



MASON STREET
MUNICIPAL
BUILDING
TOWN OF APEX



322

ANNUAL OPERATING BUDGET

*Fiscal Year
2024-2025*



APEX
NORTH CAROLINA

**Town of Apex, North Carolina
FY 2024 – 2025 Annual Budget**

Town Officials

**Mayor
Jacques K. Gilbert**



**Mayor Pro-Tem
Ed Gray**



**Council Member
Brett Gantt**



**Council Member
Audra Killingsworth**



**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, 2023

Christopher P. Morrell

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the Town of Apex, North Carolina for its Annual Budget for the fiscal year beginning July 1, 2023. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as a financial plan, as an operations guide, and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

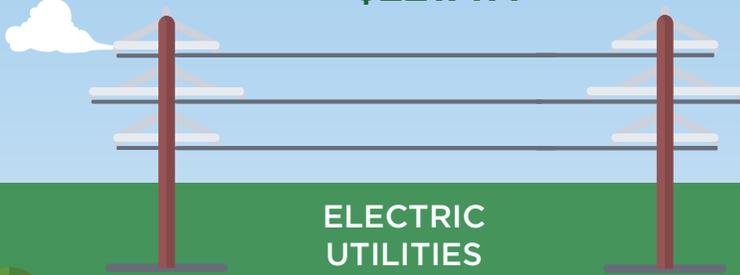
TOWN OF APEX FY 2024-2025 BUDGET \$221.4M



WATER
\$16.6M



ELECTRIC
UTILITIES
\$59.4M



COMMUNITY,
PLANNING, &
DEVELOPMENT
SERVICES
\$13.1M



PARKS & RECREATION
\$14.9M



DEBT SERVICE
(ALL FUNDS)
\$15.2M



FIRE
\$17.5M



SOLID WASTE
\$7.7M



POLICE
\$24.9M



TRANSIT
\$1M



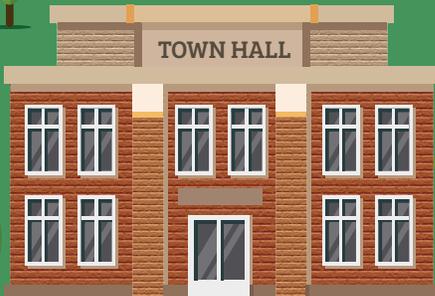
AFFORDABLE
HOUSING
\$2M



EVA PERRY
LIBRARY
\$650K



GENERAL
ADMINISTRATION
\$3.9M



SEWAGE
\$12.9M



FLEET &
FACILITIES
\$3.8M



INTERNAL OPERATIONS
\$14.5M



STORMWATER
\$3M



STREETS &
SIDEWALKS
\$9.7M

Town of Apex, North Carolina

FY 2024 – 2025 Annual Budget

Table of Contents

Budget Guide

Budget Guide..... 1
 Budget Message..... 5
 Budget Ordinance..... 23
 Fee Schedule..... 29

Community & Organizational Profile

History 39
 Geography 40
 Demographics 40
 Housing 41
 Local Economy 41
 Economic Indicators..... 43
 Government 46
 Strategic Goals & Budget Alignment..... 48
 Performance Measures 54
 Financial Policies..... 62
 Financial Management System..... 65
 CIP & Budget Schedule 69
 Budget Process 70

Financial Summaries

Town Revenues 72
 Town Expenditures 75
 Revenues vs. Expenditures 79
 Revenue Assumptions 80
 Fund Balance..... 83
 Debt Obligation 85

General Fund

Revenues 88
 Expenditures..... 94

General Government

Governing Body 100
 Town Clerk 103
 Administration..... 106
 Human Resources 109
 Information Technology..... 112

Legal..... 115
 Communications 118
 Budget & Performance Management 121
 Finance..... 124
 Community Development & Neighborhood
 Connections 127

Planning & Development

Economic Development 130
 Planning..... 133
 Building Inspections & Permitting..... 136
 Transportation & Infrastructure Development 139

Public Safety

Police 142
 Emergency Communications 145
 Fire 148

Public Works & Infrastructure

Streets..... 151
 Solid Waste Services..... 154
 Facility Services 157
 Fleet Services 160

Recreation & Culture

Parks, Recreation, & Cultural Resources..... 163

Non-Departmental

Other Financing Uses 167
 Cemetery 167
 Special Appropriations 168
 Contingency 168

Electric Fund

Revenues 169
 Expenditures 173
 Electric Utility 177
 Electric Fund Non-Departmental..... 180

Water & Sewer Fund

Revenues 181
Expenditures..... 185
Water & Sewer Utility..... 190
Water Sewer Administration..... 191
Water Treatment 193
Water Maintenance..... 195
Sewer Treatment 197
Sewer Maintenance..... 199
Water & Sewer Fund Non-Departmental..... 201

Stormwater Fund

Revenues 202
Expenditures..... 205
Stormwater Utility..... 208

Capital Reserve Funds

Transportation Capital Reserve 211
Eva Perry Library Fund..... 211
Recreation Capital Reserve..... 212
Water & Sewer System Development
Fee Reserve..... 212

Other Funds

State & Federal Police Funds 213

Police & Fire Donation Funds214
Affordable Housing Fund214
Cemetery Fund215
Debt Service Funds215
Health & Dental Fund217

Supplemental Information

Approved Position Requests.....219
4 Year Staffing Plan.....220
Personnel Summary.....223
Non-Profit Funding.....231
Glossary232

Capital Improvement Plan

Capital Improvement Plan Index CIPii
Overview of the Capital Improvement Plan CIP1
General Fund CIP10
CIP Financial Impact Analysis on General Fund.... CIP34
Electric Utility Fund..... CIP40
Water and Sewer Utility Fund..... CIP45
Stormwater Utility Fund..... CIP52
General Fund Project Funding Detail..... CIP56

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 faced during budget development, significant budgetary items and trends, and the budgetary effect on short and long-term plans. This section also contains the Fee Schedule and 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.

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 track accounts that operate similar types of activity and share the same set of accounting records. The Town of Apex operates four major funds: 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, current year strategic goal actions, budget highlights, budget summary, and organizational chart.

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, which contains 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 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.

Supplemental Information

This section contains other financial information about the Town of Apex, personnel listing, and a glossary of terms used throughout the document.

Capital Improvement Plan

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

How to Read the Budget Document

The budget document contains an abundance of 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 the 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 department and division 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 residents.



Interpreting Tables & Charts

The budget document uses tables and charts to summarize information with numbers. 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	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Personnel	47,115,549	56,568,659	53,480,536	64,929,600	14.78%
Operating	22,902,633	27,398,219	25,903,337	31,342,700	14.39%
Capital	21,442,505	14,212,187	13,243,973	12,955,500	-8.84%
Debt Service	7,810,963	9,463,000	9,463,000	8,835,800	-6.63%
Total	\$99,271,650	\$107,642,065	\$102,090,847	\$118,063,600	9.68%

Prior year actual budget data from audit

Current year budget with amendments

Amount expected to actually spend in the current year

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.

General Fund Expenditures by Type					
Type	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Personnel	47,115,549	56,568,659	53,480,536	64,929,600	14.78%
Operating	22,902,633	27,398,219	25,903,337	31,342,700	14.39%
Capital	25,442,505	14,212,187	13,243,973	12,955,500	-8.84%
Debt Service	7,810,963	9,463,000	9,463,000	8,835,800	-6.63%
Total	\$99,271,650	\$107,642,065	\$102,090,847	\$118,063,600	9.68%

Includes annual debt service payments for capital items

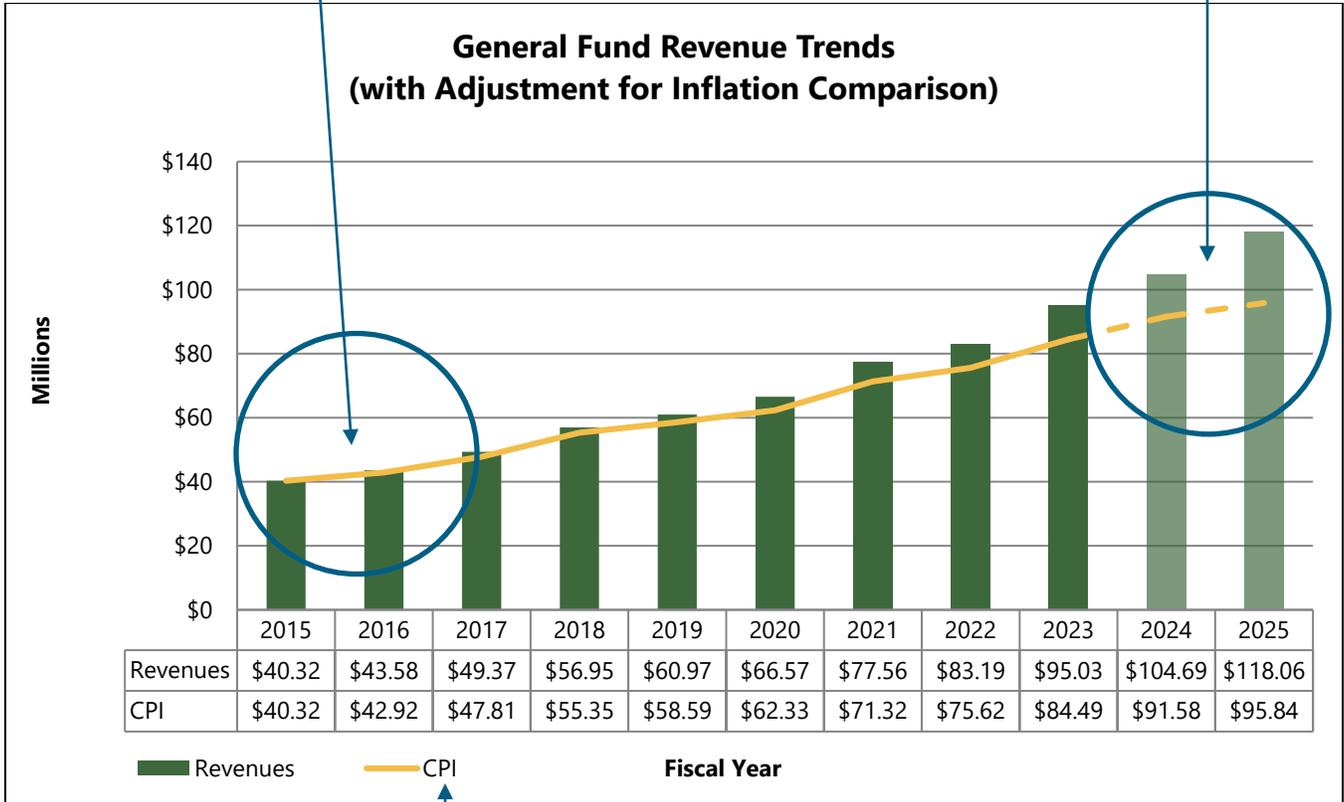
Includes capital items, such as land, vehicles, equipment, etc.



