscellaneous	33,773	35,000	40,000	40,000	14.29%
Interest Earned	40,859	20,000	520,000	475,000	2275.00%
Fund Balance Appropriated	-	2,735,985	1,520,085	4,100,000	49.85%
Total	\$23,230,707	\$28,042,367	\$25,704,067	\$28,974,200	3.32%

Water & Sewer Fund Revenues by Source FY23-24



Water & Sewer Fund Revenues by Source: Multiyear Comparison



Source Descriptions

Charges for Service

Water and sewer charges account for 82.3 percent of Water & Sewer Fund revenues. Water consumption and sewer usage by citizens and other customers generate these revenues. The Town has a tiered water rate structure with volumetric charges per 1,000 gallons and a base rate \$6.00 for residents. Tier 1 is \$4.42 for 0-6,000 gallons of consumption, tier 2 is \$5.09 for 6,001-12,000 gallons, and tier 3 is \$6.85 for consumption above 12,000 gallons. Sewer has a base rate of \$11.18 and a volumetric rate of \$7.75 per 1,000 gallons. Rates are double for customers not within the town limits. Water and sewer charges, including bulk water sales and tap fees account for \$23.84 million in the FY23-24 Water & Sewer Fund budget.

Other Operating Revenues

Other operating revenues account for rental fees collected by the Town for use of water tanks by external agencies, such as mobile phone companies. These revenues account for \$513,000 in the FY23-24 Water & Sewer Fund budget.

Other Financing Sources

Other financing sources represent revenues received from the sale of capital assets and transfers in from capital reserves. There are no revenues from this source in the FY23-24 Water & Sewer Fund budget.

Miscellaneous

Miscellaneous revenues in the Water & Sewer Fund include revenues from water quality testing, re-inspection fees, and other sources. Miscellaneous revenues account for \$40,000 in the FY23-24 Water & Sewer Fund budget.

Investment Earnings

Investment earnings include the return earned on cash and investment balances. Interest is earned on the cash balances invested with the North Carolina Capital Management Trust (NCCMT) and other allowable investments in various CDs and money market accounts. Investment earnings account for \$475,000 in the FY23-24 Water & Sewer Fund budget.

Fund Balance Appropriated

Allocations from fund balance represent the use of reserve funds. The Town typically uses reserves for specific capital projects, onetime opportunities, or emergency operations. There is \$4,100,000 in fund balance appropriations for the FY23-24 Water & Sewer Fund budget for the Advanced Metering Infrastructure capital project.

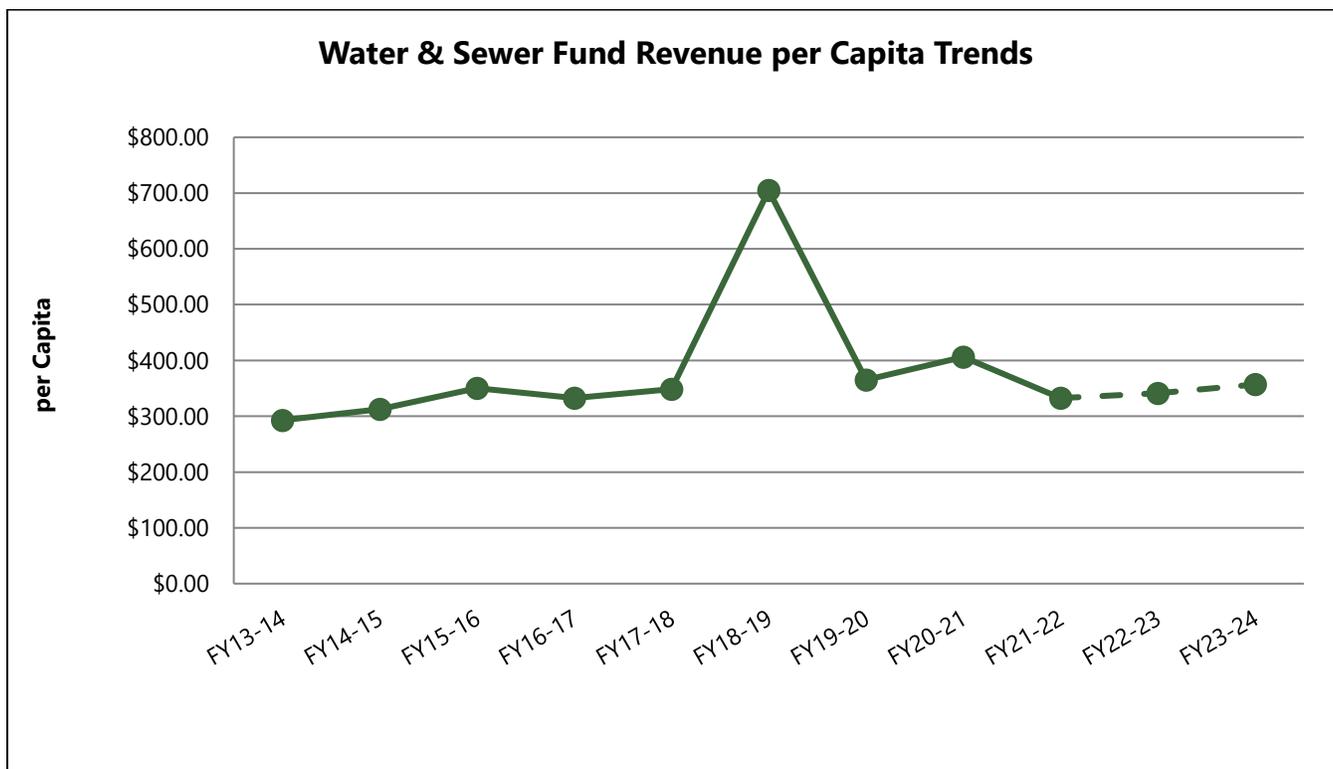
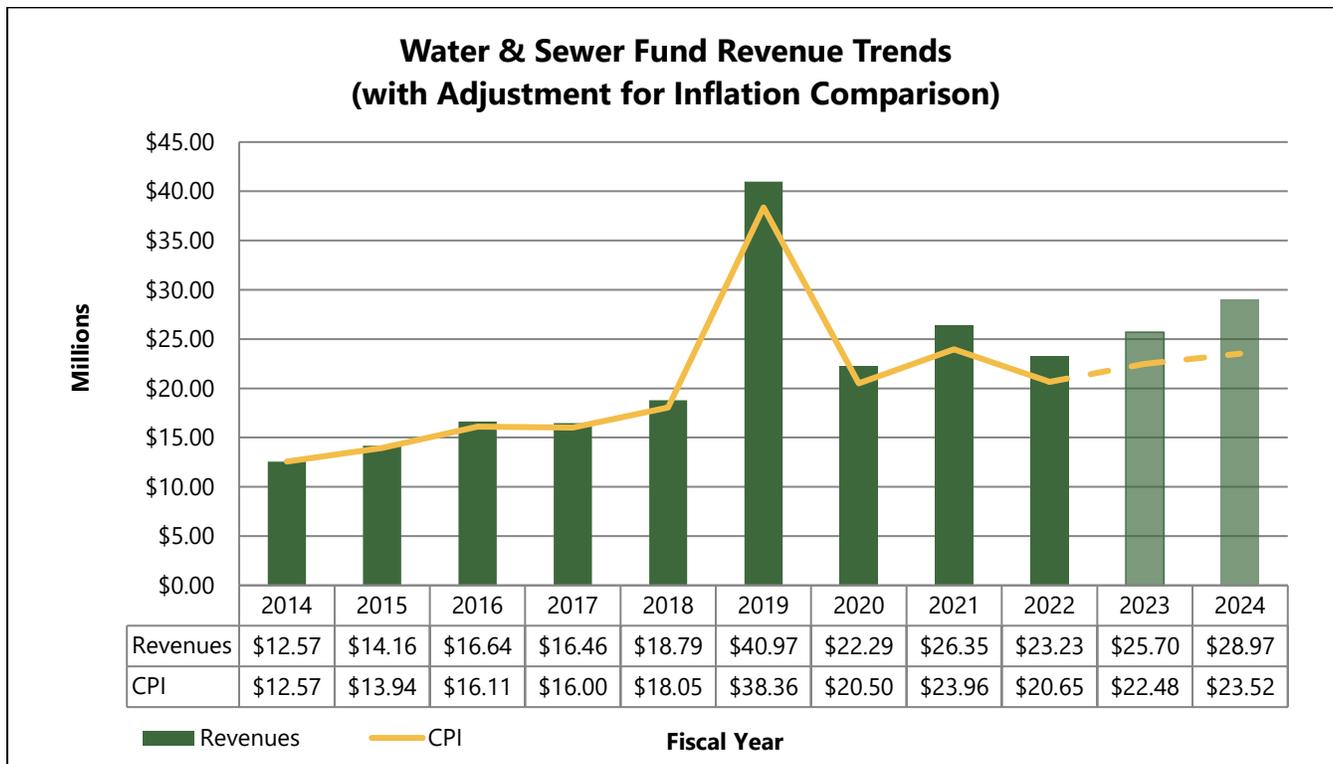


Revenues by Line Item

Water & Sewer Fund Revenues					
Line Item	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Recommend	Percent Change
Re-inspection Fees	128,000	125,000	100,000	100,000	-20.00%
Water Quality Testing	7,575	7,000	8,000	8,000	14.29%
Water Sales	8,553,746	9,346,700	8,835,000	9,748,400	4.30%
Sales of Bulk Water	332,016	280,000	240,000	250,000	-10.71%
Sewer Charges	13,252,222	14,019,800	13,051,800	13,847,800	-1.23%
Water Taps	342,905	350,000	260,000	260,000	-25.71%
Sewer Taps	-	-	6,300	-	-
Rentals - Water Tanks	151,361	145,000	145,000	145,000	0.00%
Interest Earned	40,859	20,000	520,000	475,000	2275.00%
Miscellaneous Revenue	19,482	20,000	25,000	25,000	25.00%
Sale of Capital Assets	14,292	15,000	15,000	15,000	0.00%
Transfer from Water Sewer HB463 Reserve	388,250	977,882	977,882	-	-100.00%
Fund Bal Appropriated - Budget	-	400,000	-	-	-100.00%
Fund Bal Appropriated - Amend	-	815,900	-	-	-100.00%
Fund Bal App - PO Carryover	-	1,520,085	1,520,085	4,100,000	169.72%
Total	\$23,230,707	\$28,042,367	\$25,704,067	\$28,974,200	3.32%

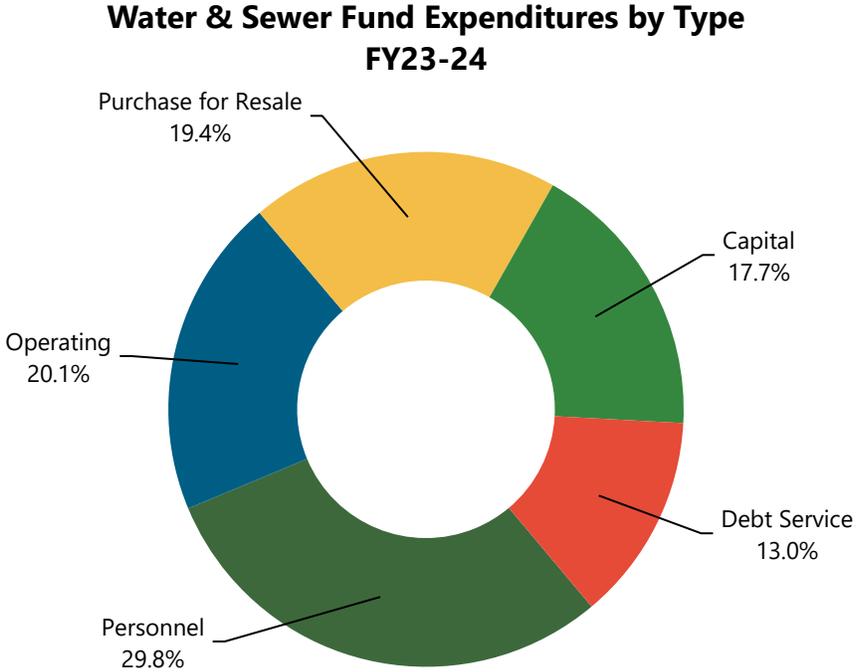


Revenue Trends

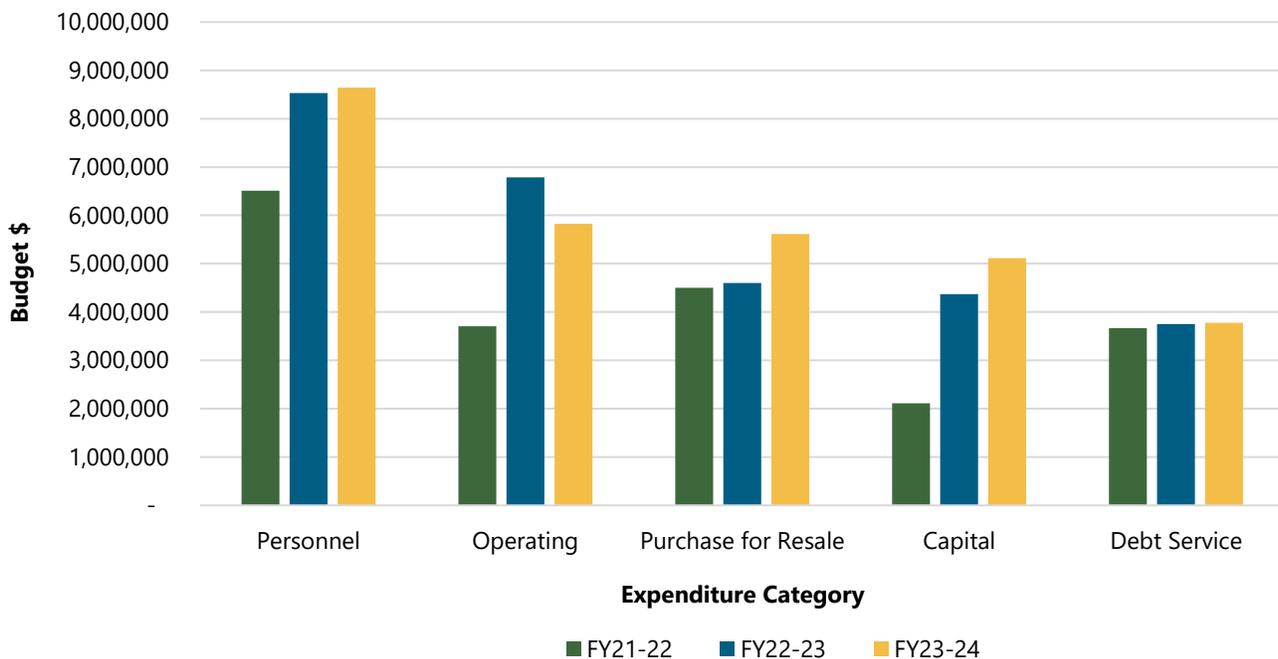


Water & Sewer Fund Expenditures by Type

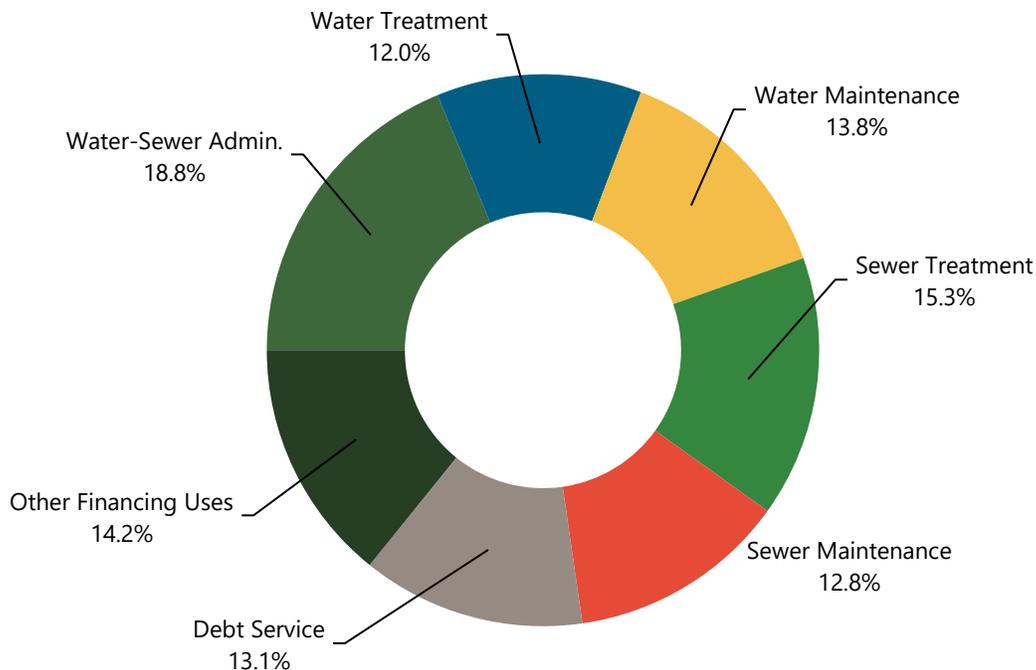
Water & Sewer Fund Expenditures by Type					
Type	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Personnel	6,508,355	8,534,000	7,858,600	8,640,400	1.25%
Operating	3,708,217	6,786,225	4,656,536	5,826,500	-14.14%
Purchase for Resale	4,502,867	4,600,000	4,881,000	5,614,600	22.06%
Capital	2,114,059	4,369,742	4,497,364	5,116,000	17.08%
Debt Service	3,666,963	3,752,400	3,752,400	3,776,700	0.65%
Total	\$20,500,461	\$28,042,367	\$25,645,900	\$28,974,200	3.32%



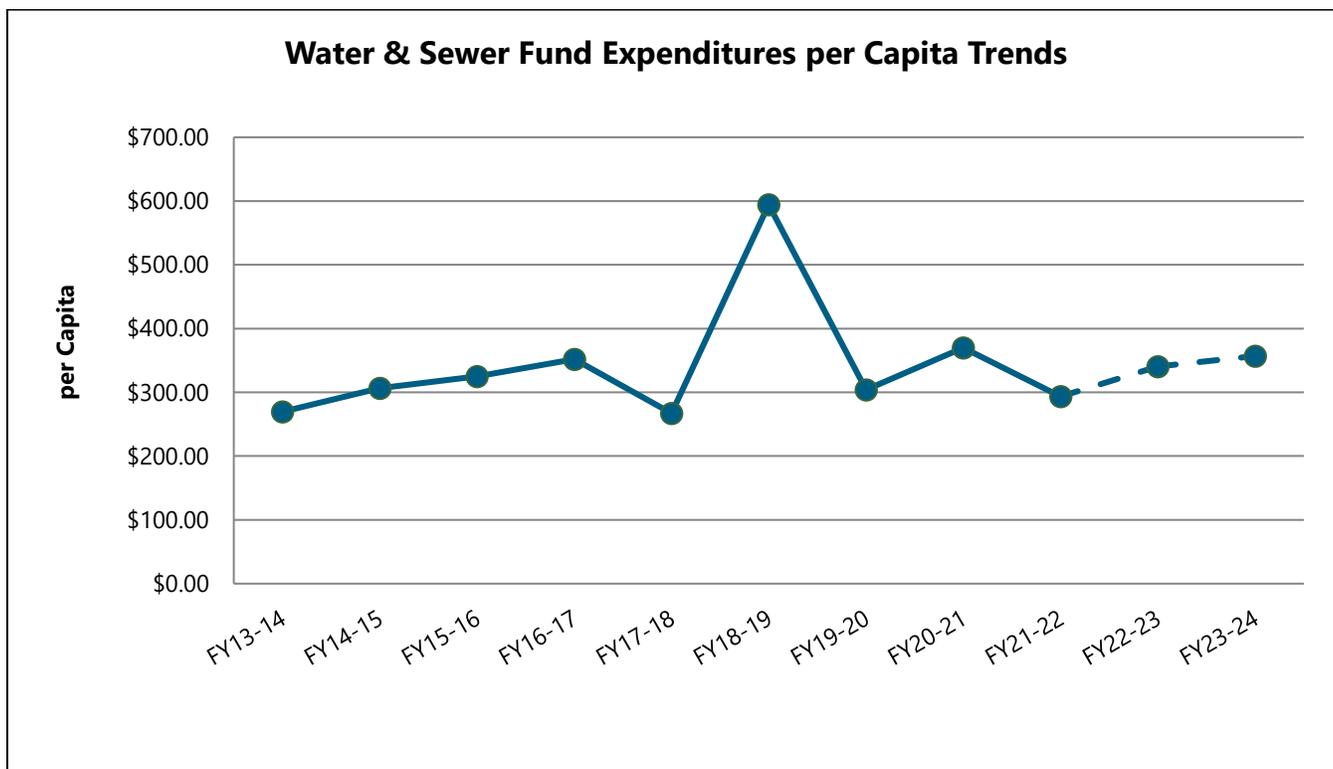
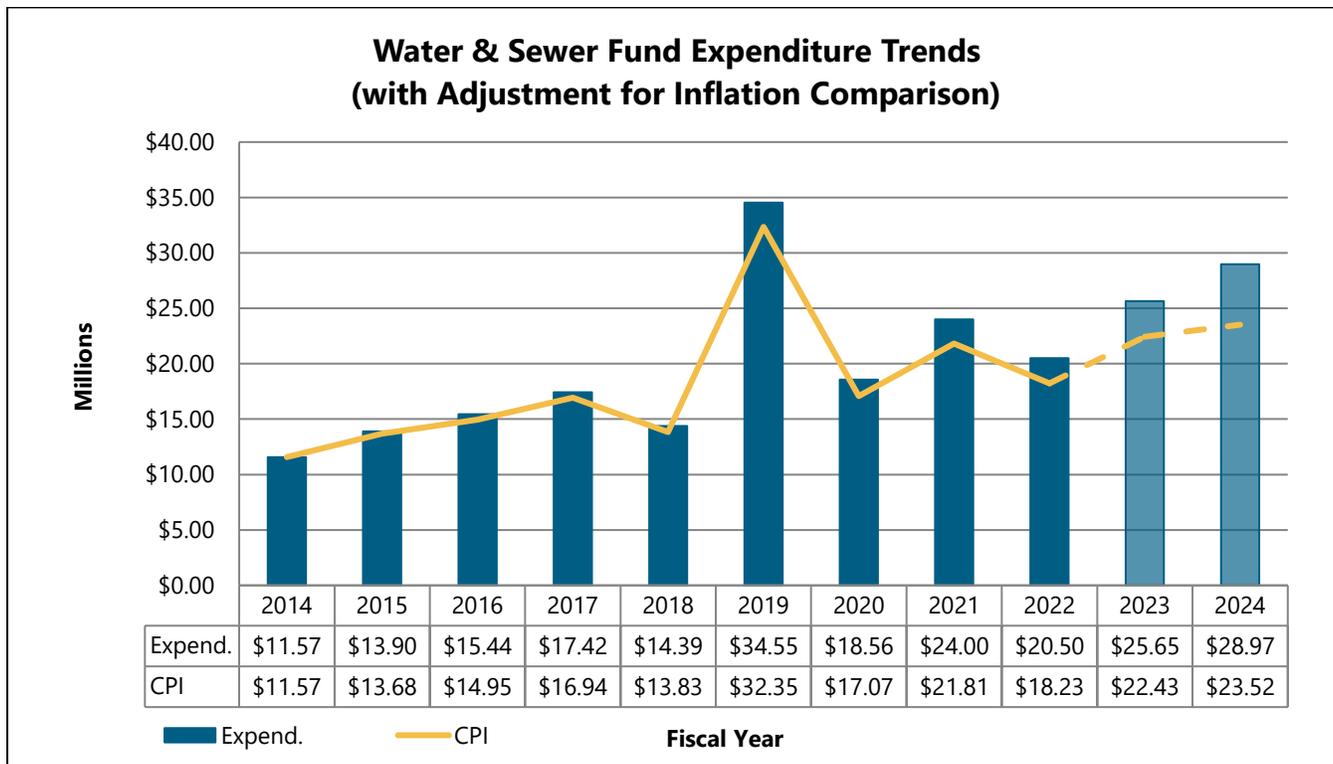
Water & Sewer Expenditures by Type



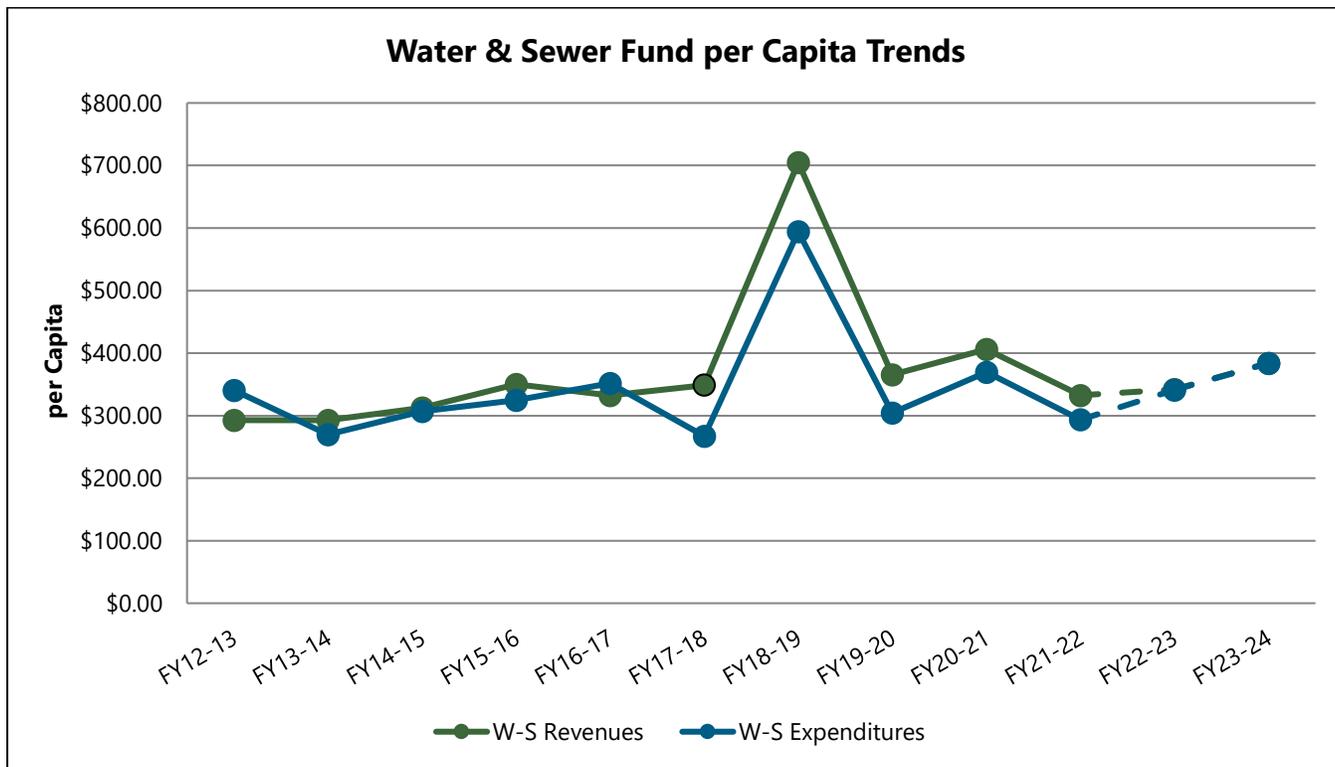
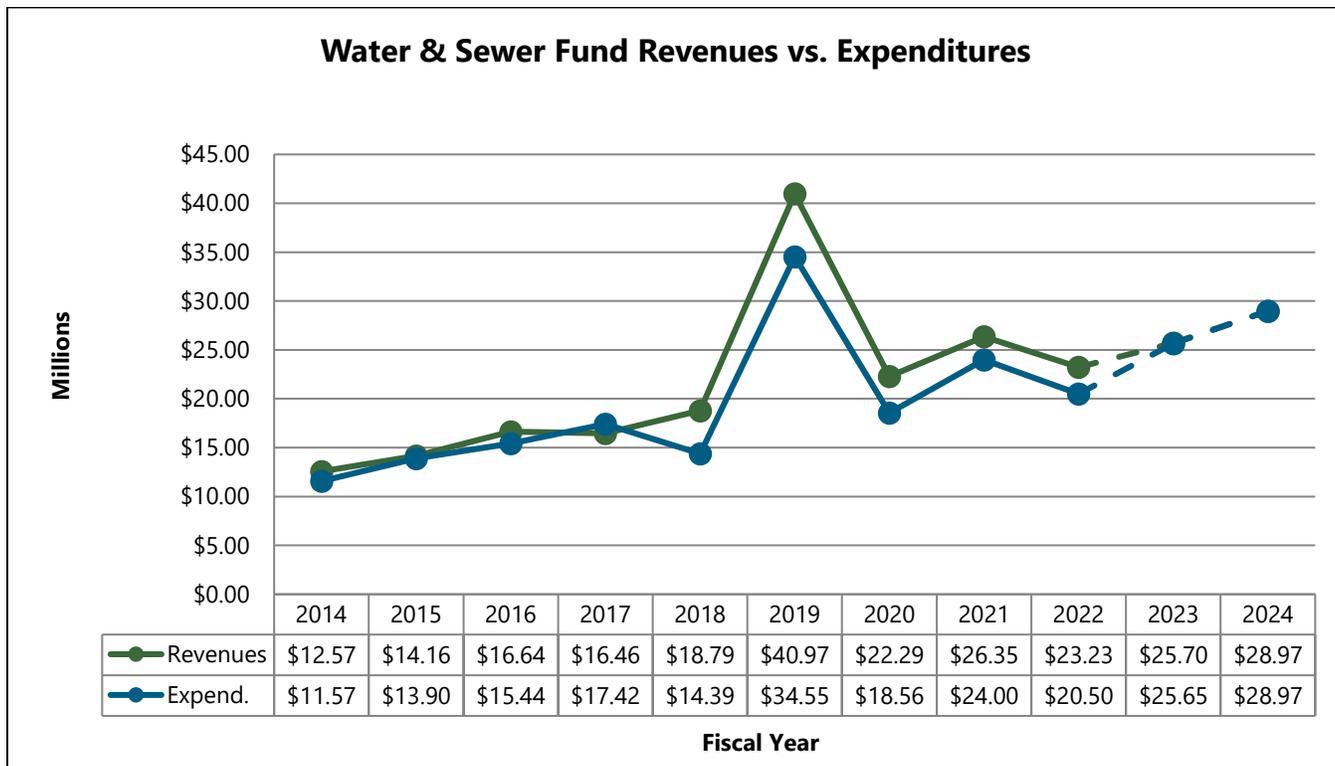
Water & Sewer Fund Expenditures by Division FY23-24



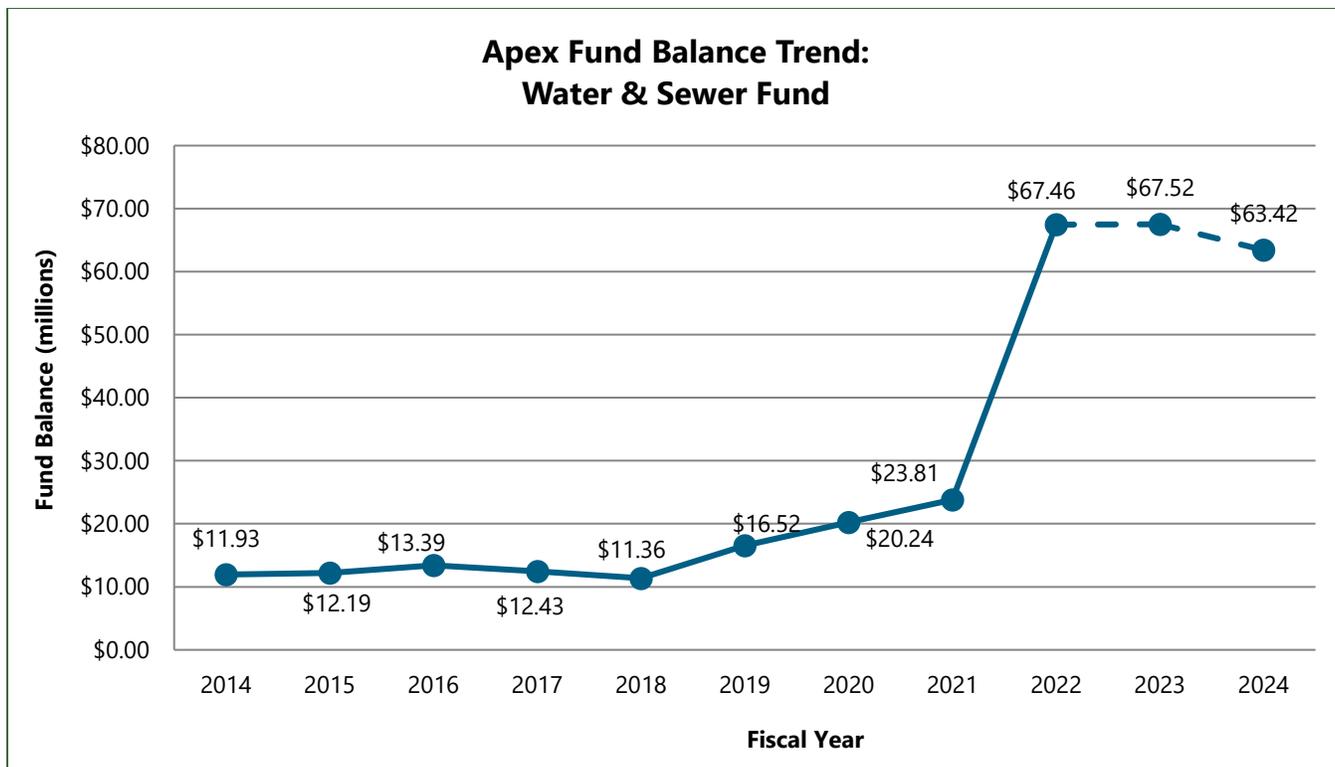
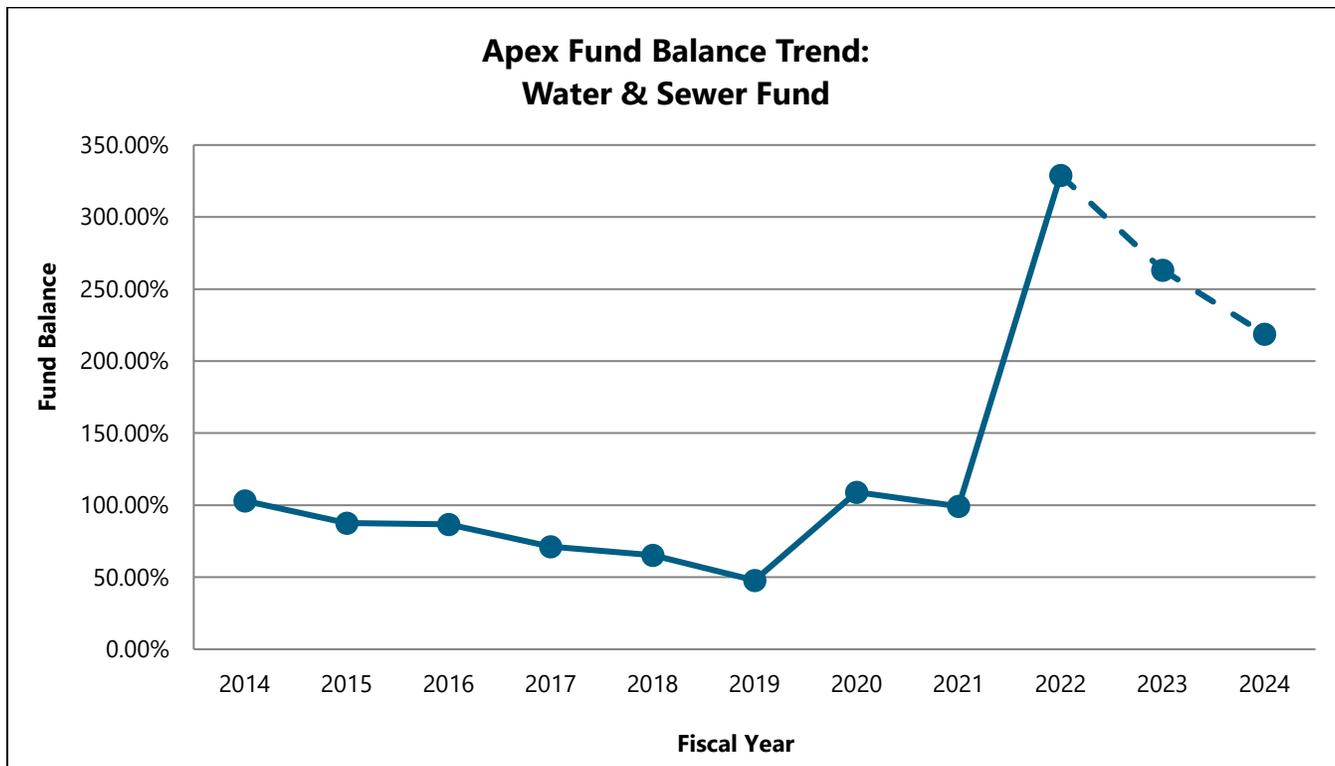
Expenditure Trends



Revenues vs. Expenditures

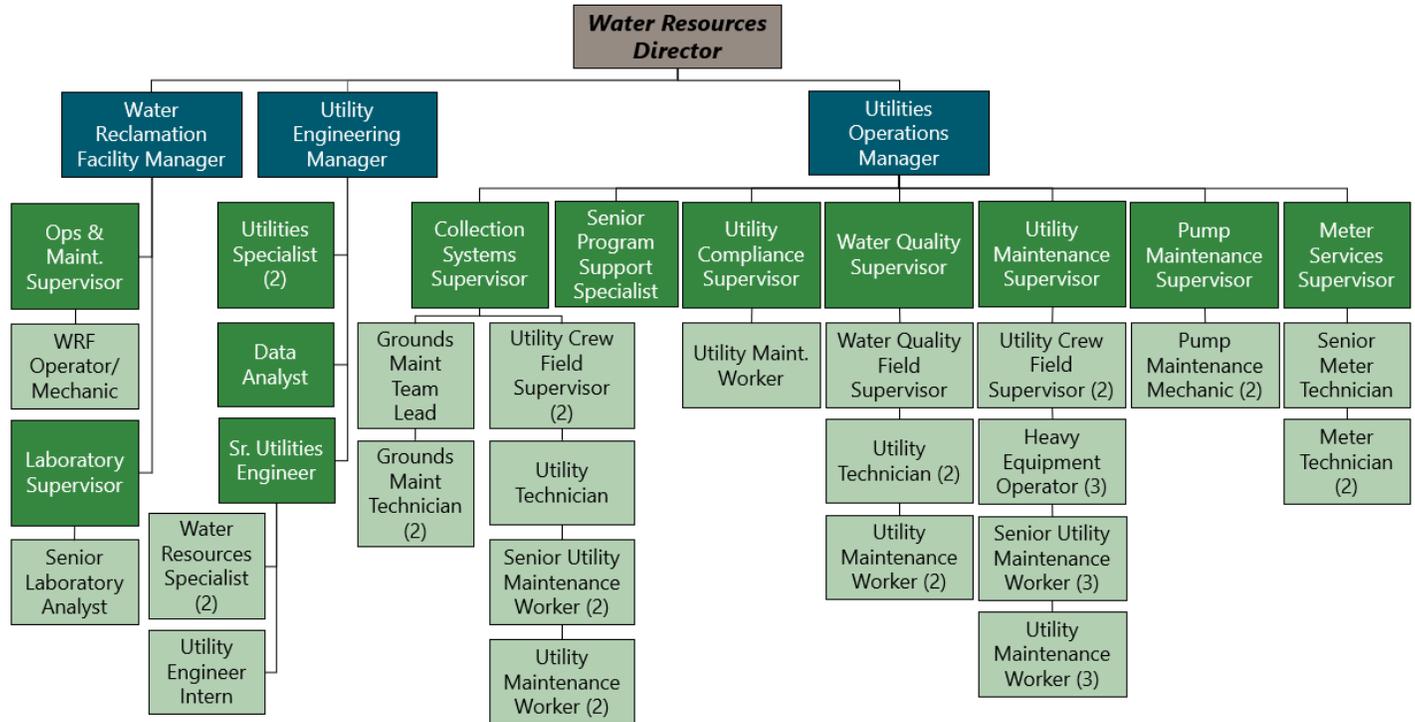


Fund Balance



WATER & SEWER UTILITY

Reports to Assistant Town Manager



Description

The Water & Sewer Utility provides water and sewer services in a safe, cost-effective manner for a growing community, which are master planned to achieve or exceed all State and Federal regulations. The Water & Sewer Utility participates in multiple local and regional partnerships to plan, coordinate, and effectively manage valuable natural resources.

Recent Accomplishments

- Completed performance assessments at 20 waste water pump stations. Subsequent upgrades, repairs and replacements were completed allowing the utility to regain lost capacity and operate more cost effectively.
- Deployed acoustic technology into our permit required sewer pipe cleaning and inspection process. This technology helped to more effectively target mechanical cleaning efforts reducing manpower and equipment costs while increasing the footage of pipe inspected by more than 50%.

