

- 3 community centers
- 3 gymnasiums
- outdoor gardens, athletic fields, tennis courts, volleyball courts, bocce ball courts, and basketball courts
- extensive trail network and numerous open space areas

She said that the capital projects included:

- adding programs
- arts and events
- new athletic programs
- youth and adult programs at Hargraves Center
- Community Center programs
- Special Olympic programs
- partner training
- nutritional programs

Ms. Spatz said that her proposed revision of the organizational chart included:

- elimination of the Superintendent class positions
- reclassification of two Recreation Specialist positions to a Recreation Supervisor level
- creation of a half time Special Events Assistant position
- creation of an Assistant Center Supervisor at the Community Center
- expansion of a (.9) Deck Attendant position to full time

Ms. Spatz said that the key services that could be improved were:

- marketing and information services
- management of Community Center operations
- maintenance and cleanliness of facilities
- special populations programs
- after-school, camp, and teen programs
- expansion of most program areas

Ms. Spatz said that the proposed additions were a maintenance position, new Teen/Arts position, janitorial services, and a new Parks Master Plan, since the Town Comprehensive Plan's revision was scheduled for completion in November 1999. She said the new programs planned for fiscal year 2000 included a Millennium/New Year's event, flag football for youth and adults, swim lessons at the A.D. Clark pool, partnership with school system, UNC, YMCA and the Carrboro and Orange County Parks and Recreation Departments, and more programs.

Council Member Foy questioned the revenue summary for the Community Center. Ms. Spatz said that she would check on the figures, but added that people were taking advantage of the "fee waiver" policy, and that she proposed a sliding scale for families, adding that there was no policy now.

Item 3 – Fire Department

Fire Chief Jones stated that the mission of the Chapel Hill Fire Department was to protect life, property and the community environment from the destructive effects of fire, disasters or other life hazards by providing public education, incident prevention and emergency response services. He said that the priorities were safety, service, and employee morale. Chief Jones noted that the services provided by the Fire Department included:

- fire suppression
- first responder—emergency medical
- fire code enforcement through an inspection program

- disaster management
- public education through in-house or out-reach programs
- fire cause and determination investigations
- contact department for citizens' inquiries/safety and environmental

Chief Jones said that revenue estimates were \$850,000 of State revenue generated for fire protection services to University and Hospital properties, and \$4,000 of revenue generated from special permits and inspection programs. He noted that the key cost issues for the base budget were:

- increases to health screening services for employees
- changes in Telephone account to include new technology
- addition of emergency operation center and related communications/computer equipment
- increase of 21% in Fleet Maintenance due to aging fleet and new fire pump maintenance contract
- first time full-regular replacement schedule of fire hose, radios and protective clothing
- continuation of safety and employee health projects with installation of a diesel exhaust removal system to the Elliott Road Fire Station and intercom systems to Engine 31 and 34

Chief Jones said that the services that were going well included:

- First Responder, emergency medical care and initial cardiac defibrillation
- public fire safety education programs for all target groups
- fire-fighting and hazard mitigation services
- customer service type activities for citizens and visitors
- fire and First Responder special events bicycle patrol.

Chief Jones said that the services that could be improved were:

- the number of fire units available to respond to emergencies and cover the community
- fire code enforcement record keeping and training for inspections
- routine maintenance on fire apparatus
- use of technology to enhance life safety searches in smoke and darkness

Chief Jones said that he proposed the following additions and reductions to the Department:

- Addition of six fire suppression positions to staff the proposed attack pumper to augment Tower 71 in the eastern fire district: cost for six positions—\$460,864, and cost for attack pumper—\$120,000. The Council had been presented detailed information in last year's budget request for 12 additional personnel and another pumper unit, but this year the proposal had been reduced to a request for six personnel and a small attack pumper, so that the increased service demand could be met with a "two-piece" fire unit system, which was a reduction of more than 50% and would be in transition to the southern station.
- Request for a full-time fire training officer to oversee training and departmental safety programs and concerns—\$63,130, which had been forecast in the Fire Department 5-year plan.
- Add-on equipment list that prioritizes equipment that could not be purchased within the base budget—\$58,670—prioritized into three levels with the highest priority reflecting items such as rescue tools, thermal imager for smoke vision and replacement ladders for the fire trucks.

Council Member Evans asked when the Emergency Operations Center would be completed. Chief Jones said probably within 90-100 days.

Council Member Evans asked whether Chief Jones had discussed with the University the greater demands that would

be put on the Fire Department with the University's expansion. Chief Jones said that there had been some discussion in the meetings on the University's Strategic Plan.

Mayor Waldorf asked when the ladder truck was due to be retired. Chief Jones said in 2007.

Mayor Waldorf asked that Chief Jones develop a proposal for the Council to deliver to the University stating that the University and the Hospital should contribute to the cost of a new ladder truck, since they had the high buildings, which needed a long ladder.

Council Member McClintock asked if the services to the University were being tracked, feeling that the Town could have a more forceful case if it had a record of services. Chief Jones said that the Task Force on Fiscal Relations did try to look at an agreement between the University and the Town to account for the costs, but it was hard to estimate as the Fire Department had to have a standby at all times. He said that the Fire Department's calls for the University were between 27-32 percent of their calls.