Fund Revenue & Expenditure Trend Charts

Solid lines and bars represent past fiscal year data to show historical trends

Dashed or faded lines and bars represent estimated or projected data



CPI =
consumer
price index



Town of Apex, North Carolina FY 2024 – 2025 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 2024-2025 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. The Town continues to maintain AAA bond ratings from Standard & Poor’s Corporation and Aaa with Moody’s Investors Service, and we will continue to strive to provide outstanding services by looking for opportunities for improvement. Considering the external effects of the economy and the needs identified for our community, the proposed budget represents the Town’s ability to meet its obligations, fulfill its goals, and remain fiscally healthy.

While considering economic factors, staff has remained focused on incorporating strategic plan initiatives supporting the Mayor and Town Council’s approved goals and objectives. The Town’s strategic plan, Game Plan Apex, is incorporated into departmental plans and has guided staff in developing a proactive budget that balances improving current Town programs and services with developing new programs and projects. The budget highlights Town Council’s strategic goals throughout and presents elements from Game Plan Apex and selected performance indicators.

Game Plan Apex – Strategic Goals	
	<p>Welcoming Community Create a safe and welcoming environment fostering community connections and high-quality recreational and cultural experiences supporting a sense of belonging.</p>
	<p>High Performing Government Deliver exceptional service valuing an engaged workforce with an emphasis on efficiency, collaboration, innovation, and inclusion.</p>
	<p>Environmental Leadership Commit to sustaining natural resources and environmental well-being.</p>
	<p>Responsible Development Encourage equitable and sustainable development that provides accessibility and connectivity throughout the community.</p>
	<p>Economic Vitality Improve and sustain an environment that invites and retains a diversity of residents, employment opportunities, and businesses.</p>

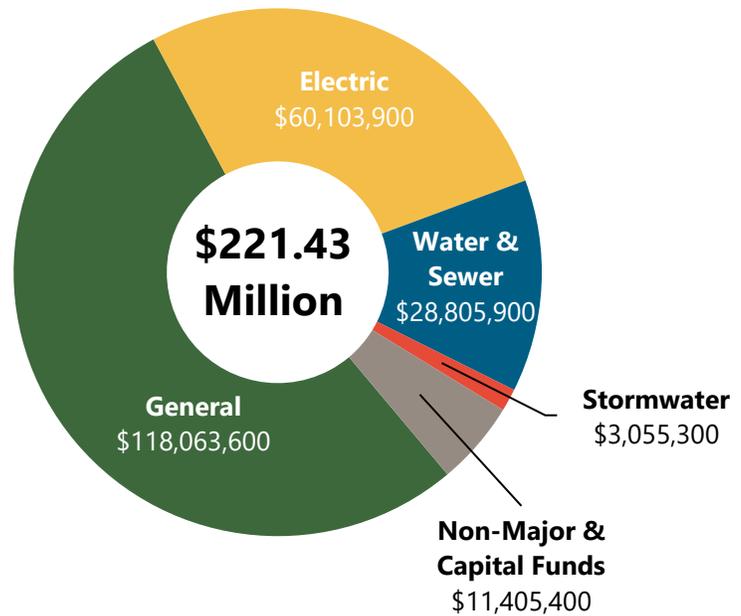
The Town continues to prioritize enhanced service delivery with innovative approaches to engage with our residents. A few highlights incorporated in the FY24-25 Budget include expanding vibrant recreation and cultural programs, introducing a comprehensive language access plan, and enhancing pedestrian safety with upgraded crosswalk beacons to advance our Welcoming Community goal. Apex continues to be a High Performing Government as we welcome customer support staff for our Community Connections Center (311) and add athletic court availability technology at parks. Our dedication to Environmental Leadership is highlighted with funding allocated to shaping the proposed environmental education center, solar installations across Town facilities, and additional electric vehicle charging stations, underscoring our pledge to a sustainable future. New affordable housing initiatives and bike-friendly infrastructure projects demonstrate our unwavering commitment to Responsible Development. Downtown parking expansion with innovative parking availability applications and utility system expansions will accommodate residential and commercial growth and reflect our focus on Economic Vitality.



Recommended Budget

The FY24-25 Recommended Budget totals \$221,434,100 for all Town operations, capital improvements, and debt service requirements. This is \$5,339,963 (2.35 percent) less than the FY23-24 Amended Budget as of April 1, 2024. Following Town Council's direction, the budget is balanced with a tax rate of \$0.34, a decrease of \$0.10 from the current tax rate (\$0.44). The budget includes a \$0.12 base rate increase and a fourteen percent energy charge increase in electric rates, a four percent base rate and volumetric increase in both water and sewer rates, and use of \$1,660,000 in fund balance from the General Fund and \$1,935,800 in fund balance in the General Fund Debt Service Fund.

Town Expenditures by Fund FY24-25



Budget Highlights



Property Tax Rate

\$0.34 per \$100 valuation

*Property tax rate is \$0.10 less than the FY23-24 rate of \$0.44
\$0.038 more than the revenue neutral rate of \$0.302*



Electric Rates

Residential: \$26.50 base charge, \$0.1133 per kWh energy charge

Electric base rate increase of \$0.12 and kWh energy charge increase of 14%



Water & Sewer Rates

Water: \$6.24 base charge, \$4.60 - \$7.13 per 1000 gal. consumption (tiered)

Sewer: \$11.63 base charge, \$8.06 per 1000 gal. consumption

Water & sewer base rate and volumetric rate increases of 4%



Waste & Recycling Fees

Residential cart: \$10.10; Recycling cart: \$5.34

Solid waste & recycling increases of 2.5%, no change in recycling processing fee



Stormwater Fees

Non-residential and residential >5,400 sq. ft.: \$5.00 per ERU (Equivalent Residential Unit)

Residential <5,400 sq. ft.: \$1.50-\$10.00 (tiered)

No change in rates

Total Tax Base:
\$19.46 Billion

82%
Residential

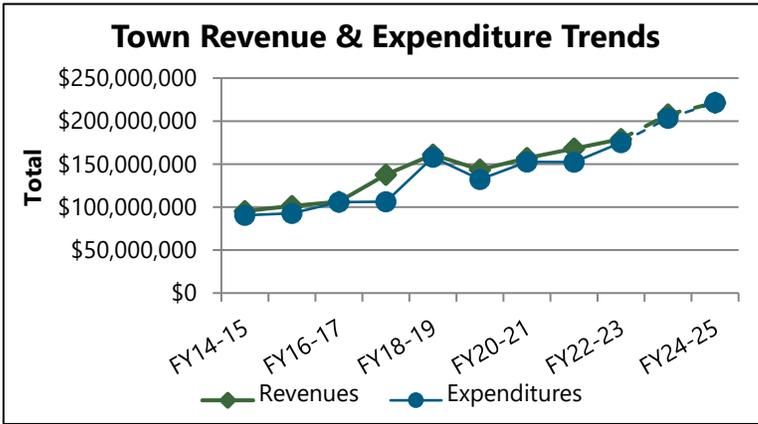
\$30
Vehicle Fee

AAA
Bond Rating

18%
Commercial

1¢ on
Tax Rate =
\$1,946,300





While North Carolina law requires all counties to revalue real property at least once every eight years, Wake County transitioned from an 8-year to a 4-year revaluation cycle in 2016 to ensure property values more accurately reflect their market value and the property tax burden is spread more equitably across all taxpayers. The 2024 revaluation resulted in a 56 percent overall change in assessed value in the Town of Apex, increasing the tax base from \$12.49 billion to an estimated \$19.46 billion. As part of the budget process, local governments are required to determine a revenue neutral rate, which is the tax rate that is estimated 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 revaluation had occurred. The purpose of the revenue-neutral tax rate is to provide residents with comparative information. The revenue neutral rate calculation is \$0.302 using an average growth factor of 6.55 percent.