Strategic Goal Activities

Responsible Development

- Stay abreast of Federal, State, and local standards to be incorporated in both day-to-day work and long-range planning.
- Conduct regular inspections and perform necessary work to maintain or improve the efficiency and reliability of existing water/sewer infrastructure
- Effectively Master Plan water and sewer systems to ensure responsible growth.

Environmental Leadership

- Ensure Water Reclamation Facility remains compliant with National Pollutant Discharge Elimination System Permit.
- Expand educational opportunities through community engagement to increase resident knowledge of how to positively impact water quality.



Water Sewer Administration

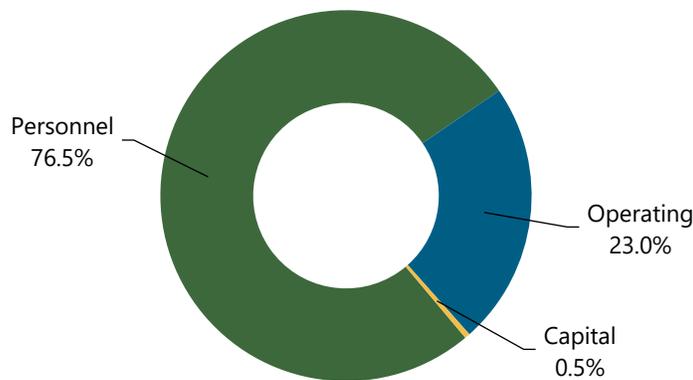
FY 2023-2024 Budget Highlights

- The Water Sewer Administration department budget decreased 3.37 percent in FY23-24.
- The Water Sewer Administration budget accounts for 18.70 percent of the Water & Sewer Fund budget and is equivalent to \$272.31 per utility account.
- The Town plans to spend \$71.81 per capita for Water-Sewer Administration in FY23-24.
- Major budget changes include fewer capital improvement needs for FY23-24.

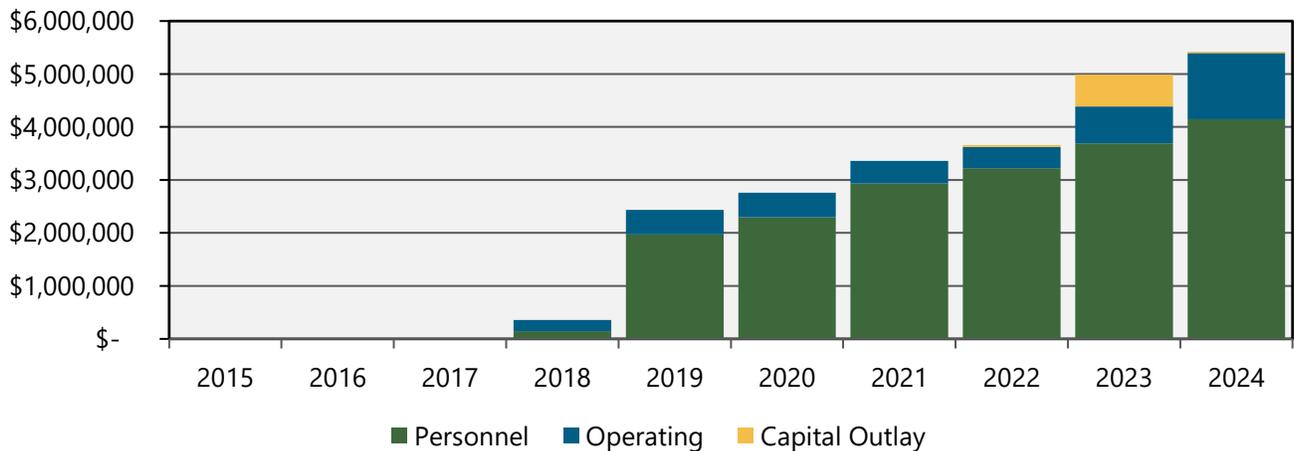
Budget Summary

Water Sewer Administration Expenditures by Type					
Type	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Personnel	3,221,029	4,054,200	3,692,100	4,147,500	2.30%
Operating	405,434	1,540,533	697,250	1,246,400	-19.09%
Capital	32,671	13,000	595,819	25,000	92.31%
Total	\$3,659,134	\$5,607,733	\$4,985,169	\$5,418,900	-3.37%

Water Sewer Administration Expenditures by Type



Water Sewer Administration Expenditure History



Line Item Expenditures

Water Sewer Administration Expenditures					
Line Item	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Salaries	2,339,925	2,839,000	2,600,000	2,930,100	3.21%
Part-Time Salaries	19,729	28,800	15,900	-	-100.00%
FICA	174,473	209,700	198,900	218,400	4.15%
Group Insurance	285,764	409,900	325,600	388,000	-5.34%
OPEB	35,000	35,000	35,000	35,000	0.00%
Retiree Insurance	9,319	10,000	14,000	20,000	100.00%
General Retirement	212,068	337,400	322,800	376,500	11.59%
401K General	120,919	139,100	139,000	146,200	5.10%
Workers Comp	23,833	45,300	40,900	33,300	-26.49%
Postage	-	100	50	100	0.00%
Telephone & Communication	7,937	29,100	29,100	84,900	191.75%
Printing	256	6,000	5,200	6,000	0.00%
Utilities	1,116	5,000	4,000	44,700	794.00%
Travel and Training	3,803	15,900	16,400	24,000	50.94%
Maintenance & Repair - Building	3,669	5,000	4,000	2,000	-60.00%
Maintenance & Repair - Equipment	-	1,000	-	2,500	150.00%
Maintenance & Repair - Vehicle	25	1,000	1,000	1,000	0.00%
Advertising	-	1,000	-	1,000	0.00%
Automotive Supplies	543	1,600	1,600	600	-62.50%
Motor Fuel	1,456	4,400	4,200	3,100	-29.55%
Office Supplies	141	1,100	600	600	-45.45%
Janitorial Supplies	-	-	-	100	-
Departmental Supplies	1,919	2,700	2,200	4,300	59.26%
Technology Hardware & Accessories	2,715	6,000	6,000	3,300	-45.00%
Meeting & Event Provisions	1,351	3,500	3,200	5,000	42.86%
Community Outreach Materials/Activities	1,257	2,500	2,500	1,500	-40.00%
State of Emergency Supplies	2,051	3,200	2,500	3,200	0.00%
Uniforms	8,905	30,556	26,000	54,500	78.36%
Contracted Services	143	1,300	1,200	1,700	30.77%
Personal Protective Equipment	95,535	88,000	94,000	98,000	11.36%
Bank/Transaction Fees	112,668	126,419	122,000	225,400	78.30%
Software License & Maintenance	59,709	75,700	50,000	75,700	0.00%
Contracted Services - Billing/Collections	33,179	182,634	145,000	195,000	6.77%
Professional Services	-	25,636	1,000	10,000	-60.99%
Professional Services - Legal	2,529	202,300	67,300	207,400	2.52%
Dues and Subscriptions	-	-	-	74,700	-
Insurance - General Liability	58,637	101,200	101,200	101,100	-0.10%
Insurance - Deductible	5,890	25,000	7,000	15,000	-40.00%
Capital Outlay - Improvements	32,671	592,688	582,800	25,000	-95.78%
Capital Outlay - Equipment	-	13,000	13,019	-	-100.00%
Total	\$3,659,134	\$5,607,733	\$4,985,169	\$5,418,900	-3.37%



Water Treatment

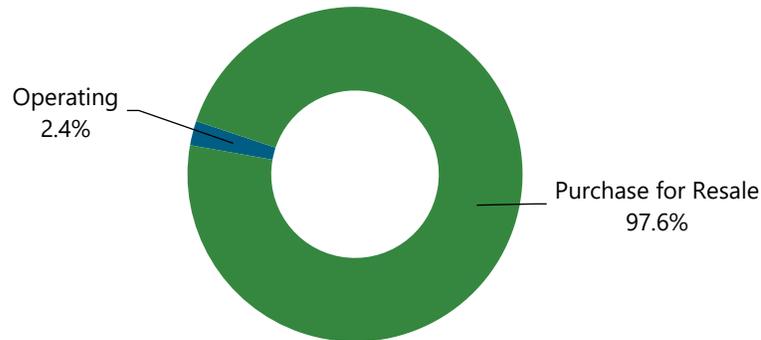
FY 2023-2024 Budget Highlights

- The Water Treatment department budget increased 23.72 percent in FY23-24.
- The Water Treatment budget accounts for 11.96 percent of the Water & Sewer Fund budget and is equivalent to \$174.19 per utility account.
- The Town plans to spend \$45.94 per capita for Water Treatment in FY23-24.
- Major budget changes from last fiscal year include an increase to purchases for resale costs.

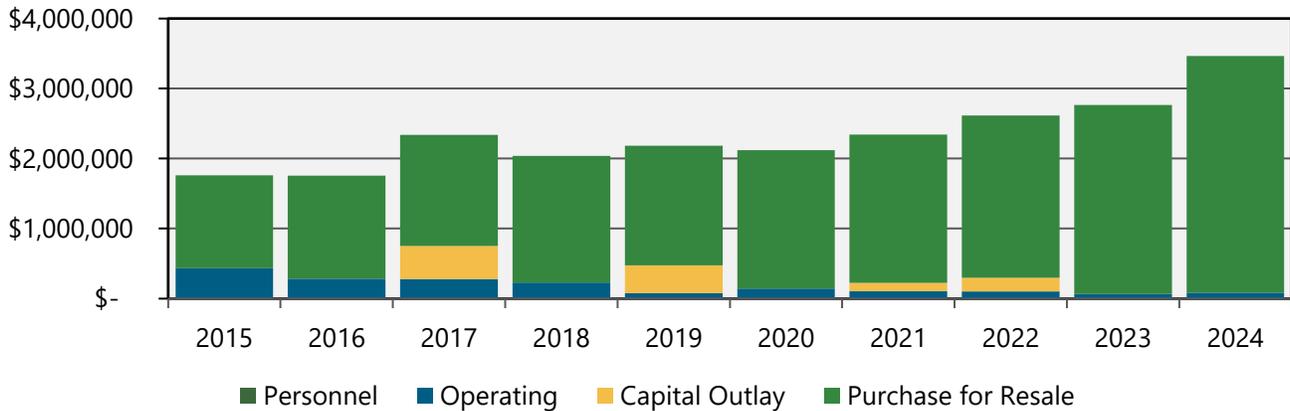
Budget Summary

Water Treatment Expenditures by Type					
Type	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Personnel	-	-	-	-	-
Operating	101,880	101,720	65,800	82,000	-19.39%
Purchase for Resale	2,321,193	2,700,000	2,700,000	3,384,300	25.34%
Capital	194,124	-	-	-	-
Total	\$2,617,197	\$2,801,720	\$2,765,800	\$3,466,300	23.72%

Water Treatment Expenditures by Type



Water Treatment Expenditure History



Line Item Expenditures

Water Treatment Expenditures					
Line Item	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Postage	-	-	-	-	-
Printing	44	2,500	-	-	-100.00%
Maintenance & Repair - Equipment	-	1,500	-	-	-100.00%
Maintenance & Repair - Utility System	-	-	-	-	-
Departmental Supplies	42,826	50,520	45,000	50,000	-1.03%
Contracted Services	-	4,200	-	-	-100.00%
Professional Services - Eng/Survey	185	15,000	-	-	-100.00%
Professional Services - Lab Testing	7,076	28,000	20,800	32,000	14.29%
Purchases for Resale	2,321,193	2,700,000	2,700,000	3,384,300	25.34%
Dues and Subscriptions	51,749	-	-	-	-
Capital Outlay - Improvements	194,124	-	-	-	-
Capital Outlay - Equipment Cary	-	-	-	-	-
Total	\$2,617,197	\$2,801,720	\$2,765,800	\$3,466,300	23.72%



Water Maintenance

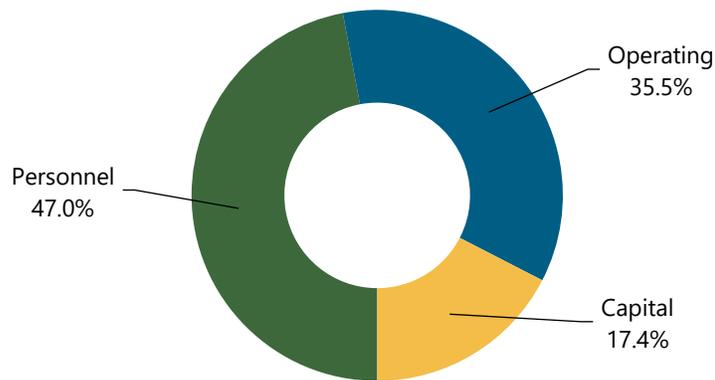
FY 2023-2024 Budget Highlights

- The Water Maintenance department budget decreased 19.49 percent in FY23-24.
- The Water Maintenance budget accounts for 13.77 percent of the Water & Sewer Fund budget and is equivalent to \$200.45 per utility account.
- The Town plans to spend \$52.86 per capita for Water Maintenance in FY23-24.
- Major Budget changes include a 79.19 percent decrease in capital improvements due to the completion of projects the prior fiscal year. The budget includes \$695,500 for capital improvements and equipment including new water meter install, two truck replacements, a skid steer, a new valve truck, and a new lift gate.

Budget Summary

Water Maintenance Expenditures by Type					
Type	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Personnel	1,265,139	1,915,500	1,694,400	1,876,100	-2.06%
Operating	950,734	1,904,433	1,321,000	1,417,400	-25.57%
Capital	423,647	1,134,713	824,500	695,500	-38.71%
Total	\$2,639,520	\$4,954,646	\$3,839,900	\$3,989,000	-19.49%

Water Maintenance Expenditures by Type



Water Maintenance Expenditure History



Line Item Expenditures

Water Maintenance Expenditures					
Line Item	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Salaries	900,994	1,303,000	1,168,000	1,294,200	-0.68%
Part-Time Salaries	-	10,000	-	-	-100.00%
FICA	67,065	95,600	89,500	99,100	3.66%
Group Insurance	133,816	255,200	191,600	225,600	-11.60%
General Retirement	102,971	148,000	143,700	166,700	12.64%
401K General	45,050	61,000	59,000	64,800	6.23%
Workers Comp	15,243	42,700	42,600	25,700	-39.81%
Postage	5,148	7,000	5,200	6,500	-7.14%
Telephone & Communication	52,222	49,400	49,400	26,700	-45.95%
Printing	2,263	5,110	1,000	5,000	-2.15%
Travel and Training	9,743	19,700	13,500	14,500	-26.40%
Maintenance & Repair - Equipment	22,416	35,030	10,000	20,000	-42.91%
Maintenance & Repair - Vehicle	15,833	20,810	20,500	15,000	-27.92%
Maintenance & Repair - Utility System	512,252	719,381	469,500	530,000	-26.33%
Rental - Equipment	378	20,000	-	5,000	-75.00%
Automotive Supplies	12,367	15,274	11,800	15,000	-1.79%
Motor Fuel	64,574	78,917	72,600	66,400	-15.86%
Office Supplies	934	2,000	1,000	1,500	-25.00%
Departmental Supplies	89,501	117,490	90,000	110,000	-6.38%
Technology Hardware & Accessories	2,557	22,100	12,000	9,500	-57.01%
Safety Supplies	4,469	11,500	1,500	5,000	-56.52%
Meeting & Event Provisions	702	600	700	1,200	100.00%
Community Outreach Materials	1,659	2,000	2,000	2,000	0.00%
Uniforms	8,981	25,506	24,500	25,500	-0.02%
Contracted Services	108,960	274,164	254,200	303,500	10.70%
Personal Protective Equipment	12,478	6,600	6,800	10,000	51.52%
Software License & Maintenance	14,733	29,251	29,000	103,800	254.86%
Professional Services	1,892	159,700	137,000	-	-100.00%
Professional Services - Eng/Survey	-	274,000	100,000	133,000	-51.46%
Dues and Subscriptions	2,420	4,600	4,500	4,000	-13.04%
Operating Licenses & Permits	4,250	4,300	4,300	4,300	0.00%
Capital Outlay - Improvements	213,092	961,213	660,000	200,000	-79.19%
Capital Outlay - Equipment	210,555	173,500	164,500	495,500	185.59%
Total	\$2,639,520	\$4,954,646	\$3,839,900	\$3,989,000	-19.49%



Sewer Treatment

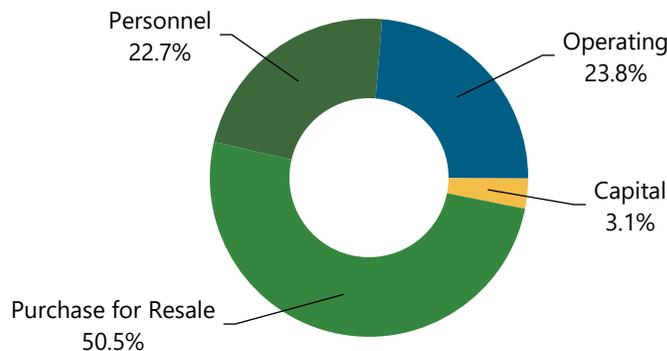
FY 2023-2024 Budget Highlights

- The Sewer Treatment department budget increased 3.14 percent in FY23-24.
- The Sewer Treatment budget accounts for 15.25 percent of the Water & Sewer Fund budget and is equivalent to \$222.04 per utility account.
- The Town plans to spend \$58.56 per capita for Sewer Treatment in FY23-24.
- Major budget changes include an increase to purchases for resale and a decrease to capital improvements.

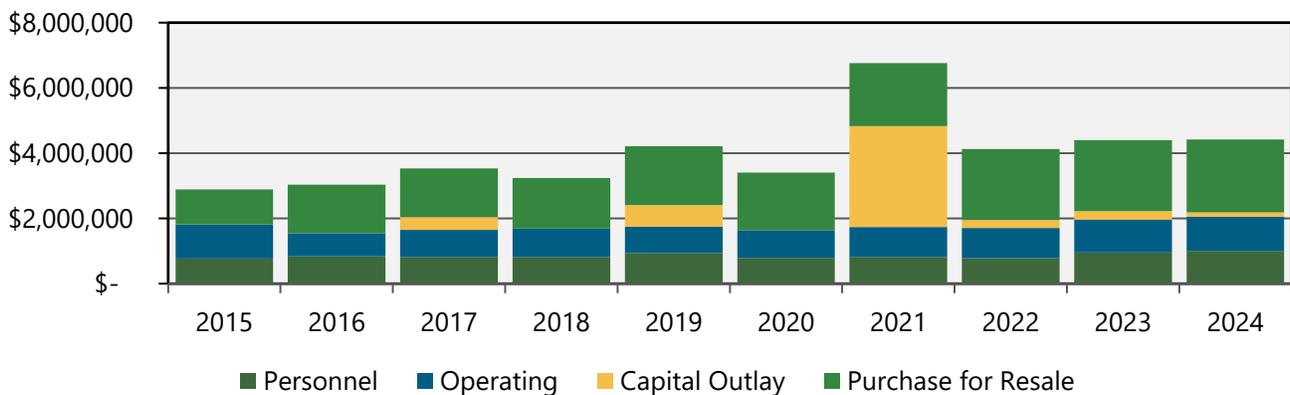
Budget Summary

Sewer Treatment Expenditures by Type					
Type	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Personnel	783,691	963,300	955,200	1,003,100	4.13%
Operating	920,631	1,144,925	1,004,167	1,050,100	-8.28%
Capital	243,905	275,700	260,000	135,000	-51.03%
Purchase for Resale	2,181,674	1,900,000	2,181,000	2,230,300	17.38%
Total	\$4,129,901	\$4,283,925	\$4,400,367	\$4,418,500	3.14%

Sewer Treatment Expenditures by Type



Sewer Treatment Expenditure History



Line Item Expenditures

Sewer Treatment Expenditures					
Line Item	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Salaries	559,258	673,500	673,000	694,300	3.09%
Part-Time Salaries	-	-	-	-	-
FICA	41,064	48,100	51,500	53,200	10.60%
Group Insurance	82,470	111,300	94,000	117,800	5.84%
General Retirement	63,892	76,600	81,700	89,500	16.84%
401K General	27,963	31,600	33,000	34,800	10.13%
Workers Comp	9,045	22,200	22,000	13,500	-39.19%
Telephone & Communication	3,866	5,700	3,500	3,800	-33.33%
Printing	6,141	7,005	6,000	3,000	-57.17%
Utilities	345,453	325,000	341,500	350,000	7.69%
Travel and Training	6,115	6,000	4,700	6,000	0.00%
Maintenance & Repair - Building	4,077	14,500	13,500	3,000	-79.31%
Maintenance & Repair - Equipment	3,796	-	-	-	-
Maintenance & Repair - Vehicle	6,190	7,500	2,500	6,000	-20.00%
Maintenance & Repair - Utility System	144,939	233,567	230,000	310,000	32.72%
Rental - Equipment	4,988	5,000	500	1,000	-80.00%
Automotive Supplies	1,574	5,801	2,500	3,500	-39.67%
Motor Fuel	17,190	11,065	10,700	10,700	-3.30%
Office Supplies	215	1,000	900	500	-50.00%
Janitorial Supplies	70	500	200	500	0.00%
Departmental Supplies	69,077	246,802	180,000	127,000	-48.54%
Technology Hardware & Accessories	5,106	3,000	3,000	5,500	83.33%
Safety Supplies	974	2,000	500	1,000	-50.00%
Medical Supplies	-	-	-	-	-
Meeting & Event Provisions	2,371	3,500	2,000	2,500	-28.57%
Uniforms	5,675	7,100	6,000	6,000	-15.49%
Contracted Services	24,667	61,559	50,000	45,000	-26.90%
Personal Protective Equipment	1,524	3,000	1,600	2,000	-33.33%
Software License & Maintenance	419	4,400	4,000	4,600	4.55%
Professional Services	127,587	5,000	2,067	-	-100.00%
Professional Services - Eng/Survey	16,148	30,000	1,000	10,000	-66.67%
Professional Services - Lab Testing	6,574	33,426	20,000	25,000	-25.21%
Purchases for Resale	2,181,674	1,900,000	2,181,000	2,230,300	17.38%
Colvin Park Sewer	101,151	100,000	100,000	104,000	4.00%
White Oak TOC Sewer	3,635	4,000	5,000	4,000	0.00%
Dues and Subscriptions	4,020	8,900	5,000	6,000	-32.58%
Operating Licenses & Permits	7,076	9,500	7,500	9,500	0.00%
Capital Outlay - Improvements	243,905	275,700	260,000	135,000	-51.03%
Total	\$4,129,886	\$4,283,825	\$4,400,367	\$4,418,500	3.14%



Sewer Maintenance

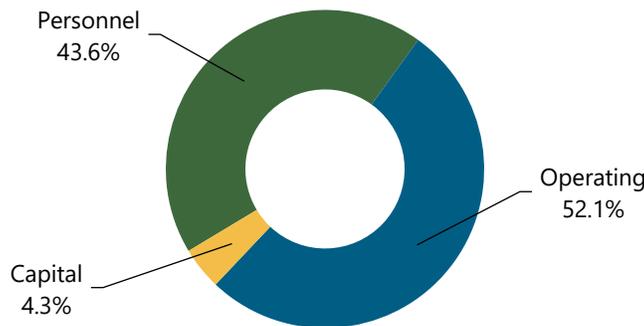
FY 2023-2024 Budget Highlights

- The Sewer Maintenance department budget decreased 27.95 percent in FY23-24.
- The Sewer Maintenance budget accounts for 12.79 percent of the Water & Sewer Fund budget and is equivalent to \$186.17 per utility account.
- The Town plans to spend \$49.10 per capita for Sewer Maintenance in FY23-24.
- Major budget changes include one new position, a Utility Crew Field Supervisor, and the associated onboarding costs, as well as an 89.62 percent increase in capital expenditures. The budget includes a new inspection camera, herbicide spray equipment, and a new crew cab truck for new personnel.

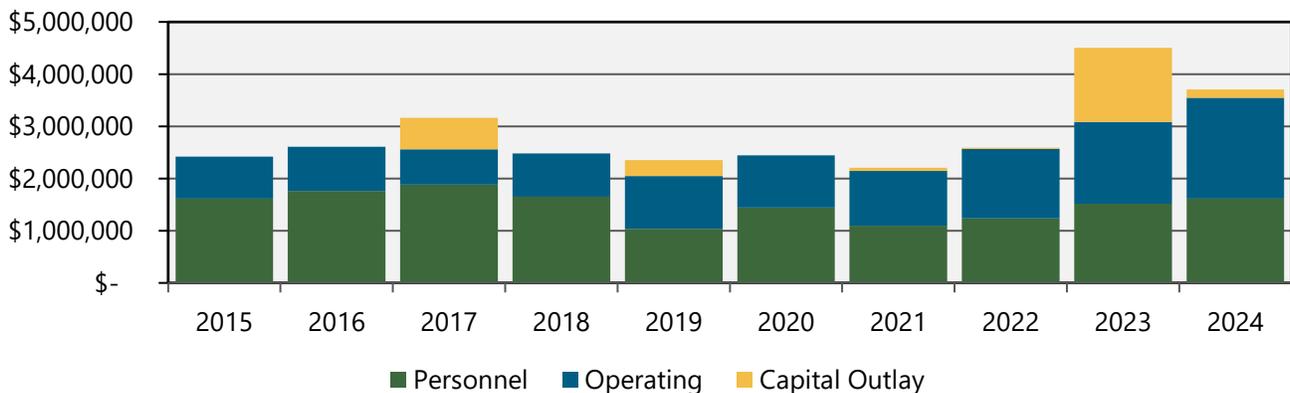
Budget Summary

Sewer Maintenance Expenditures by Type					
Type	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Personnel	1,238,497	1,601,000	1,516,900	1,613,700	0.79%
Operating	1,329,538	1,994,614	1,568,319	1,930,600	-3.21%
Capital	19,711	1,546,329	1,417,045	160,500	-89.62%
Total	\$2,587,746	\$5,141,943	\$4,502,264	\$3,704,800	-27.95%

Sewer Maintenance Expenditures by Type



Sewer Maintenance Expenditure History



Line Item Expenditures

Sewer Maintenance Expenditures					
Line Item	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Salaries	872,525	1,095,600	1,041,700	1,100,400	0.44%
FICA	63,498	78,300	79,600	84,200	7.54%
Group Insurance	143,350	215,900	180,900	207,300	-3.98%
OPEB Expense	-	-	-	-	-
General Retirement	99,703	124,100	124,000	141,800	14.26%
401K General	43,627	51,200	52,000	55,100	7.62%
Workers Comp	15,793	35,900	38,700	24,900	-30.64%
Postage	356	500	500	500	0.00%
Telephone & Communication	6,835	9,000	9,160	12,500	38.89%
Printing	2,006	1,310	1,300	2,000	52.67%
Utilities	73,452	70,000	66,000	86,500	23.57%
Travel and Training	9,112	9,500	9,300	10,000	5.26%
Maintenance & Repair - Equipment	13,179	45,030	30,000	34,800	-22.72%
Maintenance & Repair - Vehicle	26,583	43,000	43,000	33,000	-23.26%
Maintenance & Repair - Utility System	209,148	425,167	205,000	325,300	-23.49%
Maintenance & Repair - Pump Stations	332,743	534,600	445,000	700,500	31.03%
Rental - Equipment	-	5,000	9,500	5,000	0.00%
Automotive Supplies	14,857	17,274	14,000	15,000	-13.16%
Motor Fuel	77,356	75,940	77,000	73,600	-3.08%
Office Supplies	540	1,500	500	500	-66.67%
Departmental Supplies	78,361	105,023	78,000	87,800	-16.40%
Technology Hardware & Accessories	4,522	13,300	8,200	7,500	-43.61%
Safety Supplies	1,357	4,000	1,200	4,000	0.00%
Meeting & Event Provisions	387	500	500	1,000	100.00%
Uniforms	7,632	18,153	14,200	18,200	0.26%
Contracted Services	378,275	479,161	429,161	400,000	-16.52%
Personal Protective Equipment	8,556	7,400	7,400	8,500	14.86%
Software License & Maintenance	15,917	25,058	23,000	32,600	30.10%
Professional Services	-	-	-	-	-
Professional Services - Eng/Survey	65,879	96,198	91,198	65,000	-32.43%
Dues and Subscriptions	1,175	4,500	1,700	3,300	-26.67%
Operating Licenses & Permits	1,310	3,500	3,500	3,500	0.00%
Capital Outlay - Improvements	19,711	757,284	658,000	5,000	-99.34%
Capital Outlay - Equipment	-	789,045	759,045	155,500	-80.29%
Total	\$2,587,746	\$5,141,943	\$4,502,264	\$3,704,800	-27.95%



Water & Sewer Fund Non-Departmental

Water & Sewer Fund Debt Service					
Account Description	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Principal	579,000	659,300	659,300	663,600	0.65%
Principal - Sewer	2,343,670	2,350,000	2,350,000	2,365,100	0.64%
Interest	81,130	86,300	86,300	86,900	0.70%
Interest - Sewer	663,162	656,800	656,800	661,100	0.65%
Total	\$3,666,963	\$3,752,400	\$3,752,400	\$3,776,700	0.65%

Other Uses

Other uses in the Water & Sewer Fund typically represent transfers to capital project funds. For FY23-24, these transfers include \$4,100,000 for Advance Metering Infrastructure.

Water & Sewer Fund Other Financing					
Account Description	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Payment to Refund Debt	-	-	-	-	-
Transfer to General Fund	-	-	-	-	-
Transfer to W/S Project Fund	1,200,000	1,400,000	1,400,000	4,100,000	192.86%
Total	\$1,200,000	\$1,400,000	\$1,400,000	\$4,100,000	192.86%

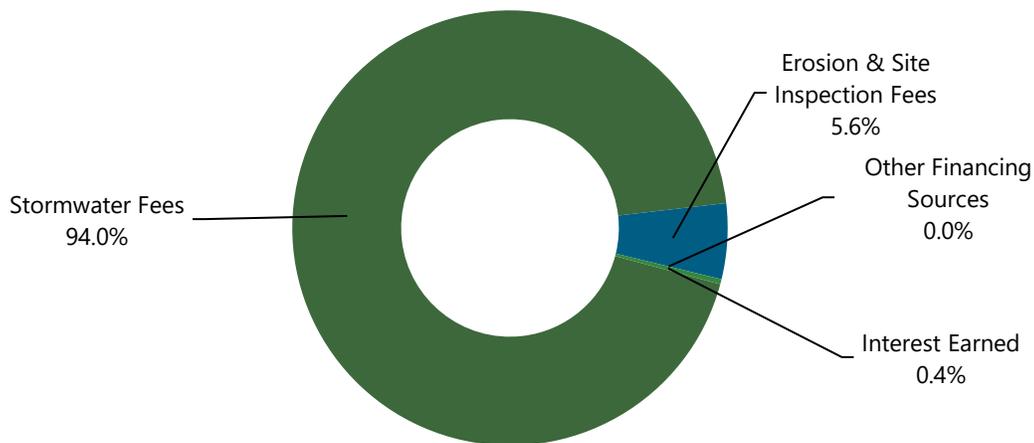
Water & Sewer Fund Contingency					
Account Description	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Contingency	-	100,000	-	100,000	0.00%
Total	\$ -	\$100,000	\$ -	\$100,000	0.00%



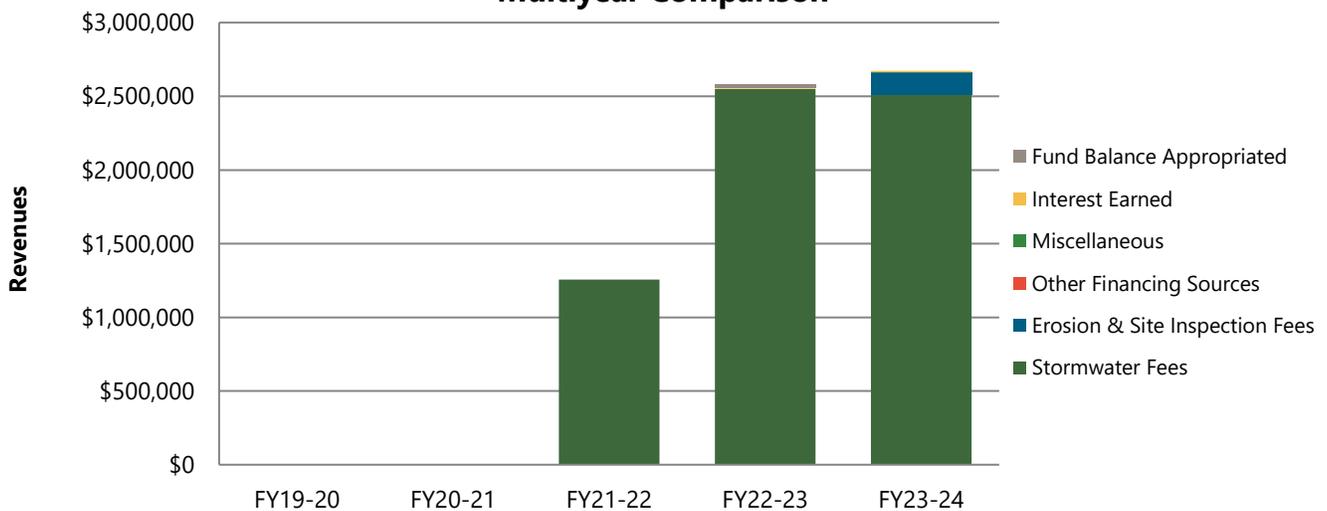
Stormwater Fund Revenues by Source

Stormwater Fund Revenues by Source					
Source	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Stormwater Fees	1,257,067	1,935,600	2,549,700	2,511,900	29.77%
Erosion & Site Inspection Fees	-	-	-	150,000	-
Interest Earned	-	-	5,000	10,000	-
Fund Balance Appropriated	-	20,800	25,734	-	-100.00%
Total	1,257,067	\$1,956,400	\$2,580,434	\$2,671,900	36.57%

Stormwater Revenues by Source FY23-24



Stormwater Fund Revenues by Source: Multiyear Comparison



Source Descriptions

Stormwater Fees

Stormwater fees are collected by the Town to fund projects to maintain the stormwater system which helps in the effort to reduce runoff and improve water quality. Stormwater fees account for \$2.51 million in the FY23-24 Stormwater Fund budget.

Erosion & Site Inspection Fees

Erosion and site inspection fees are review processing fees collected by the Town for each acre of disturbed land or any part of an acre of disturbed land by the which helps in the effort to reduce runoff and improve water quality. Erosion & Site Inspection fees account for \$150,000 in the FY23-24 Stormwater Fund budget.

Investment Earnings

Investment earnings include the return earned on cash and investment balances. Interest is earned on the cash balances invested with the North Carolina Capital Management Trust (NCCMT) and other allowable investments in various CD's and money market accounts. Investment earnings account for \$10,000 in the FY23-24 Stormwater Fund budget.

Fund Balance Appropriated

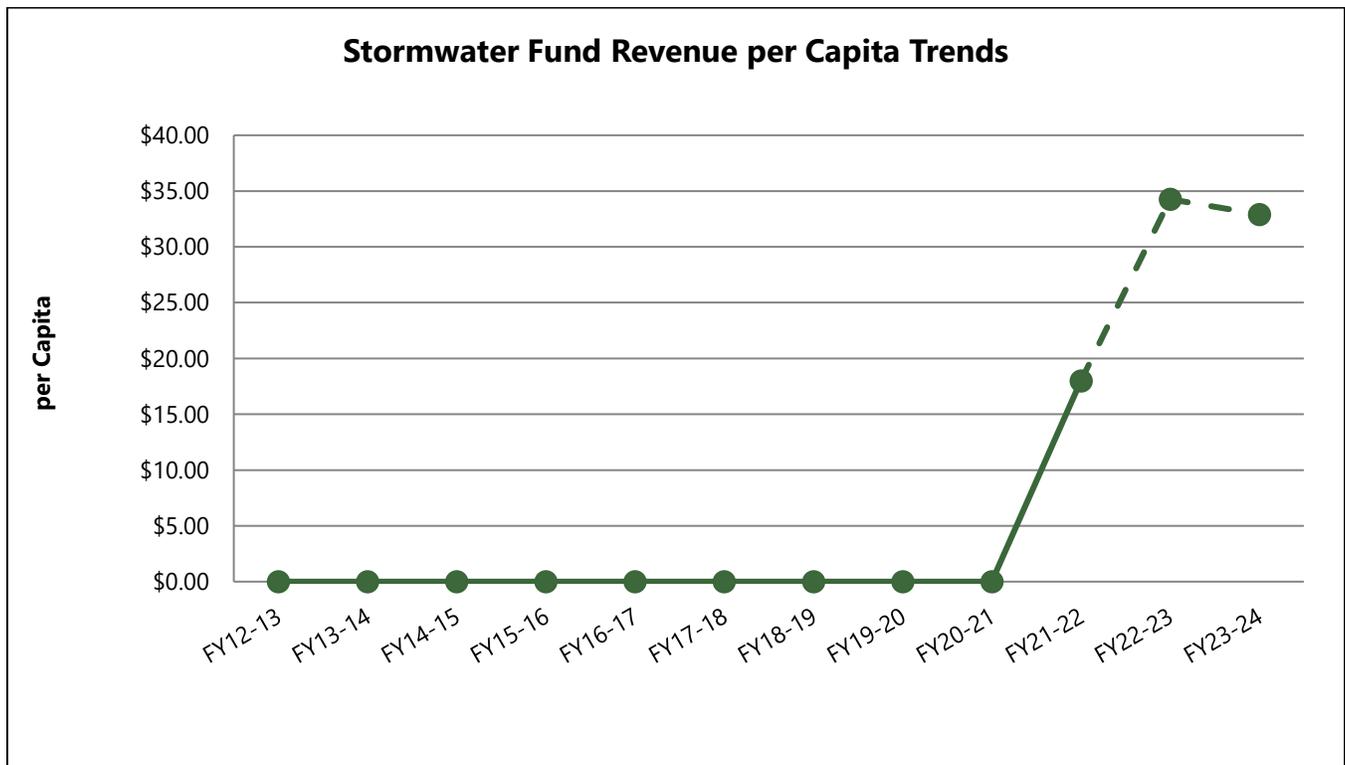
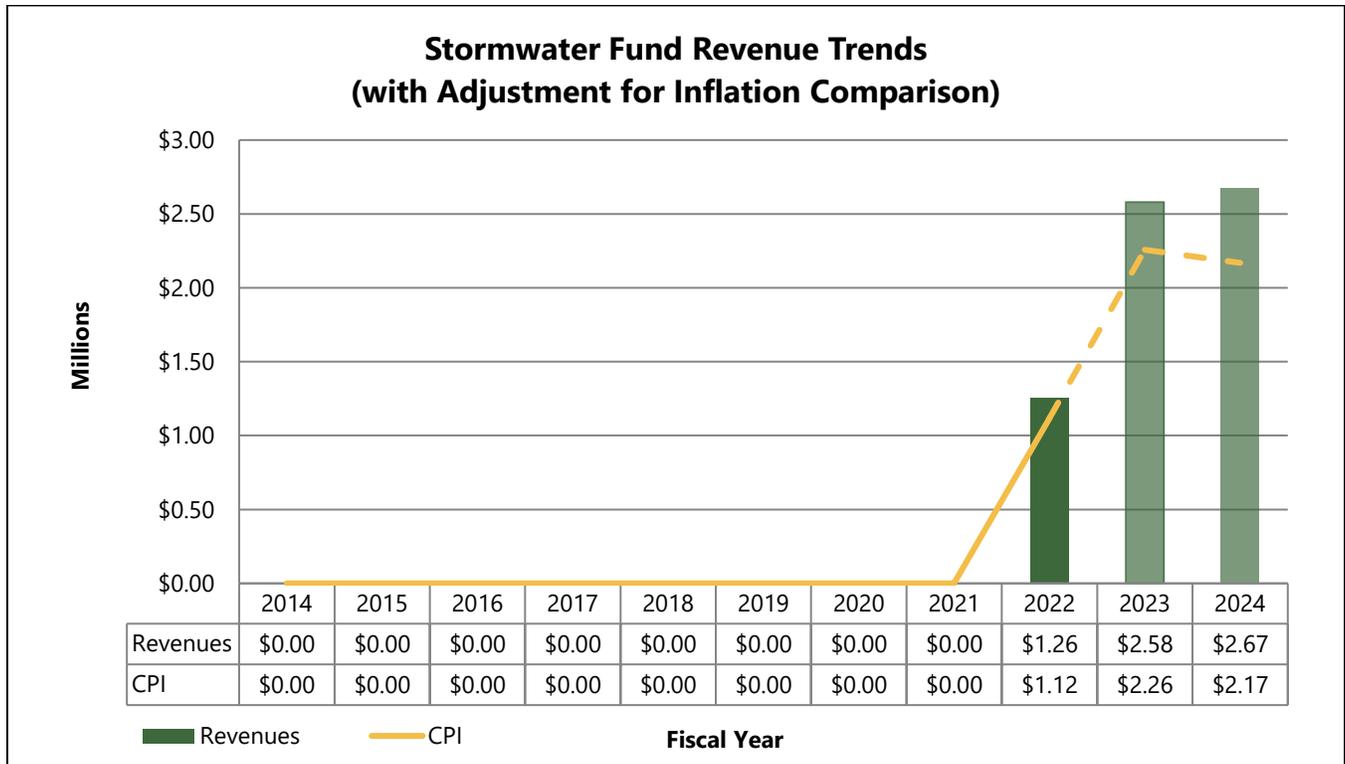
Allocations from fund balance represent the use of reserve funds. The Town typically uses reserves for specific capital projects, onetime opportunities, or emergency operations. There are no fund balance appropriations in the FY23-24 Stormwater Fund budget.