Council Member McClintock asked Chief Jones who a citizen could call to find out what type of fire extinguisher or smoke detector to buy. Chief Jones said that they should call 968-2781, and the Fire Department would give them advice and even be willing to install the devices for those who were unable to do it themselves.

Council Member Brown asked when the report from the Task Force on Fiscal Relations would be ready. Mr. Horton replied, hopefully in the spring, probably by May at the latest.

Council Member Bateman asked how extensive the emergency weather reporting capabilities were that the Department wished to purchase. Chief Jones said that it was a satellite, which the Department would purchase the right to use, with an up-front cost of \$1,200, and a monthly cost of about \$300.

Council Member Foy asked if the \$850,000 from the State was an annual appropriation, or if the State might decide to pay less. Chief Jones said that the amount was not guaranteed, noting that at one point in the past, there had been a reduction.

Council Member Foy asked if it was logical for the Town to ask the State to pay for the increase, since the Town was absorbing the cost. Mr. Horton said that the funding was part of a State-wide allocation to a number of university communities and other large State facilities. He suggested that the legislative delegation might be urged to lobby for an increase.

Council Member Foy asked if there were any female employees in the Fire Department. Chief Jones said that at present there were two, and in the past there had been up to six, some leaving for various reasons.

Council Member Brown asked if the \$850,000 was an annual allocation. Mr. Horton said that it had to be submitted as a line item in the bi-annual budget, and that there was no guarantee.

Council Member Bateman asked if the Council should write a letter to the University regarding the fire-ladder truck.

Mayor Waldorf said that she thought Chief Jones could bring a proposal to the Council to send to the University. Mr. Horton felt it would be better to wait until the completion of the Task Force on Fiscal Relations' study, that the University had told him there would be no discussion until this study was completed.

Council Member Evans said that she appreciated the addition of a smaller ladder truck for homes that were difficult to reach.

Mayor Waldorf said that there had been confusion as to whether the "two in/two out" OSHA regulations were mandatory or not. Chief Jones answered they were mandatory.

Mayor Waldorf asked how the addition of the six new positions would affect the effectiveness of the Fire Department

to deal with the annexation of the southern properties in 2000. Chief Jones said that it would take 12 additional personnel to staff the southern fire station. He noted that to hire all 12 at once would dilute the quality, and it was best to hire six in this budget year in order to train and absorb them into the system and then the other six later, to assimilate them into the system by steps.

Council Member Brown asked if the Department had done any work to project the tax revenues that would be generated in the southern properties in relation to the new fire station and the services it would need to cover. Mr. Horton said that there was no specific proposal, but the tax revenues projected from Southern Village annexation would cover the new personnel in the new fire station, as well as costs of additional police officers and refuse collectors which would be needed. He said that if the Council decided to proceed with the annexation, the Town would need to generate a very detailed plan for compliance with North Carolina law, which would include projections of all service costs as well as all revenues expected.

Council Member Brown said that she had been very impressed with the Fire Department.

Mayor Waldorf said that she had never had a complaint about the Fire Department.

Item 4 – Public Works Department

Bruce Heflin, Public Works Director, said that some of the items on the list were not necessarily requests but for the Council's information. He said that the total Public Works budget requests totaled \$7.9 million, plus the costs for fleet replacement, which would be about one-half million dollars. He said that the main issues were: (1) growth of the Town, with so many large developments, and no growth of the resources levels and the service levels; (2) recruitment, retention and turnover of qualified personnel, as the Town had to compete with the service businesses; and (3) safety management.

Management and Support Services Division

Mr. Heflin said that the mission of the Management and Support Services Division was the overall administrative support necessary for achievement of the Department's operational goals and objectives. He said that the key service issues were overall management and administration and landscape architecture and urban forestry services. Mr. Heflin said that the proposed addition was for a new Safety and Training position.

Field Operations Division

Mr. Heflin said that the primary mission of the Field Operations Division was provision of safe, well maintained rights-of-way and sound infrastructure throughout the Town. He said the key services of the Division focused on traffic, construction, streets and rights-of-way/drainage. Mr. Heflin said that the key problem was the additional street mileage and proposed the addition of a new street maintenance crew.

Internal Services Division

Mr. Heflin said that the primary mission of the Internal Services Division was provision of fleet maintenance services and facilities maintenance services to all Town departments except for Transit's fleet, Solid Waste's landfill equipment fleet, and Housing's facilities. He said areas needing improvement were preventive and facilities maintenance for buildings, and the ability to manage capital projects. Mr. Heflin proposed the addition of a new Project Manager position.

Landscape Division

Mr. Heflin said that the primary mission of the Landscape Division was maintenance of grounds at Town facilities, including public housing, recreational areas, entranceways and cemeteries. He said that the areas needing improvement were public housing and downtown cleanup. Mr. Heflin proposed additional resources and positions.

Sanitation Division

Mr. Heflin said that the primary mission of the Sanitation Division was the collection and hauling of municipal solid waste generated within the Town of Chapel Hill. He said that yard waste collection was falling behind as a result of growth in the Town, turnover of personnel, and an increase in the quantities of waste collection, with a dramatic