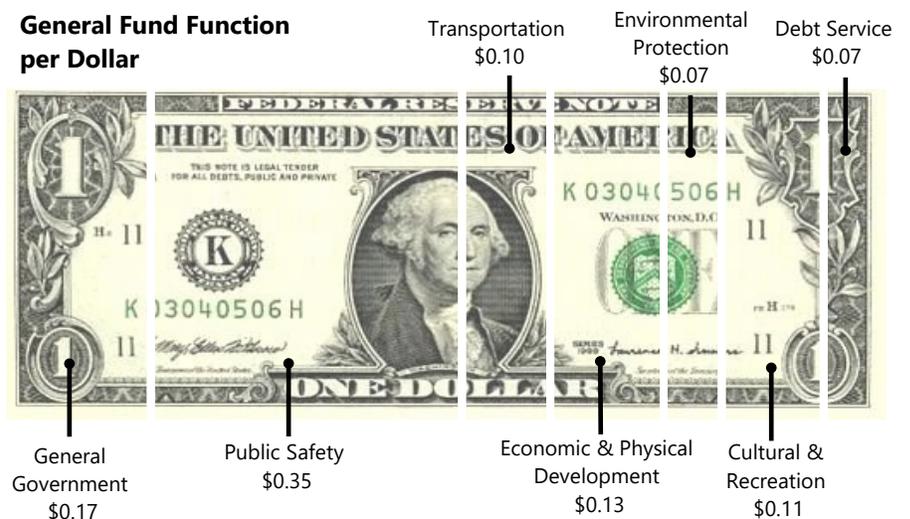
Inflation and supply chain issues continue to create challenges for all departments, and we anticipate these factors will continue to create lingering effects in the new fiscal year. Inflation remains elevated above the Federal Reserve’s two percent target. For March, the Consumer Price Index for All Urban Consumers (CPI-U) increased 0.4 percent above February and was up 3.5 percent from the prior year. Electric, Water, and Sewer utility departments are feeling additional pressure from average chemical cost increases of 12 percent and construction and infrastructure material cost increases of over 30 percent over the past two years.

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 FY24-25 Recommended Budget for the General Fund totals \$118,063,600, which is 9.68 percent greater than the FY23-24 Amended Budget of \$107,642,065 as of April 1, 2024.

General Fund Expenditures

Apex’s population continues to grow. While the five-year average remains high at 7.2 percent, the population growth rate dropped to 4.2 percent in FY21-22 and 3.9 percent in FY22-23. The FY23-24 rate is estimated between four and five percent. 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 are grouped into six primary function areas, as seen in the dollar bill graphic. 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 FY24-25 Recommended Budget to the FY23-24 Amended Budget reflects a decrease in operating capital expenditures and debt service from FY23-24 while increases in personnel costs and operating expenses drive the year-over-year increase. The apparent decrease in General Fund debt service does not accurately reflect the Town's debt service commitments because almost \$2 million is offset by a fund balance allocation in the General Debt Service Fund rather than the General Fund. The decrease in capital is tied to purchases of vehicles and specialty equipment in FY23-24; primarily in Streets; Fire; Solid Waste; and Parks, Recreation, & Cultural Resources, some vehicles and equipment were carried over from the prior year due to extended order and delivery dates. Other Uses, including transfers to other funds, increased by 1.03 percent as the Town invests in additional capital projects and transfers funds to project funds in order to account for them.

The combination of 37 new positions, compensation adjustments, health insurance increases, and retirement rate increases all contribute to the 14.78 percent increase in personnel costs. The 37 new General Fund positions include 15 public safety related positions: six police officers, a school resource officer, two civilian traffic crash investigators, two telecommunicators, an intelligence analyst, an accreditation specialist, an assistant attorney, and a public safety information technology specialist. New positions also include five positions for Community Development and Neighborhood Connections as the Community Connections Center and Community Engagement programs are built out. Six new positions tied to construction and development are recommended for the Planning, Transportation and Infrastructure Development, and Building Inspections and Permitting Departments, and six new positions support operations in Parks, Recreation, & Cultural Resources.

General Fund Expenditures by Type					
Type	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Personnel	47,115,549	56,567,259	53,480,536	64,929,600	14.78%
Operating	22,902,633	27,399,619	25,903,337	31,342,700	14.39%
Capital	21,442,505	14,212,187	13,243,973	12,955,500	-8.84%
Debt Service	7,810,963	9,463,000	9,463,000	8,835,800	-6.63%
Total	\$99,271,650	\$107,642,065	\$102,090,847	\$118,063,600	9.68%

General Fund Department/Division Budgets					
Department/Division	FY22-23 Actual	FY23-24 Budget	FY24-25 Budget	Percent Change	FY23-24 Variance
Governing Body	220,889	556,200	405,700	-27.06%	(150,500)
Clerk	277,178	493,200	856,000	73.56%	362,800
Administration	1,260,943	1,537,300	1,910,900	24.30%	373,600
Human Resources	2,224,514	2,893,700	3,159,700	9.19%	266,000
Information Technology	2,919,875	3,720,726	4,051,100	8.88%	330,374
Legal Services	610,431	629,200	808,200	28.45%	179,000
Economic Development	576,209	849,950	810,800	-4.61%	(39,150)
Communications	523,160	682,900	734,500	7.56%	51,600
Budget & Performance Management	665,485	874,700	1,011,500	15.64%	136,800
Finance	1,075,684	1,259,550	2,027,100	60.94%	767,550
Community & Neighborhood Connections	184,623	834,100	1,522,500	82.53%	688,400
Planning	3,381,243	3,925,906	4,924,500	25.44%	998,594
Facility Services	3,860,054	2,533,566	2,068,300	-18.36%	(465,266)
Police	15,201,065	19,393,022	22,224,400	14.60%	2,831,378
911 Communications	1,189,001	1,872,472	1,949,600	4.12%	77,128



General Fund Department/Division Budgets (cont.)					
Department/Division	FY22-23 Actual	FY23-24 Budget	FY24-25 Budget	Percent Change	FY23-24 Variance
Fire	15,537,393	17,381,548	17,208,100	-1.00%	(173,448)
Transportation & Infrastructure Dev.	2,509,279	4,130,950	3,986,100	-3.51%	(144,850)
Streets	5,810,349	6,012,955	7,354,500	22.31%	1,341,545
Solid Waste	5,558,331	7,165,097	7,742,800	8.06%	577,703
Fleet Services	703,530	769,603	1,073,000	39.42%	303,397
Inspections & Permitting	2,834,879	3,240,900	3,949,400	21.86%	708,500
Parks, Recreation, & Cultural Resources	8,450,336	10,277,375	12,137,100	18.10%	1,859,725
Cemetery	19,992	25,000	25,000	0.00%	-
Special Appropriations	207,753	371,145	78,000	-78.98%	(293,145)
Other Uses	15,658,491	6,648,000	7,109,000	6.93%	461,000
Debt Service	7,810,963	9,463,000	8,835,800	-6.63%	(627,200)
Contingency	-	100,000	100,000	0.00%	-
Total	\$99,271,650	\$107,642,065	\$118,063,600	9.68%	10,421,535

General Fund Capital Highlights

The Town intends to maintain outstanding services to the community through our infrastructure and other capital investments during FY24-25. General Fund capital expenditures for FY24-25 are 11.0 percent as opposed to 14.5 percent in FY21-22, 24.3 percent in FY22-23, and 13.2 percent in FY23-24. The FY22-23 original adopted budget included capital spending at nine percent, but 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 FY24-25 Budget for capital includes funds for design work and studies to prepare for bidding and construction in subsequent years. Project costs have increased substantially in the past two years in response to inflation and other market pressures. 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, are located in the Capital Improvement Plan section of the budget document. Highlighted below are some of the significant capital projects included in the FY24-25 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 (\$4,000,000)

The Town is responsible for maintaining 240 miles of municipal streets with an annual resurfacing contract providing for most pavement maintenance needs. Street mileage is growing annually with ongoing development. A recent survey of our streets revealed that deferred maintenance needs to be addressed. This ongoing program focuses on deficiencies in pavement condition throughout Apex and addresses issues, such as potholes, alligator cracking, and rutting, to provide a safe and reliable transportation system. This program also includes lower cost pavement preservation tools to extend pavement life cycle and reduce long term resurfacing costs while ensuring curb ramps on all resurfacing projects comply with state and federal mandates. Powell Bill funding is allocated from the State for road maintenance, but current and future resurfacing costs continue to exceed Powell Bill allocations, requiring General Fund revenues to be allocated.

Olive Chapel Road at Apex Barbecue Road Improvements (\$450,000)

This project addresses traffic congestion and reduces potential crashes at the intersection of Olive Chapel Road at Apex Barbecue Road by adding a 150-foot westbound left turn lane, 6-foot paved shoulders allowing for future bike lanes, rumble strips along the edge lines, a wider eastbound right turn radius, and a wood-pole traffic signal on Olive Chapel Road at Apex Barbecue Road. This project completes a sidewalk gap with 500' 10-foot side path eastward along the north side of Olive Chapel Road.

South Salem Street Bicycle Connection (\$740,000)

This project includes sharrows (road markings that indicate a shared environment for bicycles and vehicles) along Salem



Street from Apex Peakway to Hunter Street and bike lanes along South Salem Street from Pleasant Park to Apex Peakway. This project was the second highest priority identified in Bike Apex: The Comprehensive Bicycle Plan.

Environmental Education Center (\$1,000,000)

This project includes the design and development of a 7,000+ square foot facility at the Nature Park. This design will focus on providing space for nature and environmental education, connecting with the shelter and restroom, and supporting amphitheater programming.

Town Facility Solar Initiative (\$670,000)

In alignment with the Town’s strategic goal of environmental leadership, this project funds the design and construction of solar panels on Town facilities over a three-year period. Prioritization of solar projects are informed by the Town’s Solar Panel Assessment. The budget for this project is for twelve Town facilities that meet the criteria for potential solar panel locations identified in the assessment.