Revenues by Line Item

Water & Sewer Fund Revenues					
Line Item	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Recommend	Percent Change
Erosion and Site Inspection	-	-	-	150,000	-
Stormwater Fees - Residential	796,855	1,110,600	1,474,800	1,415,600	27.46%
Stormwater Fees - Commercial	460,212	825,000	1,074,900	1,096,300	32.88%
Fund Bal App - PO Carryover	-	20,800	25,734	-	-100.00%
Total	\$1,257,067	\$1,956,400	\$2,580,434	\$2,671,900	36.57%



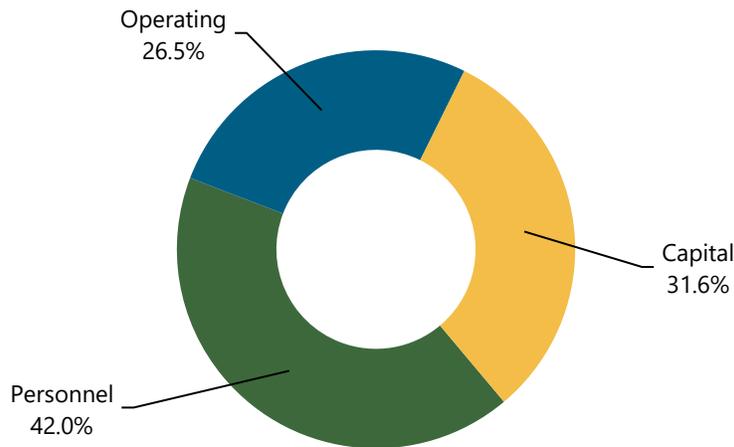
Revenue Trends



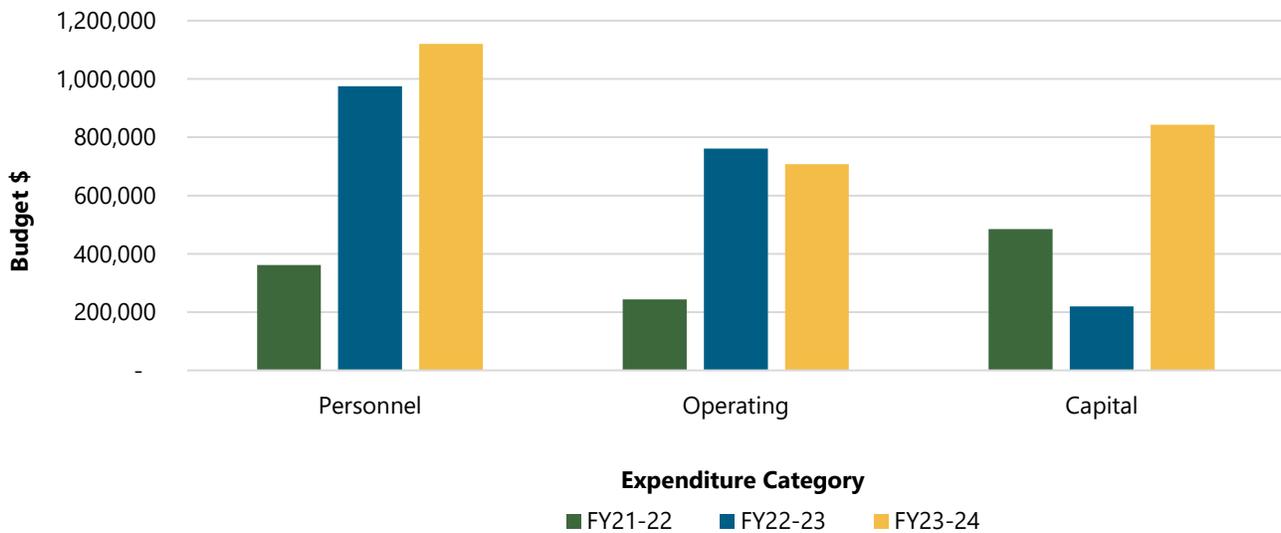
Stormwater Fund Expenditures by Type

Stormwater Expenditures by Type					
Type	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Personnel	361,263	974,800	885,100	1,120,900	14.99%
Operating	244,037	761,600	460,150	707,400	-7.12%
Capital	485,286	220,000	-	843,600	283.45%
Total	\$1,090,586	\$1,956,400	\$1,345,250	\$2,671,900	36.57%

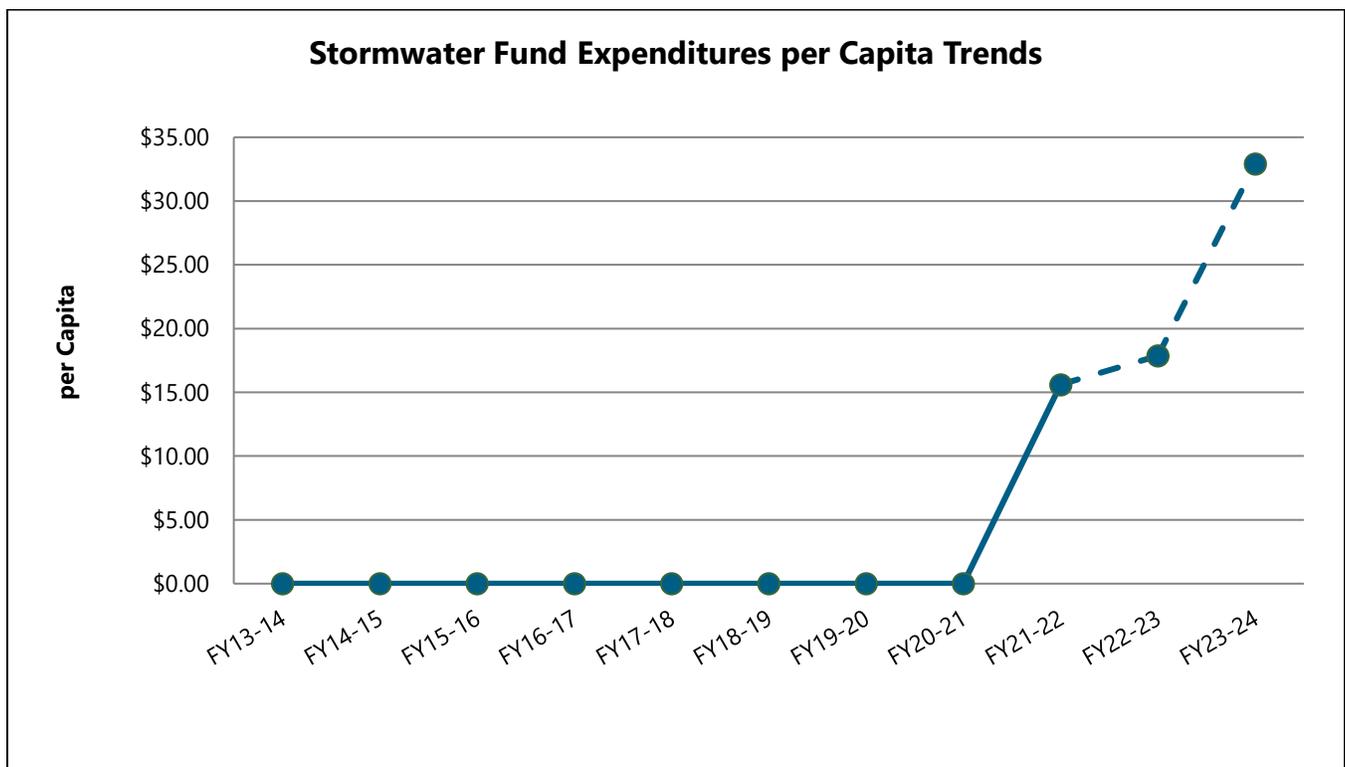
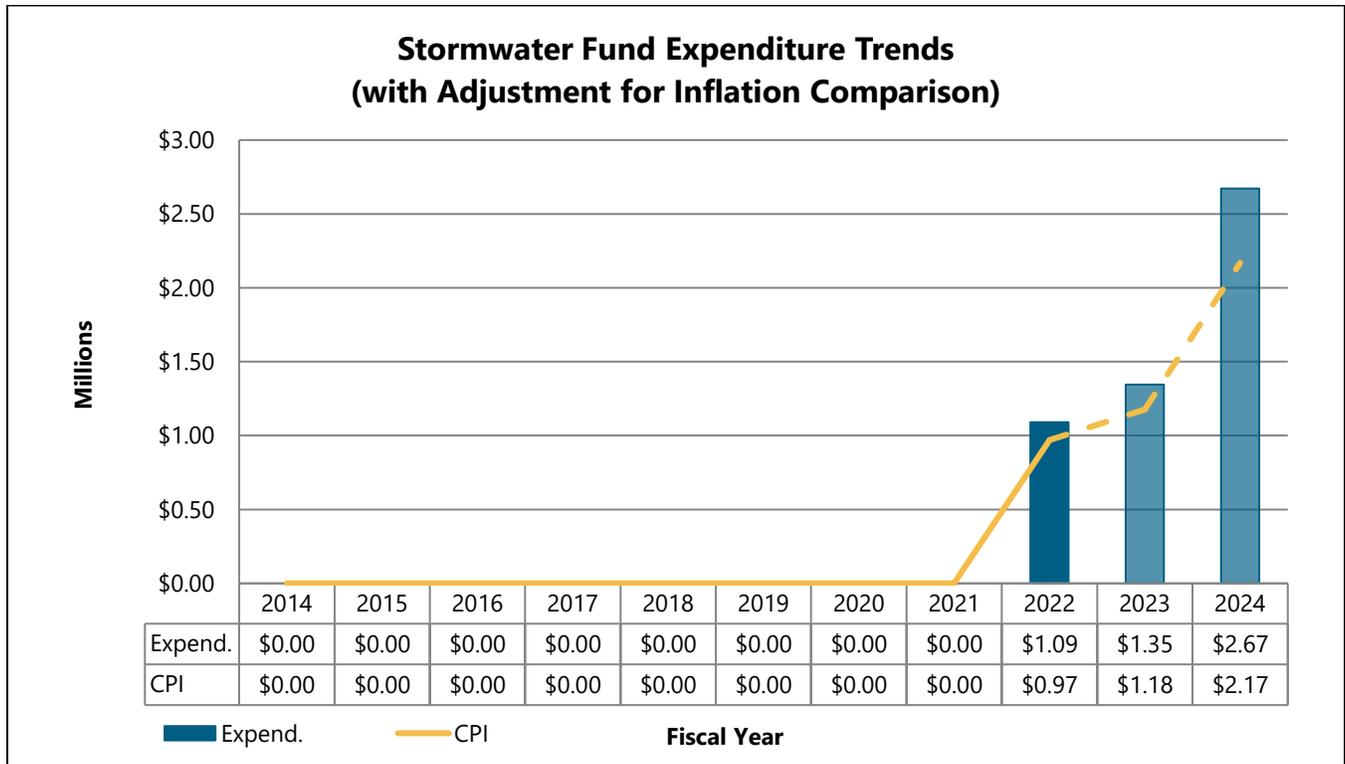
**Stormwater Expenditures by Type
FY23-24**



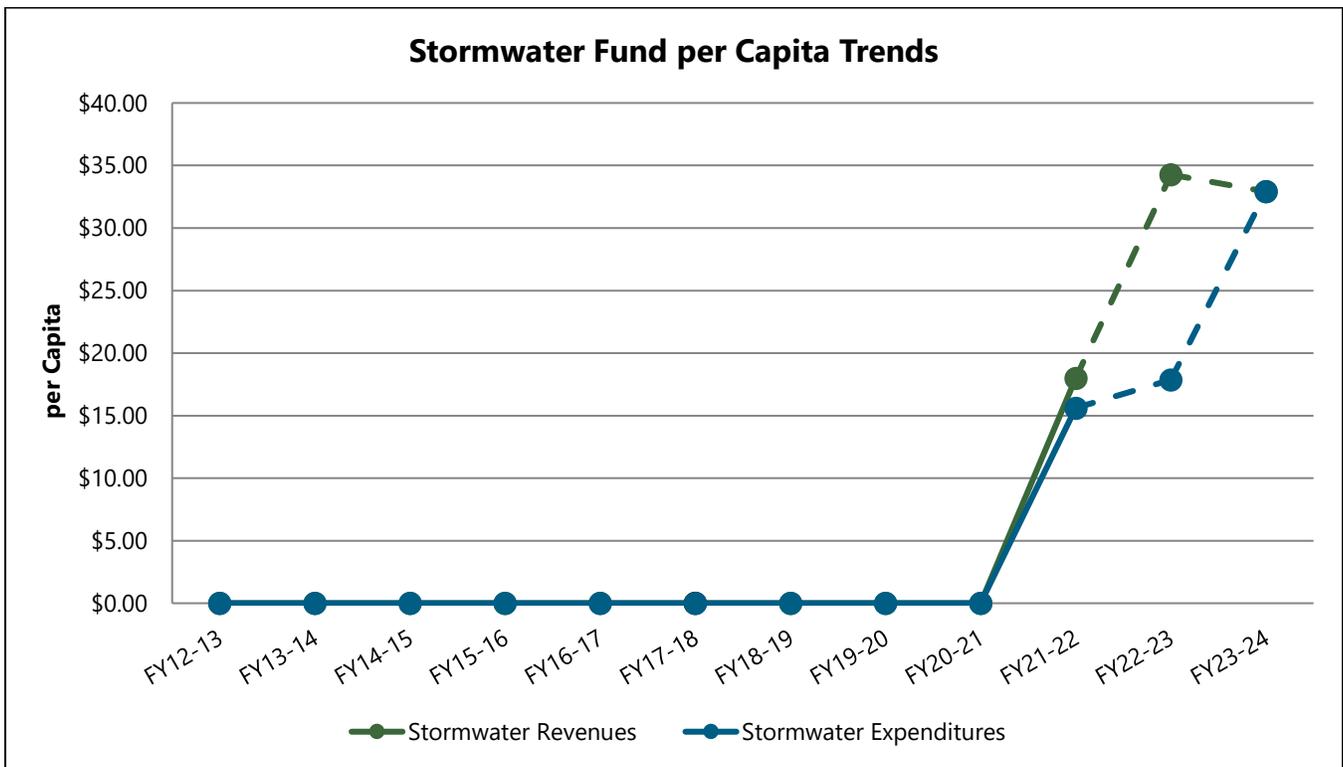
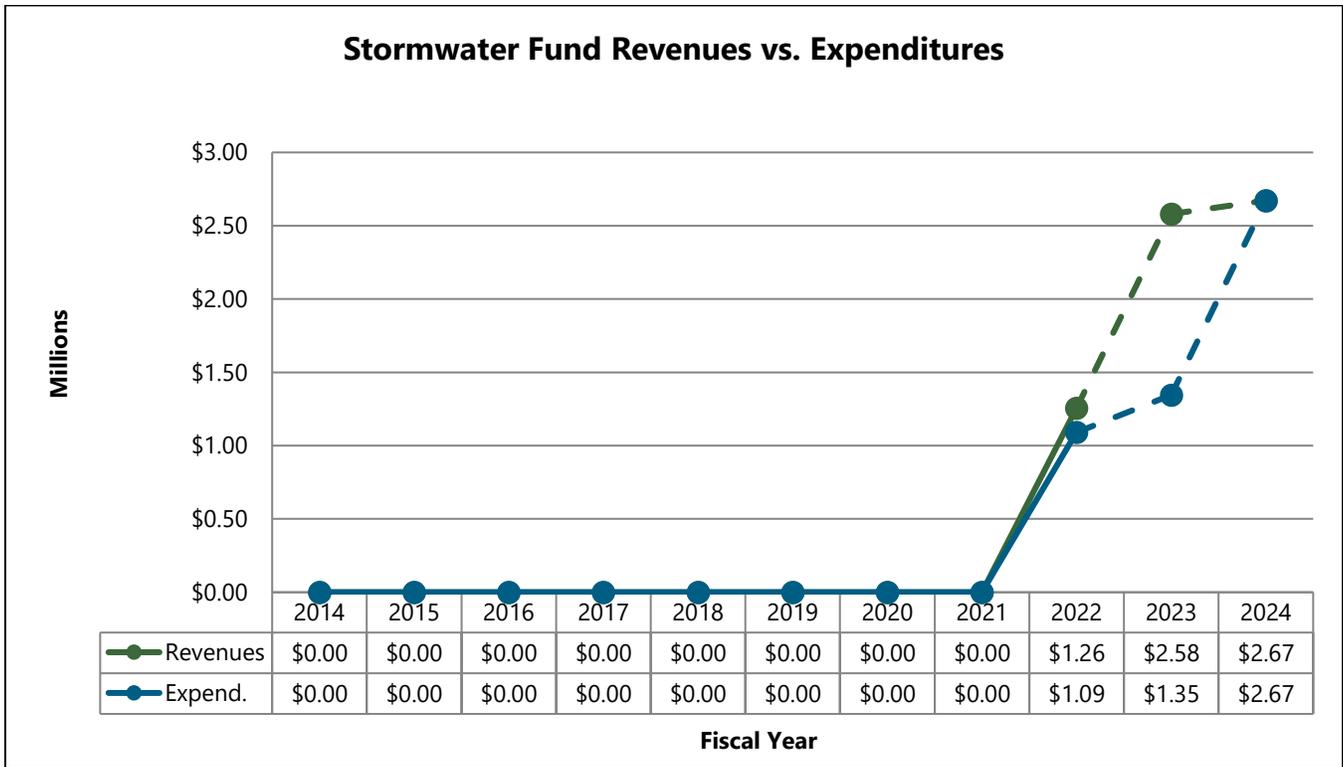
Stormwater Expenditures by Type



Expenditure Trends

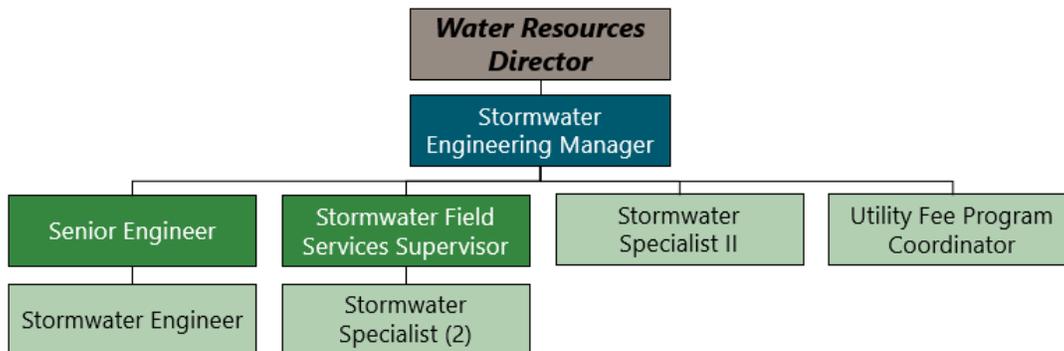


Revenues vs. Expenditures



STORMWATER UTILITY

Reports to Assistant Town Manager



Description

The Stormwater Utility ensures that compliance with State and Federal environmental regulations is achieved and maintained. The Utility also maintains and improves the current public stormwater system assets.

Recent Accomplishments

- Completed the Dogwood Ridge stream restoration project.
- Improved the public drainage infrastructure on Wrenn & Olive Streets.
- Began the multi-year Stormwater System Condition Assessment project.

Strategic Goal Activities

High Performing Government

- Complete Pilot Study phase of the Stormwater System Condition Assessment. The comprehensive assessment will begin in the upper Middle Creek basin and include physical inspection of public stormwater pipes, junction boxes, catch basins, inlets, culverts, and outfalls. The inspection data collected will be ranked based on likelihood of asset failure and consequence of failure. The rankings will prioritize stormwater capital improvement need for the Town.

Environmental Leadership

- Complete Apex Nature Park Stream Restoration Grant. The Town has already spent millions of dollars on sewer line relocations due to stream encroachment. This stream has the potential to create the same problem and with the disc golf course utilizing this area, it was a great opportunity to educate the public about streams, riparian buffers, and floodplains, while also creating safe passage ways for retrieving discs that will not degrade the environment or create water quality issues. Apex successfully applied for grant funding through North Carolina Land and Water Fund and the resulting outcomes will be a full set of construction drawings that can be used for a future stream restoration project.

FY 2023-2024 Budget Highlights

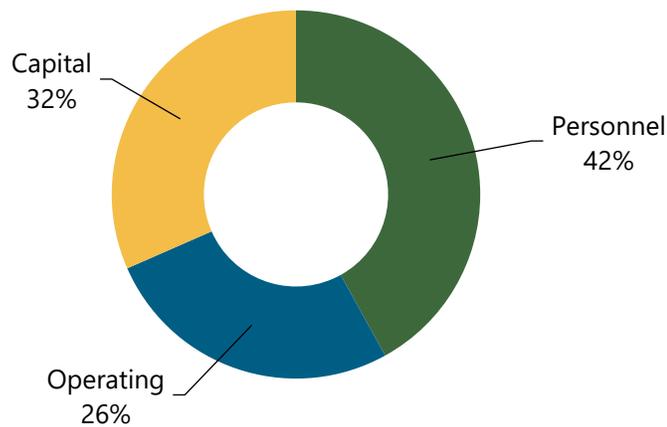
- The Stormwater Utility budget increased 36.57 percent in FY23-24.
- The Stormwater Utility budget and is equivalent to \$134.27 per utility account.
- The Town plans to spend \$35.41 per capita for Stormwater in FY23-24.
- This is the first full fiscal year this service will be operating as its own utility. The costs associated with this service were previously housed in the Water & Sewer Fund and have since relocated to create this new Stormwater Utility.
- This budget includes the addition of one new position, a Stormwater Utility Engineer, and the associated onboarding costs.



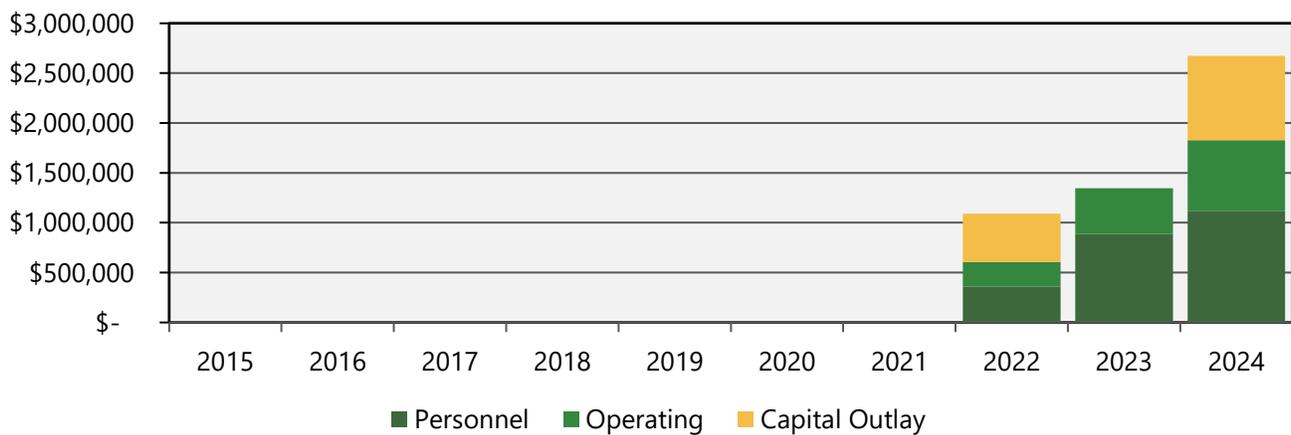
Budget Summary

Stormwater Expenditures by Type					
Type	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Personnel	361,263	974,800	885,100	1,120,900	14.99%
Operating	244,037	761,600	460,150	707,400	-7.12%
Capital	485,286	220,000	-	843,600	283.45%
Total	\$1,090,586	\$1,956,400	\$1,345,250	\$2,671,900	36.57%

Stormwater Expenditures by Type



Stormwater Expenditure History



Line Item Expenditures

Stormwater Expenditures					
Line Item	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Salaries	361,263	693,300	640,600	788,500	13.73%
Part-Time Salaries	-	-	-	-	-
FICA	-	51,200	44,500	60,400	17.97%
Group Insurance	-	100,000	82,900	116,700	16.70%
General Retirement	-	81,100	73,000	101,600	25.28%
401K General	-	33,500	32,100	39,500	17.91%
Workers Comp	-	15,700	12,000	14,200	-9.55%
Postage	-	2,200	50	1,500	-31.82%
Telephone & Communication	40	6,600	1,000	2,600	-60.61%
Printing	-	4,000	3,000	3,000	-25.00%
Utilities	-	-	-	8,200	-
Travel and Training	-	8,000	5,500	12,500	56.25%
Maintenance & Repair - Building	-	-	-	-	-
Maintenance & Repair - Equipment	-	-	-	-	-
Maintenance & Repair - Vehicle	-	1,500	300	1,000	-33.33%
Automotive Supplies	-	1,500	500	600	-60.00%
Motor Fuel	-	9,000	6,000	5,000	-44.44%
Office Supplies	-	1,700	500	1,100	-35.29%
Departmental Supplies	-	11,000	5,000	24,000	118.18%
Technology Hardware & Accessories	-	13,100	7,000	3,700	-71.76%
Meeting & Event Provisions	-	1,000	400	2,000	100.00%
Community Outreach Materials/Activities	-	5,500	2,000	3,000	-45.45%
Uniforms	-	3,400	3,400	5,400	58.82%
Contracted Services	166,723	260,000	215,000	225,000	-13.46%
Personal Protective Equipment	-	1,600	1,200	1,800	12.50%
Software License & Maintenance	-	15,100	10,000	23,000	52.32%
Professional Services	-	270,000	55,000	30,000	-88.89%
Professional Services - Engineer/Survey	77,274	140,000	138,100	335,000	139.29%
Dues and Subscriptions	-	5,200	5,000	7,700	48.08%
Operating Licenses & Permits	-	1,200	1,200	1,600	33.33%
Special Programs	-	-	-	9,700	-
Capital Outlay - Land	207,887	-	-	-	-
Capital Outlay - Improvements	277,399	220,000	-	613,600	178.91%
Capital Outlay - Equipment	-	-	-	230,000	-
Total	\$1,090,586	\$1,956,400	\$1,345,250	\$2,671,900	36.57%



Capital Reserve Funds

The Town of Apex maintains six Capital Reserve Accounts: Fire, Transportation, Eva Perry Library, Recreation, Water & Sewer, Water & Sewer (HB436) Capital Reserve. A capital reserve is a type of account used to account for financial resources used for the acquisition or construction of major facilities, long-term capital projects, or other large and anticipated expenses that will be incurred in the future.

Fire Capital Reserve

The Fire Capital Reserve has been in place since the merger of the local non-profit EMS service into the Town of Apex in 2011. Primary funding in the past has been donations.

Fire Capital Reserve					
Revenues	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Interest Earned	19	-	-	-	-
Fund Bal Appropriated - Budget	-	-	-	-	-
Total	\$19	\$ -	\$ -	\$ -	-
Expenditures	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Transfer to General Fund	110,224	-	-	-	-
Reserved for Future Expenditures	-	-	-	-	-
Total	\$ 110,224	\$ -	\$ -	\$ -	-

Transportation Capital Reserve

The Transportation Capital Reserve revenues include the motor vehicle tax authorized by NC General Statutes and interest earned. General Statutes cap the motor vehicle tax at \$30. Municipalities can use the first \$5.00 for any general purpose, with any subsequent \$5.00 increments restricted to street resurfacing, repairs, and maintenance up to \$20. Beginning in FY20-21, Apex implemented the full \$30 motor vehicle tax. All revenues from the first \$25 of the tax go to transportation improvement projects, and revenues from the remaining \$5 of the tax are included in the General Fund for transit costs. The FY23-24 Budget includes the use of these funds for paving projects and the Justice Heights Street Extension.

Transportation Capital Reserve					
Revenues	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Motor Vehicle Licenses	1,282,196	1,250,000	-	1,400,000	12.00%
Interest Earned	5,734	1,000	-	-	-100.00%
Fund Bal Appropriated - Budget	-	-	-	-	-
Fund Bal Appropriated - Amend	-	-	-	-	-
Total	\$1,287,930	\$1,251,000	\$ -	\$1,400,000	11.91%
Expenditures	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Transfer to General Fund	600,000	750,000	-	650,000	-13.33%
Transfer to Street Project	933,103	500,000	-	750,000	50.00%
Reserved for Future Expenditures	-	1,000	-	-	-100.00%
Total	\$1,533,103	\$1,251,000	\$ -	\$1,400,000	11.91%



Eva Perry Library Fund

The Eva Perry Library Fund is a special revenue fund that accounts for resources set aside for future maintenance and projects at Eva Perry Library. This fund's revenue sources include interest earned and transfers from the General Fund. The Town currently owns the Eva Perry Regional Library located at 2100 Shepherds Vineyard Drive in Apex. By interlocal agreement with Wake County, the Town is responsible for all major repairs and renovations to the facility. Wake County is responsible for routine maintenance, upkeep, and operation of the facility. The FY23-24 Budget includes the use of these funds to replace the roof at the facility.

Eva Perry Library Fund					
Revenues	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Interest Earned	216	-	-	-	-
Fund Bal Appropriated - Budget	-	-	-	400,000	-
Transfer from General Fund	796,000	400,000	-	200,000	-50.00%
Total	\$796,216	\$400,000	\$ -	\$600,000	50.00%
Expenditures	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Building Maintenance and Repair	795,986	-	-	-	-
Capital Outlay - Improvements	-	400,000	-	600,000	50.00%
Reserved for Future Expenditures	-	-	-	-	-
Total	\$795,986	\$400,000	\$ -	\$600,000	50.00%

Recreation Capital Reserve

The Recreation Capital Reserve accounts for development fees that are restricted for construction and improvements of parks and recreation facilities. This fund's primary revenue source is Recreation Subdivision Fees. Existing Town ordinances require either the dedication of open space for public recreation or the payment of a fee in lieu per unit. The requirement regarding land dedication or fee in lieu is based on the Town's adopted Parks, Recreation, Greenways, and Open Space Master Plan.

Recreation Capital Reserve					
Account Description	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Subdivision Recreation Fees	3,371,307	1,500,000	1,500,000	1,300,000	-13.33%
Interest Earned	5,097	1,000	-	-	-100.00%
Transfer from General Fund	-	1,073,600	-	-	-100.00%
Fund Bal Appropriated - Budget	-	-	-	-	-
Fund Bal Appropriated - Amend	-	-	-	-	-
Total	\$3,376,404	\$2,574,600	\$1,500,000	\$1,300,000	-49.51%
Expenditures	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Transfer to General Fund	-	-	-	-	-
Transfer to Recreation Project	-	-	-	-	-
Reserved for Future Expenditures	-	2,574,600	-	1,300,000	-49.51%
Total	\$ -	\$2,574,600	\$ -	\$1,300,000	-49.51%



Water & Sewer/Water & Sewer (HB436) Capital Reserves

The Water & Sewer Capital Reserve receives the bulk of revenues from developer payments of Capital Reimbursement Fees. The purpose of Capital Reimbursement Fees is a one-time capital charge assessed against new development as a way to provide for or cover a proportional share of the costs of capital facilities. When connected to the water and sewer systems, each new development demands capacity from these treatment facilities. In 2017, The NC General Assembly passed legislation regarding the collection of system development fees, or capital reimbursement fees. To make a clear transition to the new collection method, the Town established a new capital reserve fund to account for capital reimbursement fees. The HB436 tag references the bill passed by the General Assembly. Transfers to the Water-Sewer Capital Project Fund are for expansion projects including Big Branch 2 Pump Station & Force Main, Roberts Road Water Line Connection, Water Vault, Hwy 55 Booster Pump Station upgrades, and the Town's commitment to its joint facilities with Cary.

Water-Sewer Capital Reserve					
Revenues	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Capital Reimbursement Fees - Residential	-	-	-	-	-
Capital Reimbursement Fees - Commercial	-	-	-	-	-
Capacity Fees - Residential	-	-	-	-	-
Capacity Fees - Commercial	210,350	-	-	-	-
Interest Earned	22,007	12,200	12,200	12,200	0.00%
Fund Bal Appropriated - Budget	-	4,010,000	4,010,000	277,800	-93.07%
Fund Bal Appropriated - Amend	-	-	-	-	-
Total	\$232,357	\$4,022,200	\$4,022,200	\$290,000	-92.79%
Expenditures	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Transfer to W/S Fund	-	-	-	-	-
Transfer to W/S Project Fund	5,952,500	4,022,200	4,022,200	290,000	-92.79%
Reserved for Future Expenditures	-	-	-	-	-
Total	\$5,952,500	\$4,022,200	\$4,022,200	\$290,000	-92.79%

Water-Sewer Capital Reserve (HB436)					
Revenues	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Capital Reimbursement Fees - Water	2,076,998	1,000,000	1,507,552	1,000,000	0.00%
Capital Reimbursement Fees - Sewer	4,164,548	1,500,000	3,027,509	2,000,000	33.33%
Interest Earned	7,353	-	-	-	-
Fund Bal Appropriated - Budget	-	544,195	-	20,000,000	3575.15%
Fund Bal Appropriated - Amend	-	433,687	-	-	-100.00%
Total	\$6,248,899	\$3,477,882	\$4,535,061	\$23,000,000	561.32%
Expenditures	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Transfer to W/S Fund	388,250	977,882	-	-	-100.00%
Transfer to W/S Project Fund	1,175,000	-	-	20,620,000	-
Reserved for Future Expenditures	-	2,500,000	-	2,380,000	-4.80%
Total	\$1,563,250	\$3,477,882	\$	\$23,000,000	561.32%



Health & Dental Fund

The Town of Apex self-insures routine health and dental claims and uses this fund to centralize costs and allocate them to various departments and funds based on the number of employees. The Health and Dental Fund operates as an Internal Services Fund to account for providing services to other funds and departments of the Town. This allows the Town to centralize certain services and allocate them on a full cost reimbursement basis. In accordance with N.C.G.S. 159-13.1, the Town adopts a financial plan with the budget ordinance for the Health and Dental Fund to provide health and dental coverage to employees and certain retirees. Payments to the fund are included in the annual budgets of the other funds.

Revenues

Health & Dental Fund Revenues					
Source	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Health Premiums	4,482,058	5,673,259	5,673,200	6,258,100	10.31%
Spouse/Dependent Health	1,097,327	1,108,709	1,108,700	1,199,000	8.14%
Retiree Contribution	15,216	33,343	33,300	35,000	4.97%
Dental Premiums	255,834	281,700	281,700	357,500	26.91%
Spouse/Dependent Dental	166,022	174,075	174,000	175,000	0.53%
Vision Premiums	77,194	78,000	78,000	78,100	0.13%
Total	\$6,093,651	\$7,349,086	\$7,348,900	\$8,102,700	10.25%

Expenditures

Health & Dental Fund Expenditures					
Source	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Health Claims	4,704,103	5,375,327	5,375,400	6,173,400	14.85%
Dental Claims	390,339	455,792	455,800	509,700	11.83%
Admin Fees - Health	864,972	961,149	961,000	809,600	-15.77%
Health Claims - Retirees	15,476	21,280	21,300	22,800	7.14%
Dental Claims - Retiree	421,488	404,899	404,000	464,700	14.77%
Medicare Premiums	-	-	-	-	-
Admin Fees - Retiree	50,135	52,639	52,400	44,400	-15.65%
Admin Fees - Vision	78,712	78,000	78,000	78,100	0.13%
Total	\$6,525,225	\$7,349,086	\$7,347,900	\$8,102,700	10.25%



Other Funds

The Town of Apex maintains seven "Other" or miscellaneous funds that include State & Federal Police Funds, Police & Fire Donations, Affordable Housing Fund, Cemetery Fund, and the Health and Dental Fund.

State & Federal Police Funds

These two funds account for minor amounts of monies received through State and Federal funding opportunities and the expenditure of such. These revenues typically include grants for specific supplies, materials, or equipment.

Police State Funds					
	FY21-22	FY22-23	FY22-23	FY23-24	Percent
Revenues	Actual	Budget	Estimate	Budget	Change
Interest Earned	88	100	1,106	100	0.00%
Police Revenues	10,161	1,500	13,152	1,500	0.00%
Total	\$10,249	\$1,600	\$14,258	\$1,600	0.00%
Expenditures	FY21-22	FY22-23	FY22-23	FY23-24	Percent
	Actual	Budget	Estimate	Budget	Change
Supplies and Materials	-	-	-	-	-
Reserved for future Expenditures	-	1,600	14,258	1,600	0.00%
Total	\$ -	\$1,600	\$14,258	\$1,600	0.00%

Police Federal Funds					
	FY21-22	FY22-23	FY22-23	FY23-24	Percent
Revenues	Actual	Budget	Estimate	Budget	Change
Interest Earned	41	100	-	100	0.00%
Police Revenues	-	500	-	500	0.00%
Asset Seizures	-	-	-	-	-
Total	\$41	\$600	\$0	\$600	0.00%
Expenditures	FY21-22	FY22-23	FY22-23	FY23-24	Percent
	Actual	Budget	Estimate	Budget	Change
Supplies and Materials	-	600	500	600	0.00%
Capital Outlay - Equipment	-	-	-	-	-
Total	\$ -	\$600	\$500	\$600	0.00%



Police & Fire Donations Funds

These two funds account for donations given to the town for the express purpose of funding a specific initiative and operation of the respective public safety department.

Police Donations					
Revenues	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Interest Earned	73	100	887	100	0.00%
Miscellaneous Revenue	2,525	-	-	-	-
Police Contributions	17,428	5,000	6,665	5,000	0.00%
Total	\$20,025	\$5,100	\$7,552	\$5,100	0.00%
Expenditures	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Supplies and Materials	7,057	5,100	8,958	5,100	0.00%
Total	\$7,057	\$5,100	\$8,958	\$5,100	0.00%

Fire Donations					
Revenues	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Interest Earned	30	100	-	100	0.00%
Fire Dept. Donations	31	1,000	-	1,000	0.00%
Total	\$61	\$1,100	\$ -	\$1,100	0.00%
Expenditures	FY20-21 Actual	FY21-22 Budget	FY21-22 Estimate	FY22-23 Budget	Percent Change
Supplies and Materials	-	1,100	-	100	-90.91%
Capital Outlay - Equipment	-	-	-	1,000	-
Total	\$ -	\$1,100	\$ -	\$1,100	0.00%

Affordable Housing Fund

Town Council created this fund beginning in FY20-21. Town Council has dedicated revenue equivalent to one cent on the tax rate to fund various affordable housing projects and initiatives.

Affordable Housing Fund					
Revenues	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Interest Earned	3,283	-	15,000	15,000	-
Transfer from General Fund	1,595,000	1,776,000	1,776,000	1,233,000	-30.57%
Total	\$1,598,283	\$1,776,000	\$1,791,000	\$1,248,000	-29.73%
Expenditures	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Contracted Services	250,000	450,000	150,000	250,000	-44.44%
Affordable Housing Grant	79,683	336,700	-	-	-100.00%
Affordable Housing Loan	-	2,850,000	1,665,000	-	-100.00%
Reserved for Future Expenditures	-	189,300	-	998,000	427.21%
Total	\$329,683	\$3,826,000	\$1,815,000	\$1,248,000	-67.38%



Cemetery Fund

The purpose of the Cemetery Fund is to account for funds related to the sale and maintenance of the town owned cemetery. The sale of cemetery lots and earned interest on investments account for the revenues received in the fund. The cemetery account reserves any excess revenues over expenditures for cemetery improvements and perpetual care of the property.

Cemetery Fund					
	FY21-22	FY22-23	FY22-23	FY23-24	Percent
Revenues	Actual	Budget	Estimate	Budget	Change
Sale of Cemetery Plots	(1,550)	-	-	-	-
Interest Earned	848	1,000	-	8,000	700.00%
Fund Bal Appropriated - Budget	-	-	-	-	-
Total	(\$702)	\$1,000	\$ -	\$8,000	700.00%
Expenditures	FY21-22	FY22-23	FY22-23	FY23-24	Percent
	Actual	Budget	Estimate	Budget	Change
Transfer to General Capital Projects	-	-	-	-	-
Reserved for Future Expenditures	-	1,000	-	8,000	700.00%
Total	\$ -	\$1,000	\$ -	\$8,000	700.00%



Supplemental Information



**Town of Apex, North Carolina
FY 2023 – 2024 Annual Budget**

Approved Position Additions

General Fund						
Department	Position	Rec.	FY23-24 Personnel Cost	Operating & Capital Costs	Total Costs	Notes
Administration	Admin Assistant	1	\$ 42,543	\$ 4,525	\$ 47,068	
Information Technology	IT Specialist (Jr Operations Specialist)	1	\$ 56,646	\$ 3,575	\$ 60,221	
	IT Process Analyst (Business/Data)	1	\$ 131,489	\$ 4,275	\$ 135,764	ERP transitions
	Geographic Information Systems (GIS) Analyst	1	\$ 60,999	\$ 37,775	\$ 98,774	Combine PW/PRCR request
Communications	Public Safety PIO (Public Information Officer)	1	\$ 60,999	\$ 7,600	\$ 68,599	
Finance	Assistant Finance Director	1	\$ 181,793	\$ 9,075	\$ 190,868	Accounting capacity; no Asst. BC Superv.
	Purchasing/Contracting Specialist	1	\$ 91,253	\$ 5,075	\$ 96,328	
Community Development & Neighborhood Connections	Neighborhood Improvement Specialist	1	\$ 52,652	\$ 4,925	\$ 57,577	
	311 Manager	1	\$ 121,999	\$ 4,925	\$ 126,924	
Facilities	Facilities Maintenance Technician	1	\$ 48,988	\$ 58,900	\$ 107,888	FY 23 authorization Vacant
Police	Police Officer	3	\$ 245,797	\$ 327,150	\$ 572,947	Phase, plan has 4 FY 24
	Police Officer-Directed Patrol 1	2	\$ 163,865	\$ 218,300	\$ 382,165	
	School Resource Officer	1	\$ 81,932	\$ 109,150	\$ 191,082	Council Request
Fire	Emergency Management Coordinator	1	\$ 71,204	\$ 14,500	\$ 85,704	
Fleet	Fleet Services Manager	1	\$ 113,291	\$ 3,100	\$ 116,391	
Parks & Recreation	Volunteer Coordinator	1	\$ 48,988	\$ 8,375	\$ 57,363	
	Recreation Customer Service Specialist	1	\$ 45,627	\$ 1,025	\$ 46,652	PT to FT; Senior Center
	30-hr. Camp Director w/ Benefits	2	\$ 155,239	\$ 9,940	\$ 165,179	TO Camp Expansion
	Recreation Program Specialist	1	\$ 105,304	\$ 254,370	\$ 359,674	TO Camp Expansion
	Pleasant Park Operations Worker	1	\$ 85,085	\$ 2,534	\$ 87,619	
Fund Total		24	\$ 1,965,692	\$ 1,198,244	\$ 3,163,936	
Enterprise Funds						
Sewer Maintenance	Utility Crew Field Supervisor	1	\$ 113,335	\$ 92,355	\$ 205,690	
Stormwater	Stormwater Engineer	1	\$ 142,451	\$ 4,675	\$ 147,126	
Electric	Electric Line Tech	2	\$ 105,349	\$ 58,600	\$ 163,949	
Fund Total		4	\$ 361,135	\$ 155,630	\$ 516,765	

4 Year Staffing Plan

General Fund Department	Position	FY23-24		FY24-25		FY25-26		FY 26-27	
		Count	Est. Cost	Count	Est. Cost	Count	Est. Cost	Count	Est. Cost
Administration	Administrative Assistant	1	80,787	-	-	-	-	1	80,787
	Management Analyst	-	-	1	117,675	-	-	1	117,675
Town Clerk's Office	Public Records Coordinator	-	-	1	93,669	-	-	-	-
Human Resources	HR Analyst	-	-	-	-	1	108,974	1	108,974
	Training Specialist	-	-	-	-	-	-	1	100,991
Information Technology	Process Analyst (Business/Data)	1	127,159	-	-	-	-	1	127,159
	IT Specialist (Jr Operations Specialist)	1	108,974	-	-	1	108,974	-	-
	GIS Analyst	1	117,675	-	-	-	-	1	117,675
	IT Services Manager (Innovation)	-	-	1	108,974	-	-	-	-
	Data/Applications Architect	-	-	1	117,675	-	-	-	-
Finance	Assistant Finance Director	1	177,427	-	-	-	-	-	-
	Contracting Specialist	1	86,951	-	-	-	-	-	-
	Accounting Technician	-	-	-	-	1	93,669	-	-
	Buyer - warehouse	-	-	1	93,669	-	-	-	-
Communications	Public Information Officer	1	117,675	-	-	-	-	-	-
	Media Specialist	-	-	-	-	-	-	1	108,974
Budget & Performance	Budget & Performance Analyst	-	-	1	117,675	-	-	-	-
	Community Engagement Specialist	-	-	1	108,974	1	108,974	-	-
Community Development & Neighborhood Connections	Neighborhood Improvement Specialist	1	100,991	-	-	1	100,991	-	-
	311 Manager	1	117,675	-	-	1	117,675	-	-
	311 Customer Service Representative	-	-	3	242,361	2	161,574	1	80,787
Planning	Administrative Assistant	-	-	1	93,669	-	-	-	-
	Planner I	-	-	-	-	1	108,974	-	-
Police	Police Officer	3	314,784	2	209,856	2	209,856	2	209,856
	Police Officer-Directed Patrol	2	209,856	1	104,928	-	-	-	-
	Detective (Mental Health & DV)	-	-	1	118,338	-	-	1	118,338
	Officer-Traffic Safety Unit	-	-	-	-	2	209,856	2	209,856
	Community Policing Officer (CPO)/SRO	1	104,928	-	-	1	104,928	1	104,928
	Support Services Specialist (Training, Fleet & Facility)	-	-	-	-	-	-	1	100,991
	Telecommunicator	-	-	-	-	1	100,991	1	100,991
Fire	Community Outreach Specialist	-	-	-	-	-	-	-	-
	Emergency Management Coordinator	1	138,070	-	-	-	-	-	-
	Accreditation Specialist	-	-	1	100,991	-	-	-	-
	Firefighter	-	-	1	93,163	1	93,163	1	93,163

Transportation & Infrastructure Devpmt	Infrastructure Inspector	-	-	1	108,974	-	-	-	-
	Capital Project Coordinator	-	-	1	127,159	-	-	1	127,159
Public Works - Facilities	Facilities Maintenance Mechanic / Tech	1	93,669	-	-	1	93,669	-	-
Public Works - Fleet	Fleet Services Manager	1	100,991	-	-	-	-	-	-
	Fleet Services Mechanic	-	-	1	86,951	-	-	-	-
Public Works - Streets	Field Crew Supervisor	-	-	1	93,669	1	93,669	-	-
	Streets Maintenance Worker	-	-	2	150,264	-	-	1	75,132
Public Works - Solid Waste	Heavy Equipment Operator	-	-	1	80,787	-	-	-	-
Inspections & Permits	Development Customer Service Representative	-	-	1	80,787	-	-	1	80,787
	30-hr. Camp Director w/ Benefits	2	187,337	-	-	1	93,669	-	-
	Recreation Program Specialist	1	100,991	1	100,991	1	100,991	-	-
	Park Operations Worker	1	80,787	-	-	1	80,787	1	80,787
	Park Operations Supervisor	-	-	1	100,991	-	-	-	-
Parks, Recreation & Cultural Resources	Park Operations Team Lead	-	-	1	93,669	-	-	1	93,669
	Recreation Customer Service Specialist	1	86,951	-	-	-	-	1	86,951
	Recreation Program Supervisor	-	-	-	-	1	100,991	-	-
	Volunteer Coordinator	1	93,669	-	-	-	-	-	-
	Athletics & Grounds Team Leader	-	-	1	93,669	-	-	-	-
	Special Events Technician	-	-	-	-	1	86,951	1	86,951
Stormwater Fund		FY23-24		FY24-25		FY25-26		FY 26-27	
Department	Position	Count	Est. Cost	Count	Est. Cost	Count	Est. Cost	Count	Est. Cost
Stormwater	Professional Engineer	1	138,070	-	-	-	-	-	-
Stormwater	Stormwater Field Supervisor	-	-	1	108,974	-	-	-	-
Stormwater	Stormwater Maintenance Worker	-	-	1	80,787	1	80,787	-	-
Water/Sewer Fund		FY23-24		FY24-25		FY25-26		FY 26-27	
Department	Position	Count	Est. Cost	Count	Est. Cost	Count	Est. Cost	Count	Est. Cost
Water/Sewer	Utility Field Supervisor	1	108,974	1	108,974	-	-	-	-
Water/Sewer	Utility Maintenance Worker	-	-	1	80,787	1	80,787	1	80,787
Water/Sewer	Capital Project Coordinator	-	-	1	127,159	-	-	1	127,159
Water/Sewer	Assistant Director	-	-	1	177,427	-	-	-	-
Electric Fund		FY23-24		FY24-25		FY25-26		FY 26-27	
Department	Position	Count	Est. Cost	Count	Est. Cost	Count	Est. Cost	Count	Est. Cost
Administration	Assistant Director	-	-	1	177,427	-	-	-	-
Operations	Electric Line Technician	2	202,017	-	-	-	-	-	-
Forestry	Assistant Arborist	-	-	-	-	1	108,974	-	-
Count / Estimated Personnel Cost		28	2,996,407	36	3,849,104	26	2,651,867	26	2,725,347

By Department



General Government	FY21-22			FY22-23			FY23-24			
Town Clerk	FT	PT	FTE	FT	PT	FTE	FT	PT	FTE	Grade
Town Clerk	1	-	1	1	-	1	1	-	1	SL300
Deputy Town Clerk	1	-	1	1	-	1	1	-	1	M09
Legislative Assistant	1	-	1	1	-	1	1	-	1	M07
Legislative/Governmental Affairs	-	-	-	1	-	1	1	-	1	TBD
Total	3	-	3	4	-	4	4	-	4	
Administration										
Town Manager	1	-	1	1	-	1	1	-	1	N/A
Deputy Town Manager	-	-	-	1	-	1	1	-	1	SL305
Assistant Town Manager	2	-	2	2	-	2	2	-	2	SL304
Management Analyst	-	-	-	-	-	-	-	-	-	M10
Diversity, Equity, and Inclusion Director	1	-	1	1	-	1	1	-	1	SL301
Diversity, Equity, and Inclusion Coordinator	1	-	1	1	-	1	1	-	1	M10
Senior Executive Assistant (Town Administration)	1	-	1	1	-	1	1	-	1	M09
Receptionist	1	-	1	1	-	1	1	-	1	M05
Administrative Assistant	-	-	-	-	-	-	1	-	1	M05
Total	7	-	7	8	-	8	9	-	9	
Human Resources										
Human Resources Director	1	-	1	1	-	1	1	-	1	SL302
Assistant Human Resources Director	1	-	1	1	-	1	1	-	1	M15
Human Resources Total Rewards Manager	1	-	1	1	-	1	1	-	1	M13
Safety & Risk Manager	1	-	1	1	-	1	1	-	1	M13
Senior Training & Development Consultant	1	-	1	1	-	1	1	-	1	M12
Human Resources Data & Systems Administrator	1	-	1	1	-	1	1	-	1	M10
Senior Talent Acquisition Consultant	1	-	1	1	-	1	1	-	1	M10
Talent Acquisition Consultant	1	-	1	1	-	1	1	-	1	M09
Human Resources Consultant	2	-	2	2	-	2	2	-	2	M09
Executive Assistant	-	-	-	1	-	1	1	-	1	M07
Human Resources Technician	1	-	1	1	-	1	1	-	1	M07
Total	11	-	11	12	-	12	12	-	12	
Information Technology										
Information Technology Director	1	-	1	1	-	1	1	-	1	SL302
Information Technology Manager	1	-	1	1	-	1	1	-	1	M13
GIS Administrator	1	-	1	1	-	1	1	-	1	M12
Information Technology Supervisor	1	-	1	2	-	2	2	-	2	M12
IT Security & Compliance Analyst	-	-	-	1	-	1	1	-	1	M11
Information Technology Analyst	5	-	5	5	-	5	6	-	6	M11
Information Technology Specialist	3	-	3	4	-	4	5	-	5	M10
GIS Analyst	-	-	-	-	-	-	1	-	1	M10
GIS Specialist	1	-	1	1	-	1	1	-	1	M09
GIS Technician	-	-	-	1	-	1	1	-	1	M08
Total	13	-	13	17	-	17	20	-	20	
Legal Services										
Town Attorney	1	-	1	1	-	1	1	-	1	N/A
Deputy Town Attorney	1	-	1	1	-	1	1	-	1	M16
Assistant Town Attorney	1	-	1	1	-	1	1	-	1	M14
Legal Assistant	1	-	1	1	-	1	1	-	1	M07
Total	4	-	4	4	-	4	4	-	4	

By Department



General Government Continued	FY21-22			FY22-23			FY23-24			
Communications	FT	PT	FTE	FT	PT	FTE	FT	PT	FTE	Grade
Communications Director	1	-	1	1	-	1	1	-	1	SL301
Communications Coordinator	1	-	1	1	-	1	1	-	1	M10
Public Safety Public Information Officer	-	-	-	-	-	-	1	-	1	M10
Multimedia Specialist	1	-	1	1	-	1	1	-	1	M08
Digital Media Specialist	-	-	-	1	-	1	1	-	1	M08
Total	3	-	3	4	-	4	5	-	5	
Budget & Performance Management	FT	PT	FTE	FT	PT	FTE	FT	PT	FTE	Grade
Budget & Performance Director	1	-	1	1	-	1	1	-	1	SL301
Lead Budget & Performance Analyst	-	-	-	1	-	1	1	-	1	M11
Budget & Performance Analyst	2	-	2	3	-	3	3	-	3	M10
Sustainability Program Coordinator	1	-	1	1	-	1	1	-	1	M09
Sustainability Specialist	1	-	1	1	-	1	1	-	1	M08
Total	5	-	5	7	-	7	7	-	7	
Finance	FT	PT	FTE	FT	PT	FTE	FT	PT	FTE	Grade
Finance Director	1	-	1	1	-	1	1	-	1	SL302
Assistant Finance Director	-	-	-	-	-	-	1	-	1	M15
Accounting Manager	1	-	1	1	-	1	1	-	1	M12
Purchasing and Contracts Manager	1	-	1	1	-	1	1	-	1	M11
Customer Service & Billing Manager	1	-	1	1	-	1	1	-	1	M11
Finance & Utility Accountant	1	-	1	1	-	1	1	-	1	M10
Assistant Customer Service Manager	1	-	1	1	-	1	1	-	1	M10
Payroll Administrator	1	-	1	1	-	1	1	-	1	M08
Accounting Specialist	1	-	1	1	1	1.75	1	1	1.75	M07
Buyer	1	-	1	1	-	1	1	-	1	M07
Senior Utility Customer Service Specialist	5	-	5	5	-	5	5	-	5	M06
Purchasing /Contracting Specialist	-	-	-	-	-	-	1	-	1.00	M06
Accounts Payable Technician	1	-	1	1	-	1	1	-	1	M05
Utility Customer Service Specialist	3	-	3	3	-	3	3	-	3	M05
Inventory & Warehouse Specialist	2	-	2	2	-	2	2	-	2	M05
Utility Billing Clerk	-	-	-	-	1	0.50	-	1	0.50	M04
Total	20	-	20	20	2	21.25	22	2	23.25	
Community & Neighborhood Connections	FT	PT	FTE	FT	PT	FTE	FT	PT	FTE	Grade
Comm. Development & Neighborhood Connections Director	1	-	1	1	-	1	1	-	1	SL302
Housing Program Manager	1	-	1	1	-	1	1	-	1	M13
Senior Housing Specialist	1	-	1	1	-	1	1	-	1	M12
Community Engagement Coordinator	1	-	1	1	-	1	1	-	1	M10
311 Manager	-	-	-	-	-	-	1	-	1	M10
Housing Technician	-	-	-	1	-	1	1	-	1	M08
Neighborhood Improvement Specialist	-	-	-	-	-	-	1	-	1	M08
Total	4	-	4	5	-	5	7	-	7	
Total General Government	70	-	70	81	2	82	90	2	91	

By Department



Planning & Development	FY21-22			FY22-23			FY23-24			
Economic Development	FT	PT	FTE	FT	PT	FTE	FT	PT	FTE	Grade
Economic Development Director	1	-	1	1	-	1	1	-	1	SL301
Small Business Manager	1	-	1	1	-	1	1	-	1	M10
Small Business Specialist	1	-	1	1	-	1	1	-	1	M07
Economic Development Specialist	1	-	1	1	-	1	1	-	1	M05
Total	4	-	4	4	-	4	4	-	4	
Planning										
Planning Director	1	-	1	1	-	1	1	-	1	SL302
Planning Manager	1	-	1	1	-	1	1	-	1	M13
Long Range Planning Manager	1	-	1	1	-	1	1	-	1	M13
Planner/Planner II/Senior Planner	6	-	6	7	-	7	7	-	7	M09/M10/M12
Senior GIS Analyst	1	-	1	1	-	1	1	-	1	M11
Zoning Compliance Supervisor	1	-	1	1	-	1	1	-	1	M11
Sr Zoning Compliance Officer-Landscaping	1	-	1	1	-	1	1	-	1	M10
Lead Planning Technician	1	-	1	1	-	1	1	-	1	M09
GIS Specialist	1	-	1	1	-	1	1	-	1	M09
Zoning Compliance Officer/Senior Zoning Compliance Officer	3	-	3	3	-	3	3	-	3	M08/M09
Planning Technician	2	-	2	2	-	2	2	-	2	M08
GIS Technician	1	-	1	1	-	1	1	-	1	M08
Total	20	-	20	21	-	21	21	-	21	
Building Inspections & Permits										
Inspections & Permits Director	1	-	1	1	-	1	1	-	1	SL301
Building Code Supervisor	2	-	2	2	-	2	2	-	2	M12
Plans and Permits Supervisor	1	-	1	1	-	1	1	-	1	M12
Building Code Official I/II/III	13	-	13	13	-	13	13	-	13	M08/M10/M11
Senior Plans Examiner	1	-	1	1	-	1	1	-	1	M11
Plans Examiner	3	-	3	3	-	3	3	-	3	M08
Permit Specialist	2	-	2	2	-	2	2	-	2	M06
Senior Program Support Specialist	1	-	1	1	-	1	1	-	1	M06
Total	24	-	24	24	-	24	24	-	24	
Transportation & Infrastructure Development										
Transportation & Infrastructure Development Director	1	-	1	1	-	1	1	-	1	SL302
Transportation Engineering Manager	1	-	1	1	-	1	1	-	1	M14
Traffic Engineering Manager	1	-	1	1	-	1	1	-	1	M14
Senior Capital Projects Manager	1	-	1	1	-	1	1	-	1	M13
Professional Engineer/Traffic Safety Engineer	1	-	1	2	-	2	2	-	2	M12
Development Services Manager	1	-	1	1	-	1	1	-	1	M12
Infrastructure Inspections Manager	1	-	1	1	-	1	1	-	1	M12
Utilities Acquisition Specialist	1	-	1	1	-	1	1	-	1	M11
Engineering Projects Coordinator	1	-	1	1	-	1	1	-	1	M10
Infrastructure Inspector/Senior	5	-	5	5	-	5	5	-	5	M10
Engineering Specialist	1	-	1	1	-	1	1	-	1	M10
Development Specialist	1	-	1	1	-	1	1	-	1	M09
Development Technician	-	-	-	1	-	1	1	-	1	M06
Program Support Specialist	1	-	1	2	-	2	2	-	2	M05
Capital Projects Inspector	1	-	1	2	-	2	2	-	2	M11
Total	18	-	18	22	-	22	22	-	22	
Total Planning & Development	66	-	66	71	-	71	71	-	71	

By Department



Public Safety	FY21-22			FY22-23			FY23-24			Grade
	FT	PT	FTE	FT	PT	FTE	FT	PT	FTE	
Police										
Police Chief	1	-	1	1	-	1	1	-	1	SL303
Deputy Police Chief	1	-	1	1	-	1	1	-	1	M16
Police Captain	4	-	4	4	-	4	4	-	4	P207
Police Lieutenant	3	-	3	5	-	5	6	-	6	P206
Police Sergeant	13	-	13	13	-	13	12	-	12	P205
Police Corporal	7	-	7	7	-	7	7	-	7	P204
Police Officers (I/II/Master/Senior)	68	-	68	68	-	68	74	-	74	P200/P201/P202/P203
Compliance Manager	1	-	1	1	-	1	1	-	1	M12
Compliance Specialist	1	-	1	1	-	1	1	-	1	M10
Digital Forensics Technician	1	-	1	1	-	1	1	-	1	M09
Accreditation Specialist	1	-	1	1	-	1	1	-	1	M08
Police Records Supervisor	1	-	1	1	-	1	1	-	1	M08
Police Crisis Counselor	1	-	1	1	-	1	1	-	1	M08
Crime Analyst	1	-	1	1	-	1	1	-	1	M08
Victim Advocate	1	-	1	1	-	1	1	-	1	M08
Executive Assistant	1	-	1	1	1	1.375	1	1	1.75	M07
Evidence Tech/Quartermaster	1	-	1	2	-	2	2	-	2	M06
Police Records Technician	3	-	3	3	-	3	3	-	3	M05
Total	110	-	110	113	1	113.38	119	1	119.75	
Emergency Communications										
Communications Center Manager	1	-	1	1	-	1	1	-	1	M12
Communications Shift Supervisor	4	-	4	4	-	4	4	-	4	M07
Telecommunicator I, II, Senior	8	-	8	8	-	8	8	-	8	M06/M07
Total	13	-	13	13	-	13	13	-	13	
Fire										
Fire Chief	1	-	1	1	-	1	1	-	1	SL303
Assistant Fire Chief	2	-	2	3	-	3	3	-	3	M14
Emergency Management Coordinator	-	-	-	-	-	-	1	-	1	M12
Admin Logistics Coordinator	1	-	1	1	-	1	1	-	1	M07
Fire Battalion Chief	6	-	6	6	-	6	6	-	6	F109
Fire Marshal	1	-	1	1	-	1	1	-	1	F109
Fire Captain	3	-	3	3	-	3	3	-	3	F107
Deputy Fire Marshal	1	-	1	1	-	1	1	-	1	F107
Fire Training Coordinator	2	-	2	2	-	2	2	-	2	F107
Fire Lieutenant	21	-	21	21	-	21	21	-	21	F104
Fire Engineer	24	-	24	24	-	24	24	-	24	F103
Cadet/Firefighter/Senior Firefighter	48	-	48	48	-	48	48	-	48	F102
Fire Inspector	1	-	1	1	-	1	1	-	1	F101
Senior Program Support Specialist	1	-	1	1	-	1	1	-	1	M06
Program Support Specialist	1	-	1	1	-	1	1	-	1	M05
Systems & Performance Analyst	1	-	1	-	-	-	-	-	-	-
Total	114	-	114	114	-	114	115	-	115	
Total Public Safety	237	-	237	240	1	240	247	1	248	

By Department



Public Works & Infrastructure	FY21-22			FY22-23			FY23-24			
Streets	FT	PT	FTE	FT	PT	FTE	FT	PT	FTE	Grade
Public Works Director	1	-	1	1	-	1	1	-	1	SL301
Public Works Operations Manager	1	-	1	1	-	1	1	-	1	M12
PW Data Operations Analyst	1	-	1	1	-	1	1	-	1	M10
Streets Operations Supervisor	1	-	1	1	-	1	1	-	1	M10
PW Data Operations Specialist	1	-	1	1	-	1	1	-	1	M08
Street Maintenance Field Crew Supervisor	3	-	3	3	-	3	3	-	3	M07
Street Signs Technician	1	-	1	1	-	1	1	-	1	M06
Senior Program Support Specialist	1	-	1	1	-	1	1	-	1	M06
Program Support Specialist	-	-	-	1	-	1	1	-	1	M05
Street Maintenance Worker/Senior	9	-	9	9	-	9	9	-	9	M04/M05
Street Signs Worker	1	-	1	1	-	1	1	-	1	M04
Total	20	-	20	21	-	21	21	-	21	
Solid Waste										
Solid Waste Operations Supervisor	1	-	1	1	-	1	1	-	1	M10
Solid Waste Field Crew Supervisor	1	-	1	1	-	1	1	-	1	M07
Solid Waste Equipment Operator	12	-	12	12	-	12	12	-	12	M05
General Maintenance Worker	5	-	5	5	-	5	5	-	5	M04
Total	19	-	19	19	-	19	19	-	19	
Facility Services										
Facilities & Grounds Manager	1	-	1	1	-	1	1	-	1	M11
Facility Services Supervisor	1	-	1	1	-	1	1	-	1	M10
Grounds Maintenance Supervisor	1	-	1	1	-	1	1	-	1	M08
Senior Facility Maintenance Mechanic	1	-	1	1	-	1	1	-	1	M07
Facility Maintenance Mechanic	5	-	5	5	-	5	5	-	5	M06
Total	9	-	9	9	-	9	9	-	9	
Fleet Services										
Fleet Services Supervisor	1	-	1	1	-	1	1	-	1	M10
Fleet Services Manager	-	-	-	1	-	1	1	-	1	M09
Fleet Crew Leader	1	-	1	1	-	1	1	-	1	M07
Fleet Services Mechanic I/Senior	3	-	3	3	-	3	3	-	3	M06/M07
Total	5	-	5	6	-	6	6	-	6	
Total Public Works & Infrastructure	53	-	53	55	-	55	55	-	55	

By Department



Parks & Recreation	FY21-22			FY22-23			FY23-24			
Parks, Recreation, & Cultural Resources	FT	PT	FTE	FT	PT	FTE	FT	PT	FTE	Grade
Parks, Recreation and Cultural Resources Director	1	-	1	1	-	1	1	-	1	SL301
Assistant Parks, Recreation, and Cultural Resources Director	-	-	-	1	-	1	1	-	1	M15
Park Manager	1	-	1	2	-	2	2	-	2	M12
Parks Operations Manager	1	-	1	1	-	1	1	-	1	M12
Parks Planning & Project Manager	1	-	1	1	-	1	1	-	1	M12
PRCR Center Manager (Community, Senior, Cultural Arts)	3	-	3	3	-	3	3	-	3	M11
Parks Operations Supervisor	1	-	1	1	-	1	1	-	1	M10
Special Events Coordinator	1	-	1	1	-	1	1	-	1	M09
Athletics & Grounds Supervisor	1	-	1	1	-	1	1	-	1	M09
Recreation Program Supervisor	3	-	3	3	-	3	3	-	3	M09
Parks & Greenways Planning Tech	-	1	0.75	1	-	1	1	-	1	M08
Cultural Arts Specialist	1	-	1	1	-	1	1	-	1	M08
Recreation Program Specialist	-	-	-	-	-	-	1	-	1	M08
Executive Assistant	1	-	1	1	-	1	1	-	1	M07
Athletics & Grounds Team Leader	3	-	3	3	-	3	3	-	3	M07
Cultural Arts Marketing and Event Specialist	1	-	1	1	-	1	1	-	1	M07
Parks Operations Team Leader	4	-	4	4	-	4	4	-	4	M07
Marketing & Programs Coordinator	1	-	1	1	-	1	1	-	1	M07
Volunteer Coordinator	-	-	-	-	-	-	1	-	1	M07
Camp Director	-	-	-	-	-	-	-	2	1.50	M07
Recreation Customer Service Specialist	4	4	7	4	4	7	5	4	8	M06
Athletic and Grounds Technician	-	-	-	1	-	1	1	-	1	M05
Parks Operations Worker I/II	6	-	6	6	-	6	7	-	7	M05
Parks Attendant	6	-	6	8	-	8	8	-	8	M04
Facility Attendant	-	-	-	-	1	0.75	-	1	0.75	M04
Athletics & Grounds Worker	5	-	5	5	-	5	5	-	5	M04
Total	45	5	48.75	51	5	54.75	55	7	60.25	
Total Parks & Recreation	45	5	49	51	5	55	55	7	60	

By Department



Public Utilities	FY21-22			FY22-23			FY23-24			
	FT	PT	FTE	FT	PT	FTE	FT	PT	FTE	Grade
Electric										
Electric Utilities Director	1	-	1	1	-	1	1	-	1	SL302
Electric Programs & Tech Coordinator	1	-	1	1	-	1	1	-	1	M07
Program Support Specialist	1	-	1	1	-	1	1	-	1	M05
Electric Line Technician Apprentice/I/II/III/Journey	15	-	15	15	-	15	17	-	17	E6/E8/E9/E10/E11
Utility Locate Technician - Lead	1	-	1	1	-	1	1	-	1	E7
Powerline Right of Way Technician	4	-	4	4	-	4	4	-	4	E7
Utility Locate Technician	3	-	3	3	-	3	3	-	3	E6
Senior Electrical Engineer	1	-	1	1	-	1	1	-	1	E14
Electric Technical Services Manager	-	-	-	1	-	1	1	-	1	E14
Electric Operations Manager	1	-	1	1	-	1	1	-	1	E14
Electric Crew Field Supervisor	4	-	4	4	-	4	4	-	4	E12
Electric Engineering Assistant	2	-	2	2	-	2	2	-	2	E12
Electric Operations Assistant	1	-	1	1	-	1	1	-	1	E12
Electric Technical Services Specialist I/II	2	-	2	2	-	2	2	-	2	E10/E11
Electric Utilities Specialist	1	-	1	1	-	1	1	-	1	E11
Powerline Forester	-	-	-	1	-	1	1	-	1	E11
Powerline Trainee/Arborist	2	-	2	2	-	2	2	-	2	E9/E10
Total	40	-	40	42	-	42	44	-	44	
Water Resources										
Water Resources Director	1	-	1	1	-	1	1	-	1	SL303
Utilities Engineering Manager	1	-	1	1	-	1	1	-	1	M14
Utilities Operations Manager	1	-	1	1	-	1	1	-	1	M13
Utilities Specialist	2	-	2	2	-	2	2	-	2	M11
Utility Engineer Intern	2	-	2	2	-	2	2	-	2	M11
GIS Specialist	1	-	1	1	-	1	1	-	1	M09
Meter Services Supervisor	1	-	1	1	-	1	1	-	1	M09
Senior Meter Technician	2	-	2	2	-	2	2	-	2	M06
Senior Program Support Specialist	2	-	2	2	-	2	2	-	2	M06
Meter Technician	2	-	2	2	-	2	2	-	2	M05
Total	15	-	15	15	-	15	15	-	15	
Water Maintenance										
Water Quality Supervisor	1	-	1	1	-	1	1	-	1	M11
Utility Maintenance Supervisor	1	-	1	1	-	1	1	-	1	M10
Water Resources Program Coordinator	1	-	1	1	-	1	1	-	1	M09
Utility Field Crew Supervisor	2	-	2	2	-	2	2	-	2	M09
Water Field Crew Supervisor	1	-	1	1	-	1	1	-	1	M09
Heavy Equipment Operator	2	-	2	2	-	2	2	-	2	M07
Utility Maintenance Worker/Senior/Technician	13	-	13	14	-	14	14	-	14	M05/M06
Total	21	-	21	22	-	22	22	-	22	
Sewer Treatment										
WRF Manager	1	-	1	1	-	1	1	-	1	M13
WRF Supervisor	1	-	1	1	-	1	1	-	1	M11
Water Resources Specialist	1	-	1	1	-	1	1	-	1	M11
Laboratory Supervisor	1	-	1	1	-	1	1	-	1	M10
WRF Operator/Mechanic I/II/III/IV	4	-	4	4	-	4	4	-	4	M07/M08/M09
Senior Laboratory Analyst	1	-	1	1	-	1	1	-	1	M07
Total	9	-	9	9	-	9	9	-	9	

By Department



Public Utilities	FY21-22			FY22-23			FY23-24			
Sewer Maintenance	FT	PT	FTE	FT	PT	FTE	FT	PT	FTE	Grade
Collections System Supervisor	1	-	1	1	-	1	1	-	1	M10
Pump Maintenance Supervisor	1	-	1	1	-	1	1	-	1	M10
Utility Field Crew Supervisor	1	-	1	1	-	1	2	-	2	M09
Pump Maintenance Mechanic	3	-	3	3	-	3	3	-	3	M07
Grounds Maintenance Team Lead	-	-	-	1	-	1	1	-	1	M06
Utility Maintenance Worker/Senior/Technician	5	-	5	6	-	6	6	-	6	M05/M06
Grounds Maintenance Technician	-	-	-	2	-	2	2	-	2	M04
Total	11	-	11	15	-	15	16	-	16	
Stormwater										
Stormwater Engineering Manager	1	-	1	1	-	1	1	-	1	M14
Senior Engineer	1	-	1	1	-	1	1	-	1	M13
Stormwater Field Services Supervisor	1	-	1	1	-	1	1	-	1	M12
Stormwater Engineer	-	-	-	-	-	-	1	-	1	M12
Stormwater Specialist I/II	3	-	3	3	-	3	3	-	3	M09/M10
Stormwater Utility Coordinator	-	-	-	1	-	1	1	-	1	M09
Total	6	-	6	7	-	7	8	-	8	
Public Utilities Total	62	-	62	68	-	68	70	-	70	

By Fund



Total Funds	FY21-22			FY22-23			FY23-24			
	FT	PT	FTE	FT	PT	FTE	FT	PT	FTE	
Total General Fund	471	5	475	498	8	503	518	10	525	
Total Electric Fund	40	-	40	42	-	42	44	-	44	
Total Water & Sewer Fund	56	-	56	61	-	61	62	-	62	
Total Stormwater Fund	6	-	6	7	-	7	8	-	8	
Total Funds	573	5	577	608	8	613	632	10	639	

Town of Apex, North Carolina
FY 2023 – 2024 Annual Budget

Non - Profit Funding

Entity	Meets Public Purpose & Statutory Authority Test	FY 23-24 Request	Finance Committee Recommendation	23-24 Requested Funding Purpose
Apex Farmers Market	Yes (Economic Development)	\$19,700	\$10,000	1. Engagement & Outreach: This year we are fully programming the market weekly, and with monthly large-scale events featuring live music, kids' blow-up houses, trackless trains, and guest chefs doing demos. with entertainment and engagement opportunities for our market shoppers. 2. Year-round, Weekly Community Events: for 44 weeks of the year, we create an event for our Apex residents and neighboring community members. Supporting over 50 locally owned and operated businesses.
Carolina Swims Foundation	Yes, as revised (Public Health & Safety / Human Relations)	\$10,000	\$8,000	To Support Carolina Swims Foundation (CSF) targeted water safety education initiatives for the residents of the Town of Apex. Water safety education aims to reduce residents' risk of drowning. The grant monies would pay for the following water safety initiatives: "Give the Gift of Swim" lessons for underserved children of the Town of Apex. In-classroom water safety lessons materials delivered by CSF at the Town of Apex schools
Citizens Assisting Police in Apex	Yes (Public Safety, Health & Welfare)	\$1,200	\$1,200	Blanket Buddies is a community service project in which CAPA members assemble and distribute 'no sew' blankets to SAFEChild.
Fiesta Cristiana Mission Congregation	Yes (Community Development / Low income support)	\$5,000	\$3,000	Fiesta Cristiana seeks funding to strengthen and grow the services rendered under the Family Resource Center. The Family Resource Center provides 1) information, referral, and case management services, 2) parent education and support, 3) tutoring support for students in grades K-12, and 4) health promotion outreach in both English and in Spanish.
InterAct	Yes (Health & Welfare)	\$3,000	\$3,000	Funding from the Town of Apex will be used for our Crisis Intervention Client Assistance fund which assist with individual or family basic needs during their immediate time of crisis such as food, supplies, transportation, or temporary lodging.
SafeChild	Yes (Public Safety, Health & Welfare)	\$25,000	\$18,000	The Champion Our Children Capital Project will provide a new expanded home for SAFEchild near WakeMed's Raleigh campus where SAFEchild can better serve children, families, and the community in one facility designed specifically for programs, security, and confidentiality. Over 4,000 children have received specialized intervention and treatment since opening the SAC. The SAC's services include an evidenced-based forensic interview that ascertains the facts of a child's victimization, a comprehensive medical exam, and advocacy support that assures a child's safety and well-being. The funds requested of the Town of Apex will help expand the services needed by Apex children and families by supporting the construction of SAFEchild's new facility that will triple the number of children receiving medical care annually and eliminate the wait list. Apex Police Department has referred over 200 children to the SAC.
Transitions LifeCare	Yes (Public Safety, Health & Welfare / Hospitals)	\$10,000	\$8,500	Seeking funding to offset the cost of our Kids program at Transitions LifeCare. In 2022, we served 18 Town of Apex children, only two of which had insurance to offset the cost. In 2022, the cost of providing services to children exceeded funding by \$867k. Funding of this program will help sustain a needed service in 2023

Entity	Meets Public Purpose & Statutory Authority Test	FY 23-24 Request	Finance Committee Recommendation	23-24 Requested Funding Purpose
Western Wake Crisis Ministries	Yes (Community Development / Low income support)	\$19,999	\$14,000	Funds will be used directly for financial assistance for clients living in Apex. Individuals and families may receive financial assistance for a late utility bill (electric, water, or heat) or past due rent. Families are required to meet criteria documenting a current situation or verifying limited income. Eligible families may receive up to \$1000 in financial assistance annually. Exceptions to the income limit or the maximum annual amount are sometimes made in situations when health or safety is at risk or when homelessness is being prevented.
YMCA	Yes (Health & Welfare)	\$9,300	\$9,300	The Kraft Family YMCA operates Camp G.R.A.C.E. in Apex, a developmentally appropriate summer day camp for children with autism and Pervasive Developmental Disorder, to help build social skills, sorely needed, particularly after a year of school being closed, and to provide much-needed respite and childcare for families.
Total Requested:		\$103,199	\$75,000	

Glossary



Glossary

Accrual Basis of Accounting (or Full Accrual): Accounting method for proprietary funds that recognizes revenues in the accounting period in which they are earned and become measurable. Expenses are recognized in the period incurred, if measurable.

Ad Valorem Tax: A tax levied in proportion to the value of property.

Amortization: Paying the principal amount of a debt issue through periodic payments. Amortization payments include interest and any payment on principal.

Annual Comprehensive Financial Report (ACFR): A complete set of financial statements presented in conformity with generally accepted accounting principles (GAAP) and audited in accordance with generally accepted auditing standards by a firm of licensed certified public accountants.

Appropriation: Authorization granted by Town Council to obligate and expend resources for purposes specified in the budget document.

Assessed Valuation: The value of real estate or personal property as determined by tax assessors and used as a basis for levying taxes.

Assigned Fund Balance: Monies over the year that remain unspent after all budgeted expenditures have been made, but which are intended to be used by the Town for specific purposes but do not meet the criteria to be classified as restricted or committed.

Authorized Bond: Bonds that have been legally approved but may or may not have been sold.

Audit: An independent evaluation of the accuracy of the Town's financial statements, financial practices, and internal controls designed to ensure compliance with generally accepted accounting principles. Audits are conducted annually in accordance with state law.

Balanced Budget: Budget in which planned expenditures equal anticipated revenues. North Carolina state law requires municipalities to adopt a balanced operating budget.

Base Budget: Those resources necessary to meet an established and existing service level.

Basis of Accounting: Accounting method that determines when revenues, expenditures, expenses, and transfers (and the related assets and liabilities) are recognized in accounts and reported in financial statements. The two bases of governmental accounting include accrual (or full accrual) and modified accrual.

Benchmarking: The process of identifying best practices of "best in class" performers that can be adopted or adapted to improve performance.

Bond: A written promise to pay a specific amount of money with interest within a specific time, usually long-term. An obligation issued by the Town as a method of borrowing large amounts of resources for capital projects; bonds are issued for fixed terms and have fixed interest rates.

Bonds Authorized and Unissued: Bonds that have been legally authorized but not issued, which can be issued and sold by the Town Council following public meetings and approval from the Local Government Commission.



Bonded Debt: The portion of indebtedness represented by outstanding bonds.

Bond Rating: A grade indicating a governmental unit's investment qualities. Generally, the higher the bond rating, the less risk investors assume resulting in a more favorable interest rate and lower cost of financing capital projects for the governmental unit.

Bond Referendum: A voting process that gives voters the power to decide if a municipality should be authorized to raise funds through the sale of bonds.

Budget: A plan for coordinating resources and expenditures. The budget document outlines the Town's financial plan for a fiscal year indicating how the Town intends to allocate resources to support goals, objectives, and desired service levels.

Budget Amendment: A legal procedure used by town staff and Town Council to revise a budget appropriation.

Budget Calendar: The schedule of key dates that town departments follow in the preparation, adoption, and administration of the budget.

Budget Message: A written overview of the proposed budget from the Town Manager to the Mayor, Town Council, and the public that discusses the major budget items, changes from the current and previous fiscal years, and the Town's financial condition.

Budget Ordinance: The official enactment by Town Council to establish legal authority for Town officials to obligate and expend resources.

Budgetary Control: The control or management of a governmental unit in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and revenues.

Capital Assets: Tangible property that is not easily converted into cash and is usually held for a long period, such as property, machinery, vehicles, equipment, etc.

Capital Improvement Plan (CIP): A multi-year plan for the construction or acquisition of major capital items. The plan usually outlines spending needs, the financing source or sources expected, and the impact of the CIP on future annual operating budgets.

Capital Outlay: Expenditure expected to have a useful life greater than one year or a total value of \$5,000 or more resulting in the acquisition of or addition to a fixed asset.

Capital Project: A capital improvement that usually requires a major initial investment, and a significant and continuing financial commitment in the form of operating costs.

Capital Project Fund: A fund used to account for the acquisition and construction of major capital facilities, infrastructure, or improvements.

Capital Reserve: An account used to indicate that a portion of a fund's balance is restricted for a specific capital purpose and is not available for general appropriation.

Capital Reserve Fund: Permits the district to set aside money for future construction projects and major purchases.

Cash Accounting: An accounting method where receipts are recorded during the period they are received and the expenses in the period in which they are actually paid.



Cash Management: The management of cash necessary to pay for governmental services while investing temporary cash excesses in order to earn interest revenue. Cash management refers to the activities of forecasting the inflows and outflows of cash, mobilizing cash to improve its availability for investment, and establishing and maintaining banking relationships.