General Fund Revenues

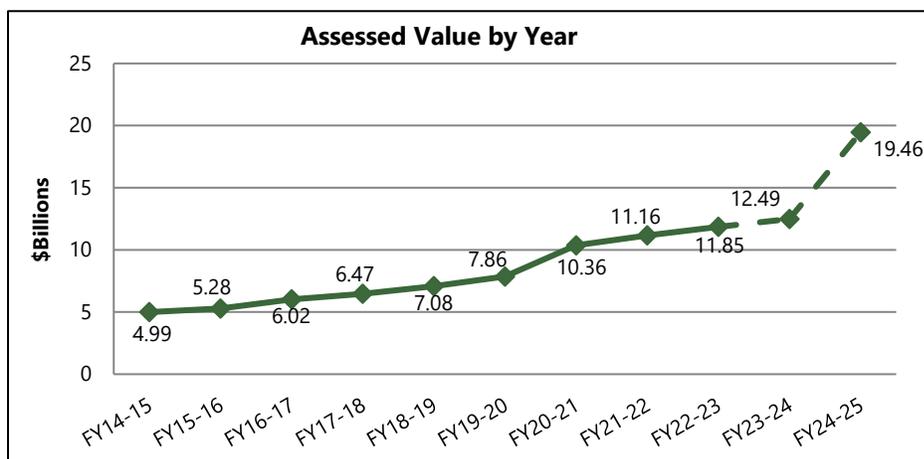
The Town of Apex continues to experience growth in its primary revenue sources – ad valorem taxes and sales tax. Increases in population, development, and property values have naturally contributed to a growing tax base that helps Apex retain a modest tax rate while providing exceptional services. Apex’s tax base is still growing, but recent trends indicate a slower pace of growth. The Town issued 1,062 residential certificates of occupancy (COs) in FY21-22 and 1,026 in FY22-23. This corresponds to the population increase and additional property value, but FY22-23 was the third straight year that new COs declined, with FY23-24 anticipated to be the fourth. The Town’s assessed value increased by 7.02 percent from 2021 to 2022, 6.1 percent from 2022 to 2023 and 5.6 percent from 2023 to 2024. Due to the 2024 Wake County revaluation, Apex’s FY24-25 tax base is projected to grow by 55.4 percent from \$12.49 billion to \$19.46 with each penny on the tax rate equivalent to \$1,946,300 in revenue. The revaluation resulted in an increased value of 57 percent for residential properties and 53 percent for commercial properties. The median single-family home in Apex prior to revaluation was valued at \$366,837 and \$570,997 after revaluation. Excluding property tax, sales tax revenues, other financing sources, and use of fund balance, all other General Fund revenues collectively represent a 19.4 percent increase from the FY23-24 Amended Budget. Overall, the FY24-25 Budget reflects a 9.68 percent increase in revenues when compared to the FY23-24 Amended Budget.

Apex Median Single-Family Home



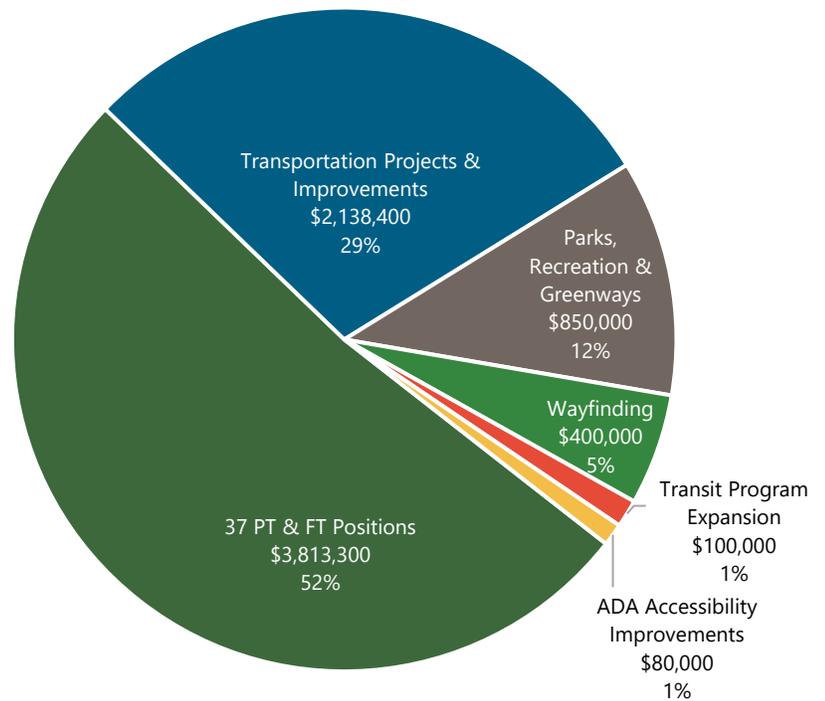
Ad Valorem Tax

Property taxes represent 55.65 percent of General Fund revenues. For FY24-25, the ad valorem tax base is an estimated \$19.46 billion, which will generate \$65.7 million in property tax revenue with a tax rate of **\$0.34 per \$100 valuation** at a 99.1 percent collection rate. This represents an increase in ad valorem revenue of \$11.40 million (21.0 percent). **The tax rate is \$0.10 less than the FY23-24 tax rate but represents a \$0.038 increase over the revenue neutral rate of \$0.302 from the 2024 Wake County revaluation.**



The \$0.038 above the revenue neutral rate generates an additional \$7.38 million in revenue. The additional revenue is allocated into six primary categories supporting the Town’s strategic plan and initiatives. More than half of this revenue funds additional staffing across 18 departments supporting various services and initiatives, including adding 13 new staff members in Police, Emergency Communications, and Fire. Town Council has prioritized transportation projects and improvements by allocating an additional \$1.5 million to pavement management, \$250,000 to sidewalk connections, \$100,000 to Vision Zero intersection improvement projects, and \$288,400 for bike lane easement acquisition, markings, and signage. Allocation to greenway connections increased \$200,000, and \$650,000 will fund the street hockey rink and an inclusive playground at Apex Community Park. The budget also includes funding for the next phase of the Town’s Wayfinding plan, transit program expansion for GoApex Route 2, and ADA accessibility improvements in parks and on sidewalks.

3.8 ¢ Breakdown



Local Option Sales Tax

Sales tax represents the Town’s second largest revenue source in the General Fund at \$22.5 million (19.06 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 excluded approximately 2,200 households that had been annexed into the Town. The Census has acknowledged the error and corrected the population estimate, which added 4,783 people to the Town’s 2020 population. The revised numbers were certified as of October 2023, and the additional sales tax revenue is included in the FY24-25 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 and other economic pressures have tempered sales tax projections for the coming year. The Town, however, has continued to see a positive trend during FY23-24 with sales tax revenues up 12.4 percent over the previous year through the January collections. The FY24-25 sales tax estimates reflect this positive trend 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 with user fees offsetting the Town’s contract cost. Solid waste fees will generate \$3,293,400 and recycling fees will generate \$1,643,000 in FY24-25. The Town conducts its own yard waste collection and covers the cost with a monthly yard waste fee. The yard waste fee will generate \$2,357,300. **Solid waste and recycling fees will increase by 2.5 percent in accordance with our service contract in FY24-25.** A \$1.34 per unit processing fee added to recycling services remains unchanged in FY 24-25.

Solid Waste, Recycling, & Yard Waste Monthly Charges		
	FY23-24	FY24-25
Yard Waste Collection	\$7.83	\$7.83
Residential Roll-Out Cart	\$9.85	\$10.10
Commercial Roll-Out Cart	\$20.62	\$21.13
Recycling (per Bin or Cart)	\$5.24	\$5.34
4-CY Dumpster Service	\$145.86	\$149.72
6-CY Dumpster Service	\$173.32	\$177.65
8-CY Dumpster Service	\$198.85	\$203.82

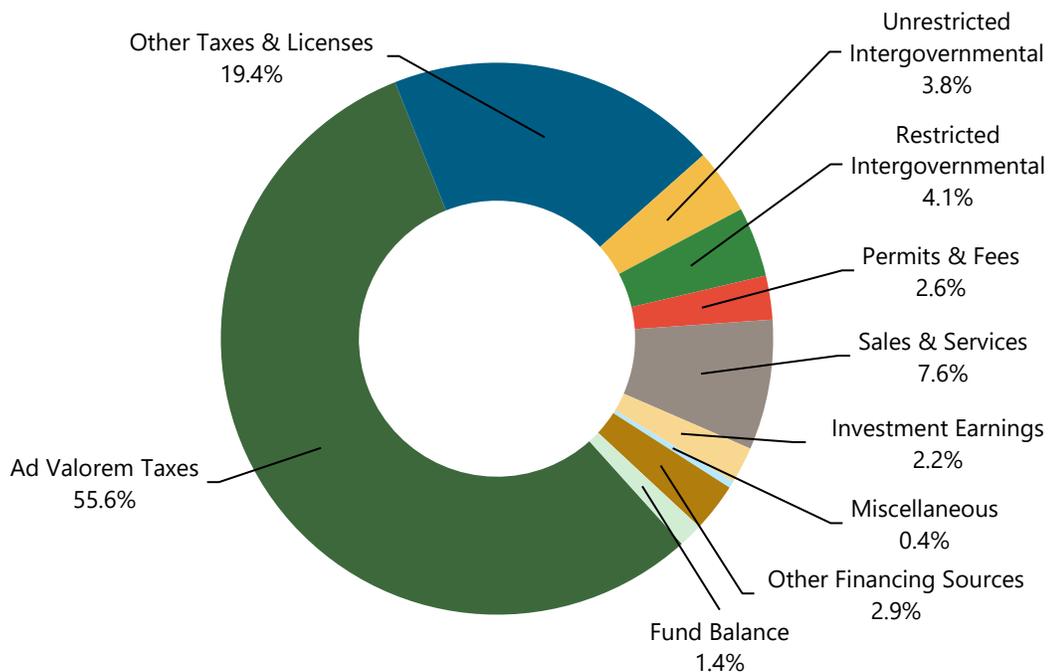


Fund Balance Appropriation

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 FY24-25 Recommended Budget includes a fund balance allocation of \$1,660,000 in the General Fund,** including \$670,000 for phase 1 of Town facility solar installation; \$740,000 for design of the Salem Street Bicycle Connection; and \$250,000 for design of the Kidstowne Park renovation.