Certificate of Deposit (CDs): A savings account that holds a fixed amount of money for a fixed period of time, and in exchange, the issuing bank pays interest.

Committed Fund Balance: Monies over the year that remain unspent after all budgeted expenditures have been made but can be used only for the specific purposes determined by a formal action of the Mayor and Town Council.

Consumer Price Index (CPI): A way to measure inflation using measure of the average change over time in prices of certain goods.

Contingency: A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted.

Debt Limit: The maximum amount of outstanding gross or net debt permitted by law.

Debt Service: The portion of the budget pertaining to payment of principal and interest requirements on outstanding debts.

Deficit: The amount by which expenditures exceed revenues during an accounting period.

Department: An organizational unit of the Town responsible for overall management of a major governmental function.

Depreciation: The process of estimating and recording the lost usefulness, expired useful life, or diminution of service from a fixed asset that cannot or will not be restored by repair and must be replaced. The cost of the fixed asset's lost usefulness is the cost to replace the item at the end of its useful life.

Disbursement: Payment for goods and services in cash or by check.

Effectiveness Measure: A performance measure identifying outcome quality.

Efficiency Measure: A performance measure identifying inputs used per unit of output, or unit costs.

Encumbrance: A financial commitment of appropriated funds for services, contracts, or goods that have not yet been delivered by a specified time, usually the end of the fiscal year.

Enterprise Fund: A fund that accounts for a governmental activity supported primarily with user fees or charges and operated using business principles. Apex has three Enterprise Funds – Electric, Water & Sewer, and Stormwater.

Estimated Revenue: The amount of projected revenue to be collected during the fiscal year.

Expenditures: The measurement of financial resources expended in governmental fund accounting.

Expenses: The cost of goods or services used in government fund accounting.

Federal Insurance Contributions Act (FICA): Social Security Tax paid by the Town for each permanent and temporary employee.



Fiduciary Funds: Funds used to separate, control, and track financial resources in which the government oversees as a third party, or on behalf of, another public entity. The four fiduciary fund types include: 1) Agency Fund, 2) Pension Trust, 3) Expendable Trust, and 4) Non-Expendable Trust.

Fiscal Policy: The financial plan embracing the general goals and acceptable procedures for managing the Town's financial resources.

Fiscal Year (FY): The time designating the beginning and the ending period for recording financial transactions. In North Carolina, a municipal government fiscal year begins July 1 and ends June 30.

Fixed Asset: A long-term tangible piece of property that is not expected to be consumed or converted into cash any sooner than at least one year's time.

Fringe Benefits: A collection of various benefits provided by an employer, which are exempt from taxation as long as certain conditions are met.

Full Cost Accounting: A type of accounting concerned with accumulating both direct and indirect costs for financial reporting and decision-making purposes.

Full-time Equivalent (FTE): An FTE converts the hours worked by a position into a percentage of a full year's number of hours. Generally, one FTE equals 2080 hours per year per permanent position.

Full-time Employee: A Town employee hired to work 40 hours per week on a continuing basis who is eligible to participate in the Town's health, dental, and life insurance and retirement programs.

Function: A group of related programs crossing organizational (departmental) boundaries and aimed at accomplishing a similar broad goal or major service, such as public safety, environmental protection, cultural activities, etc.

Fund: A fiscal and accounting entity that has a self-balancing set of accounts recording cash and other financial resources, as well as related liabilities and residual equity. These are segregated to carry on specific activities or objectives in accordance with special regulations, restrictions, or limitations as established by State and Federal governments.

Fund Balance: The amount of assets in excess of the liabilities or appropriations for expenditures also known as surplus funds. North Carolina General Statutes require general fund balance reserves of at least 8 percent of General Fund expenditures at the end of the fiscal year. The Town Council has adopted a policy to set this at 25 percent.

Fund Balance, Unassigned: That portion of the fund balance that is not legally segregated for a specific future use; available for appropriation at any time by the Town Council in the event of a natural or financial emergency.

GASB 34: The acronym used for Governmental Accounting Standards Board Statement #34: "Basic Financial Statements-Management's Discussion and Analysis – For State and Local Governments."

Generally Accepted Accounting Principles (GAAP): Uniform minimum standards and guidelines for financial accounting and reporting. GAAP encompasses the conventions, rules, and procedures necessary to define accepted accounting practices.

General Fund: A governmental fund used to account for financial resources of the Town, except those required to be accounted for in another fund. Revenues to support the General Fund are derived from sources such as property tax, sales tax, franchise fees, and service fees. This fund usually includes most of the basic operation services, such as fire and police protection, finance, public works, general administration, planning, and recreation.



General Ledger: A file that contains a listing of the various accounts necessary to reflect the financial position of the government.

General Obligation Bonds (GO Bonds): Bonds issued by a government that are backed by the full faith and credit of its taxing authority.

Goal: A statement of broad direction, purpose, or intent based on the needs of the community. A goal is general and timeless.

Governmental Funds: Funds used to separate, control, and track financial resources of general government operations. The four governmental fund types include 1) General Fund, 2) Special Revenue Funds, 3) Capital Projects Funds, and 4) Debt Service Funds.

Grant: A contribution by a government or other organization to support a particular function.

Inter-fund Transfers: Amounts transferred from one fund to another.

Intergovernmental Revenues: Revenues from other governments (State, Federal or local) that can be in the form of grants, shared revenues, or entitlements.

Internal Service Fund: This fund is used to account for the financing of goods or services provided by one department or agency to other departments or agencies of the governmental unit on a cost reimbursement or cost allocation basis.

Inventory: A detailed listing of property currently held by the government.

Investment Earnings: Revenue earned on investments with a third party.

Lease/Installment-Purchase Financing: A method of purchasing equipment in which payments are spread over time. The purchased equipment serves as collateral.

Limited Service Employee (LSE): An employee appointed to a position for which either the average work week required by the Town over the course of a year is less than 20 hours or continuous employment required by the Town is less than 1000 hours per year.

Line Item: A budgetary account representing a specific object of expenditure.

Local Government Budget and Fiscal Control Act (LGBFCA): This act governs all financial activities of local governments within the State of North Carolina.

Local Government Commission (LGC): A division of the North Carolina Department of State Treasurer, that is responsible for the approval, sale, and delivery of substantially all North Carolina local government bonds and notes as well as monitoring certain fiscal and accounting standards prescribed for local governments by the Local Government Budget and Fiscal Control Act.

Long Term Debt: Debt with a maturity of more than one year after the date of issuance.

Major Fund: Funds whose revenues, expenditures/expenses, assets, or liabilities are at least 10 percent of the total for their fund category (governmental or enterprise) and 5 percent of the aggregate of all governmental and enterprise funds.



Maturities: The dates on which the principal or stated values of investments or debt obligations become due and/or may be reclaimed.

Mission: A broad statement outlining a department's purpose for existing.

Modified Accrual Basis of Accounting: An accounting method for governmental funds that recognizes revenues in the accounting period in which they become available and measurable. Expenditures are recognized in the period the fund liability is incurred, if measurable, except for unmatured interest on (and principal of) general long-term debt, which should be recognized when due.

Non-Major Fund: Funds whose revenues, expenditures/expenses, assets, or liabilities are less than 10 percent of the total for their fund category (governmental or enterprise) and less than 5 percent of the aggregate of all governmental and enterprise funds in total.

North Carolina General Assembly (NCGA): The legislative body of the State's government.

North Carolina General Statutes (NCGS): Laws governing the State of North Carolina.

Objective: A simply stated, readily measurable statement of aim or expected accomplishment within the fiscal year. An objective should imply a specific standard of performance for a given program.

Occupational Safety and Health Act (OSHA): Regulations passed and enforced by the US Department of Occupational Safety and Health Administration to assure safe and healthful working conditions for workers.

Operating Budget: A financial plan for the provision of direct services and support functions.

Operating Expenses: The portion of the budget pertaining to the daily operations that provide basic governmental services and includes expenditures, such as supplies, utilities, and materials.

Ordinance: A piece of legislation enacted by a municipal authority.

Part-time Employee: For budget purposes, a Town employee hired to work for less than 40 hours per week for an indefinite period; part-time employees may be eligible to participate in the Town's health, dental and life insurance and retirement programs, depending on the number of hours worked.

Pay-As-You-Go (or Pay-Go): The financial policy of a government unit that finances capital outlays from current revenues rather than from borrowing.

Peer Group: Other municipalities with similar characteristics, such as population, services provided, and tax base, used for comparison of financial condition and performance.

Performance-based Budget: A budget wherein expenditures, planning, and management decisions are based primarily upon measurable performance of activities.

Performance Indicator: A measurement designed to determine whether a service objective has been met and the effectiveness of achieving an objective.

Performance Measurement: The regular collection of quantifiable information regarding the results of service delivery.



Permanent Fund: An account for resources that is legally restricted so that only earnings, not principal, may be used for a particular government program.

Personal Property: Movable property is classified into two categories- tangible and intangible. "Tangible" or touchable property includes items of visible and movable property not permanently affixed to real property. "Intangible" or non-touchable property includes stocks, bonds, notes, cash, bank deposits, accounts receivable, patents, trademarks, copyrights, and similar assets.

Personnel Services: Salaries and wages paid to employees for fulltime, part-time, and temporary work including overtime and similar compensation.

Policy: A definite course or method of action in light of given conditions to guide and determine present and future decisions.

Powell Bill Funds: Funding from state-shared gasoline taxes that are restricted for use on maintenance of local streets and roads.

Productivity Measure: A performance measure combining efficiency and effectiveness measures into a single factor.

Program: An organized set of related work activities that are directed toward accomplishing a common goal.

Property Taxes: Taxes levied on both real and personal property according to the property's valuation and tax rate.

Proprietary Funds: Funds used to separate, control, and track financial resources of business-type activities carried out by a government. The two proprietary fund types include: 1) Enterprise Funds and 2) Internal Service Fund.

Real Property: Land, buildings, and items permanently affixed to land or buildings.

Reclassification: A change in a position title and/or the associated pay range based on changes in the job skills required for a given position.

Reserve: An account designated for a portion of the fund balance to be used for a specific purpose.

Resources: Assets that can be used to fund expenditures, such as property taxes, user fees, beginning fund balance, or working capital.

Restricted Fund Balance: Monies over the year that remain unspent after all budgeted expenditures have been made but can be spent only for the specific purposes stipulated by statutes, external resource providers, or through enabling legislation.

Restricted Intergovernmental Revenues: Grants, entitlements, and shared revenues that are recorded in the appropriate fund and classified by both source and function for which the revenues are to be spent.

Retained Earnings: Amounts representing accumulated earnings of proprietary funds after all budgeted business expenses have been made.

Revaluation: The process of revaluing a jurisdiction's real property to adjust the tax value to the market value. By North Carolina law, a revaluation must be conducted at a minimum of every eight years.



Revenue: Funds the Town receives as income including tax payments, fees from specific services, receipts from other governments, fines, grants, shared revenues, and interest income.

Revenue Bonds: Bonds issued by a government that are backed by a specific revenue source, such as water and sewer fees.

Revenue-Neutral Rate: The estimated tax rate to produce revenue for the next fiscal year equal to the revenue that would have been produced for the next fiscal year by the current tax rate if no reappraisal had occurred. The revenue-neutral rate is calculated as follows: 1) Determine a rate that would produce revenues equal to those produced for the current fiscal year, 2) Increase the rate by a growth factor equal to the average annual percentage increase in the tax base due to improvements since the last general reappraisal, and 3) Adjust the rate to account for an annexation, de-annexation, merger, or similar events.

Sales and Use Tax: Taxes based on the consumption of goods and services that the state collects for local governments and distributes based upon set formulas.

Special Assessment: A compulsory levy made against certain properties to defray part of the cost of a specific improvement or service, which is primarily benefits those properties.

Special Revenue Fund: A fund that accounts for revenues from specific sources that are to be used for legally specified expenditures.

Surplus: The amount by which revenues exceed expenditures.

Tax Base: The assessed valuation of all taxable real and personal property within the Town's corporate limits.

Tax Levy: The resultant product when the tax rate per one-hundred dollars valuation is multiplied by the total taxable valuation, or tax base.

Taxes: Compulsory charges levied by a government for financing services performed for the common benefit of the people. This term does not include specific charges made against particular persons or property for current or permanent benefit, such as special assessments or to user charges for enterprise type services.

Transfer: The movement of cash or other resources between funds.

Unassigned Fund Balance/Retained Earnings: The portion of a fund's unspent monies or reserves that are not restricted for a specific purpose and are available for general appropriation.

Unencumbered Balance: The amount of an appropriation that is neither expended nor encumbered. It is essentially the amount of money still available for expenditures.

User Fee/Charge: The payment for direct receipt of a service by the party benefiting from the service. These charges may or may not recover the full cost of providing the service or facility.

Workload Measure/ Indicators: A performance measure identifying how much or how many products or services were produced.



Common Acronyms

ACR	Annual Contribution Rate	GASB	Government Accounting Standards Board
AMI	Advanced Metering Infrastructure	GFOA	Government Finance Officers Association
APA	American Planning Association	GIS	Geographic Information Systems
CAD	Computer Aided Dispatch	GO Bonds	General Obligation Bonds
ACFR	Annual Comprehensive Financial Report	GS / N.C.G.S.	General Statutes / North Carolina General Statutes
CALEA	Commission on Accreditation for Law Enforcement Agencies	IACP	International Association of Chiefs of Police
CAPA	Citizens Assisting Police in Apex	ICMA	International City/County Management Association
CATV	Community Access Television	IP	Instalment Purchase
CDs	Certificate of Deposit	IT	Information Technology
CDBG	Community Development Block Grant	LAPP	Locally Administered Projects Program
CIP	Capital Improvement Plan	LEO	Law Enforcement Officer
CO	Certificate of Occupancy	LGBFCA	Local Government Budget and Fiscal Control Act
COVID-19	Coronavirus Disease	LGC	Local Government Commission
CPI	Consumer Price Index	LSE	Limited Service Employee
CY	Cubic Yard	LWCF	Land and Water Conservation Fund
EEO	Equal Employment Opportunity	MGD	Millions of Gallons per Day
EMS	Emergency Management Services	MVA	Mega Volt Amp
EO	Executive Order	N/A	Not Applicable
EPA	Environmental Protection Agency	NC	North Carolina
ERP	Enterprise Resource Planning	NCCMA	North Carolina City/County Management Association
ETJ	Extra Territorial Jurisdiction	NCCMT	North Carolina Capital Management Trust
FICA	Federal Insurance Contributions Act	NCDEQ	North Carolina Department of Environment Quality
FEMA	Federal Emergency Management Administration	NC DOT	North Carolina Department of Transportation
FT	Full-time	NCDMV	North Carolina Division of Motor Vehicles
FTE	Full-time Equivalent	NCDWQ	North Carolina Division of Water Quality
FY	Fiscal Year	NCGA	North Carolina General Assembly
GAAP	Generally Accepted Accounting Principles	NCLM	North Carolina League of Municipalities



NFPA	National Fire Protection Agency	SCADA	Supervisory Control and Data Acquisition
OPEB	Other Post-Employment Benefits	SCM	Stormwater Control Measure
OSHA	Occupational Safety and Health Act	TO	Track Out
PIL	Payment in Lieu	TIA	Traffic Impact Analysis
PIO	Public Information Officer	TIF	Tax Increment Financing
PO	Purchase Order	TIP	Transportation Improvement Program
PRCR	Parks, Recreation, & Cultural Resources	TP	Transportation Plan
PT	Part-time	UDO	Unified Development Ordinance
PW	Public Works	WS	Water Sewer
RCA	Resources Conservation Act	WWRWRF	Western Wake Regional Water Reclamation Facility
RFP	Request for Proposals		



Capital Improvement Plan

CIP

Fiscal Years
2024 - 2028



APEX
NORTH CAROLINA

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Section 1: Overview of the Capital Improvement Plan

The Capital Improvement Plan (CIP) is the planning mechanism by which the Town Council allocates limited financial resources to implement long-term goals as defined in the Town's Strategic Plan, Advance Apex: The 2045 Transportation Plan, the Downtown Master Plan, the Parks and Recreation Master Plan, and other similar planning documents. The purpose of the CIP is to forecast and match projected revenues and major capital needs over a five-year period. Capital planning is an important management tool that strengthens the linkage between community infrastructure needs and the financial capacity of the Town.

The CIP is a multi-year plan for major capital expenditures such as the acquisition of land, construction or significant renovation of public facilities (i.e. buildings/parks), construction of new transportation infrastructure (i.e. roads, sidewalks, multi-use paths), expansion or significant renovation of water, wastewater, electric, or stormwater infrastructure, capital equipment to support operations, or any combination of the above. Projects eligible for inclusion in the CIP are those with an asset value of greater than \$100,000 and a useful life of greater than three years.

When identifying new projects, staff looks to the long-term priorities and direction set by Town Council and submits formal requests through the CIP process. A formal request includes a description of the project, an explanation of how the project implements an established goal, the estimated cost of the project, and an estimate of the recurring costs associated with a completed project (i.e. additional staff, additional utilities, etc.). The formal request also includes an analysis of alternative solutions, if any, and a statement on the effect on services and/or programs if the project is not funded.

Once adopted by the Town Council, the CIP becomes a statement of town policy regarding the need, priority, timing, and funding of future capital projects. The Capital Improvement Plan is simply that – a *plan*. As such, projects and funding mechanisms are subject to change based on new or shifting service needs, special financing opportunities, emergency needs, or other directives or priorities established by the Town Council. Future needs and financial constraints may result in changes in priority over the five-year period; and because priorities can change, projects included in outward planning years are not guaranteed for funding. The CIP represents the best judgment of Town Administration and Town Council at the time the Plan is adopted. Priorities established in the CIP subsequently guide decisions made by Town Administration and the various boards and commissions appointed by Town Council.

The Town of Apex CIP achieves five major objectives as a component of the Town's budget and financial planning process:

1. Helps the Town rationally and intelligently plan for the repair, replacement, and acquisition of capital items that are necessary in providing high-quality services to the residents of Apex.
2. Assists in fiscal planning by forecasting capital demands together with future revenues and expenditures.
3. Ensures better coordination, evaluation, and planning of projects to serve the community and its needs.
4. Serves, together with the annual budget and other financial plans, as a guide to decision-making for the Town Council, Town Manager, and staff.
5. Serves as a systematic and comprehensive analysis of capital needs, increasing the probability of making rational budgetary judgments since improvements are identified, prioritized, and matched to the projected fiscal resources of the Town.

Relationship to the Annual Operating Budget

Some CIP projects are funded through annual operating funds, such as the General Fund, Electric Fund, and the Water and Sewer Fund. In these cases, the CIP and the Annual Operating Budget are directly linked as CIP projects become authorized through the adoption of the Annual Operating Budget. Projects funded through debt financing also impact the operating budget through ongoing debt service expense. Finally, some completed CIP projects will directly impact the operating budget as they will require ongoing expenses for staff and other operating costs.



CIP Structure

The CIP is organized into seven functional categories, called “elements,” in order to group projects with similar items.

1. **Transportation Element:** funds the construction of new roadways, improvements to existing roadways, sidewalks, bicycle and pedestrian facilities, transit projects, and railroad crossing improvements. Implementation of Advance Apex: The 2045 Transportation Plan, Bike Apex, and the Downtown Master Plan and Parking Study are funded in this element.
2. **Parks, Recreation, and Cultural Resources Element:** funds the acquisition of land for new park and greenway facilities, the construction of park and recreation amenities, and major maintenance of current facilities. Implementation of the Parks and Recreation Master Plan is funded in this element.
3. **Public Safety Element:** funds the acquisition of capital equipment to support the operations of the three public safety departments in the Town (Fire, Police, and Emergency Communications). Public safety facilities are considered in the public facilities element.
4. **Public Facilities Element:** funds the construction and major maintenance of general government and public safety facilities and infrastructure. This element also funds improvements to communications and technology infrastructure.
5. **Public Works & Environmental Services Element:** funds projects designed to manage and mitigate the effects of stormwater runoff, manage the collection and disposal of solid waste, and maintain streets. These projects include structural improvements, Stormwater Control Measure (SCM) construction, and the major maintenance of this infrastructure. They also include equipment needed to manage solid waste collection and maintain Town streets.
6. **Electric Utility Element:** funds the construction, maintenance, and improvement of electric distribution infrastructure. These projects include substation additions and upgrades, distribution line extensions, major maintenance of infrastructure, and the equipment necessary to maintain the system.
7. **Water & Sewer Utility Element:** funds the construction and improvement of water and sewer infrastructure. These projects include main additions and replacements, water/wastewater treatment plant renovations/expansions, filter rehabilitation, pump station additions, major maintenance of infrastructure, and the equipment necessary to maintain the system.

Capital Improvement Funding

The sources of funding used to execute the Plan are as important as the capital projects contained in the Plan. Capital Improvements for the Town of Apex are funded using a variety of sources that are broadly categorized as cash or debt financing.

Cash, or pay-as-you-go (paygo), funds come from sources such as tax revenue, development related fees (recreation, transportation, and capacity fees), program fees, State revenue, and interest earnings. Some of these sources, such as State revenue from the Powell Bill, Town recreation fees, and certain others, may only be spent to meet certain needs. Other revenue sources come with no restriction on the needs they may be used to address. Major funding sources for the CIP are described below:

General Fund: General Fund revenue, such as ad valorem taxes, sales taxes, utility taxes, and other similar revenues are used to fund Town operations and may be used to fund capital projects such as facility improvements, transportation system improvements, and other similar projects. Compared to other sources, General Fund resources are a flexible revenue source without restrictions on their use.

Enterprise Funds: Enterprise funds, such as the water/sewer fund and the electric fund, collect user fees as part of their operations, then invest a portion of that revenue into capital projects. The Town uses these funds only for corresponding



enterprise projects. For instance, the electric fund only pays for projects related to the electric system, and not for projects related to water/sewer or any General Fund related project.

Water/Sewer Capital Reimbursement Fees: These fees are charged, based upon a Town Council-approved Development Fee Schedule, to developers of land within the Town of Apex to pay for the capital facility burden created by new development. Revenue from these fees is restricted to be used for capital improvements to the water/sewer system or to fund payment of debt service for improvements to these systems.

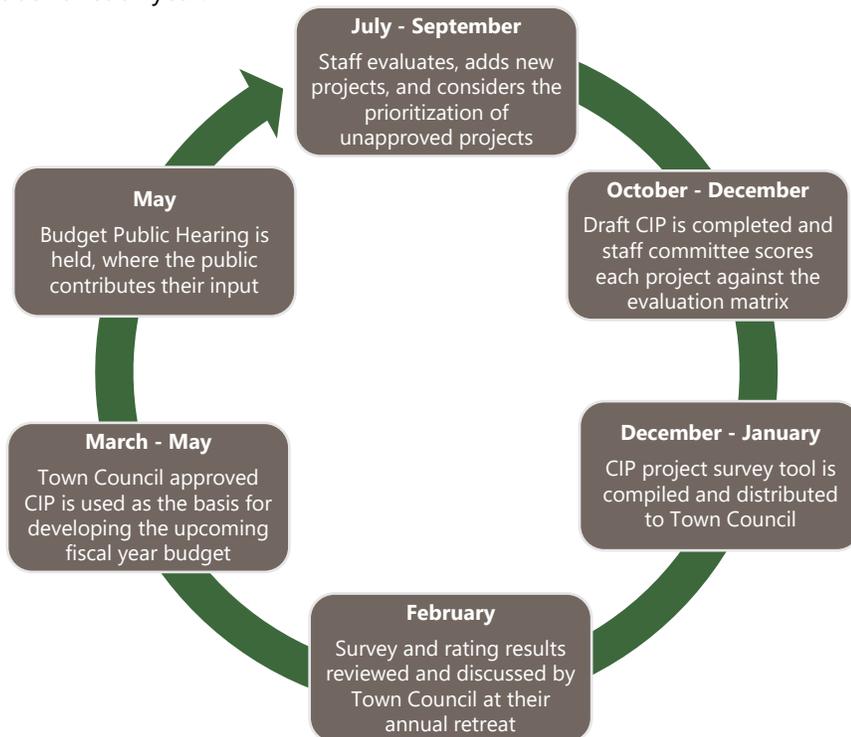
Debt Financing: For debt financing, the Town uses several types of debt mechanisms, including general obligation bonds, revenue bonds, and traditional lease-purchase or installment financing. The mechanism selected varies depending on the level of funding needed, the term of the need, and current debt market conditions. General obligation bonds are approved by voters and are backed by the Town’s taxing authority to repay the bonds. Revenue bonds pledge the revenue generated by specific enterprise (water, sewer, electric) charges.

Recreation Subdivision Fee-in-Lieu of Dedication: These fees are charged, based upon a Town Council-approved Development Fee Schedule, to developers of land within the Town of Apex and its Extraterritorial Jurisdiction (ETJ). Revenue from these fees is restricted to be used for park and recreation system expansion/improvements or to fund payment of related debt service.

Reserve from Prior Years: As capital projects are completed, any unspent budgeted amounts accumulate into capital reserves, which are available to fund future projects. Capital reserves can also build up when the Town collects revenue in excess of the amount budgeted for development fees described above.

The CIP Process

The process for developing the CIP, as illustrated below, begins shortly after the beginning of a new fiscal year (July 1) as staff considers unmet capital needs in the recently adopted budget and other emerging needs. For each project, staff in the requesting department complete a CIP project request form and compile supporting documentation. All CIP project requests are due by mid-October of each year.



Following an evaluation of current projects and needs, new projects are proposed to the 5-year plan. Using these proposals alongside pre-existing projects, a selection of senior staff representing the various departments are tasked with using an evaluation matrix to score the projects across eight categories, including public health and safety, legal mandates (as illustrated in the table to the right), economic development capacity, funding/budget impact, and other technical factors.

Legal Mandate	
* Select all that apply	Points Possible
Project mandated by State and/or	10 points
Project mandated by Town Council	7 points
Project mandated by legal settlement, contractual obligation or regulation	5 points
Project corrects a violation of Town or State code that would result in fines	2 points
Not Applicable	0 points

In preparation for the Town Council Annual Retreat in February, the Mayor and Town Council Members are provided with a survey tool to rank a selection of General Fund projects. The ranking excludes projects that are considered necessary for operations, such as replacement leaf trucks and radio replacements for public safety.

While the staff ratings focused on technical factors, the Mayor and Town Council rank the projects while keeping in mind how well they addressed each of the Town Council’s five strategic goals:

A Welcoming Community: Create a safe and welcoming environment fostering community connections and high quality recreational and cultural experiences supporting a sense of belonging.

High Performing Government: Deliver exceptional service valuing an engaged workforce with an emphasis on efficiency, collaboration, innovation, and inclusion.

Environmental Leadership: Commit to sustaining natural resources and environmental well-being.

Responsible Development: Encourage equitable and sustainable development that provides accessibility and connectivity throughout the community.

Economic Vitality: Improve and sustain an environment that invites and retains a diversity of residents, employment opportunities, and businesses.

The ranked responses from the Mayor and Town Council members for each proposal are averaged to create a project prioritization order. This order reveals which projects the Mayor and Town Council determine are most critical to achieving the Town’s strategic goals and, accordingly, have the most pressing need for immediate funding.

Using the prioritization list created with the averages of the Mayor and Town Council’s rankings for each project and a measure of dispersion (standard deviation), the results are then used to assign projects into quartiles based on average ranking and agreement. This helps illustrate projects where the Town Council is in agreement on ranking (high or low) and is used as the basis for further discussion on projects that have higher than average disagreement.



1: Above Average Score, Above Average Agreement	2: Above Average Score, Below Average Agreement
Environmental Education Center GoApex Transit Program Humie Olive Road at Blazing Trail Traffic Signal (+1) Jessie Drive Phase I and Phase II Justice Heights Street Extension Pleasant Park Baseball & Softball Complex Pristine Water Drive Connector Ragan Road Sidepath Salem Street Downtown Streetscape and Resurfacing South Salem Street Bicycle Connection	Apex Peakway Southeast Connector Beaver Creek Extension Phase I & Phase II Land Purchase for Affordable Housing Tingen Road Pedestrian Bridge Vision Zero - Bike & Pedestrian
3: Below Average Score, Below Average Agreement	4: Below Average Score, Above Average Agreement
Jaycee Park Expansion Production Drive Extension Reedy Branch Greenway Repurpose Depot Parking Lot Station 1 Rebuild Town-Wide Traffic Signal System	Big Branch Greenway Davis Drive at Salem Church Road Realignment Hunter Street Park Renovation KidsTowne Playground Renovation Olive Farm Park Design Vision Zero - Signal Upgrades

The chart above reflects the project distribution. Quartile 1, the green block, contains projects with above average rankings and general agreement. These projects are considered the highest relative priority by the Town Council. Quartile 4, the red block, represents projects with below average rankings and general agreement. Quartile 2 and 3, the yellow and orange blocks, represent the middle ground where there is more disagreement. The Town Council focuses discussion on many of these projects in the 2nd and 3rd quartiles.

Following Town Council input and approval, the CIP is used as a basis for budgeting in the coming fiscal year and in formulating financial forecasts prepared as part of the budget process. Public input is solicited through two public hearings held during the budget process.

Resident Budget Priorities Survey

The Town of Apex resident budget priorities survey invites Apex residents to share their input on budgetary decisions. The online survey presents residents with two different ranking tools. First, residents are given the opportunity to indicate the importance they place on the following broad budgeting categories, which staff developed according to the priorities highlighted by the Town’s strategic goals and ongoing plans, such as the Downtown Plan, Affordable Housing Plan, and others. Staff present the categories with the following brief descriptions prior to the ranking:

Recreation and Cultural Opportunities: Construction of new parks, greenways and facilities; maintenance and improvements to existing parks, greenways, and facilities; and athletic and cultural arts programming.

Transportation and Infrastructure: Construction and improvement of roadways, sidewalks, and bicycle lanes; public transit projects; and railroad crossing improvements.

Environmental Sustainability: Stormwater management; sanitation and recycling services; and initiatives to decrease the Town's carbon footprint, such as renewable energy improvements to Town facilities.

Economic Stability and Growth: Identifying and purchasing new development sites; recruiting new business and industry; and launching marketing initiatives for downtown businesses.



Housing Affordability: Programs to assist with home rehabilitation for low-income homeowners; emergency rental assistance; down-payment assistance for new homebuyers; construction of affordable housing units; and homeownership counseling.

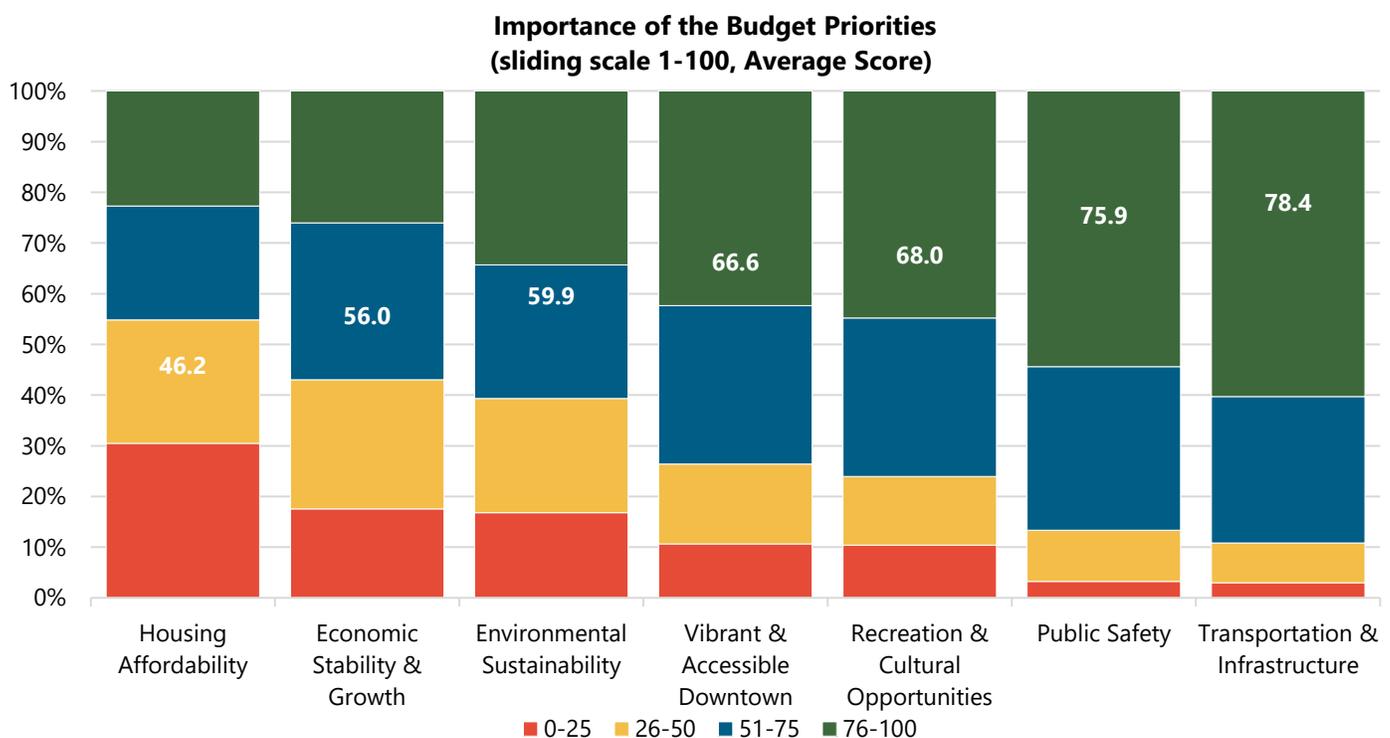
Public Safety: Resources to support the operations of the three public safety departments within the Town: Fire, Police, and Emergency Communications.

Vibrant and Accessible Downtown: Repurposing unused or underused spaces for public enjoyment; landscaping; and improving parking, sidewalks, and pedestrian crossings.

The survey provides a slider bar for each category, which represent a scale from “not at all important” to “very important.” By dragging and dropping a pin in the appropriate spot, residents communicate how important they feel each given category is.

The next section of the survey uses a simple drag-and-drop tool to rank specific initiatives within each category. By moving these items into their preferred order, residents indicate which items within the broader categories they feel are most and least important to fund. Residents are also given the option to indicate that none of the items listed are important to them.

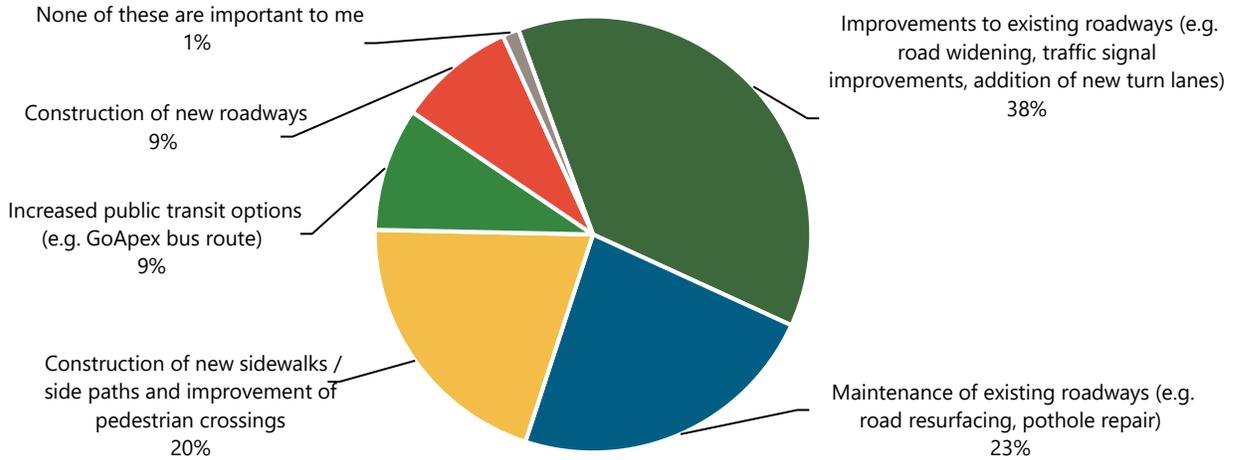
To analyze the results, Town budget staff calculate the average score of each broad budgeting category. Residents rated Transportation & Infrastructure as being most important, while Housing Affordability was least important.



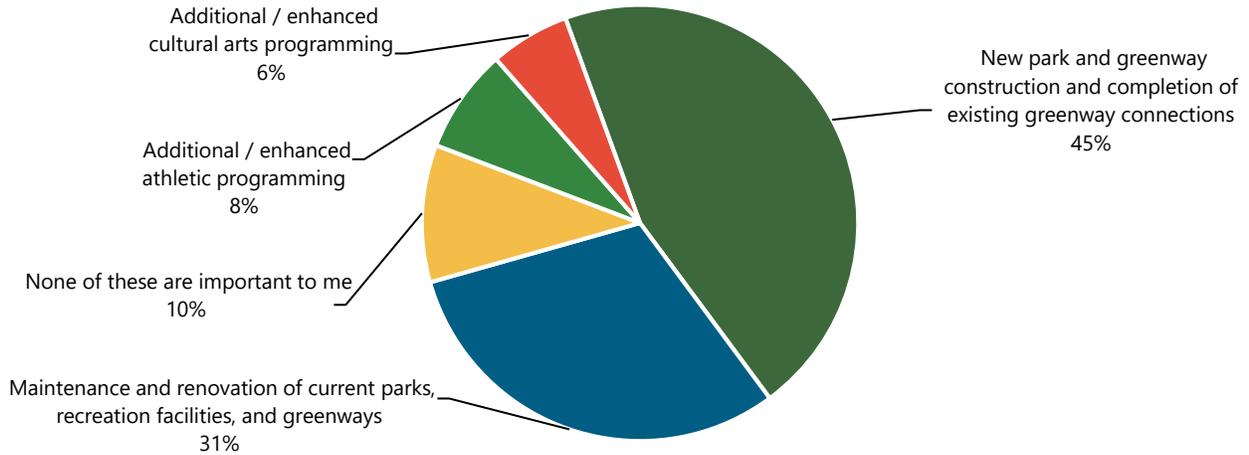
The average rankings for the items within each budgeting category reveals the initiatives residents feel are most important for the Town to address in the FY 23-24 budget. Below is a breakdown of the results within each broad budget category:



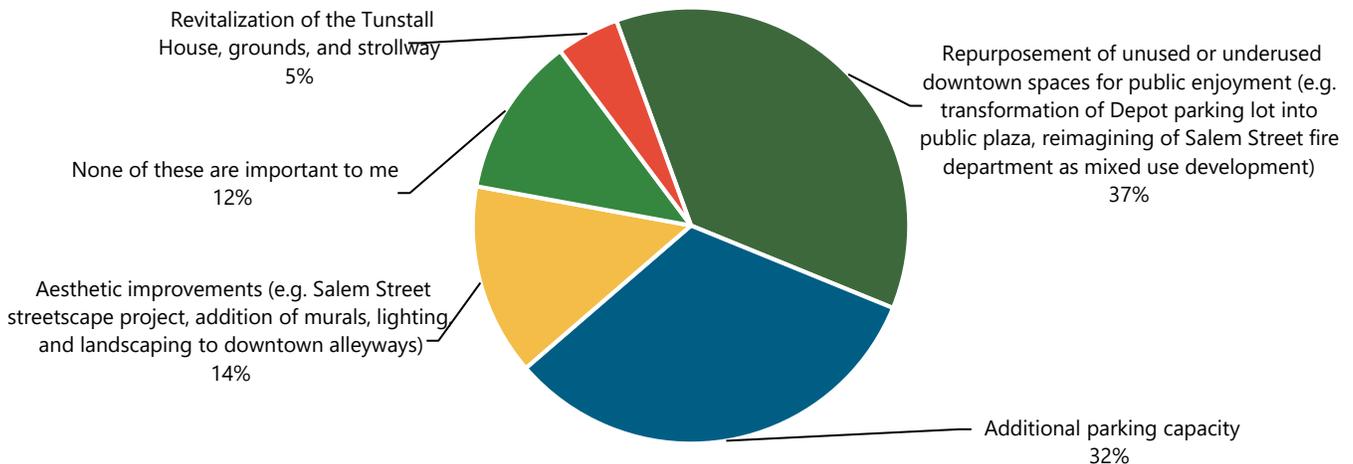
Transportation & Infrastructure



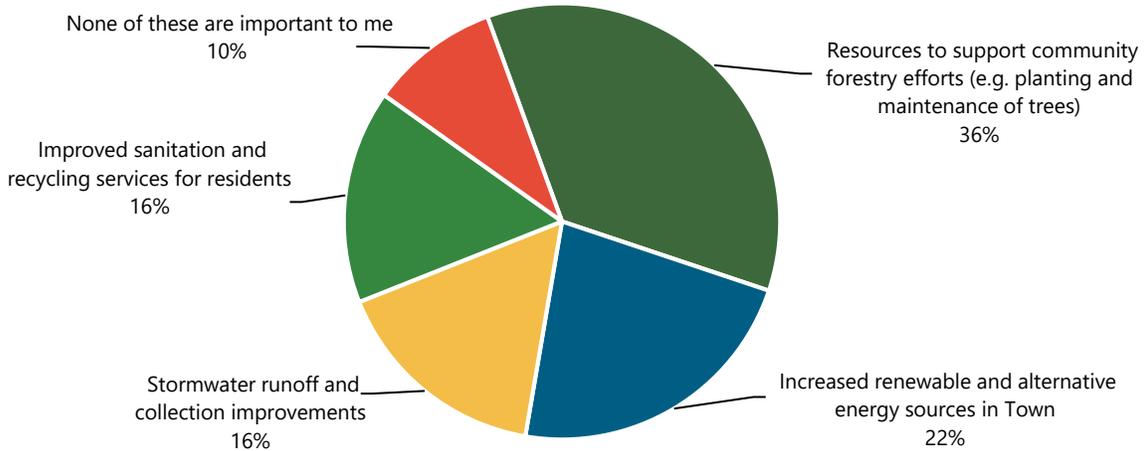
Recreation & Cultural Opportunities



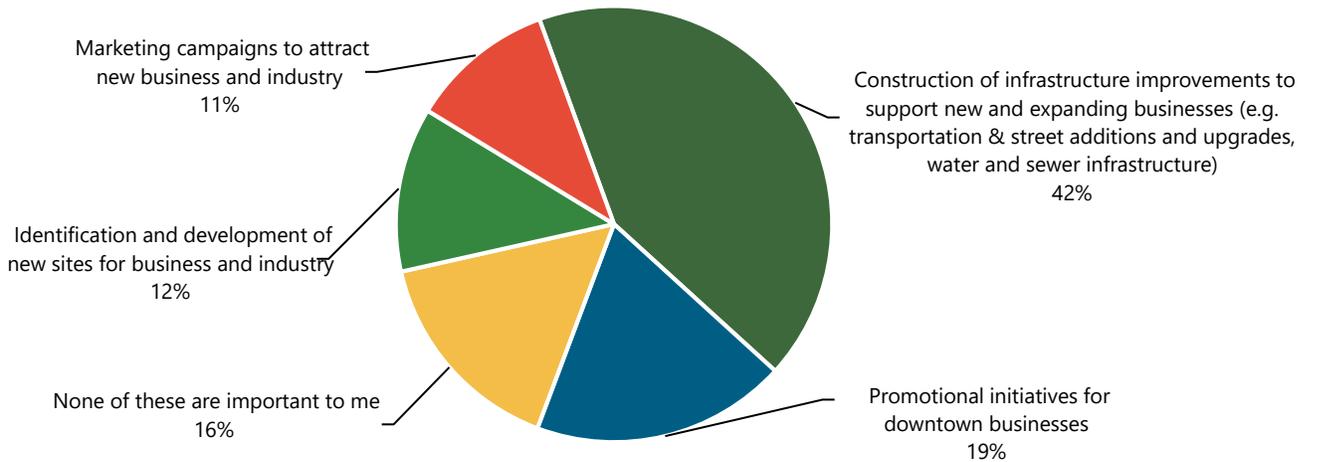
Vibrant & Accessible Downtown



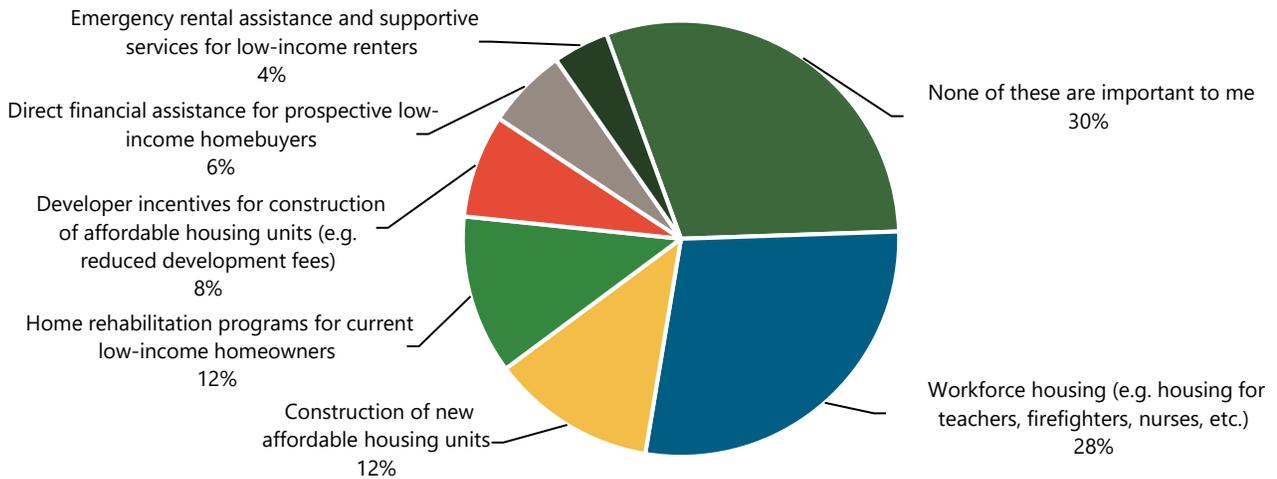
Environmental Sustainability



Economic Stability & Growth



Housing Affordability



The Town's goal in creating the resident budget priorities survey was to gain input from a larger number of residents than it typically reaches during its two annual budget hearings. With 619 survey responses, the Town was able to successfully gain a fuller picture of what is important to Apex residents. This knowledge will help the Mayor and Town Council ensure Town actions are well aligned with resident needs in the coming fiscal year.

CIP Practices

Long-Range Cost Estimates: Using the upcoming fiscal year as the base, staff will apply cost escalators to better estimate future construction costs. Staff applies the escalator to new construction and significant building rehabilitations. In some elements, such as public utilities and transportation, staff applies other escalators developed for those specific service areas.

Closing Projects: Projects are closed when the approved scope of work is complete. Staff reviews project statuses periodically to identify projects that are finished and can be closed. If the budget for a completed project is not fully expended, generally, the budget is closed and the remaining balance accumulates in the fund balance. The accumulated fund balance is available to pay for future projects.

Horizon Issues: The proposed CIP funds the Town's highly prioritized needs. Staff reviews and analyzes the business cases supporting these projects and considers them ready to move forward. In many situations, however, the Town has identified a future need, but has not yet completed a detailed analysis, considered options, or designed a specific facility. These projects include facilities, capital maintenance, and business systems that will be needed in the future, often beyond the CIP's five-year timeframe.

Planning By Fund

The following sections represent a description of the projects submitted, by element, for the five-year planning timeframe under consideration. Each element begins with a brief description of what types of projects are funded and includes a tabular summary of all projects considered and the proposed revenue source to fund the projects in each year. At the end of each section, there is a summary table showing the total cost of the projects in each year and the total of each revenue source. More details regarding the cost of borrowing is provided in each summary section. The reference to "Local Revenue" in the revenue portion of the tables is indicative of the need for current year funding for some projects/purchases in each year. This could include appropriation of reserve funds from one or more of the major funds: General, Water & Sewer, and Electric.



Section 2: General Fund

A majority of projects included in the CIP are housed in the General Fund. This revenue is generated in large part by ad valorem taxes, along with sales taxes, utility taxes, and other similar revenues.

The types of capital projects that qualify for this fund include facility improvements, transportation system improvements, and other similar projects.

Compared to other sources, General Fund resources are a flexible revenue source without restrictions on their use.

The icons below signify each element within the General Fund. They are located on the top right corner of the pages that are associated with their projects.



Transportation



*Parks, Recreation, &
Cultural Resources*



Public Safety



Public Facilities



*Public Works &
Environmental
Services*





Transportation Element Projects

Projects Funded: Construction of new roadways, improvements to existing roadways, sidewalks, bicycle and pedestrian facilities, transit projects, and railroad crossing improvements.

Peak Plan 2030 Recommendation: Implementation of Advance Apex: The 2045 Transportation Plan, Bike Apex, and the Downtown Master Plan and Parking Study are funded in this element.

Transportation infrastructure, like the Peakway shown on the right, has a long-lasting effect on the quality of life in Apex. It provides easier access to all areas of town and helps ease commuter traffic congestion as residents travel to and from employment centers.



The table below shows each of the projects submitted for consideration in this year's CIP process and the estimated cost of the project in each fiscal year in the plan. Section 7 of this document contains detailed information regarding the proposed funding source for each individual project.

Transportation	FY23-24	FY24-25	FY25-26	FY26-27	FY27-28	Future Years	Total Capital Cost
Annual GoApex Transit Improvements	100,000	200,000	200,000	200,000	200,000	200,000	1,100,000
Annual Miscellaneous Road & Sidewalk Improvements	200,000	200,000	200,000	200,000	200,000	200,000	1,200,000
Annual Pavement Management	2,200,000	2,300,000	2,400,000	2,500,000	2,600,000	2,700,000	14,700,000
Felton Grove High School Improvements Cost Share	825,000	825,000	-	-	-	-	1,650,000
Justice Heights Street Extension	750,000	-	-	-	-	-	750,000
Safe Routes to School	1,000,000	2,360,000	2,230,000	2,200,000	905,000	3,510,000	12,205,000
South Salem Street Bicycle Connection	300,000	-	2,100,000	-	-	-	2,400,000
Tingen Road Pedestrian Bridge	500,000	-	-	4,050,000	-	-	4,550,000
Apex Peakway North Widening	-	495,000	5,075,000	-	-	-	5,570,000
Center Street Railroad Crossing Improvements & Sidewalk	-	140,000	-	920,000	-	-	1,060,000
Chatham Street Railroad Crossing Improvements & Sidewalk	-	150,000	-	1,145,000	-	-	1,295,000
GoApex Transit Program	-	100,000	690,000	-	-	-	790,000
GPS Emergency Vehicle Preemption	-	160,000	160,000	160,000	-	-	480,000
Jessie Drive Phase I & Phase II	-	1,000,000	8,500,000	-	1,500,000	12,000,000	23,000,000
Jones Street Improvements	-	140,000	-	-	-	-	140,000
Ragan Road Sidepath	-	850,000	-	-	-	-	850,000
Vision Zero - Signal Upgrades	-	300,000	2,000,000	-	-	-	2,300,000
Wayfinding Signage Fabrication & Installation	-	760,000	415,000	-	-	260,000	1,435,000
West Williams Street Sidewalk	-	200,000	750,000	-	-	-	950,000
Old US 1 at Friendship Road Improvements Cost Share	-	-	250,000	-	-	-	250,000
Pavement Management Backlog	-	-	5,000,000	-	-	-	5,000,000
Pristine Water Drive Connector	-	-	500,000	3,000,000	-	-	3,500,000
Salem Street Downtown Streetscape, Gathering Space, & Alleys	-	-	4,520,000	-	2,100,000	-	6,620,000
Davis Drive at Salem Church Road Realignment	-	-	-	200,000	500,000	7,000,000	7,700,000
Technology Drive Enhancements Cost Share	-	-	-	2,000,000	-	-	2,000,000
Vision Zero - Bike & Pedestrian	-	-	-	600,000	400,000	2,000,000	3,000,000
Production Drive Extension	-	-	-	-	300,000	2,000,000	2,300,000
US 64 Sidewalk & Enhancement Cost Share (U-5301)	-	-	-	-	2,000,000	-	2,000,000
Apex Peakway Southeast Connector	-	-	-	-	-	18,885,000	18,885,000
NC 55 Sidewalk & Enhancement Cost Share (U-2901)	-	-	-	-	-	2,000,000	2,000,000
Ten Ten Road/Center Street Sidewalk & Enhancement Cost Share (U-5825)	-	-	-	-	-	2,000,000	2,000,000
Town-Wide Traffic Signal System	-	-	-	-	-	6,800,000	6,800,000
Element Total	\$5,875,000	\$10,180,000	\$34,990,000	\$17,175,000	\$10,705,000	\$59,555,000	\$138,480,000



Continuous Projects

Annual GoApex Transit Improvements

\$100,000+
Annually

Annual allocation to enhance bus stop amenities (shelters, benches, trash cans, bike racks, lighting, signage, informational materials, etc.) and improve accessibility and safety (increased bicycle and pedestrian infrastructure, lighting, crosswalks, bus pullouts, bumpouts, etc.) for current and potential future GoApex service and potential overlap areas with regional transit service, such as GoCary and GoTriangle.

Annual Miscellaneous Road & Sidewalk Improvements

\$200,000
Annually

This ongoing program addresses various deficiencies throughout Apex's municipal street system with accessible ramps and crosswalks, sidewalk maintenance, completion of short gaps in sidewalks, traffic control and warning device upgrades, and other related requests to provide a safe and accessible transportation system for all users. Without this program, we delay and bundle small projects while seeking a funding source, in some cases for a year or more.

Annual Pavement Management

\$2,200,000+
Annually

The Town is responsible for maintaining 150 miles of municipal streets, with the annual resurfacing contract providing for most of the pavement maintenance needs. Street mileage is growing annually with ongoing development. A recent survey of our streets reveals that we have deferred maintenance that needs to be addressed. This ongoing program focuses on deficiencies in pavement condition throughout Apex, addressing issues such as potholes, alligator cracking, and rutting in order to provide a safe and reliable transportation system. The Powell Bill program provides an annual funding allocation from the state, based on public centerline miles of road accepted and maintained by the Town. However, current and future resurfacing costs continue to exceed Powell Bill allocations, requiring additional General Fund revenues to be allocated.

FY 2023-24

Felton Grove High School Improvements Cost Share

\$1,625,000
Two-year Total

This project will contribute funds toward intersection improvements as part of the construction of proposed Felton Grove High School (2025 anticipated opening) that would not otherwise be constructed if they are beyond the required improvements for Wake County Public School System (WCPSS). Without this project, there would be potential capacity and safety issues at multiple access points to the school. Funding is being prioritized ahead of construction in order to enter into an agreement with the school. Payment will be expected in 2025.

Justice Heights Street Extension

\$750,000

This project includes extending Justice Heights Street from its existing stub west of South Salem Street to intersect Apex Peakway and adds sidewalk on the north side of the street. The project would provide improved local connectivity for traffic flow south of NC 55 and pedestrian connectivity between Salem Street and Apex Peakway through the Justice Heights neighborhood. If the project is not funded, there will continue to be a gap in the transportation network between Salem Street and Apex Peakway for this local area.

Safe Routes to School

\$12,205,000
Six-year Total

These projects will improve and add to existing Town infrastructure related to pedestrian and bicycle traffic to/from school. This five-phase project includes adding sidewalks, pedestrian facilities, and safe crosswalks in the areas surrounding Apex Elementary, Apex Middle, Apex Friendship Schools, Laurel Park Elementary, Baucom Elementary, Olive Chapel Elementary, Scotts Ridge Elementary, Salem Schools, and Thales Academy Elementary School. These phases were identified through an





analysis of safe routes to school needs. Without the project there will continue to be gaps in the sidewalk network and other deficiencies in the transportation system that make walking and biking to school difficult.

South Salem Street Bicycle Connection

(Downtown to Pleasant Park)

\$2,400,000

Two-year Total

This project includes sharrows along Salem Street from Apex Peakway to Hunter Street. Bike lanes along S Salem Street from Pleasant Park to Apex Peakway. This project was identified as the second highest priority in Bike Apex: The Comprehensive Bicycle Plan. If it is not completed, the Town will not meet the objective of prioritizing bicycle improvements along a designated bicycle route and major thoroughfare.

Tingen Road Pedestrian Bridge

\$4,550,000

Two-year Total

This project includes construction of a pedestrian bridge over the railroad crossing of Tingen Road. This at-grade railroad crossing will be closed as part of the Apex Peakway Southwest Connector project per the agreement with CSX. Construction of the pedestrian bridge will provide a space for members of the community to safely cross the railroad tracks on Tingen Road to access downtown Apex, multi-family residential developments, multiple churches, and Apex Elementary School. If it is not completed, the railroad crossing will become a barrier to the pedestrian network within the Town center. A feasibility study will determine more accurate scope and cost with public involvement.

FY 2024-25

Apex Peakway North Widening

(Center Street to Old Raleigh Road)

\$5,570,000

Two-year Total

This project widens existing Apex Peakway from a two-lane median-divided road to a four-lane median-divided road. Peak hour traffic exceeds capacity of the existing roadway so this widening will reduce queue lengths and delays. Without it, the road will continue to experience longer delays, making access difficult for commuters and emergency vehicles and causing more drivers to divert to other local routes, increasing congestion elsewhere. Until the state TIP widens Center Street/Ten Ten Road beginning in 2029 as currently programmed, this project may still not address backups at Center Street. However, this widening should be constructed prior to or during the Peakway Southeast Extension project, regardless of the state's schedule for widening Center Street.

Center Street Railroad Crossing Improvements & Sidewalk

\$1,060,000

Two-year Total

This project includes improvement of the road-crossing surface with the addition of concrete panels and addition of sidewalk across CSX railroad tracks, as well as four quadrant gates and associated railroad equipment upgrades. Without it, the sidewalk will continue to stop short of the tracks on each side, forcing pedestrians onto the roadway, and the crossing surface will continue to compromise ride comfort. An additional benefit is the potential to create a quiet zone at this crossing. This project also includes sidewalk along the north side of Center St from N Salem St to N Hughes St.

Chatham Street Railroad Crossing Improvements & Sidewalk

\$1,295,000

Two-year Total

This project includes addition of sidewalk across CSX railroad tracks, as well as 4-quad gates and associated RR equipment upgrades. Without it, sidewalk will continue to stop short of the tracks on each side, forcing pedestrians onto the roadway, and the quiet zone will not be able to move forward. This project also includes sidewalk along East Chatham Street from South Mason Street to the cul-de-sac. This sidewalk segment is a high-priority Safe Routes to School Project and is combined with the railroad crossing improvements for construction efficiencies and to complete pedestrian connectivity along the corridor.





GoApex Transit Program

\$790,000
Two-year Total

This project represents funds for improvements to GoApex Route 1 and expansion of the local public transportation services to offer a second route, GoApex Route 2. The first local transit route, GoApex Route 1, began operating in 2022. It is anticipated that, after several years of operating, ridership will be quantified and priority locations for shelters and other enhancements on GoApex Route 1 will be identified.

GPS Emergency Vehicle Preemption

\$480,000
Three-year Total

This project includes installing GPS preempt at 10 traffic signals/year, prioritizing major corridors (including NC 55, Salem Street, Center Street/Ten Ten Road, and Apex Peakway), and various signals adjacent to those major corridors. Without this system, time-saving benefits of having preemption for multiple directions of traffic flow along major routes would not be realized. Existing infrared preemption is only available for certain directions at four signals town-wide and Apex Fire Department no longer has infrared emitters.

Jessie Drive Phase I & Phase II

\$23,000,000
Four-year Total

This project would connect Jessie Drive to NC 55, providing a major thoroughfare between Ten Ten Road and NC 55 south of US 1. The road would serve development of adjacent land, including industrial and commercial areas. In the event of major closures or delays on NC 55 or Ten Ten Road, it would provide an east-west detour. Without it, adjacent development would be responsible for building sections of Jessie Drive, but it is unlikely that the entire route from NC 55 to Ten Ten Road would be completed. In the interim, development will burden existing connections, which are either already congested or offer less capacity.

Jones Street Improvements

\$140,000

This project includes adding curb along both sides of Jones Street, sidewalk on one side, and grading the ditch along Holleman St. This is intended to meet or exceed 20' minimum street width based on the Fire Code, provide a new pedestrian route from W Chatham St to Holleman St, and capture and direct storm water into the public system, addressing drainage complaints. Without the project, the roadway will continue to fall below current minimum standards for vehicles and pedestrians and neighbors will continue to receive stormwater runoff from the roadway through their property.

Ragan Road Sidepath

\$850,000

This project includes creating a connection from the Ragan Road sidepath to the American Tobacco Trail. Currently, residents surrounding Ragan Road have been using the sidepath along Ragan Road to the terminus and then walking along Ragan Road and cutting through a private property to access the southern end of the American Tobacco Trail.

Vision Zero - Signal Upgrades

\$2,300,000
Two-year Total

This project will implement safety upgrades to the top five high injury network intersection priorities, currently: 1) US 1 SB off ramp at NC 55, 2) US 64 EB ramps at NC 55, 3) Lufkin Rd at NC 55, 4) Vision Dr at NC 55, and 5) Beaver Creek Commons Dr/Pemberton Hill Dr at NC 55. Without improving these locations, the goals of the Vision Zero program are unlikely to be met and we will not be able to significantly reduce the potential for serious injuries and fatalities for the most hazardous intersections.

Wayfinding Signage Fabrication & Installation

\$1,435,000
Two-year Total

This project includes fabrication and installation of Wayfinding signage throughout Town. Sign types include parking directional, vehicular directional, pedestrian directional, destination identification, gateway signage, and bicycle signage.





This project was identified as part of the Downtown Plan & Parking Study and is an extension of the Community Branding Study. If it is not completed, the Town will not meet the objective of the Wayfinding Signage Program to provide consistent and attractive information to help residents and visitors discover and navigate to key destinations in Town.

West Williams Street Sidewalk

\$950,000

Two-year Total

This project would complete gaps in the sidewalk in front of Beaver Creek Commons shopping center, crossing the US 64 eastbound off ramp, connecting across the bridge over US 64, and extending to the intersection at Vision Drive. Current review of statewide prioritization shows this may score well enough to allow for 70% state funding. Signalized crosswalks would be installed at the existing traffic signals on both ends of this project. Without it, pedestrians will continue traveling along the shoulder of the road and both ends of this project will lack accessible ramps and crosswalks.

FY 2025-26

Old US 1 at Friendship Road Improvements Cost Share

\$250,000

This project would contribute funds toward construction of a 150' northbound left turn lane. Until the ballfields are funded for construction, this project would not be required as a condition of the Town's project. However, a westbound left turn lane is planned for construction in 2026 as part of the Friendship Innovation Park south of US 1.

Pavement Management Backlog

\$5,000,000

This project is designed to catch up on our backlog of streets in need of rehabilitation over a two-year period. This supplements the ongoing program that manages roadway infrastructure conditions throughout Apex on the municipal street system by optimizing strategies for maintaining pavements in serviceable condition at the lowest cost, providing a safe and reliable transportation system. Without it, we would continue to lag behind on street maintenance needs, the overall condition of streets would degrade, and maintenance costs over time would increase substantially. The total estimated backlog was over \$12M based on our consultants last PCS. The last \$5M bond caught us up some and this PWT item will get us closely to eliminating backlog.

Pristine Water Drive Connector

(Pristine Water Drive to Lufkin Road)

\$3,500,000

Two-year Total

This project would extend a collector street from Burma Drive to Lufkin Road. Construct 700 feet of minor collector street west to Pristine Water Drive, upgrade 1,300 feet of Pristine Water Drive (west and northwest) to a public street, and upgrade 1,000 feet of an existing concrete private driveway to a public street connecting Pristine Water Drive to Lufkin Road to serve existing municipal and private industrial uses, as well as add a second point of access to the Cash Corporate Center for economic development. Without this connectivity, the Town would not be able to meet the needs of prospective major employers seeking access in accordance with the Transportation Plan, and thus, it would be difficult to attract such businesses to Apex at this time.

Salem Street Downtown Streetscape, Gathering Space, & Alleys

\$6,620,000

Two-year Total

This project includes in the order of funding below: Cost overrun for Saunders Lot plus the curbside Salem Streetscape with 10 on-street spaces and street trees, plus Saunders St gathering space, and improvements to Commerce, Seaboard, and The Peak Alley based on the schematic designs approved by Town Council in 2021. Construction plans underway for approval in 2023. Property acquisition is combined for the streetscape and alleys in the first year, with most of those funds required for the alleys.





FY 2026-27

Davis Drive at Salem Church Road Realignment

\$7,700,000

Three-year Total

This project would realign Davis Drive to improve the horizontal curvature as well as add turn lanes and extend Salem Church Road. The intersection would be shifted west, away from the CSX RR freight line, allowing for vehicle stacking beyond the tracks and the installation of a traffic signal and gate arms. Without this project, it is possible that Salem Church Road will eventually be converted to right in-right out, and/or safety concerns will persist for the following issues: no left turn on Davis Drive backing up traffic southbound, no space for a traffic signal or gate arms to warn of an approaching train, and limited visibility around the curve on Davis Drive.

Technology Drive Enhancements Cost Share

\$2,000,000

This project will improve NC 55 (East Williams Street) at Technology Drive. The project termini have not been finalized, but improvements may extend from Sunset Lake Road to the future Jessie Drive connection. While the project purpose is to address traffic capacity and mobility needs, some bicycle and pedestrian enhancements are also anticipated. The proposed cost share is for enhancements the Town desires above and beyond what would be funded by NCDOT and CAMPO. These enhancements will be determined through the design and public engagement process. Possible examples may include, additional bicycle and pedestrian facilities, including crossing opportunities; safety enhancements consistent with Vision Zero recommendations; and landscaping.

Vision Zero – Bike & Pedestrian

\$3,000,000

Three-year Total

The project will implement countermeasures for 12 locations throughout Apex to improve infrastructure where severe or fatal bicycle or pedestrian crashes have occurred. These locations are based on the bicycle and pedestrian crash data for 2015 – 2020 that was consolidated and analyzed as part of the Vision Zero Action Plan and were identified as roadway segments and intersections where severe or fatal bicycle or pedestrian crashes have occurred and are distributed across Apex along both thoroughfares and local streets. The Town will conduct an updated safety analysis for each of 12 locations to evaluate whether infrastructure improvements are needed.

FY 2027-28

Production Drive Extension

\$2,300,000

Two-year Total

This project would extend Production Drive from Pristine Water Drive to future Jessie Drive for a distance of approximately 1,100 feet. This would provide improved connectivity for economic development areas, including the Town's certified site, as well as an alternative route to avoid Ten Ten Road for residential development south of Jessie Drive. In the interim, development will continue to depend on existing Jessie Drive and Smith Road/Stephenson Road, as well as residential streets with no convenient alternatives to Ten Ten Road.

US 64 Sidewalk & Enhancement Cost Share (U-5301)

\$2,000,000

This project will convert the intersections of US 64 at Lake Pine Drive and US 64 at Laura Duncan Road to an interchange, and convert US 64 from Laura Duncan Road to US 1 to a superstreet. This project will provide funding for enhancements the Town requests as part of the widening project. Enhancements are likely to include protected pedestrian facilities, including sidewalk, multi-use path, and crossings. NCDOT will replace existing pedestrian facilities, but will not complete gaps where there are no existing facilities unless the Town shares a portion of the costs.





Horizon

Apex Peakway Southeast Connector

\$18,885,000

(NC 55 to Center Street)

The proposed project would complete the final gap in the Apex Peakway, completing a full loop around downtown Apex. The construction of Apex Peakway was identified as a high priority in Apex. It will become increasingly important given anticipated delays to NCDOT's widening of the NC 55 corridor between US 1 and Olive Chapel Road. The completed Apex Peakway loop will provide a needed alternative to the NC 55 corridor through Apex. Without completing this project, there will not be an intuitive relief valve for NC 55, nor will there be an alternative designed to handle the anticipated volume of traffic. This request is consistent with the Apex Peakway Southeast Connector Feasibility Study, completed in June 2018.

NC 55 Sidewalk & Enhancement Cost Share (U-2901)

\$2,000,000

Transportation Improvement Program (TIP) project U-2901 will widen NC 55 from US 1 to Olive Chapel Road. This project will provide the enhancements the Town requests, which include pedestrian facilities (sidewalk and path), aesthetic treatments at new CSX Bridge, and median enhancement and landscaping. As part of TIP U-2901, NCDOT will replace existing pedestrian facilities, but not complete gaps where there are no existing facilities without the Town sharing a portion of the costs. Similarly, NCDOT will not provide an enhanced streetscape unless the Town shares a portion of the costs.

Ten Ten Road/Center Street Sidewalk & Enhancement Cost Share (U5825)

\$2,000,000

This project will provide enhancements the Town requests as part of the NCDOT widening project (Ten Ten Road from Apex Peakway to Kildaire Farm Road in the Town of Cary). Enhancements include pedestrian facilities (sidewalk and multi-use path), median treatments, and landscaping. As part of TIP U-5825, NCDOT will replace existing pedestrian facilities, but will not complete gaps where there are no existing facilities unless the Town shares a portion of the costs. Similarly, NCDOT will not provide an enhanced streetscape unless the Town shares a portion of the costs.

Town-Wide Traffic Signal System

\$6,800,000

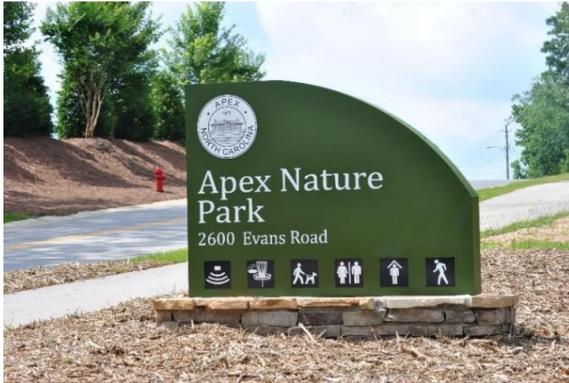
The project will address traffic signals town-wide by designing and installing the infrastructure needed to monitor and control traffic signals throughout Apex in a centralized system and support a future regional traffic signal system. Traffic signals in Apex are mostly either in the Town of Cary Signal System or controlled by NCDOT, and Apex has limited maintenance responsibilities in a few locations. New signals on town-maintained roads will become the responsibility of Apex. There is also an increasing level of service and safety benefit for Apex to monitor and maintain connected traffic signals. These benefits will increase as locally-maintained roadway mileage and pedestrian facilities are expanded and connected, and transit routes and use increase.





Parks, Recreation, & Cultural Resources Element Projects

Projects Funded: Acquisition of land for new park and greenway facilities, the construction of park and recreation amenities, and major maintenance of current facilities.



Peak Plan 2030 Recommendation: That the Town “implement recommendations of the recently updated Parks, Recreation, Greenways, and Open Space Master Plan.” Projects shown in this element address needs reflected in this plan. Projects shown in this element include bicycle transportation improvements included in the Bike Apex plan.

The Apex Nature Park, which opened in early 2014, expanded our ability to serve the growing population of Apex with a variety of active and passive recreational opportunities. Our high-quality park facilities, greenway network, and the programs we offer contribute greatly to the high quality of life people in Apex enjoy. This element suggests funding several other quality projects in response to our Parks Plan and the expressed needs of those we serve.



The table below shows each of the projects submitted for consideration in this year’s CIP process and the estimated cost of the project in each fiscal year of the plan. Section 7 of this document contains detailed information regarding the proposed funding source for each individual project.

Parks, Recreation, & Cultural Resources	FY23-24	FY24-25	FY25-26	FY26-27	FY27-28	Future Years	Total Capital Cost
Annual Misc Greenway Connections	300,000	300,000	300,000	300,000	300,000	300,000	1,800,000
ACP Street Hockey Partnership Project	250,000	-	-	-	-	-	250,000
Environmental Education Center	300,000	-	3,650,000	-	-	-	3,950,000
Track Out Camp Program Buses	240,000	-	-	-	-	-	240,000
West Street Park Improvements	1,650,000	-	-	-	-	-	1,650,000
KidsTowne Playground Renovation	-	-	150,000	-	2,000,000	-	2,150,000
Seymour Athletic Fields/Nature Park Parking Expansion	-	-	120,000	1,080,000	-	-	1,200,000
Wimberly Road Park Design	-	-	500,000	-	-	30,250,000	30,750,000
Big Branch Greenway	-	-	-	300,000	150,000	8,000,000	8,450,000
Beaver Creek Greenway Extension	-	-	-	-	1,000,000	13,031,000	14,031,000
Hunter St Park Renovation	-	-	-	-	675,000	-	675,000
Jaycee Park Expansion	-	-	-	-	150,000	1,500,000	1,650,000
Olive Farm Park Design	-	-	-	-	300,000	25,000,000	25,300,000
Reedy Branch Greenway	-	-	-	-	300,000	3,000,000	3,300,000
Apex Community Park Parking Lot Expansion	-	-	-	-	-	700,000	700,000
Middle Creek Greenway (Gladstone north to Center Street/SR1010)	-	-	-	-	-	4,600,000	4,600,000
Pleasant Park Baseball & Softball Complex	-	-	-	-	-	12,300,000	12,300,000
Element Total	\$2,740,000	\$300,000	\$4,720,000	\$1,680,000	\$4,875,000	\$98,681,000	\$112,996,000



Continuous Projects

Annual Miscellaneous Greenway Connections

\$300,000
Annually

This ongoing program would allow for the study and prioritization of proposed connections of existing greenways. As requests for connections continue to increase each year, without funding for this program, we would lack the resources to properly identify the viability of the proposed connections.

FY 2023-24

ACP Street Hockey Partnership Project

\$250,000

In partnership with the NHL Carolina Hurricanes, develop 2 street hockey courts (multifunctional courts - including Futsal and Basketball) in the fenced field space. This programmable space will be utilized to introduce street hockey to the community and provide access to underserved and vulnerable populations through events with the Boys and Girls Club, Miracle League and Town Specialized Recreation programming.

Environmental Education Center

\$3,950,000
Two-year Total

The Nature and Environmental Education facility was part of the initial Master Plan for the Nature Park site. The intent is to utilize this facility as a headquarters for the operation of the park and to provide on-site staff to program and oversee the park. Additionally, it would be a place where environmental and nature exhibits can be seen as part of the Town's effort to educate and support environmental initiatives such as conservation and good stewardship. It is envisioned that a large portion of the potential programming for this facility would be achieved through Town initiatives and by developing collaborative relationships with area schools and universities.

Track Out Camp Program Buses

\$240,000

These buses are required in order to launch the Track Out Camp Program in order to transport campers to various activity locations throughout the Town of Apex.

West Street Park Improvements

\$1,650,000

Requested as part of the PRGOS Master Plan update Community Input Event, this needs list was developed through community engagement. Renovation of park available upon installation of sanitary sewer to provide a shelter with restrooms. Re-development includes accessible route through park, expanded and full-size basketball court, lighted if possible, inclusive and multigenerational amenities such as outdoor game tables and swings along with other improvements. Focus on protecting existing large canopy trees and addressing erosion and slopes issues along with stream bank management.

FY 2025-26

KidsTowne Playground Renovation

\$2,150,000
Two-year Total

This treated lumber, community-built playground is now 22 years old and, while the routine maintenance and replacement of components is ongoing, the life of the structure is limited. This project would undertake the demolition of existing equipment and replacement with new.

Seymour Athletic Fields/Nature Park Parking Lot Expansion

\$1,200,000
Two-year Total

With the conversion of the Seymour Athletic Fields to synthetic turf and the current volume of use, there is a need for expanded parking to keep patrons from parking on Evans Road. The PRGOS Master Plan update identified the need for





additional parking along with additional maintenance facility space. This project would add approximately 50 parking spaces to Town-owned property on the other side of Evans Road and install an at-grade pedestrian crossing into the Nature Park.

Wimberly Road Park Design **\$30,750,000**
Two-year Total

In September of 2017, the Town purchased approximately 30 acres of land with the intention of developing a regional park in the northwest quadrant of Apex. The 2022 Master Plan update will include a conceptual plan with recommended facilities to meet needs of community. The Wimberly Road parkland is significant in its location near the White Oak Creek watershed area, access to the American Tobacco Trail, and East Coast Greenway. Preliminary project needs per public input include indoor recreation space (gymnasium/classrooms), passive open space, community gardens, and environmental education and conservation opportunities.

FY 2026-27

Big Branch Greenway **\$8,450,000**
Three-year Total

This project will complete greenway along corridor from James Street, South to US 1 providing links to proposed transit routes and serving as a connection to existing neighborhoods.

FY 2027-28

Beaver Creek Greenway Extension **\$14,531,000**
Two-year Total

Phase I of this project will extend Beaver Creek greenway from Nature Park to Arcadia West and Buckhorn Preserve. Phase II of this project will extend Beaver Creek greenway from Jaycee Park under Highway 55 as a grade separated crossing.

Hunter Street Park Renovation **\$675,000**

This project includes the replacement of the turf field at Hunter Street Park from 2016 due to use. Turf fields are intended to provide play for approximately 10 years. This particular field was the Town's first synthetic turf field and the demand for field space through Town programs, school agreements and outside organization rental have this field being utilized daily for many hours. Even with grooming and routine maintenance and repair, the carpet fibers deteriorate and seams wear out. This renovation will result in 10+/- years of all-weather field use.

Jaycee Park Expansion **\$1,650,000**
Two-year Total

The expansion of Jaycee Park, adjacent to the Apex Peakway, adds new amenities that include an open play field, shelter with restroom, playground, pickleball, and additional parking serving multiple neighborhoods within walking distance of the park. This will also connect to the Beaver Creek Greenway and existing Jaycee Park amenities.

Olive Farm Park Design **\$25,300,000**
Two-year Total

The Town acquired approximately 22 acres of land for a future park in Southwest Apex in August of 2017. The 2022 Master Plan update will include a conceptual plan with recommended facilities to meet needs of community. Early responses from public input indicate the possibility of a recreation center, open play space, active and passive recreation with significant environmental components.





Reedy Branch Greenway

(Abbingdon-Kelly Road West to Goliath Lane)

\$3,300,000

Two-year Total

This project will complete a greenway gap between the sidepath along Kelly Road (connects to Kelly Road Park Olive Chapel Elementary School, commercial/office) and the sidepath along Beaver Creek Commons Drive to commercial/retail and transit to the American Tobacco Trail.

Horizon

Apex Community Park Parking Lot Expansion

\$700,000

This project would reconfigure the existing parking area and add approximately 30 spaces to service greenway, shelters, fitness course, tennis courts, playgrounds, basketball courts, and special events.

Middle Creek Greenway

(Gladstone North to Center Street)

\$4,600,000

This extension of Middle Creek Greenway runs through the Pinnacle Park project connecting from Gladstone in the Proposed Horton Park Subdivision, crossing Jessie Drive, through the Cash Corporate site, to Lufkin Road Middle School terminating at Center Street/SR1010.

Pleasant Park Baseball & Softball Complex

\$12,300,000

This is the baseball/softball complex designed as part of the Pleasant Park master plan. There are 4 fields of ranging sizes, fieldhouse with restrooms, office, meeting, and concession spaces, a maintenance storage building, concourse with seating, 2 signature fields with stadium type seating, 4 batting cages, and support facilities.





Public Safety Element Projects

Projects Funded: Acquisition of capital equipment to support the operations of the three public safety departments in the Town (Fire, Police, and Emergency Communications). (Note: Public safety *facilities* are considered in the *public facilities* element.)

Peak Plan 2030 Recommendation: That the Town “provide adequate fire and police in all areas.” This element considers the projects necessary to maintain adequate and responsive services to our residents.



The table below shows each of the projects submitted for consideration in this year’s CIP process and the estimated cost of the project in each fiscal year in the plan. Section 7 of this document contains detailed information regarding the proposed funding source for each individual project.

Public Safety	FY23-24	FY24-25	FY25-26	FY26-27	FY27-28	Future Years	Total Capital Cost
Engine 32 Replacement	900,000	-	-	-	-	-	900,000
Fire Radio Replacement	150,000	150,000	150,000	150,000	150,000	150,000	900,000
Self-Contained Breathing Apparatus Replacement	250,000	250,000	250,000	250,000	250,000	710,000	1,960,000
Driving Simulator	-	298,000	-	-	-	-	298,000
Police Radio Replacement	-	610,000	610,000	635,000	-	-	1,855,000
Fire Pumper for Olive Farm Station	-	-	-	-	-	825,000	825,000
Fire Pumper for Station 38	-	-	-	-	-	825,000	825,000
Rescue Retrieval Van	-	-	-	-	-	194,000	194,000
Element Total	\$1,300,000	\$1,308,000	\$1,010,000	\$1,035,000	\$400,000	\$2,704,000	\$7,757,000



FY 2023-24

Engine 32 Replacement

\$900,000

This will replace Engine 32, a 2011 model rescue pumper that currently has 94,000 miles. While the town typically attempts to get 15 years out of front-line service from a pumper, this truck's dual purpose has caused it to build up mileage at a faster rate. Therefore, a replacement pumper is being requested in order to ensure that our front-line response fleet remains at a level necessary to provide the highest level of service to our community. Not funding this request will require the department to continue to operate this truck until such time as it is replaced.

Fire Radio Replacement

\$900,000

Six-year Total

This project will replace the fire department's mobile and portable radios. Many departments replace their portable radios every 5 years in order to ensure reliable and consistent communications due to keeping up with current technology. The fire department completed a radio replacement project in 2016 so it is important to plan for replacement of all mobile and portable radios throughout the department.

Self-Contained Breathing Apparatus Replacement

\$1,960,000

Six-year Total

This project will replace self-contained breathing apparatus (SCBAs). With the continuing evolution of NFPA standards that recognize technological advancements, the current SCBAs will no longer meet the most current edition of NFPA 1981 Standard on Open-Circuit Self-Contained Breathing Apparatus for Emergency Services within the next 5-7 years. The projected cost of this request includes a full complement of SCBA equipment include the airpack itself, air bottles, Bluetooth options, and a remote monitoring system.

FY 2024-25

Driving Simulator

\$298,000

The Town currently has extremely limited access to a quality, driving simulator. Funding this project would be beneficial to staff members in every department and directly enhance our ability to improve employee safety. A modern, driving simulator is extremely realistic and can simulate nearly every piece of equipment present within a Town vehicle. Trainers can program real life scenarios staff will encounter during the simulation and integrate a number of challenges into the course. The life expectancy for a quality simulator is projected to be a minimum of 10 years, based on continued maintenance and proper use.