General Fund Revenues by Source					
Source	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Ad Valorem Taxes	48,234,835	54,294,000	54,155,889	65,696,600	21.00%
Other Taxes & Licenses	19,871,951	21,078,500	21,579,857	22,947,000	8.86%
Unrestricted Intergovernmental	4,261,249	4,330,000	4,135,000	4,506,000	4.06%
Restricted Intergovernmental	3,806,524	4,259,790	3,938,367	4,833,200	13.46%
Permits & Fees	3,710,146	2,514,000	3,509,337	3,038,200	20.85%
Sales & Services	7,677,681	7,803,400	8,517,560	8,998,700	15.32%
Investment Earnings	2,544,666	1,320,850	2,820,000	2,545,000	92.68%
Miscellaneous	804,309	191,500	841,491	467,000	143.86%
Other Financing Sources	4,122,338	2,025,000	2,025,000	3,371,900	66.51%
Fund Balance	-	9,825,025	3,167,925	1,660,000	-83.10%
Total	\$95,033,698	\$107,642,065	\$104,694,926	\$118,063,600	9.68%

General Fund Revenues by Source FY24-25



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.

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 FY24-25 Recommended Budget for the Electric Fund totals \$60,103,900, a 10.91 percent increase from the FY23-24 Amended Budget of \$54,191,359 as of April 1, 2024.

Electric Fund Expenditures

The increase in the FY24-25 Electric Fund Budget is primarily due to increases in personnel and operating costs as well as an increase in costs to purchase power. Personnel cost increases reflect two new dedicated positions, an assistant director and a line technician as well as support staff allocations from other departments such as Human Resources and utility billing housed in the Finance department. The inflationary impact on materials and equipment continue to impact operations and capital costs as evidenced in increases for system expansion and utility maintenance and repair costs. The FY24-25 Budget takes the cost of inflation into consideration. Material costs have increased more than 30 percent over the past two years while the cost of transformers increased 406 percent in 2023 and another 12 percent from 2023 to 2024.

While the utility has been able to minimize rate increases in prior years, FY24-25 presents new challenges. Along with demand and energy rate increases from North Carolina Eastern Municipal Power Agency (NCEMPA), the FY24-25 budget includes an additional \$2.3 million resulting from the addition of two riders, or additional charges, resulting from true-up agreements in the power purchase agreement between NCEMPA and Duke Energy Progress. Supply chain issues coupled with delayed material and equipment delivery have resulted in purchase order carryovers, inflating the appearance of capital expenditures over the past few years. The FY24-25 decrease in capital is tied to purchase order carryovers for infrastructure materials with delayed delivery times and a midyear budget amendment to allocate \$2.23 million in FY23-24 for system expansion that is offset with developer paid fees.

Proposed purchase rate increases from ElectriCities and increasing operational costs will likely create a need for rate increase over the next couple of years.

Electric Fund Expenditures by Type					
Type	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Personnel	6,148,789	7,147,900	7,106,384	8,215,700	14.94%
Operating	2,492,167	2,715,074	2,456,064	3,200,900	17.89%
Sales Tax	3,015,809	3,054,300	3,258,544	3,882,600	27.12%
Purchase for Resale	29,307,764	32,150,000	31,946,512	38,064,000	18.40%
Capital	4,162,879	7,874,285	7,971,800	6,131,000	-22.14%
Debt Service	1,248,731	1,249,800	1,249,800	609,700	-51.22%
Total	\$46,376,138	\$54,191,359	\$53,989,104	\$60,103,900	10.91%



Electric Capital Highlights

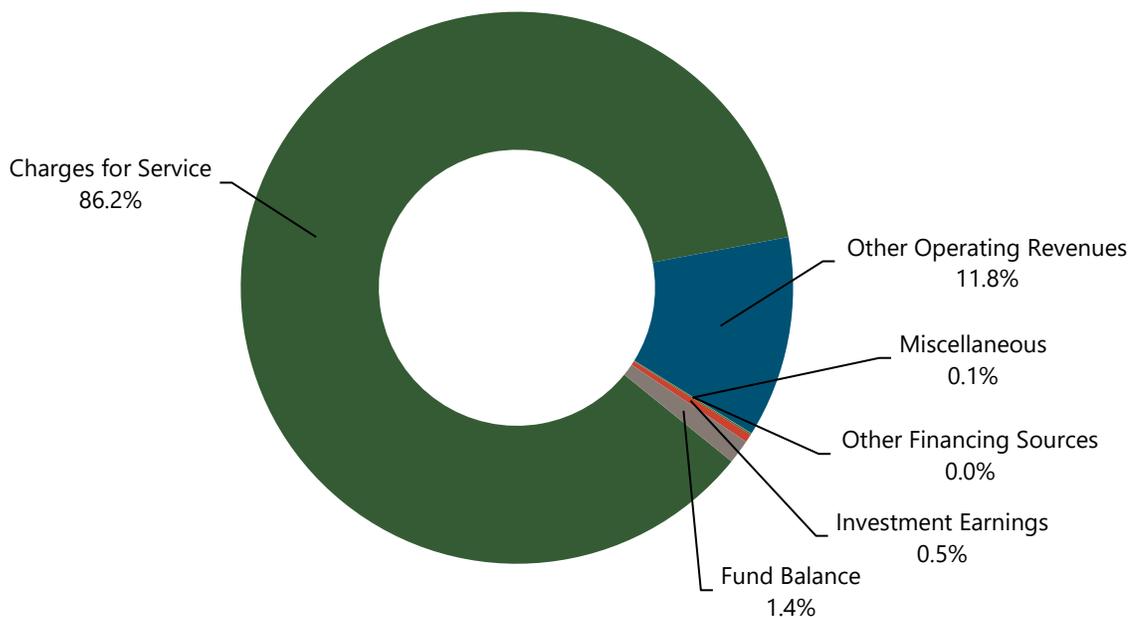
Similar to the General Fund, the Town accounts for large capital projects associated with the electric utility system in a capital project fund. The Electric Fund capital budget includes \$4.2 million for annual system expansion, \$175,000 for system fault indicators, \$230,000 for Mount Zion substation upgrades, and \$500,000 for LED street light replacements and upgrades.

Electric Fund Revenues

Electric Fund revenues for FY24-25 are up 10.91 percent from FY23-24. 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 FY24-25 Recommended Budget includes \$51.8 million in revenue from charges for service with a **\$0.12 increase in the residential electric base charge coupled with an increase of 14 percent in the energy charge**. The rate change will increase the residential base charge to \$26.50 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 \$16.12 per month on their electric bill.

Electric Fund Revenues by Source					
Source	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Charges for Service	41,254,456	44,664,700	46,792,726	51,821,400	16.02%
Other Operating Revenues	4,242,699	6,107,300	7,213,158	7,087,500	16.05%
Other Financing Sources	38,128	10,000	24,012	10,000	0.00%
Miscellaneous	114,756	95,800	33,374	50,000	-47.81%
Investment Earnings	277,748	292,000	334,331	285,000	-2.40%
Fund Balance	-	3,021,559	1,221,559	850,000	-71.87%
Total	\$45,927,786	\$54,191,359	\$55,619,161	\$60,103,900	10.91%

Electric Fund Revenues by Source FY24-25



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 FY24-25 Recommended Budget for the Water & Sewer Fund totals \$28,805,900, a 9.87 percent decrease from the FY23-24 Amended Budget of \$31,959,137 as of April 1, 2024.

Water & Sewer Fund Expenditures

The FY24-25 Water & Sewer Fund Budget reflects an increase in all expenditure categories except capital. The Water & Sewer Fund budget includes two new position for FY24-25, a utilities engineering manager in Water Sewer Administration and a field crew supervisor in Water Maintenance. Similar to the Electric Utility, personnel increases are also attributable to increases in personnel and benefits costs for support staff from other departments, such as Human Resources and utility billing housed in the Finance department, because these costs are distributed to the utility funds. Increases in operating expenses reflect an average of 12 percent for treatment chemicals and increased material costs. Water meter and transmitter costs have risen by 18 and 46 percent respectively. The Town purchases this equipment regularly throughout the year in order to effectively account for treated water and identify costly water losses. The FY24-25 Recommended Budget includes \$135,000 as part of the Town's continued annual commitment to watershed protection. Capital appears to decrease due to a one-time allocation of \$4.1 million in FY23-24 to the Town's Advanced Metering Infrastructure (AMI) project and a \$1.25 million transfer to the American Rescue Plan Project Fund for the water tower project. Removing the \$5.3 million transferred to these large capital projects, capital expenditures for FY24-25 remain consistent. The overall operating budget for the Water & Sewer Fund, however, would reflect a \$2.2 million increase or 8.25 percent.