Police Radio Replacement

\$1,855,000

Three-year Total

This project will replace all mobile and portable radios in the police department. Our current radios will be at end-of-life in two years and the cost of repairing them will exceed the cost of the device. Our replacement schedule is over the course of three-years and will allow us to replace the radios as their warranties expire. The schedule is to replace 41 portables & 33 mobiles in FY24 & FY25 and 43 portable and 34 mobiles in FY26.

Horizon

Fire Pumper for Olive Farm Station

\$825,000

This fire pumper will be needed for the fire station slated to be built in the area of Olive Farm Road and Humie Olive Road. This new station was proven to be needed through a third-party station distribution assessment by Envirosafe. If not funded and the station is constructed, the station will be forced to open with a reserve apparatus with well over 100,000 miles. The cost of this project includes equipment needed in order to fully outfit the truck.





Fire Pumper for Station 38

\$825,000

This fire pumper will be needed for the fire station 38 in order to provide service to Apex's western areas, including annexations into Chatham County.

Rescue Retrieval Van

\$194,000

Currently, we have extremely limited access to a ruggedized rescue retrieval vehicle with the capabilities to move citizens away from hostile environments safely and efficiently. Purchasing this vehicle will provide a vital resource and enhances the Apex Police Department's ability to respond to a victim rescue situation, and safely insert police officers into a critical incident. The vehicle would support all facets of public safety to include Fire, Police, & Medic responses for these often rapidly evolving events. The ruggedized transit van enhances our ability to support hostage rescue scenarios in a manner that is safer for innocent civilians and police officers. Since this vehicle is inconspicuous, it is an ideal choice for our department and would primarily serve in the role of rescue/medical transport and police response to a hostile environment.





Public Facilities Element Projects

Projects Funded: Construction and major maintenance of general government and public safety facilities and infrastructure. This element also funds improvements to communications and technology infrastructure.

Peak Plan 2030 Recommendations: The Peak Plan recommends: 1) Provide adequate fire and police services in all areas. 2) Continue to assess public facility needs to meet demand generated by existing, as well as future, growth and development.

The Public Works Administration building, which was part of a project that included a new Purchasing and Inventory Building, storage yard, and upgrades to other facilities in the public works complex, currently houses Water Resources staff. This element suggests funding several other quality projects to address current and future facility needs.



The table below shows each of the projects submitted for consideration in this year's CIP process and the estimated cost of the project in each fiscal year of the plan. Section 7 of this document contains detailed information regarding the proposed funding source for each individual project.

Public Facilities	FY23-24	FY24-25	FY25-26	FY26-27	FY27-28	Future Years	Total Capital Cost
Eva Perry Library Improvements	200,000	-	-	-	-	-	200,000
Tunstall House Restoration	1,800,000	-	-	-	-	-	1,800,000
Mechanical (HVAC/Chiller) Upgrades to Town Facilities	-	125,000	-	-	-	-	125,000
Public Works Operations Building Renovations	-	870,000	-	-	-	-	870,000
Station 1 Rebuild	-	500,000	-	4,750,000	-	-	5,250,000
Town Hall Remodel	-	900,000	900,000	900,000	-	-	2,700,000
Vehicle Storage Shed & Brine Building	-	23,500	235,500	-	-	-	259,000
Town Campus & Public Works Parking Lot Resurfacing	-	-	385,000	165,000	-	-	550,000
Repurpose Depot Parking Lot	-	-	-	-	250,000	2,000,000	2,250,000
Fire Department Administration Building	-	-	-	-	-	3,150,000	3,150,000
Fire Station 7 (Olive Farm Area)	-	-	-	-	-	6,800,000	6,800,000
Fleet Fluid Pumps/Reclamation	-	-	-	-	-	100,000	100,000
Land Purchase for Affordable Housing	-	-	-	-	-	500,000	500,000
Police Department Addition/Renovation	-	-	-	-	-	6,600,000	6,600,000
Public Safety Station 8	-	-	-	-	-	8,550,000	8,550,000
Element Total	\$2,000,000	\$2,418,500	\$1,520,500	\$5,815,000	\$250,000	\$27,700,000	\$39,704,000



FY 2023-24

Eva Perry Library Improvements

\$200,000

The Eva Perry Regional Library first opened in 1996 and is one of Wake County's most active libraries. It serves the Apex and southern Cary areas. A renovation is scheduled to update the building's interiors and address long-term maintenance issues with aging building systems. This project includes funding to replace the roof at the facility. Wake County and the Town, through the current interlocal agreement, have agreed to the replacement of capital items by the Town for the duration of the agreement.

Tunstall House Restoration

\$1,800,000

Restoration of the existing Tunstall House would not only be a prescriptive plan to save the current structure, but also provide long term use as well as mediate deterioration to the existing structure. This project contemplates the historic restoration of the house and contributing outbuildings. The house is suffering from deferred maintenance and currently serves no purpose. The building will maximize its use by utilizing the two rooms of the original structure as public-facing meeting spaces, and utilizing the additions as well as the second floor for Town office space. This will create a more flexible space that can be used by both groups simultaneously.

FY 2024-25

Mechanical (HVAC/Chiller) Upgrades to Town Facilities

\$125,000

This project includes the replacement of old inefficient R22A HVAC/chiller units to R410 in the Halle Cultural Arts Center due to R22 refrigerant being phased out with limited to no replacements available. Where replacements can be found, it is extremely expensive and timely to replace/repair.

Public Works Operations Building Renovations

\$870,000

Phase I of this project includes renovating the existing locker area and expand it into the adjacent space being vacated by Electrical Operations upon their move to a new facility off-campus. New, larger men's and women's locker rooms would be created, with more toilet fixtures, showers, and lockers in each space. Additionally, a single occupancy toilet and shower room would be added, as well as a larger janitorial space. In the wider and longer hallway serving these new spaces, more laundry drop-off and pick-up lockers would be made available.

Station 1 Rebuild

\$5,250,000

Two-year Total

This project will raze and rebuild a three-bay fire station on half of the land on which the current Station 1 sits. The current building is not suitable for major renovation. This station will be designed to fit with the character of downtown while providing modern capabilities and operational effectiveness. It is anticipated that this station will continue to be a single company house with the addition of battalion chief quarters, since the current Station 3 will continue to house Rescue 33. Incorporation of some type of public "museum space" featuring the Hunter fire apparatus is also planned for this location.

Town Hall Remodel

\$2,700,000

Three-year Total

This project includes a placeholder to fund the design changes to the Town Hall facility once the Building Inspections & Permitting Department relocates to the Mason Street property. Following the recommendations of a space needs study conducted in FY19-20, the Town has identified areas it can renovate or change to improve and increase the physical capacity of the building. An important component of this project will be anticipating growth and changes for each department and considering interactions between departments.





Vehicle Storage Shed & Brine Building

\$259,000
Two-year Total

This project is for the construction of a vehicle storage shed & brine building at the Public Works Operation Yard. The storage shed and brine building will provide shelter for vehicles and equipment not currently protected from inclement weather.

FY 2025-26

Town Campus & Public Works Parking Lot Resurfacing

\$550,000
Two-year Total

This project is for the reconstruction of the Town Campus in the first year and Public Works Campus in the second year to include asphalt pavement and remarking.

FY 2027-28

Repurpose Depot Parking Lot

\$2,250,000
Two-year Total

The conversion of the Depot parking lot to the premier space to gather downtown was identified as a "Top 10" priority project in the Downtown Plan. The details of the final design will include a durable curbless environment with a balance of sun and shaded areas, along with lighting and movable, interactive furnishings. Conceptual plans include space for the Farmer's Market, a splash pad area, an ice skating rink, and plenty of seating and space to host a variety of activities.

Horizon

Fire Department Administration Building

\$3,150,000

As the Fire department grows, the need for additional administrative office and conference room space is increasing exponentially. This project will construct a fire administrative building that is capable of housing fire administration, logistics, training, and the fire marshal's office. This building will also contain conference space, planning rooms, and secure storage for departmental supplies and a warehouse space on the land behind Station 33.

Fire Station 7

(Olive Farm Area)

\$6,800,000

Fire Station 7 has been identified by a third party as being needed in order to meet the informally adopted fire department coverage standard of at least 90 percent of our coverage area being within a five-minute travel time from all stations. This station's concept will mirror the Wimberly Road Station without the police elements.

Fleet Fluid Pumps/Reclamation

\$100,000

This project includes the relocating of motor oil, hydraulic, coolant, and reclamation reservoir. Currently, the vehicle and equipment fluids are located in a small room with limited size drums, which increases the number of times vendors have to come out to refill or remove used fluids. Dumping old/used fluids is hazardous, based upon current practices, in which the mechanic hand pours/pumps old fluids into an open drum. This project will relocate to a larger area to allow larger tanks of new fluids and several reclamation tanks hooked up to pneumatic pumps that would safely and efficiently remove used fluids. On several occasions, the "oil room" where fluids are kept has experienced spills and overflow due to an increase in services provided by our fleet mechanics.

Land Purchase for Affordable Housing

\$500,000

This project will provide funding for the purchase of land for future development of affordable housing.





Police Department Addition/Renovation

\$6,600,000

With the growth of the community and police department, the Town is experiencing space limitations at the main police facility. This project includes plans to add space for operations, administrative functions, and the Communications Center. The conceptual plan adds two stories of office space above the current administrative parking lot (east side) over a secured police parking lot. The first level above that would align with the existing second story of the building and would be finished into office space for administrative functions. The second level would be unfinished shell space to allow for future growth. The existing administrative office space would be renovated to allow for a doubling in size of the existing Communications Center and the addition of related office and work space.

Public Safety Station 8

\$8,550,000

Public Safety Station 8 will be needed if the Town of Apex begins to annex into Chatham County down US 64 or 751. This area is quite a distance from any current or planned fire station and we will not be able to meet our coverage standard without the addition of a new fire station, personnel, and apparatus. Not funding this request will leave this area without equitable public safety coverage.





Public Works & Environmental Services Element Projects

Projects Funded: Projects designed to manage and mitigate the effects of stormwater runoff, manage the collection and disposal of solid waste, and maintain streets. These projects include structural improvements, Stormwater Control Measure (SCM) construction, and the major maintenance of this infrastructure. They also include equipment needed to manage solid waste collection and maintain town streets

Peak Plan 2030 Recommendation: There are no direct recommendations in the plan regarding Public Works and Environmental Services.



Focusing on maintaining and improving the conveyance of stormwater protects property, infrastructure, and the environment. A well-managed yard waste collection program assists in this effort by keeping roadside gutters and drains clear.



The table below shows each of the projects submitted for consideration in this year's CIP process and the estimated cost of the project in each fiscal year in the plan. Section 7 of this document contains detailed information regarding the proposed funding source for each individual project.

Public Works & Environmental Services	FY23-24	FY24-25	FY25-26	FY26-27	FY27-28	Future Years	Total Capital Cost
Grapple Truck - Replacement	235,000	-	-	-	-	-	235,000
Fleet Services Field Response Truck - Replacement	-	225,000	-	-	-	-	225,000
Leaf Truck - Addition	-	280,000	-	288,000	-	-	568,000
Leaf Truck - Replacement	-	-	285,000	-	290,000	-	575,000
Right of Way Mowing Tractor - Replacement	-	-	140,000	-	-	-	140,000
Rear Loader - Addition	-	-	-	235,000	-	-	235,000
Tandem Semi Tractor w/ Wet Line	-	-	-	-	180,000	-	180,000
Dump Truck - Replacement	-	-	-	-	-	185,000	185,000
Element Total	\$235,000	\$505,000	\$425,000	\$523,000	\$470,000	\$185,000	\$2,343,000



FY 2023-24

Grapple Truck – Replacement \$235,000

There are currently two grapple trucks in the fleet to support the town's yard waste program by providing large limb and tree stump removal service. Only one of the grapple trucks is used on a daily basis with a second truck serving as a backup. This second truck is also used to support the bulk item pickup program; collecting oversized items that cannot be lifted by hand. This project will replace a truck (Unit #210) that will be over 9 years old with over 94,000 miles.

FY 2024-25

Fleet Services Field Response Truck – Replacement \$225,000

This project is required as the existing crane is not safe and existing welder and air compressor are broken. This project will replace a pickup truck (Unit #61) in the Town's current fleet that will be 17 years old with over 50,000 miles at the time of replacement.

Leaf Truck – Addition \$280,000

The addition of another leaf truck will be necessary to meet the expanding service area resulting from residential growth. An additional employee will be necessary to operate the equipment to continue to provide weekly service. This truck will be placed in service as a motor pool vehicle to support removal of leaves along curb & gutter lines and assist with removal of light debris along catch basins.

FY 2025-26

Leaf Truck – Replacement \$285,000

This project will replace a leaf truck (Unit #212) in the Town's current fleet that will be 8 years old with over 75,000 miles at the time of replacement.

Right of Way Mowing Tractor – Replacement \$140,000

This project will replace a right of way mower (Unit #556) in the Town's current fleet that will be 24 years old with over 1,672 hours of use at the time of replacement.

FY 2026-27

Leaf Truck – Addition \$288,000

The addition of another leaf truck will be necessary to meet the expanding service area resulting from residential growth. An additional employee will be necessary to operate the equipment to continue to provide weekly service. This truck will be placed in service as a motor pool vehicle to support removal of leaves along curb & gutter lines and assist with removal of light debris along catch basins.

Rear Loader Truck – Addition \$235,000

This project is recommended for small pile collection currently utilized by manual collection with F-450 dump trucks with no compaction. Additionally, the truck can support desire to utilize chippers less for safety and noise reasons. The Yard Waste refuse truck is needed in order to facilitate potential Yard Waste Cart program for approximately 500 residents along Salem Street, thus keeping debris out of the storm drains and debris off the street along a highly visible corridor in the downtown area.





FY 2027-28

Tandem Semi Tractor – Addition \$180,000

The addition of a Class 8 semi-truck trailer will be used to pull heavy equipment trailer and Solid Waste walking floor trailer utilized to transport yard waste debris.

Leaf Truck – Replacement \$290,000

This project will replace a leaf truck (Unit #108) in the Town’s current fleet that will be 10 years old with over 85,000 miles at the time of replacement.

Horizon

Dump Truck – Replacement \$185,000

This project will replace a tandem dump truck (Unit #62) in the town’s fleet that will be 20 years old at time of replacement.



General Fund Summary

The table below shows the total of the capital needs in each of the CIP elements supported by the General Fund and the revenue sources proposed to support these needs. The grant and fee revenues are explained in the applicable sections above. Local revenue is indicative of the need for current year revenue supported funding for some projects/purchases in each year. Section 6 of this document contains detailed information regarding the proposed funding source for each individual project.

The level of capital need reflected in this document necessitates the issuance of additional debt to meet these needs. In the table below, new debt service is shown as a total amount proposed in each fiscal year. Installment purchase is used primarily for debt issues that are shorter in term and/or for relatively small projects. Bond debt is issued for longer term, high cost projects. Some bond issues cover multiple projects. For the purpose of the estimates shown, we have used an interest rate of 4 percent for installment and bond debt issues. While bond debt will carry a lower interest rate, we opted to keep this illustration simpler by using a common interest rate.

For items such as fire apparatus purchases, replacement vehicles and minor renovations, we use "pay go" financing to avoid interest costs and use accumulated fund balance for these one-time purchases. For all other issues in the General Fund, we use a twenty-year term for the purpose of this illustration. Increasing the length of the term for these issues would result in a lower annual payment, but a higher over-all interest cost over the life of the borrowing.

General Fund Element Total	FY23-24	FY24-25	FY25-26	FY26-27	FY27-28	Future Years	Total Capital Cost
Transportation	5,875,000	10,180,000	34,990,000	17,175,000	10,705,000	59,555,000	138,480,000
Parks, Recreation, & Cultural Resources	2,740,000	300,000	4,720,000	1,680,000	4,875,000	98,681,000	112,996,000
Public Facilities	2,000,000	2,418,500	1,520,500	5,815,000	250,000	27,700,000	39,704,000
Public Safety	1,300,000	1,308,000	1,010,000	1,035,000	400,000	2,704,000	7,757,000
Public Works & Environmental Services	235,000	505,000	425,000	523,000	470,000	185,000	2,343,000
	\$12,150,000	\$14,711,500	\$42,665,500	\$26,228,000	\$16,700,000	\$188,825,000	\$301,280,000
Revenues	FY23-24	FY24-25	FY25-26	FY26-27	FY27-28	Future Years	Total
General Fund / Capital Outlay	5,325,000	9,711,300	11,400,500	13,791,000	12,904,000	24,500,000	77,631,800
General Obligation Bonds	-	-	20,735,000	4,265,000	-	123,000,000	148,000,000
Grants	2,250,000	1,175,200	3,430,000	100,000	100,000	1,900,000	8,955,200
Installment Purchase / Capital Lease	1,375,000	-	3,650,000	4,500,000	-	25,100,000	34,625,000
Designated Capital Funds	1,400,000	1,970,000	1,544,000	1,605,000	1,670,000	12,235,000	20,424,000
Intergovernmental Funds	1,800,000	1,855,000	1,906,000	1,967,000	2,026,000	2,090,000	11,644,000
	\$12,150,000	\$14,711,500	\$42,665,500	\$26,228,000	\$16,700,000	\$188,825,000	\$301,280,000

After capital assets are acquired or constructed, most will entail ongoing expenses for routine operation, repair, and maintenance. These operations, repair, and maintenance costs are accounted for annually in each year's operating budget.

Transportation Element: New road and parking lot construction will necessitate future maintenance work including pothole repair, crack sealing, road marking repair, and resurfacing. Downtown improvements, such as the downtown alley improvements and Salem Street Streetscape, will involve future costs such as landscaping, electrical work, and repainting. Sidewalk construction in the Safe Routes to School project will involve

regular pavement repair, repainting crosswalk markings, and performing maintenance work on crosswalk signals. Lastly, the GoApex Transit Program will involve future costs including wages for operating personnel and routine vehicle maintenance and repair work.

Parks, Recreation, & Cultural Arts Element: New greenway connections will necessitate future maintenance work including brush clearing, sign and bench replacement, and trail reconstruction. Once constructed and operational, the Environmental Education Center will necessitate ongoing costs such as staff wages, educational materials, and regular cleaning and building maintenance. Parking lot expansions will involve future costs including sweeping and asphalt treatment. New park construction will necessitate regular annual costs such as landscaping, irrigation system maintenance, restroom and public facility cleaning, and wages for park maintenance and programming staff.

Public Safety Element: The replacement fire engines, and new rescue retrieval van will incur regular costs such as the purchase of fuel, wages for operating personnel, and repair and maintenance. Once acquired, the driving simulator will necessitate annual repair and maintenance costs

Public Facilities Element: New public safety and fire stations will incur future costs including staff wages, building cleaning and maintenance, and utility services. After renovations are complete, the Eva Perry Library will incur costs for routine maintenance and repairs of its new roof and HVAC unit. The repurposing of the downtown Depot parking lot will involve regular costs including street sweeping, landscaping, furniture and lighting replacement, and programming. HVAC and chiller upgrades to town administrative buildings will necessitate routine maintenance and repair costs as their useful lives progress.

Public Works & Environmental Element: New and replacement vehicles and equipment such as chipper trucks, leaf trucks, and dump trucks will incur regular maintenance and repair costs over the course of their useful lives.

Section 3: CIP Financial Impact Analysis on General Fund

A key element of the CIP is the financial impact analysis that discusses the effects of capital spending on the town's operation costs, debt capacity, and other important debt ratios. It is important to understand how capital spending affects these indicators because the Local Government Commission (LGC) and bond rating agencies use them to evaluate the town's financial condition and to issue ratings. Apex currently has a bond rating of AAA with Standard & Poor's Corporation and Aaa with Moody's Investors Service. These ratings represent strong financial standing and are the highest possible ratings attainable.

Projections and Estimates

Proper financial planning requires projections and estimates for expenditures, revenues, and other financial indicators. Expenditure and revenue estimates require forecasts for changes in population, assessed property value, and other factors such as changes in the economy. The CIP projections represent a 7.8 percent growth factor for operations expenditures throughout the five-year scope. This growth factor is representative of the town's three-year rolling average for personnel and operating expenditure increases. The town has been the beneficiary of sustained growth in property values with a three-year rolling average of 6.09 percent not including revaluation years. Wake County will perform a revaluation in 2024 that will affect the assessed value and revenue neutral tax rate for Apex. The CIP includes an adjustment in FY24-25 for a potential revenue neutral rate in response to the revaluation. Apart from gains in property tax revenues and sales tax revenues, estimates indicate growth in other revenues, not including grants, fund transfers, or use of fund balance, to be on par with the increases in expenditures. The CIP includes a revenue growth rate of eight percent beyond FY23-24. For projects subject to financing in FY23-24, the debt model includes interest rates of 4.0 percent. For future years, a half percent has been added to the interest rate per year beginning in FY24-25. That rate may vary depending on the size of the project and length of term. Financing recommendations in this CIP include use of general obligation (GO) bonds and installment financing in the General Fund and revenue bonds in enterprise funds.

Debt Ratios

The large costs associated with capital projects may require financing, which results in debt obligation for the town. The LGC and bond rating agencies assess the town's ability to incur and repay debt through various debt capacity ratios and indicators. In the General Fund, the town evaluates net debt as a percentage of total assessed value of taxable property, the aggregate ten-year principal payout ratio, and the ratio of debt service expenditures as a percent of total fund expenditures.

Net debt per assessed valuation is an important indicator because it takes into account the town's largest revenue source and greatest means for repaying debt. This is a measure of debt capacity as well as debt burden. This ratio divides the town's net debt by its total assessed value, where net debt is defined as all tax-supported debt. Town policy states that its net debt per assessed valuation should not exceed 2.5 percent. Apex's expected debt-to-assessed valuation ratio for FY23-24 is .78 percent. The ratio for FY23-24 represents the expected high point within the proposed CIP. Even with upcoming projects that will require additional debt financing, the growth in assessed value will outpace that modest increase in net debt, resulting in a lower ratio. The .78 percent is well below the town's maximum and the legal limit set forth by N.C.G.S. 159-55, which limits net debt to eight percent or less of a local government's total property valuation. Apex's legal debt limit, based on the July 1, 2023 audited valuation is \$952,402,051. The CIP includes a maximum debt obligation of \$108,751,092 in FY26-27.

The 10-year payout ratio measures the amount of principal being retired in the next 10 years. As an indicator, it determines if debt is back-loaded, which can cause concern for long-term financial stability. Apex has a policy that establishes a minimum 10-year payout ratio of 55 percent. The CIP includes issuance of previously authorized bonds as well as new bond debt and installment purchase financing. The new debt brings the payout ratio to 78.39 percent in FY23-24. The lowest ratio of 69.06 in FY26-27 remains above the town's minimum.



Debt service as a percentage of total expenditures measures annual debt service payments of non-self-supporting projects as a portion of the Town's General Fund expenditures. Debt service payments can become a large portion of a town's budget and should be monitored to ensure acceptable levels. Too much debt service may indicate excessive debt and fiscal strain. Bond rating agencies consider a net debt service percentage between 15 and 20 percent to be high. A ratio below 5 percent indicates capacity for significant new debt. The town's policy is to maintain a net debt service ratio of less than 12 percent. For FY23-24, the General Fund debt service ratio is 10 percent, which represents the highest ratio for the proposed CIP. Without significant changes to the CIP, the debt service ratio will remain below 12 percent for the length of the current CIP. Keeping this ratio below 12 percent provides the town with opportunities to finance more projects.

Pay-as-go financing can help keep key debt ratios in acceptable range by eliminating new debt obligations and annual debt service payments. The proposed CIP indicates differences from year to year in pay-as-go financing over the five-year period. This is due to the significant costs associated with some larger projects such as roads or a new fire station. If debt ratios begin to approach unacceptable ranges, delaying projects or using pay-as-go financing should be considered to keep the town in good financial standing and reduce fiscal strain.

Other factors bond rating agencies consider when assessing a town's financial condition may include the community's wealth, tax base, sources of revenues, and the overall economy.



Summary of CIP Impact on General Fund Debt Ratios and Fiscal Indicators

Debt Obligations	FY22-23	FY23-24	FY24-25	FY25-26	FY26-27	FY27-28
GO Bond Debt	\$59,950,000	\$78,235,000	\$74,520,000	\$90,330,000	\$89,670,000	\$84,950,000
Installment Purchase & Lease Debt	\$18,431,931	\$18,026,138	\$16,255,345	\$17,254,511	\$19,081,092	\$16,147,653
Total Net Debt Obligations	\$78,381,931	\$96,261,138	\$90,775,345	\$107,584,511	\$108,751,092	\$101,097,653
Debt Service						
GO Bond Principal	\$3,715,000	\$4,925,000	\$4,925,000	\$4,720,000	\$5,975,000	\$5,980,000
GO Bond Interest	\$1,970,757	\$2,740,607	\$2,549,807	\$2,358,706	\$3,535,457	\$3,269,206
<i>Total GO Bond Debt Service</i>	<i>\$5,685,757</i>	<i>\$7,665,607</i>	<i>\$7,474,807</i>	<i>\$7,078,706</i>	<i>\$9,510,457</i>	<i>\$9,249,206</i>
IP & Lease Principal	\$1,780,793	\$1,770,793	\$2,650,834	\$2,673,419	\$2,933,440	\$2,446,752
IP & Lease Interest	\$331,069	\$297,423	\$346,407	\$281,510	\$671,733	\$618,257
<i>Total IP Debt Service</i>	<i>\$2,111,862</i>	<i>\$2,068,216</i>	<i>\$2,997,241</i>	<i>\$2,954,929</i>	<i>\$3,605,173</i>	<i>\$3,065,009</i>
Total GF Debt Service	\$7,797,619	\$9,733,823	\$10,472,048	\$10,033,635	\$13,115,630	\$12,314,215

General Fund Debt Ratios & Fiscal Indicators	FY22-23	FY23-24	FY24-25	FY25-26	FY26-27	FY27-28
Fund Balance	\$41,074,101	\$36,499,101	\$33,115,203	\$31,182,322	\$26,403,057	\$23,818,725
Fund Balance Percentage	38.29%	35.81%	29.07%	25.44%	19.41%	16.66%
Impact on Capital Designated Funds	\$0	\$1,400,000	\$1,970,000	\$1,544,000	\$1,605,000	\$1,670,000
Impact on Operating Budget	\$0	\$0	\$0	\$0	\$0	\$0
Revenue per Capita	\$1,539.41	\$1,256	\$1,263	\$1,279	\$1,291	\$1,281
% Property Tax Revenue	38.76%	48.83%	53.50%	53.99%	54.33%	53.88%
10-year Principal Payout (>55%)	72.47%	78.39%	84.45%	70.45%	69.06%	73.24%
Net Debt per Assessed Valuation (<2.5%)	0.658%	0.778%	0.638%	0.713%	0.679%	0.595%
Net Debt Service to Expenditures Less Transfers-in (<12%)	8.45%	10.00%	9.19%	8.19%	9.64%	8.61%
PAYGO Percent	0.00%	88.68%	100.00%	42.85%	66.58%	100.00%

Tax Rate Analysis

One method of assessing the CIP impact on the operating budget is to illustrate the effects in terms of the tax rate. The overall CIP model includes future estimates and escalation for revenues and expenditures, including operating impacts identified for each capital project. The table below depicts the potential tax rate needed to generate enough revenue to account for General Fund CIP project costs beyond the town's typical capital and operating expenditures. This calculation is dependent on the town's assessed value and the revenue generated by a penny on the tax rate. Because the intent is to illustrate funding gaps solely in terms of the tax rate, the formula does not consider substantial increases or decreases in revenues from other sources such as sales tax or service fees.

The FY23-24 Recommended Budget includes a tax rate of \$0.44, which includes a \$.03 increase. Wake County will undergo another revaluation in 2024 and the projections for FY24-25 indicate a revenue-neutral tax rate of \$.406. For this analysis, the town's capital expenditures do not include grant-funded projects except for the required local contributions.

If projections are accurate, CIP projects will create a funding gap each year beyond FY23-24 with potential shortfalls ranging from \$1.93 million in FY25-26 to \$4.77 million in FY26-27. These funding gaps represent potential policy decisions for Town Council regarding use of fund balance, setting the tax rate, delaying projects, and consideration of operational cuts. The funding gaps also present opportunities for town staff to identify additional funding sources such as grants or direct fees that can affect Town Council decisions to balance the budget. The funding gap is noticeable for all years primarily due to large downtown, transportation, and parks and recreation capital projects. Notably, several large parks and recreation projects are new to the CIP and have created larger funding gaps than previously identified in prior years' analyses. The CIP includes \$78.92 million in transportation projects over the next five years, including \$6.62 million for downtown projects, and identifies another \$59.55 million in projects on the horizon. Transportation projects include eighteen projects with cost estimates exceeding one million dollars over the next five years. The CIP programs five of these large projects for FY25-26 to correspond with bond sales from the November 2021 bond referendum, which funds \$20.73 million for five of the projects. Overall, the CIP includes debt service for general obligation bonds to cover \$42 million in transportation projects – \$17 million of which was reflected in FY22-23 and \$25 million reflected in FY25-26. The impact model does include a tax rate increase to accompany the proposed general obligation debt. The proposed bond plan includes the final tax rate increase for this bond of \$.016 in FY26-27 to cover the annual debt service. Significant parks and recreation projects include an environmental education center (\$3.95 million), Seymour Athletic Fields/Nature Park parking lot expansion (\$1.2 million), and maintenance and renovations at KidsTowne Playground (\$2.15 million). These parks and recreation projects currently do not have funding identified beyond typical General Fund revenues.

After a decrease in capital expenditures in the FY22-23 Adopted Budget to 9.03 percent, Town Council asked staff to provide a plan to return capital expenditures to the historical average of 12.0 percent of the General Fund budget over the next few years. Capital expenditures represent 10.05 percent of the FY23-24 Recommended General Fund Budget. The five-year tax rate assessment table below includes the recommended rates and indicates the change in tax rate needed to account for the remaining funding gaps. This does not account for any potential increases in other revenues sources or cuts in the operating budget that may offset the gap. The "tax rate" line reflects the recommended plan that would return capital expenditures to around 12.0 percent by FY25-26. The "zero-balance" tax rate line reflects the tax rate adjusted to generate revenue to offset the funding gap for the corresponding year. The table indicates that without changes to the project schedule, operational cuts, or identifying alternate funding sources, the town would need to increase the property tax rate by an average of \$.021 in future years to ensure a balanced budget and maintain sufficient reserves, including \$.016 required in FY25-26 for debt service for the 2021 Transportation Bonds. The average tax rate needed does not include the \$.014 increase over the revenue neutral tax rate presented in the model for FY24-25. Although the recommended tax rates included in model would not generate sufficient funding for all projects included in the CIP, they do present a manageable increase to allow for more capital projects. To create a manageable plan to reach the 12.0 percent goal, staff had to move several costly projects to future years. Moving the projects out on the CIP will allow for further evaluation and discussion by staff and Town Council regarding the feasibility of these projects. These projects include Phase 2 of Jessie Drive (\$12 million), the town-wide traffic signal system (\$6.8 million), SE Peakway (\$18.9 million), Production Drive extension (\$2 million), Beaver Creek Greenway extension (\$13 million), Big Branch Greenway (\$8 million), and Pleasant Park Baseball/Softball Complex (\$12.3 million). Staff will continue to seek alternate funding sources as well as plans to reduce project costs.



5-Year Tax Rate Assessment

Forecasted Expenditures (Including CIP Projects)	FY23-24	FY24-25	FY25-26	FY26-27	FY27-28
Operating Budget	\$83,862,777	\$90,571,799	\$97,817,543	\$105,642,947	\$114,094,382
Capital Outlay	\$8,525,000	\$13,536,300	\$14,850,500	\$17,363,000	\$16,600,000
Debt Service	\$9,733,823	\$10,472,048	\$10,033,635	\$13,115,630	\$12,314,215
Capital Reserve Coverage	-\$1,400,000	-\$1,970,000	-\$1,544,000	-\$1,605,000	-\$1,670,000
Transfers Out	\$1,211,000	\$1,305,458	\$1,407,284	\$1,517,052	\$1,635,382
<i>Total Expenditures</i>	<i>\$101,932,600</i>	<i>\$113,915,605</i>	<i>\$122,564,962</i>	<i>\$136,033,628</i>	<i>\$142,973,979</i>
Total Capital & Debt	\$16,858,823	\$22,038,348	\$23,340,135	\$28,873,630	\$27,244,215
Capital & Debt Expenditures %	16.54%	19.35%	19.04%	21.23%	19.06%
Forecasted Revenues					
Property Tax	\$49,769,400	\$59,136,451	\$65,125,205	\$71,306,936	\$75,646,427
Other Taxes, Fees, Charges	\$47,588,200	\$51,395,256	\$55,506,876	\$59,947,427	\$64,743,221
Available Capital Funds	\$4,575,000	\$0	\$0	\$0	\$0
Transfers In	\$0	\$0	\$0	\$0	\$0
<i>Total Revenues</i>	<i>\$101,932,600</i>	<i>\$110,531,707</i>	<i>\$120,632,081</i>	<i>\$131,254,363</i>	<i>\$140,389,648</i>
Difference	(\$0)	(\$3,383,898)	(\$1,932,880)	(\$4,779,266)	(\$2,584,331)
Projected Fund Balance	\$36,499,101	\$33,115,203	\$31,182,322	\$26,403,057	\$23,818,725
Capital Impact on Fund Balance	(\$0)	(\$3,383,898)	(\$1,932,880)	(\$4,779,266)	(\$2,584,331)
Fund Balance Impact Percentage	35.81%	29.07%	25.44%	19.41%	16.66%
Assessed Property Value	\$12,367,243,902	\$14,222,330,487	\$15,087,851,946	\$16,006,046,024	\$16,980,118,192
\$.01 Property Tax Increase =	\$1,224,357	\$1,408,011	\$1,493,697	\$1,584,599	\$1,681,032
Tax Rate	\$0.440	\$0.420	\$0.436	\$0.450	\$0.450
Change in Tax Rate Needed for Difference	\$0.000	\$0.024	\$0.013	\$0.030	\$0.015
Zero-Balance Tax Rate	\$0.440	\$0.444	\$0.449	\$0.480	\$0.465
Projected Fund Balance with Tax Rate Adjustment	\$36,499,101	\$29,731,305	\$29,249,442	\$21,623,791	\$21,234,394
Projected Fund Balance % with Tax Rate Adjustment	35.81%	26.10%	23.86%	15.90%	14.85%

Proposed Tax Rate Plan for 12% Capital Expenditures					
	FY23-24	FY24-25	FY25-26	FY26-27	FY27-28
Proposed Tax Rate	\$0.440	\$0.420	\$0.436	\$0.450	\$0.450
Estimated Range of % Capital Expenditures*	8.4% – 10.0%	9.2% – 11.2%	10.7% – 12.7%	9.6% – 11.6%	10.0% – 12.0%

*Assumes balanced budget based on estimated revenue projections

Section 4: Electric Utility

The projects funded through the Electric Utility element pull from the Electric Enterprise Fund. This fund pays only for projects related to the electric system and not for projects related to the Water/Sewer Fund or the General Fund.

The types of capital projects that qualify for this fund include construction, maintenance, and improvement of electric distribution infrastructure. These projects include substation additions and upgrades, distribution line extensions, major maintenance of infrastructure, and the equipment necessary to maintain the system.

The icon below signifies the electric utility element, and is located on the top right corner of the pages that are associated with these projects.





Electric Utility Element Projects

Projects Funded: Construction, maintenance, and improvement of electric distribution infrastructure. These projects include substation additions and upgrades, distribution line extensions, major maintenance of infrastructure and equipment necessary to maintain the system.

Peak Plan 2030 Recommendation: Continuing to assess, plan, and fund infrastructure needs through a capital improvement program and manage growth through utility investments.



From our newest substation, Mt. Zion (shown on the left), and throughout our system, we work to improve the reliability of our electric system.



Well-trained and well-equipped technicians are required to maintain a first-rate utility.

The table below shows each of the projects submitted for consideration in this year's CIP process and the estimated cost of the project in each fiscal year in the plan.

Electric Utility Fund	FY23-24	FY24-25	FY25-26	FY26-27	FY27-28	Future Years	Total Capital Cost
East Williams Substation	1,800,000	1,800,000	-	3,625,000	-	-	7,225,000
LED Replacement	250,000	250,000	250,000	-	-	-	750,000
Bucket Truck - Replacement	-	250,000	-	-	-	-	250,000
Bucket Truck - Replacement	-	250,000	-	-	-	-	250,000
Green Level Substation	-	200,000	1,550,000	-	-	-	1,750,000
System Fault Indicators - SCADA	-	150,000	-	-	-	-	150,000
Total	\$2,050,000	\$2,900,000	\$1,800,000	\$3,625,000	\$ -	\$ -	\$10,375,000



FY 2023-24

East Williams Substation

\$7,225,000
Three-year Total

As Veridea begins to develop along East Williams Street, near the East Williams Substation, we will need to improve our ability to serve this area. This project consists of approved development of 2.2 million square feet of mixed-used commercial development, 500,000 square feet of office development, and 4,000 residential units located on approximately 1,000 acres. To support this scale of development, the Town would need to add two 40 MVA Power Transformers to the East Williams Substation to provide the additional capacity and reduce delivery point charges from Duke Energy. This project contains two phases. The first phase will install one 40 MVA transformer, and Phase II will add the second 40 MVA transformer.

LED Replacement

\$750,000
Three-year Total

This project will replace the remainder of Town’s decorative fixtures with LED technology. This effort will reduce Town’s energy usage for lighting by two-thirds, thus reducing overall energy purchases from Duke Energy.

FY 2024-25

Bucket Truck – Replacement

\$250,000

This project will replace one electric line bucket truck (Unit #65). The electric line truck is a specialized vehicle required for the installation of both overhead electrical equipment. At time of replacement, the truck will be over 10 years old.

Bucket Truck – Replacement

\$250,000

This project will replace one tree bucket truck (Unit #200). The tree bucket truck is a specialized vehicle required for tree management surrounding electrical equipment. At time of replacement, the truck will be over 10 years old.

Green Level Substation

\$1,750,000
Two-year Total

Green Level Substation represents a strategic priority for the Town. Situated in the NW corner of the Town, the new substation will provide capacity for a growing section of town that is presently served from the Laura Duncan and Mount Zion substations. As growth in the Town increases loading on both of these substations we will require a new source to help alleviate this situation. The location of the proposed Green Level substation will provide that capacity as well as increase reliability by reducing feeder exposure. Phase 1 is to procure the land needed for the substation. This is critical as the proposed area is growing and land is becoming scarce and expensive. Phase 2 construction is to construct bank 1 and relocate existing transformer in Mount Zion. This will allow us to avoid purchasing a second transform till loading at either Mount Zion or Green Level dictate need and provide an immediate reliability improvement by reducing feeder exposure.

System Fault Indicators - SCADA

\$150,000

This project will replace existing battery-operated fault indicators with SCADA enabled cellular fault indicators allowing for faster response to outages affecting large customer outages.



Electric Fund Summary

The table below shows the total of the capital needs for the Electric Fund element and the revenue sources proposed to support these needs. Local revenue is indicative of the need for current year revenue supported funding for some projects/purchases in each year.

At this time, no issuance of additional debt is projected to be needed to meet the capital needs described above.

Electric Utility Fund	FY23-24	FY24-25	FY25-26	FY26-27	FY27-28	Future Years	Total Capital Cost
East Williams Substation	1,800,000	1,800,000	-	3,625,000	-	-	7,225,000
LED Replacement	250,000	250,000	250,000	-	-	-	750,000
Bucket Truck - Replacement	-	250,000	-	-	-	-	250,000
Bucket Truck - Replacement	-	250,000	-	-	-	-	250,000
Green Level Substation	-	200,000	1,550,000	-	-	-	1,750,000
System Fault Indicators - SCADA	-	150,000	-	-	-	-	150,000
Total	\$2,050,000	\$2,900,000	\$1,800,000	\$3,625,000	\$ -	\$ -	\$10,375,000
Revenues	FY23-24	FY24-25	FY25-26	FY26-27	FY27-28	Future Years	Total
Capital Outlay	2,050,000	2,700,000	250,000	3,625,000	-	-	8,625,000
Designated Capital Funds	-	200,000	1,550,000	-	-	-	1,750,000
	\$2,050,000	\$2,900,000	\$1,800,000	\$3,625,000	\$ -	\$ -	\$10,375,000



Section 5: Water & Sewer Utility

Projects assigned to the Water and Sewer Utility element are funded through the Water and Sewer Enterprise Fund. This fund only pays for projects related to the water and sewer system, and not for projects related to the electric fund, or any General Fund related project.

The types of capital projects that qualify for this fund include the construction and improvement of water and sewer infrastructure. These projects include main additions and replacements, water/wastewater treatment plant renovations/expansions, filter rehabilitation, pump station additions, major maintenance of infrastructure, and the equipment necessary to maintain the system.

The icon below signifies the Water and Sewer Utility element, and is located on the top right corner of the pages that are associated with these projects.





Water & Sewer Utility Element Projects

Projects Funded: Construction and improvement of water and sewer infrastructure. These projects include main additions and replacements, water/wastewater treatment plant renovations/ expansions, filter rehabilitation, pump station additions, major maintenance of this infrastructure, and the equipment necessary to maintain the system.