Water & Sewer Fund Expenditures by Type					
Type	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Personnel	7,731,514	8,615,400	8,260,356	9,681,600	12.38%
Operating	4,148,285	6,343,239	5,527,012	7,004,000	10.42%
Purchase for Resale	5,029,231	5,614,600	5,319,800	5,786,000	3.05%
Capital	4,865,569	7,609,198	7,607,298	2,457,500	-67.70%
Debt Service	3,738,864	3,776,700	3,776,700	3,876,800	2.65%
Total	\$25,513,465	\$31,959,137	\$30,491,166	\$28,805,900	-9.87%

Water & Sewer Fund Department/Division Budgets by Type					
Department/Division	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Recommend	Percent Change
Water-Sewer Administration	4,668,238	5,682,052	4,913,004	6,088,800	7.16%
Water Treatment	2,531,058	3,466,300	3,270,052	3,446,500	-0.57%
Water Maintenance	3,628,423	4,179,137	3,988,293	4,174,500	-0.11%
Sewer Treatment	4,570,242	4,456,461	4,318,585	5,121,000	14.91%
Sewer Maintenance	3,631,230	4,948,487	4,874,533	4,430,300	-10.47%
Debt Service	3,738,864	3,776,700	3,776,700	3,876,800	2.65%
Other Financing Uses	2,745,410	5,350,000	5,350,000	1,568,000	-70.69%
Contingency	-	100,000	-	100,000	0.00%
Total	\$25,513,465	\$31,959,137	\$30,491,166	\$28,805,900	-9.87%



Water & Sewer Capital Highlights

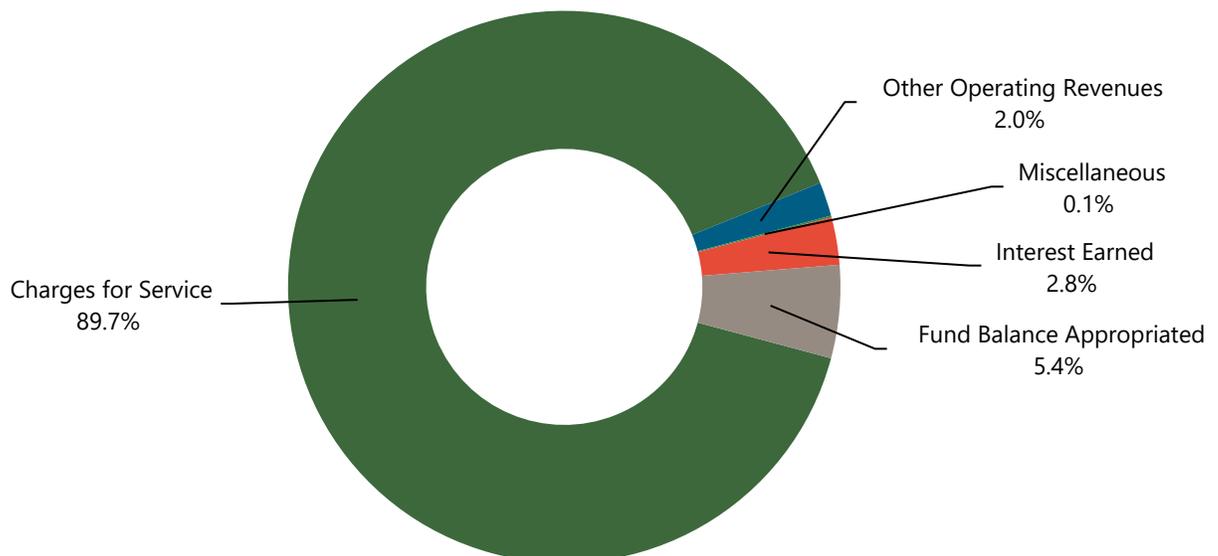
Similar to the General Fund, the Town accounts for large capital projects associated with the water and sewer utility system in a capital project fund as well as within the operating fund itself. The Water & Sewer Capital Project Fund for FY24-25 includes the Old Raleigh Road water line replacement (\$850,000), Little Beaver Creek gravity sewer extension (\$300,000), Wimberly Road water supply vault (\$200,000), and Western Wake Water Reclamation Facility and Cary-Apex Water Treatment Plant projects (\$916,500). Of this list, coverage for the Old Raleigh Road water line replacement and Wimberly Road water supply vault projects will come from the Water & Sewer operating fund. The Water & Sewer operating budget includes additional capital expenditures totaling \$694,500 for compactor and dosing system improvements at the wastewater treatment plant, 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 FY24-25 Recommended Budget includes \$25,833,900 in revenues from water and sewer charges, an increase of 8.34 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	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Charges for Service	23,241,622	23,846,200	24,279,611	25,833,900	8.34%
Other Operating Revenues	607,078	513,000	648,108	574,000	11.89%
Other Financing Sources	-	206,716	616,716	-	-100.00%
Miscellaneous	59,340	40,000	25,000	30,000	-25.00%
Interest Earned	860,375	475,000	940,800	800,000	68.42%
Fund Balance Appropriated	-	6,878,221	4,100,000	1,568,000	-77.20%
Total	\$24,768,415	\$31,959,137	\$30,610,235	\$28,805,900	-9.87%

Water & Sewer Fund Revenues by Source FY24-25



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 **increase the water base rate, water volumetric rate, sewer base rate, and sewer volumetric rate by four percent**. The increases in the base rates 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. While utility rates support the increasing personnel and operating costs, capital reserves established through the payment of system development fees by developers offset capital expenses tied to system expansion, which ultimately minimizes rate increases.

Water & Sewer Monthly Rates					
Water Rates	FY23-24	FY24-25	Sewer Rates	FY23-24	FY24-25
Inside Base Charge	\$6.00	\$6.24	Inside Base Charge	\$11.18	\$11.63
Tier 1: < 6,000 gallons	\$4.42	\$4.60	Outside Base Charge	\$22.36	\$23.26
Tier 2: 6,000-12,000 gallons	\$5.09	\$5.29	Inside Volumetric	\$7.75	\$8.06
Tier 3: > 12,000 gallons	\$6.85	\$7.13	Outside Volumetric	\$15.50	\$16.12

It is important to note that the volumetric rate increases impact households based on their usage while the base rate changes impact 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 \$3.14 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 and sewer utilities.

Stormwater Fund

As of 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 was established as 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 FY24-25 Recommended Budget for the Stormwater Fund totals \$3,055,300, a 9.20 percent increase from the FY23-24 Amended Budget of \$2,797,876 as of April 1, 2024.

Stormwater Fund Expenditures

The FY24-25 Stormwater Fund Budget reflects an increase in personnel and operating expenditures. A new stormwater crew leader and maintenance worker along with compensation and benefit increases and insurance costs represent the increase in the stormwater personnel costs. The primary reasons for the increase in operating expense is tied to the Lake Pine Spillway Repair (\$500,000), Seagroves Farm Dam Repair (\$100,000), and Phase 3 Condition Assessment contract (\$325,000).

Stormwater Fund Expenditures by Type					
Type	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Personnel	875,191	1,120,900	1,030,820	1,368,000	22.04%
Operating	286,950	1,067,676	982,630	1,622,300	51.95%
Capital	2,520	609,300	234,300	65,000	-89.33%
Total	\$1,164,661	\$2,797,876	\$2,247,750	\$3,055,300	9.20%



Stormwater Capital Highlights

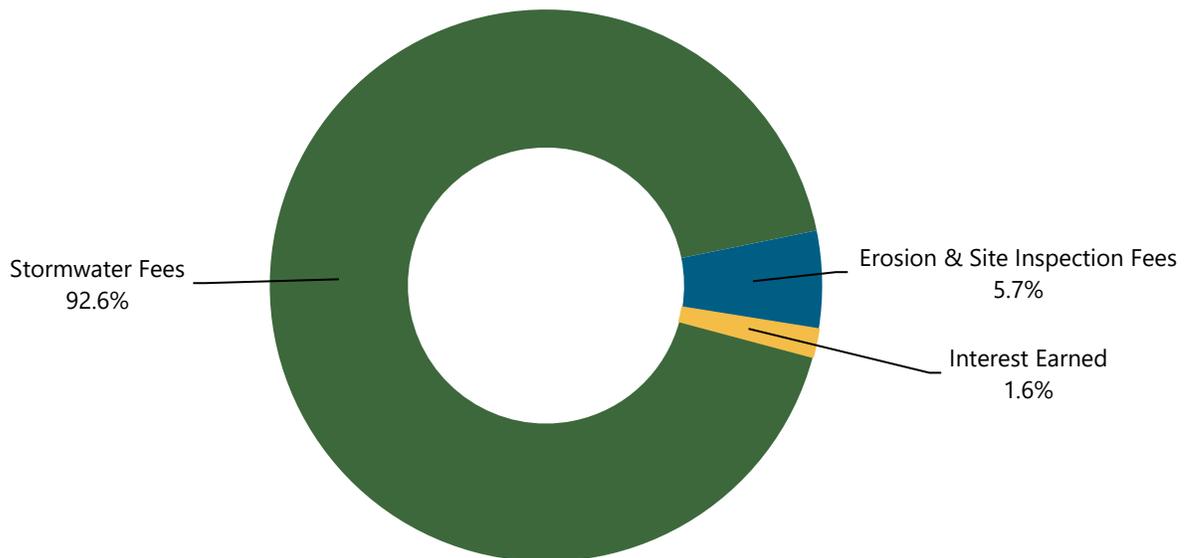
The Town does not have a separate capital project fund for stormwater, so stormwater projects are accounted for in the operating fund. The Stormwater Fund capital budget includes \$65,000 in FY24-25 for purchase of a vehicle for the new stormwater maintenance crew.

Stormwater Fund Revenues

The FY24-25 Recommended Budget includes \$2,830,300 in revenues from stormwater fees, an increase of 12.68 percent. Stormwater fees are the primary revenue source for the fund, making up 92.6 percent of revenues. Erosion and site inspection fees were previously part of the General Fund, but are accounted for in the Stormwater Fund beginning in FY23-24.

Stormwater Fund Revenues by Source					
Source	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Stormwater Fees	2,473,113	2,511,900	2,549,325	2,830,300	12.68%
Erosion & Site Inspection Fees	-	150,000	197,000	175,000	16.67%
Interest Earned	-	10,000	72,790	50,000	400.00%
Fund Balance Appropriated	-	125,976	-	-	-100.00%
Total	\$2,473,113	\$2,797,876	\$2,819,115	\$3,055,300	9.20%

Stormwater Revenues by Source FY24-25



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. Town Council added a fifth tier to the stormwater fee structure in January 1, 2024, that applies to residences with over 5,400 square feet (2 ERU) of impervious surface. **The FY24-25 Budget does not include any changes in structure or fees.** 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 implementing 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 finalized their departmental strategic plans to correspond with Game Plan Apex and began performance management in FY23-24. Performance measures are included in a PowerBI dashboard and reviewed at least quarterly. Department plans will be reviewed and updated annually. The Town intends to continue implementation of staffing recommendations from the organizational assessment over multiple fiscal years and maintain a four-year staffing plan, which is updated annually. 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.

Mission, Vision & Peak Principles

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.

<p>Mission</p> <p>Provide exceptional public service that fosters opportunity for the individual and community to live, thrive, and reach their peak.</p>	<p>Peak Principles</p> <p><i>Performance:</i> Being stewards of public resources and trust, we will maintain a culture that values exceptional customer service through efficiency and focus on our work.</p> <p><i>Empowerment:</i> 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.</p> <p><i>Accountability:</i> 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.</p> <p><i>Knowledge:</i> A workforce that pursues knowledge is one that will be better able to anticipate new challenges and respond to those presented.</p>
<p>Vision</p> <p>A community unified in the stewardship of our small-town character and natural environment, for a future where all succeed</p>	



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. For FY24-25, 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 merit pay awarded in October following the annual employee performance reviews conducted between July 1 and August 31. The FY24-25 Recommended Budget includes merit adjustments ranging from three to five percent depending on each employee's performance evaluation. The total estimated cost for FY24-25 market and merit adjustments is \$2.63 million across all funds with a \$3.42 million total impact when all other benefits applied.

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 \$19.59, which will increase to \$19.98 as of July 2024 with the two percent market adjustment.

Employer Retirement Contribution: The North Carolina Local Government Retirement System has notified local governments that the Annual Contribution Rate (ACR) will increase in FY24-25. The employer contribution will increase from 12.85 to 13.63 percent for regular employees and from 14.04 to 15.04 percent for law enforcement officers. Local government employees currently contribute six percent of their salary. The Town's retirement contributions represent \$7,966,500 in FY24-25, an overall increase of \$1,319,000 (19.85 percent), which includes retirement costs for salary adjustments and new positions.

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 \$534,600 in the FY24-25 Budget. Contributions for all other employees represent \$2,866,400 in FY24-25.

Health Insurance: While the Town has been able to contain rate increases the past few years, substantial claims have resulted in increases in health premiums. The Town will experience a 5.5 percent healthcare premium increase in FY24-25. The FY24-25 Recommended Budget includes \$8,060,500 for healthcare premiums across all funds. The Town's self-funded dental plan will experience a 2.0 percent decrease in insurance premiums for FY24-25, a savings of \$8,000.

Retiree Medical Insurance: The Town offers qualifying retired employees a medical insurance benefit until they qualify for the Federal Medicare Insurance Program. This retiree insurance is classified as other post-employment benefits (OPEB). 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 FY24-25 Recommended Budget includes \$350,000 for long-term OPEB expenditures with \$266,000 in General Fund, \$49,000 in the Electric Fund, and \$35,000 in the Water & Sewer Fund. The FY24-25 Budget includes a total of \$145,000 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 \$32.78 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 FY24-25 is \$266,100.

Position Reclassifications: In FY22-23, the Town reviewed all positions as part of the organizational assessment. In FY24-25, the Town returned to studying approximately one-third of the Town's positions annually to determine correct classifications and appropriate salary ranges based on the area labor market. This fiscal year, the review of public safety positions determined minimal adjustments were needed in the Town's compensation plan.



Career Paths: In FY22-23, after completion of the organization assessment, the Town began reviewing all positions to implement career paths for each position in the organization. A career path is a hierarchy of positions from lowest-level to highest-level within the same line of work or career field. While career paths existed within some departments, beginning in FY24-25, all departments will implement a career path program. The total estimated cost of the new career paths for FY24-25 is \$80,000 across all funds.

Additional Positions: The FY24-25 Recommended Budget includes 37 new positions in the General Fund, two new full-time positions in the Electric Fund, two new full-time positions in the Water & Sewer Fund, and two new full-time positions in the Stormwater Fund. With assistance from the 2022 organizational assessment, staff developed a four-year staffing plan to manage the addition of new positions. All new positions will bring the total approved full-time equivalent positions to 686 and increase annual personnel costs by \$4,639,700. 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 FY24-25, the Town plans to continue the Peak Lifestyle Wellness program, which provides employees the flexibility to pursue physical, emotional, and financial wellness up to \$1,200 per fiscal year. Examples of eligible expenses include gym passes and memberships, mindfulness and meditation classes, child care services, and financial counseling sessions. The total estimated cost of the Peak Lifestyle Wellness program for FY24-25 is \$806,700 across all funds.

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 for the General Fund is \$28.8 million or 25 percent of FY24-25 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 \$1,660,000 in FY24-25 will ensure the available fund balance remains 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 with long term plans to begin to increase to 120 days for the health and stability of the enterprise funds. 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 days cash on hand as of June 30, 2023, for the Electric Fund is 59 days (\$6.6 million) and for the Water & Sewer Fund is 765 days (\$37.8 million). The FY24-25 Recommended Budget **does** include use of reserves in the Electric Fund (\$850,000) and the Water & Sewer Fund (\$1,568,000).

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 2024-2025 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 when preparing 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 FY24-25. We must be mindful of the shifting trends in growth rates, smaller increases in revenues, and increasing costs of service delivery. The FY24-25 Recommended Budget is fiscally sound and addresses the top priority needs of the Town. The Town's sound financial practices and 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 remain 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 2024-2025 to the Apex Town Council.

Respectfully submitted,

Randy Vosburg
Town Manager



**Town of Apex, North Carolina
FY 2024 – 2025 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, 2024 and ending June 30, 2025.

Section 1: General Fund

General Fund Revenues	
Ad Valorem Taxes	\$65,696,600
Other Taxes and Licenses	\$22,947,000
Unrestricted Intergovernmental Revenues	\$4,506,000
Restricted Intergovernmental Revenues	\$4,833,200
Permits and Fees	\$3,038,200
Sales and Services	\$8,998,700
Investment Earnings	\$2,545,000
Miscellaneous Revenues	\$467,000
Other Financing Sources	\$3,371,900
Fund Balance Appropriation	\$1,660,000
Total Revenues	\$118,063,600
General Fund Expenditures	
Governing Body	\$405,700
Clerk	\$856,000
Administration	\$1,910,900
Human Resources	\$3,159,700
Information Technology	\$4,051,100
Legal Services	\$808,200
Economic Development	\$810,800
Communications	\$734,500
Budget & Performance Management	\$1,011,500
Finance	\$2,027,100
Community & Neighborhood Connections	\$1,522,500
Planning	\$4,924,500
Facility Services	\$2,068,300
Police	\$22,224,400
911 Communications	\$1,949,600
Fire	\$17,208,100
Transportation & Infrastructure Development	\$3,986,100
Streets	\$7,354,500
Solid Waste	\$7,742,800
Fleet Services	\$1,073,000
Inspections & Permitting	\$3,949,400
Parks, Recreation, & Cultural Resources	\$12,137,100
Cemetery	\$25,000
Special Appropriations	\$78,000
Other Uses	\$7,109,000
Debt Service	\$8,835,800
Contingency	\$100,000
Total Expenditures	\$118,063,600

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	\$285,000
Miscellaneous Revenues	\$50,000
Charges for Service	\$51,821,400
Other Operating Revenues	\$7,087,500
Other Financing Sources	\$10,000
Fund Balance Appropriated	\$850,000
Total Revenues	\$60,103,900

Electric Fund Expenditures	
Electric Operations	\$60,103,900
Total Expenditures	\$60,103,900

Section 3: Water & Sewer Fund

Water & Sewer Revenues	
Charges for Service	\$25,833,900
Investment Earnings	\$800,000
Miscellaneous Revenues	\$30,000
Other Operating Revenues	\$574,000
Fund Balance Appropriated	\$1,568,000
Other Financing Sources	\$0
Total Revenues	\$28,805,900

Water & Sewer Expenditures	
Water & Sewer Operations	\$28,805,900
Total Expenditures	\$28,805,900

Section 4: Stormwater Fund

Stormwater Fund Revenues	
Stormwater Fees	\$2,830,300
Erosion & Site Inspection Fees	\$175,000
Investment Earnings	\$50,000
Fund Balance Appropriated	\$0
Total Revenues	\$3,055,300

Stormwater Fund Expenditures	
Stormwater Operations	\$3,055,300
Total Expenditures	\$3,055,300