Peak Plan 2030 Recommendation: Continue to assess, plan, and fund infrastructure needs through a capital improvement program and manage growth through utility investments.

Our water and sewer utilities face increasing demands for maintenance and improvements in order to serve current and future needs. Our wastewater treatment plant treats a portion of the wastewater generated in Apex, with the remainder going to the new regional plant in New Hill.



The table below shows each of the projects submitted for consideration in this year's CIP process and the estimated cost of the project in each fiscal year of the plan.

Water and Sewer Utility Fund	FY23-24	FY24-25	FY25-26	FY26-27	FY27-28	Future Years	Total Capital Cost
Advanced Metering Infrastructure	4,100,000	-	-	-	-	-	4,100,000
Big Branch 2 Pump Station & Force Main	40,000,000	-	-	-	-	-	40,000,000
Crane Truck - Addition	165,000	-	-	-	-	-	165,000
Hwy 55 Booster Pump Station Upgrades	450,000	-	-	-	-	-	450,000
Roberts Road Water Line Connection	250,000	-	-	-	-	-	250,000
Skid Steer - Addition	160,000	-	-	-	-	-	160,000
Sunset Hills Pump Station Improvements	4,400,000	-	-	-	-	-	4,400,000
Valve Truck - Addition	230,000	-	-	-	-	-	230,000
Wimberly Road Water Supply Vault	40,000	160,000	-	-	-	-	200,000
WWRWRF - Phase II Expansion	170,000	-	2,900,000	-	-	32,000,000	35,070,000
Green Level Church Water Line Connection	-	115,000	500,000	-	-	-	615,000
Little Beaver Creek Gravity Sewer Extension	-	1,200,000	-	-	-	-	1,200,000
Old Raleigh Road Water Line Replacement	-	850,000	3,250,000	-	-	-	4,100,000
Shearon Harris Road Water Line Connection	-	100,000	400,000	-	-	-	500,000
Shepherd's Vineyard Road Water Line	-	95,000	250,000	-	-	-	345,000
US 64 & New Hill Olive Chapel Water Connection	-	330,000	1,400,000	-	-	-	1,730,000
Abbingtion Gravity Sewer Extension	-	-	280,000	-	-	-	280,000
Crossroads Water Line Connection	-	-	400,000	-	-	-	400,000
Green Level West Water Line Connection	-	-	100,000	300,000	-	-	400,000
HWY 64 Off Ramp Water Line Connection	-	-	100,000	225,000	-	-	325,000
US 64 Utility Relocation	-	-	2,500,000	-	-	-	2,500,000
UV System Replacement	-	-	1,450,000	-	-	-	1,450,000
Castlewood & Orchard Villas Water Line Connection	-	-	-	200,000	1,000,000	-	1,200,000
Richardson Road Water Line Connection	-	-	-	55,000	600,000	-	655,000
Villages of Apex Water Line Connection	-	-	-	45,000	250,000	-	295,000
Zeno Road Water Line Connection	-	-	-	75,000	150,000	-	225,000
Davis Drive & North Salem Street Water Line Connection	-	-	-	-	350,000	2,000,000	2,350,000
SR1010 Utility Relocation	-	-	-	-	3,000,000	-	3,000,000
Elevated Water Storage Tank - 2.0 MG	-	-	-	-	-	6,500,000	6,500,000
Humie Olive Water Connection	-	-	-	-	-	150,000	150,000
NC 55 Utility Relocation	-	-	-	-	-	2,225,000	2,225,000
Cary Projects Sub-Total	333,500	799,250	787,750	690,000	2,771,500	1,380,000	6,762,000
WWRWRF Sub-Total	221,000	-	493,000	2,822,000	-	31,645,500	35,181,500
Total	\$50,519,500	\$3,649,250	\$14,810,750	\$4,412,000	\$8,121,500	\$75,900,500	\$157,413,500



FY 2023-24

Advance Metering Infrastructure **\$4,100,000**

This project provides an end-to-end solution for wireless smart grid and advanced metering. It will provide the ability to manage and monitor our water/sewer service customers by utilizing high speed, standards-based communications to access real-time data.

Big Branch 2 Pump Station & Force Main **\$40,000,000**

This project includes design and construction of Big Branch Pump Station (capacity of 3 million gallons per day) and approximately six miles of dual 20-inch force mains that will discharge at the Western Wake Regional WRF. This infrastructure is needed to serve the Big Branch Basin, which is generally located in the triangle between I-540, US 1, and NC 55.

Crane Truck - Addition **\$165,000**

This project replaces Unit 36, which is now 14 years old. Pump stations have become deeper requiring cranes with more line capacity. Additionally, future facilities will require the 8,000-pound rated lifting capacity of a truck like this.

Hwy 55 Booster Pump Station Upgrades **\$450,000**

This project will enhance the booster pump station that is effective for transferring in water from Holly Springs into Apex in case of emergency shortages. The current pump station is designed for 1.1 Million Gallons a Day (MGD) of flow but will need to be upsized to handle 4.6 MGD.

Roberts Road Water Line Connection **\$250,000**

This project will install approximately 950 linear feet of 12-inch Ductile Iron Pipe. The design is being completed by Water Resources Utility Engineering staff. This water main installation will help connect existing dead-end lines at Roberts Crossing and The Upchurch development projects. This project would reduce the need for Operations to constantly flush these water lines to maintain water quality parameters and provide needed redundancy recently noticed during a water tap for a new development project.

Skid Steer - Addition **\$160,000**

With the implementation of the Stormwater Utility fee the demand for repairs has gone up. This piece of equipment with the right attachment will significantly increase stormwater and street maintenance repair capabilities. Attachments needed will require 'High Flow' hydraulics, which this particular model provides.

Sunset Hills Pump Station Improvements **\$4,400,000**

This project includes the renovation of the existing Middle Creek - Sunset Hills Pump Station, installing a new deeper wetwell that will allow the pump station to serve the area to the northeast including the future school site. Pumps will be updated to carry the additional area and to meet the new pumping characteristics to the new Middle Creek Regional Pump Station. If this work is not completed, the area to the northeast will have to have its own separate pump station, which is not in the town's best long-term interest.

Valve Truck - Addition **\$230,000**

This vehicle is to upgrade and enhance our valve maintenance activity and provide GIS capability and storing of valve performance measures. Truck also provides more crew capacity and maintenance tolls, along with a heavier duty truck for safety of staff. As our valve count has surpassed 10,000 we see a near future need to have assign multiple operations personnel to this task.





Wimberly Road Water Supply Vault

\$200,000
Two-year total

Installation of a 3rd water meter vault to assist in quantification of water supply in conjunction with Town of Cary for our shared Water Plant distribution. The 3rd vault would ensure that Apex can receive enough water to meet our demand and provide redundancy should other transmission lines from Cary become disrupted.

WWRWRF – Phase II Expansion

\$35,070,000
Three-year total

Western Wake Regional Water Reclamation Facility (WWRWRF) will approach 80% capacity in the coming years. As such, NCDEQ requires permitted facilities to begin planning for expansion. The costs identified below are from the Town of Cary and represent Apex 34% share of the plant. Additional capacity may be needed based on the conclusions and recommendations presented by HDR in their Long Range Water Resources Plan Update currently being drafted.

FY 2024-25

Green Level Church Water Line Connection

\$615,000
Two-year Total

This project will install a water line tie in that will help redundancy in this area. Approximately 1,800 linear feet of 8-inch ductile iron pipe running from North from the Ellsworth development parallel to Green Level Church Rd and tying into the newly extended and stubbed line from the Freedom Square development at Green Level West Rd.

Little Beaver Creek Gravity Sewer Extension

\$1,200,000

Due to recent sewer extensions along Little Beaver Creek, the existing pump station located at the Friendship HS/ES site is an excellent candidate to be taken offline. In order to do so, approximately 2,400 linear feet of 12-inch gravity sewer is needed to extend from the Friendship Elementary School site to the existing location of the Little Beaver Creek outfall. Being able to abandon this pump station will reduce the amount of funding needed for maintenance and eventual upgrades as well as reduce the noise and odors that come from the site.

Old Raleigh Road Water Line Replacement

\$4,100,000
Two-year total

The 10-inch water main in Old Raleigh Road was installed in the early 1960s and is now surpassing the designed 50-year life expectancy. Of additional concern are the improvements to Old Raleigh Road that have taken place over the years, subjecting this pipe to increasing vibration and stress from vehicle traffic. Research shows that expansive clay soil, which is found in Apex, contributes to pipe failure, particularly in the smaller diameters like the existing 10-inch line. While we do have redundancy, a pipe failure along this line would require an inordinate number of other valves and loops to be closed.

Shearon Harris Road Water Line Connection

\$500,000
Two-year Total

This project will install a water line that would extend from the stubbed line at the intersection of Reclamation Rd and Shearon Harris Rd north to Old US 1 HWY. Approximately 1,500 linear feet of 8-inch ductile iron pipe would be designed and installed to connect to the existing waterline along Old US-1. This would provide a looped connection and a second water feed to the Western Water Regional Water Reclamation Facility.

Shepherd's Vineyard Road Water Line Connection

\$345,000
Two-year Total

This project will install a connection of the three stubbed water lines on Shepherd's Vineyard Drive with approximately 800 linear feet of 8-inch water main.





US 64 & New Hill Olive Chapel Water Loop

\$1,730,000

Two-year Total

This project includes water line extension along US 64, starting at the Legacy Development and routed west to New Hill Olive Chapel Road, connecting to the existing 12-inch water line from Deer Creek. This project includes approximately 6,500 linear feet of 12-inch waterline. This project is critical to provide a redundant feed to Deer Creek along with looping the waterline to remove the dead end at Deer Creek and dead end along US 64, thereby improving water quality and eliminating the need to flush the system in those areas.

FY 2025-26

Abbington Gravity Sewer Extension

\$280,000

Due to constant overtime and emergency maintenance at this station, approximately 2,400 linear feet of gravity sewer is needed to connect the sewer flowing into the Abbington Pump Station to the outfall along Reedy Branch. Not funding this project will require continued maintenance of the pump station. Being able to abandon this pump station will reduce the amount of funding needed for maintenance and eventual upgrades as well as reduce the noise and odors that come from the site.

Crossroads Water Line Connection

\$400,000

With five dead end lines in this vicinity, this would be an important area to create a connection so that water quality and redundancy may be improved for the two separate neighborhoods as well as the Crossroads Ford. It will be approximately 2,000 linear feet of 8-inch ductile iron pipe to provide this connection.

Green Level West Water Line Connection

\$400,000

Two-year Total

This project will connect the two subdivisions of The Pointe and Weddington along Green Level West Rd. with approximately 1,100 linear feet of 8-inch ductile iron water line and crossing American Tobacco Trail.

HWY 64 Off Ramp Water Line Connection

\$325,000

Two-year Total

This project will connect the stubbed end of the Villages of Apex subdivision parallel to HWY 64 across the railroad with approximately 1,300 linear feet of 12-inch ductile iron continuing west along HWY 64 to tie into the N Salem St ramp.

US 64 Utility Relocation

\$2,500,000

This project includes extending a 12-inch water line down Laura Duncan Road, under US 64, and tie-in to the existing 12-inch water line that runs parallel with US 64. In addition, utility relocations are needed to accommodate US 64 improvements. Existing town utilities within the corridor include 8-inch, 10-inch, and 12-inch water lines, 14-inch force main and 8-10-inch gravity sewers. If the 12-inch water line is not extended across US 64, the town will have flow issues in this area and continue to have to flush because of the dead-end lines. These lines are flushed routinely to keep up the proper disinfectant levels for water quality purposes.

UV System Replacement

\$1,450,000

The core components of a UV system consist of UV lamps, lamp drivers, and electronic circuit boards. As we all know, new electronic components generally replace older technology every few years. Like mobile phones, tablets, and computers, for example. We often see them become outdated in two or three years. Similarly, though perhaps not as quickly, a UV system's electronic lamp drivers and circuit boards (used for a UV intensity sensor) also have limited useful life expectancies. Not only that, but as components age, they may become more difficult to replace and keep in stock. Not to mention the cost increases associated with hard to get parts. There has been significant innovation in UV technology since our TrojanUV4000 was





designed and installed (1998). Newer lamp and driver technologies combined with smart reactor design work together to reduce the amount of energy needed to achieve disinfection compared to older UV systems. There have also been advances in cleaning systems, monitoring and controls as well as reductions in maintenance. The TrojanUVSigna may be selected to replace the TrojanUV4000 in order to take advantage of the high-efficiency low pressure high-output (LPHO) lamp technology, which reduces both electrical consumption and power costs. We will have the ability to operate the existing TrojanUV4000 system while installing the new UV system.

FY 2026-27

Castlewood & Orchard Villas Water Line Connection \$1,200,000
Two-year total

This project will provide a connection between Castlewood and the Orchard Villa subdivisions with approximately 1,500 linear feet of 8" ductile iron water line and an additional 180 linear feet of 24-inch encasement pipe for the boring underneath US-64.

Richardson Road Water Line Connection \$655,000
Two-year total

This project will provide three stubbed connections at the Richardson Rd and Mt Zion Church Rd intersection above Friendship Station with approximately 1,500 linear feet of 12-inch water line parallel to Richardson Rd south to the Zion intersection and 700 feet of 6-inch water line from Mt Zion south to the Y intersection connection point. A total of 2,200 LF of ductile iron water line to install to help connect this area.

Villages of Apex Water Line Connection \$295,000
Two-year total

This project will provide connections crossing Apex Peakway to help connect the Villages of Apex South lots to the Villages of Apex with approximately 1,000 linear feet of 12-inch ductile iron pipe.

Zeno Road Water Line Connection \$225,000
Two-year total

This project will provide a water line connection along Zeno Rd from the two stubbed lines with approximately 550 linear feet of 12-inch ductile iron water line.

FY 2027-28

Davis Drive & North Salem Street Water Line Connection \$2,350,000
Two-year total

This project will provide a connection of remaining southern piece of the 12-inch Davis Drive water line tying to the last western segment of the 12-inch water on N Salem Street connecting above US64, and then bored underneath and connecting to the 8-inch stubbed water line on the other side of the highway with approximately 4,000 linear feet of 12-inch ductile iron pipe for the water main and additionally 450 linear feet of 24-inch encasement pipe for the crossings.

SR1010 Utility Relocation \$3,000,000

This project includes utility relocations to accommodate NC Department of Transportation's widening of Ten Ten Road/Center Street to Kildaire Farm Road. The town has existing water and sewer utilities within the right-of-way, including 12-inch and 16-inch water lines, fire hydrants, valves, water service lines, and 6-inch and 8-inch force mains that will be in conflict with NCDOT's proposed road widening. Utilities in conflict have to be relocated to prevent disruption of utility service to customers within the construction corridor.





Horizon

Elevated Water Storage Tank – 2.0 MG

\$6,500,000

This project includes construction of a 2.0 million-gallon elevated storage tank to meet storage tank to meet storage requirements as demands grow.

Humie Olive Water Connection

\$150,000

This project will add approximately 2,900 linear feet of 12-inch water main along Humie Olive and New Hill Olive Chapel Road to complete a full 12-inch loop in this area. This loop will provide much needed redundancy to the New Hill/Jordan Pointe service area, better water quality and fire protection capabilities to this section of the service area.

NC 55 Utility Relocation

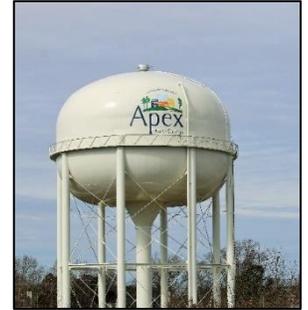
\$2,250,000

This project includes utility relocations to accommodate NC Department of Transportation's (NCDOT) widening of NC Highway 55. The Town has existing water and sewer utilities within the right-of-way, including 12-inch and 6-inch water lines, fire hydrants, valves, water service lines, 8-inch gravity sewer lines, manholes, and water and sewer service laterals that will be in conflict with NCDOT's proposed road widening. Utilities in conflict have to be relocated to prevent disruption of utility service to customers within the construction corridor. This project also includes an extension of 12-inch line down NC 55 under the railroad trestle to create new loop in distribution system.



Water & Sewer Fund Summary

The table below shows the total of the capital needs for the Water and Sewer Fund element and the revenue sources proposed to support these needs. Local revenue is indicative of the need for current year revenue supported funding for some projects/ purchases in each year.



Water and Sewer Utility Fund	FY23-24	FY24-25	FY25-26	FY26-27	FY27-28	Future Years	Total Capital Cost
AMI	4,100,000	-	-	-	-	-	4,100,000
Big Branch 2 Pump Station & Force Main	40,000,000	-	-	-	-	-	40,000,000
Crane Truck - Addition	165,000	-	-	-	-	-	165,000
Hwy 55 Booster Pump Station Upgrades	450,000	-	-	-	-	-	450,000
Roberts Road Water Line Connection	250,000	-	-	-	-	-	250,000
Skid Steer - Addition	160,000	-	-	-	-	-	160,000
Sunset Hills Pump Station Improvements	4,400,000	-	-	-	-	-	4,400,000
Valve Truck - Addition	230,000	-	-	-	-	-	230,000
Wimberly Road Water Supply Vault	40,000	160,000	-	-	-	-	200,000
WWRWRF - Phase II Expansion	170,000	-	2,900,000	-	-	32,000,000	35,070,000
Green Level Church Water Line Connection	-	115,000	500,000	-	-	-	615,000
Little Beaver Creek Gravity Sewer Extension	-	1,200,000	-	-	-	-	1,200,000
Old Raleigh Road Water Line Replacement	-	850,000	3,250,000	-	-	-	4,100,000
Shearon Harris Road Water Line Connection	-	100,000	400,000	-	-	-	500,000
Shepherd's Vineyard Road Water Line	-	95,000	250,000	-	-	-	345,000
US 64 & New Hill Olive Chapel Water Connection	-	330,000	1,400,000	-	-	-	1,730,000
Abbingtion Gravity Sewer Extension	-	-	280,000	-	-	-	280,000
Crossroads Water Line Connection	-	-	400,000	-	-	-	400,000
Green Level West Water Line Connection	-	-	100,000	300,000	-	-	400,000
HWY 64 Off Ramp Water Line Connection	-	-	100,000	225,000	-	-	325,000
US 64 Utility Relocation	-	-	2,500,000	-	-	-	2,500,000
UV System Replacement	-	-	1,450,000	-	-	-	1,450,000
Castlewood & Orchard Villas Water Line Connection	-	-	-	200,000	1,000,000	-	1,200,000
Richardson Road Water Line Connection	-	-	-	55,000	600,000	-	655,000
Villages of Apex Water Line Connection	-	-	-	45,000	250,000	-	295,000
Zeno Road Water Line Connection	-	-	-	75,000	150,000	-	225,000
Davis Drive & North Salem Street Water Line Connection	-	-	-	-	350,000	2,000,000	2,350,000
SR1010 Utility Relocation	-	-	-	-	3,000,000	-	3,000,000
Elevated Water Storage Tank - 2.0 MG	-	-	-	-	-	6,500,000	6,500,000
Humie Olive Water Connection	-	-	-	-	-	150,000	150,000
NC 55 Utility Relocation	-	-	-	-	-	2,225,000	2,225,000
Cary Projects Sub-Total	333,500	799,250	787,750	690,000	2,771,500	1,380,000	6,762,000
WWRWRF Sub-Total	221,000	-	493,000	2,822,000	-	31,645,500	35,181,500
Total	\$50,519,500	\$3,649,250	\$14,810,750	\$4,412,000	\$8,121,500	\$75,900,500	\$157,413,500
Revenues	FY23-24	FY24-25	FY25-26	FY26-27	FY27-28	Future Years	Total
Capital Outlay	5,209,500	2,8520,000	13,530,000	900,000	5,350,000	4,375,000	32,214,500
Designated Capital Funds	\$20,910,000	799,250	1,280,750	3,512,000	2,771,500	7,880,000	37,153,500
Grants	4,400,000	-	-	-	-	-	4,400,000
Revenue Bonds	\$20,000,000	-	-	-	-	63,645,500	83,645,500
	\$50,519,500	\$3,649,250	\$14,810,750	\$4,412,000	\$8,121,500	\$75,900,500	\$157,413,500



Section 6: Stormwater Utility

Projects assigned to the Stormwater Utility element are funded through the Stormwater Enterprise Fund. This fund only pays for projects related to the stormwater system, and not for projects related to the Electric Fund, Water & Sewer Fund, or any General Fund related project.

The types of capital projects that qualify for this fund include the Construction and improvement of stormwater infrastructure. These projects include vehicle additions and replacements necessary to maintain and repair stormwater infrastructure.

The icon below signifies the Stormwater Utility element, and is located on the top right corner of the pages that are associated with these projects.





Stormwater Utility Element Projects

Projects Funded: Construction and improvement of stormwater infrastructure. These projects include vehicle additions and replacements necessary to maintain and repair stormwater infrastructure.

Our stormwater utilities face increasing demands for maintenance and improvements in order to serve current and future needs.



The table below shows each of the projects submitted for consideration in this year's CIP process and the estimated cost of the project in each fiscal year of the plan.

Stormwater Utility Fund	FY23-24	FY24-25	FY25-26	FY26-27	FY27-28	Future Years	Total Capital Cost
Skid Steer Loader - Addition	213,000	-	-	-	-	-	213,000
Hook Lift Single Axle Truck - Addition	-	125,000	-	-	-	-	125,000
Crew Cab Truck - Addition	-	-	135,000	-	-	-	135,000
Excavator - Addition	-	-	-	225,000	-	-	225,000
Street Sweeper - Replacement	-	-	-	-	334,000	-	334,000
Total	\$213,000	\$125,000	\$135,000	\$225,000	\$334,000	\$ -	\$1,032,000



FY 2023-24

Skid Steer Loader - Addition \$213,000

With the implementation of the Stormwater Utility program, this piece of equipment will significantly increase Stormwater maintenance repair capabilities.

FY 2024-25

Hook Lift Single Axle Truck - Addition \$125,000

This equipment is needed to provide continued support for snow and ice response within stormwater management and begin transition of snow response vehicles and equipment to hook lift style for better year-round utilization of equipment.

FY 2025-26

Crew Cab Truck - Addition \$135,000

This vehicle is required for the implementation of a daily storm water maintenance and inspection team.

FY 2026-27

Excavator - Addition \$225,000

With the implementation of the Stormwater Utility fund, this piece of equipment will significantly increase stormwater maintenance repair capabilities.

FY 2027-28

Street Sweeper – Replacement \$334,000

This project will replace the Town's only street sweeper (Unit #96) that will be over 22 years old at the time of replacement. Vehicle is needed to reduce debris wash-off for stormwater management.



Stormwater Fund Summary

The table below shows the total of the capital needs for the Stormwater Fund element and the revenue sources proposed to support these needs. Local revenue is indicative of the need for current year revenue supported funding for some projects/ purchases in each year.

At this time, no issuance of additional debt is projected to be needed to meet the capital needs described above.



Stormwater Utility Fund	FY23-24	FY24-25	FY25-26	FY26-27	FY27-28	Future Years	Total Capital Cost
Skid Steer Loader - Addition	213,000	-	-	-	-	-	213,000
Hook Lift Single Axle Truck - Addition	-	125,000	-	-	-	-	125,000
Crew Cab Truck - Addition	-	-	135,000	-	-	-	135,000
Excavator - Addition	-	-	-	225,000	-	-	225,000
Street Sweeper - Replacement	-	-	-	-	334,000	-	334,000
Total	\$213,000	\$125,000	\$135,000	\$225,000	\$334,000	\$ -	\$1,032,000
Revenues	FY23-24	FY24-25	FY25-26	FY26-27	FY27-28	Future Years	Total
Capital Outlay	213,000	125,000	135,000	225,000	334,000	-	1,032,000
Designated Capital Funds	-	-	-	-	-	-	-
Grants	-	-	-	-	-	-	-
Revenue Bonds	-	-	-	-	-	-	-
	\$213,000	\$125,000	\$135,000	\$225,000	\$334,000	\$ -	\$1,032,000

Section 7: Project Funding Detail

The following pages contain project funding details.



Transportation							
Project Cost	2023-24	2024-25	2025-26	2026-27	2027-28	Future	Total
Annual GoApex Transit Improvements	100,000	200,000	200,000	200,000	200,000	200,000	1,100,000
- Grants	100,000	100,000	100,000	100,000	100,000	-	500,000
- General Fund / Capital Outlay	-	100,000	100,000	100,000	100,000	-	400,000
- To Be Determined	-	-	-	-	-	200,000	200,000
Annual Miscellaneous Road & Sidewalk Improvements	200,000	200,000	200,000	200,000	200,000	200,000	1,200,000
- Intergovernmental Funds	200,000	-	-	-	-	-	200,000
- General Fund / Capital Outlay	-	200,000	200,000	200,000	200,000	-	800,000
- To Be Determined	-	-	-	-	-	200,000	200,000
Annual Pavement Management	2,200,000	2,300,000	2,400,000	2,500,000	2,600,000	2,700,000	14,700,000
- Intergovernmental Funds (Powell Bill Revenues)	1,550,000	830,000	856,000	-	526,000	-	3,762,000
- Designated Capital Funds	650,000	1,470,000	1,544,000	1,605,000	1,670,000	-	6,939,000
- General Fund / Capital Outlay	-	-	-	895,000	404,000	-	1,299,000
- To Be Determined	-	-	-	-	-	2,700,000	2,700,000
Felton Grove High School Improvements Cost Share	825,000	825,000	-	-	-	-	1,650,000
- General Fund / Capital Outlay	825,000	825,000	-	-	-	-	1,650,000
Justice Heights Street Extension	750,000	-	-	-	-	-	750,000
- Designated Capital Funds	750,000	-	-	-	-	-	750,000
Safe Routes to School	1,000,000	2,360,000	2,230,000	2,200,000	905,000	3,510,000	12,205,000
- General Obligation Bonds	-	-	2,230,000	410,000	-	-	2,640,000
- Grants	-	1,075,200	-	-	-	-	1,075,200
- General Fund / Capital Outlay	1,000,000	1,284,800	-	1,790,000	905,000	-	4,979,800
- To Be Determined	-	-	-	-	-	3,510,000	3,510,000
South Salem Street Bicycle Connection	300,000	-	2,100,000	-	-	-	2,400,000
- General Fund / Capital Outlay	300,000	-	2,100,000	-	-	-	2,400,000
Tingen Road Pedestrian Bridge	500,000	-	-	4,050,000	-	-	4,550,000
- Grants	500,000	-	-	-	-	-	500,000
- General Fund / Capital Outlay	-	-	-	4,050,000	-	-	4,050,000
Apex Peakway North Widening	-	495,000	5,075,000	-	-	-	5,570,000
- General Obligation Bonds	-	-	5,000,000	-	-	-	5,000,000
- General Fund / Capital Outlay	-	495,000	75,000	-	-	-	570,000
Center Street Railroad Crossing Improvements & Sidewalk	-	140,000	-	920,000	-	-	1,060,000
- General Obligation Bonds	-	-	-	920,000	-	-	920,000
- General Fund / Capital Outlay	-	140,000	-	-	-	-	140,000
Chatham Street Railroad Crossing Improvements & Sidewalk	-	150,000	-	1,145,000	-	-	1,295,000
- General Obligation Bonds	-	-	-	1,145,000	-	-	1,145,000
- General Fund / Capital Outlay	-	150,000	-	-	-	-	150,000
GoApex Transit Program	-	100,000	690,000	-	-	-	790,000
- Grants	-	-	690,000	-	-	-	690,000
- General Fund / Capital Outlay	-	100,000	-	-	-	-	100,000

Transportation Continued

Project Cost	2023-24	2024-25	2025-26	2026-27	2027-28	Future	Total
GPS Emergency Vehicle Preemption	-	160,000	160,000	160,000	-	-	480,000
- General Fund / Capital Outlay	-	160,000	160,000	160,000	-	-	480,000
Jessie Drive Phase I & Phase II	-	1,000,000	8,500,000	-	1,500,000	12,000,000	23,000,000
- Intergovernmental Funds	-	-	-	-	1,500,000	-	1,500,000
- General Fund / Capital Outlay	-	1,000,000	8,500,000	-	-	-	9,500,000
- To Be Determined	-	-	-	-	-	12,000,000	12,000,000
Jones Street Improvements	-	140,000	-	-	-	-	140,000
- General Fund / Capital Outlay	-	140,000	-	-	-	-	140,000
Ragan Road Sidepath	-	850,000	-	-	-	-	850,000
- Intergovernmental Funds	-	850,000	-	-	-	-	850,000
Vision Zero - Signal Upgrades	-	300,000	2,000,000	-	-	-	2,300,000
- General Fund / Capital Outlay	-	300,000	2,000,000	-	-	-	2,300,000
Wayfinding Signage Fabrication & Installation	-	760,000	415,000	-	-	260,000	1,435,000
- General Fund / Capital Outlay	-	760,000	415,000	-	-	-	1,175,000
- To Be Determined	-	-	-	-	-	260,000	260,000
West Williams Street Sidewalk	-	200,000	750,000	-	-	-	950,000
- General Fund / Capital Outlay	-	200,000	750,000	-	-	-	950,000
Old US 1 at Friendship Road Improvements Cost Share	-	-	250,000	-	-	-	250,000
- General Fund / Capital Outlay	-	-	250,000	-	-	-	250,000
Pavement Management Backlog	-	-	5,000,000	-	-	-	5,000,000
- Intergovernmental Funds	-	-	750,000	-	-	-	750,000
- General Obligation Bonds	-	-	4,250,000	-	-	-	4,250,000
Pristine Water Drive Connector	-	-	500,000	3,000,000	-	-	3,500,000
- Intergovernmental Funds	-	-	100,000	1,967,000	-	-	2,067,000
- General Fund / Capital Outlay	-	-	400,000	1,033,000	-	-	1,433,000
Salem Street Downtown Streetscape, Gathering Space, & Alleys	-	-	4,520,000	-	2,100,000	-	6,620,000
- Grants	-	-	2,640,000	-	-	-	2,640,000
- General Fund / Capital Outlay	-	-	1,880,000	-	2,100,000	-	3,980,000
Davis Drive at Salem Church Road Realignment	-	-	-	200,000	500,000	7,000,000	7,700,000
- General Fund / Capital Outlay	-	-	-	200,000	500,000	-	700,000
- To Be Determined	-	-	-	-	-	7,000,000	7,000,000
Technology Drive Enhancements Cost Share	-	-	-	2,000,000	-	-	2,000,000
- General Fund / Capital Outlay	-	-	-	2,000,000	-	-	2,000,000
Vision Zero - Bike & Pedestrian	-	-	-	600,000	400,000	2,000,000	3,000,000
- General Fund / Capital Outlay	-	-	-	600,000	400,000	-	1,000,000
- To Be Determined	-	-	-	-	-	2,000,000	2,000,000
Production Drive Extension	-	-	-	-	300,000	2,000,000	2,300,000
- General Fund / Capital Outlay	-	-	-	-	300,000	-	300,000
- To Be Determined	-	-	-	-	-	2,000,000	2,000,000

Transportation Continued

Project Cost	2023-24	2024-25	2025-26	2026-27	2027-28	Future	Total
US 64 Sidewalk & Enhancement Cost Share (U-5301)	-	-	-	-	2,000,000	-	2,000,000
- General Fund / Capital Outlay	-	-	-	-	2,000,000	-	2,000,000
Apex Peakway Southeast Connector	-	-	-	-	-	18,885,000	18,885,000
- To Be Determined	-	-	-	-	-	18,885,000	18,885,000
NC 55 Sidewalk & Enhancement Cost Share (U-2901)	-	-	-	-	-	2,000,000	2,000,000
- To Be Determined	-	-	-	-	-	2,000,000	2,000,000
Ten Ten Road/Center Street Sidewalk & Enhancement Cost Share (U-5825)	-	-	-	-	-	2,000,000	2,000,000
- To Be Determined	-	-	-	-	-	2,000,000	2,000,000
Town-Wide Traffic Signal System	-	-	-	-	-	6,800,000	6,800,000
- To Be Determined	-	-	-	-	-	6,800,000	6,800,000

Parks, Recreation, & Cultural Resources							
Project Cost	2023-24	2024-25	2025-26	2026-27	2027-28	Future	Total
Annual Miscellaneous Greenway Connections	300,000	300,000	300,000	300,000	300,000	300,000	1,800,000
- General Fund / Capital Outlay	300,000	300,000	300,000	300,000	300,000	300,000	1,800,000
ACP Street Hockey Partnership Project	250,000	-	-	-	-	-	250,000
- General Fund / Capital Outlay	250,000	-	-	-	-	-	250,000
Environmental Education Center	300,000	-	3,650,000	-	-	-	3,950,000
- General Fund / Capital Outlay	300,000	-	-	-	-	-	300,000
- Installment Purchase / Capital Lease	-	-	3,650,000	-	-	-	3,650,000
Track Out Camp Program Buses	240,000	-	-	-	-	-	240,000
- Installment Purchase / Capital Lease	240,000	-	-	-	-	-	240,000
West Street Park Improvements	1,650,000	-	-	-	-	-	1,650,000
- Grants	1,650,000	-	-	-	-	-	1,650,000
KidsTowne Playground Renovation	-	-	150,000	-	2,000,000	-	2,150,000
- General Fund / Capital Outlay	-	-	150,000	-	2,000,000	-	2,150,000
Seymour Athletic Fields/Nature Park Parking Expansion	-	-	120,000	1,080,000	-	-	1,200,000
- General Fund / Capital Outlay	-	-	120,000	1,080,000	-	-	1,200,000
Wimberly Road Park Design	-	-	500,000	-	-	30,250,000	30,750,000
- General Fund / Capital Outlay	-	-	500,000	-	-	-	500,000
- To Be Determined	-	-	-	-	-	30,250,000	30,250,000
Big Branch Greenway	-	-	-	300,000	150,000	8,000,000	8,450,000
- General Fund / Capital Outlay	-	-	-	300,000	150,000	-	450,000
- To Be Determined	-	-	-	-	-	8,000,000	8,000,000
Beaver Creek Greenway Extension	-	-	-	-	1,000,000	13,031,000	14,031,000
- General Fund / Capital Outlay	-	-	-	-	1,000,000	-	1,000,000
- To Be Determined	-	-	-	-	-	13,031,000	13,031,000
Hunter Street Park Renovation	-	-	-	-	675,000	-	675,000
- General Fund / Capital Outlay	-	-	-	-	675,000	-	675,000
Jaycee Park Expansion	-	-	-	-	150,000	1,500,000	1,650,000
- General Fund / Capital Outlay	-	-	-	-	150,000	-	150,000
- To Be Determined	-	-	-	-	-	1,500,000	1,500,000
Olive Farm Park Design	-	-	-	-	300,000	25,000,000	25,300,000
- General Fund / Capital Outlay	-	-	-	-	300,000	-	300,000
- To Be Determined	-	-	-	-	-	25,000,000	25,000,000
Reedy Branch Greenway	-	-	-	-	300,000	3,000,000	3,300,000
- General Fund / Capital Outlay	-	-	-	-	300,000	-	300,000
- To Be Determined	-	-	-	-	-	3,000,000	3,000,000
Apex Community Park Parking Lot Expansion	-	-	-	-	-	700,000	700,000
- To Be Determined	-	-	-	-	-	700,000	700,000
Middle Creek Greenway	-	-	-	-	-	4,600,000	4,600,000
- To Be Determined	-	-	-	-	-	4,600,000	4,600,000
Pleasant Park Baseball & Softball Complex	-	-	-	-	-	12,300,000	12,300,000
- To Be Determined	-	-	-	-	-	12,300,000	12,300,000

Public Safety							
Project Cost	2023-24	2024-25	2025-26	2026-27	2027-28	Future	Total
Engine 32 Replacement	900,000	-	-	-	-	-	900,000
- Installment Purchase / Capital Lease	900,000	-	-	-	-	-	900,000
Fire Radio Replacement	150,000	150,000	150,000	150,000	150,000	150,000	900,000
- General Fund / Capital Outlay	150,000	150,000	150,000	150,000	150,000	150,000	900,000
Self-Contained Breathing Apparatus Replacement	250,000	250,000	250,000	250,000	250,000	710,000	1,960,000
- General Fund / Capital Outlay	250,000	250,000	250,000	250,000	250,000	710,000	1,960,000
Driving Simulator	-	298,000	-	-	-	-	298,000
- General Fund / Capital Outlay	-	298,000	-	-	-	-	298,000
Police Radio Replacement	-	610,000	610,000	635,000	-	-	1,855,000
- General Fund / Capital Outlay	-	610,000	610,000	635,000	-	-	1,855,000
Fire Pumper for Olive Farm Station	-	-	-	-	-	825,000	825,000
- General Fund / Capital Outlay	-	-	-	-	-	825,000	825,000
Fire Pumper for Station 38	-	-	-	-	-	825,000	825,000
- General Fund / Capital Outlay	-	-	-	-	-	825,000	825,000
Rescue Retrieval Van	-	-	-	-	-	194,000	194,000
- General Fund / Capital Outlay	-	-	-	-	-	194,000	194,000

Public Facilities							
Project Cost	2023-24	2024-25	2025-26	2026-27	2027-28	Future	Total
Eva Perry Library Improvements	200,000	-	-	-	-	-	200,000
- General Fund / Capital Outlay	200,000	-	-	-	-	-	200,000
Tunstall House Restoration	1,800,000	-	-	-	-	-	1,800,000
- General Fund / Capital Outlay	1,800,000	-	-	-	-	-	1,800,000
Mechanical (HVAC/Chiller) Upgrades to Town Facilities	-	125,000	-	-	-	-	125,000
- General Fund / Capital Outlay	-	125,000	-	-	-	-	125,000
Public Works Operations Building Renovations	-	870,000	-	-	-	-	870,000
- General Fund / Capital Outlay	-	870,000	-	-	-	-	870,000
Station 1 Rebuild	-	500,000	-	4,750,000	-	-	5,250,000
- General Fund / Capital Outlay	-	-	-	250,000	-	-	250,000
- Designated Capital Funds	-	500,000	-	-	-	-	500,000
- Installment Purchase / Capital Lease	-	-	-	4,500,000	-	-	4,500,000
Town Hall Remodel	-	900,000	900,000	900,000	-	-	2,700,000
- General Fund / Capital Outlay	-	900,000	900,000	900,000	-	-	2,700,000
Vehicle Storage Shed & Brine Building	-	23,500	235,500	-	-	-	259,000
- General Fund / Capital Outlay	-	23,500	235,500	-	-	-	259,000
Town Campus & Public Works Parking Lot Resurfacing	-	-	385,000	165,000	-	-	550,000
- General Fund / Capital Outlay	-	-	385,000	165,000	-	-	550,000
Repurpose Depot Parking Lot	-	-	-	-	250,000	2,000,000	2,250,000
- General Fund / Capital Outlay	-	-	-	-	250,000	2,000,000	2,250,000
Fire Department Administration Building	-	-	-	-	-	3,150,000	3,150,000
- Installment Purchase / Capital Lease	-	-	-	-	-	3,150,000	3,150,000
Fire Station 7 (Olive Farm Area)	-	-	-	-	-	6,800,000	6,800,000
- Installment Purchase / Capital Lease	-	-	-	-	-	6,800,000	6,800,000
Fleet Fluid Pumps/Reclamation	-	-	-	-	-	100,000	100,000
- General Fund / Capital Outlay	-	-	-	-	-	100,000	100,000
Land Purchase for Affordable Housing	-	-	-	-	-	500,000	500,000
- General Fund / Capital Outlay	-	-	-	-	-	500,000	500,000
Police Department Addition/Renovation	-	-	-	-	-	6,600,000	6,600,000
- Installment Purchase / Capital Lease	-	-	-	-	-	6,600,000	6,600,000
Public Safety Station 8	-	-	-	-	-	8,550,000	8,550,000
- Installment Purchase / Capital Lease	-	-	-	-	-	8,550,000	8,550,000

Public Works & Environmental Services							
Project Cost	2023-24	2024-25	2025-26	2026-27	2027-28	Future	Total
Grapple Truck - Replacement	235,000	-	-	-	-	-	235,000
- Installment Purchase / Capital Lease	235,000	-	-	-	-	-	235,000
Fleet Services Field Response Truck - Replacement	-	225,000	-	-	-	-	225,000
- General Fund / Capital Outlay	-	225,000	-	-	-	-	225,000
Leaf Truck - Addition	-	280,000	-	288,000	-	-	568,000
- General Fund / Capital Outlay	-	280,000	-	288,000	-	-	568,000
Leaf Truck - Replacement	-	-	285,000	-	290,000	-	575,000
- General Fund / Capital Outlay	-	-	285,000	-	290,000	-	575,000
Right of Way Mowing Tractor - Replacement	-	-	140,000	-	-	-	140,000
- General Fund / Capital Outlay	-	-	140,000	-	-	-	140,000
Rear Loader - Addition	-	-	-	235,000	-	-	235,000
- General Fund / Capital Outlay	-	-	-	235,000	-	-	235,000
Tandem Semi Tractor w/ Wet Line	-	-	-	-	180,000	-	180,000
- General Fund / Capital Outlay	-	-	-	-	180,000	-	180,000
Dump Truck - Replacement	-	-	-	-	-	185,000	185,000
- General Fund / Capital Outlay	-	-	-	-	-	185,000	185,000