Section 5: Police State Funds

Police - State Funds Revenues	
Investment Earnings	\$2,400
Miscellaneous Revenues	\$1,500
Total Revenues	\$3,900

Police - State Funds Expenditures	
Reserved for Future Expenditures	\$3,900
Total Expenditures	\$3,900

Section 6: Police Federal Funds

Police - Federal Funds Revenues	
Investment Earnings	\$800
Total Revenues	\$800

Police - Federal Funds Expenditures	
Police Operations	\$800
Total Expenditures	\$800

Section 7: Police - Donations

Police - Donations Revenues	
Investment Earnings	\$1,000
Police Contributions	\$11,000
Total Revenues	\$12,000

Police - Donations Expenditures	
Police Operations	\$12,000
Total Expenditures	\$12,000

Section 8: Fire - Donations

Fire - Donations Revenues	
Investment Earnings	\$600
Miscellaneous Revenues	\$100
Total Revenues	\$700

Fire - Donations Expenditures	
Fire Operations	\$700
Total Expenditures	\$700

Section 9: Affordable Housing Fund

Affordable Housing Fund Revenues	
Investment Earnings	\$71,500
Transfer from General Fund	\$1,315,700
Fund Balance Appropriated	\$0
Total Revenues	\$1,387,200

Affordable Housing Fund Expenditures	
Contracted Services	\$250,000
Reserved for Future Expenditures	\$1,137,200
Total Expenditures	\$1,387,200

Section 10: Health & Dental Fund₁

Health & Dental Fund Revenues	
Health Premiums	\$7,249,200
Spouse/Dependent Health	\$1,442,400
Retiree Contribution	\$35,000
Dental Premiums	\$350,500
Spouse/Dependent Dental	\$218,300
Vision Premiums	\$90,000
Total Revenues	\$9,385,400

Health & Dental Fund Expenditures

Health Claims	\$6,978,200
Dental Claims	\$543,900
Admin Fees - Health	\$1,020,900
Health Claims - Retirees	\$24,900
Dental Claims - Retirees	\$669,400
Admin Fees - Retirees	\$58,100
Vision	\$90,000
Total Expenditures	\$9,385,400

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	\$15,000
Total Revenues	\$15,000

Cemetery Fund Expenditures

Reserved for Future Expenditures	\$15,000
Total Expenditures	\$15,000

Section 12: General Debt Service Fund**General Debt Service Fund Revenues**

Fund Balance Appropriated	\$1,935,850
Transfer from General Fund	\$8,835,800
Total Revenues	\$10,771,650

General Debt Service Fund Expenditures

Debt Service - Principal	\$7,306,600
Debt Service - Interest	\$3,465,000
Total Expenditures	\$10,771,600

Section 13: System Development Fee Fund**Water & Sewer Capital Reserve Fund Revenues**

Capital Reimbursement Fees - Water	\$1,600,000
Capital Reimbursement Fees - Sewer	\$3,000,000
Fund Balance Appropriated	\$0
Total Revenues	\$4,600,000

Water & Sewer Capital Reserve Fund Expenditures

Transfer to Water & Sewer Fund	\$0
Transfer to Water & Sewer Project Fund	\$1,216,500
Reserved for Future Expenditures	\$3,383,500
Total Expenditures	\$4,600,000

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

Fund Balance Appropriated	\$650,000
Total Revenues	\$650,000

Perry Library Trust Fund Expenditures

Capital Outlay - Improvements	\$650,000
Total Expenditures	\$650,000

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

Subdivision Recreation Fees	\$1,400,000
Total Revenues	\$1,400,000

Recreation Capital Reserve Fund Expenditures

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

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

Motor Vehicle Licenses	\$1,400,000
Total Revenues	\$1,400,000

Transportation Capital Reserve Fund Expenditures

Transfer to General Fund	\$150,000
Transfer to Street Project Fund	\$1,250,000
Total Expenditures	\$1,400,000

Section 17: Electric Debt Service Fund**Electric Debt Service Fund Revenues**

Transfer from Electric Fund	\$609,700
Total Revenues	\$609,700

Electric Debt Service Fund Expenditures

Debt Service - Principal	\$444,000
Debt Service - Interest	\$165,700
Total Expenditures	\$609,700

Section 18: Water & Sewer Debt Service Fund**Water & Sewer Debt Service Fund Revenues**

Transfer from Water Sewer Fund	\$3,876,800
Total Revenues	\$3,876,800

Water & Sewer Debt Service Fund Expenditures

Debt Service - Principal	\$3,203,200
Debt Service - Interest	\$673,600
Total Expenditures	\$3,876,800

Section 19: Levy of Taxes

There is hereby levied a tax at the rate of thirty four cents (\$0.34) per one hundred dollars (\$100) valuation of property as listed for taxes as of January 1, 2024, for the purpose of raising the revenue listed Ad Valorem Taxes 2024-2025 in Section 1: General Fund of this ordinance. This rate is based on a valuation of property for purposes of taxation of \$19,463,015,380 and an estimated rate of collection of 99.1%, an increase of \$0.038 over the revenue neutral rate of \$0.302.

Section 20: Fees & Charges

There is hereby established, for Fiscal Year 2024-2025, 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 21: Elected Official Compensation

Pursuant to NCGS 160A-64 and acceptance by each member, elected official annual compensation will increase following the same market adjustment amount as all other staff. Compensation shall be amended as follows: Mayor - increase of 2% from \$21,645 to \$22,078; Mayor Pro-Tem - increase of 2% from \$15,982 to \$16,302; Council Member - increase of 2% from \$15,384 to \$15,692. Monthly stipend remain unchanged at Mayor/\$319.58, Mayor Pro Tem/\$259.83, Council Member/\$256.25.

Section 22: 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, 2024.

Section 23: 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 2024-2025. 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 24: 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 11th of June, 2024.

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 7/1/2024

Schedule subject to change upon approval by Town Council

TAXES & FEES				
Tax Rate	\$0.34/\$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" maps	\$20/sheet	DVD Copy	\$0.50/disc	
Printed 36" x 48" maps	\$40/sheet			
MISCELLANEOUS				
Rain Barrel	\$88.00	Cemetery	Resident	Non – Resident
		– Cemetery Plots	\$800	\$1200
		– Columbarium Niches	Single Urn: \$1,400	Double Urn: \$2,000
				\$640 (resident) \$960 (non-resident) \$1,120 / \$1,600
				*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	\$200	
Administrative Approval (Small Town Character Overlay)	No Charge	Sign, Permanent	\$75 + \$10/add'l sign	
Annexation Petition	\$300; \$200 for well/septic failure	Sign, Temporary	\$50	
Appeal (Board of Adjustment)	\$650	Site Inspections (Non-residential lot) ₂	\$500	
		Site Inspections (Residential lot) ₃	\$50	
Certificate of Zoning Compliance (CZC) ₁	\$125	Site Plan, Major	\$1,500 + \$10/acre	
Consultant Fees	As required	Site Plan, Minor	\$800 + \$30/acre	
Development Name Change	\$500	Special Use Permit	\$700	
Exempt Site Plan – enlargement of a structure or parking area	\$400	Temporary Use Permits (Non - Event):	\$100	
Exempt Site Plan – all other exempt site plans	\$200	Temporary Use Permits (Event):		
Home Occupation	\$50	For Profit \$50	For Profit Express Review	\$75
Late Fee – Site Plans/Master Subdivision Plan/PUD/Rezoning/Conditional Zoning (and resubmittals)	\$350	Non-Profit \$0	Non-Profit Express Review	\$25
Master Subdivision Plans Residential & Non-Residential	\$900 + \$10/lot	Text Amendments (UDO)	\$600	
Planned Development (PUD-CZ, TND-CZ, MEC-CZ) & Sustainable Development (SD-CZ)	\$2,000 + \$25/acre	Transportation Impact Analysis Review ₄		
PUD-CZ, TND-CZ, MEC-CZ, OR SD-CZ revision not requiring full TRC Review	\$800	Sites & Subdivisions	\$600	PUD \$1,200
Plat, Easement & Exempt	\$200	Revised Sites & Subdivisions	\$300	Revised PUD \$600
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 and Master Subdivision Final Plats: at 3 rd submittal; Master Subdivision Plans: at 4 th submittal	½ Original Fee	- 51+ acres: \$300		
Rezoning/Conditional Zoning	\$700 + \$25/acre / \$1,000 + \$25/acre	Tree Removal Plan	\$500	
Sustainable Development Conditional Zoning (SD-CZ)	\$1,600 + \$10/acre	Variance Permit	\$650	
		Zoning Verification Letter	\$125	

1. No charge for the 1st tenant in a new building 2. Charged at Site Plan Final Plat 3. Charged at permit 4. Projects inactive for 1 year require new TIA & full submittal fee

RECREATION FEES₁

For New Residential Developments Assessed after 1/1/2024 - Collected by the Planning Department

Housing Type	Fee Per Unit	Acreage Per Unit	Decimal Multiplier
Single Family Detached	\$4,165.28	1/30 acre	0.0333
Single Family Attached	\$2,805.34	1/45 acre	0.0223
Multi-Family Attached	\$2,470.00	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
--	--------------------------------

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:	\$250		
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.))			1/2 Original Fee
Late Fee – Construction Plan Submittal and Resubmittal			\$350
Construction Plan Revisions (after initial approval)			\$75/sheet
Pump Station Review			\$2,000
Water System Management Plan Hydraulic/Fire Flow Analysis			\$500
Downstream Sewer Analysis			\$500
Water Extension Permit Application			\$200
Sewer Extension Permit Application			\$480
Water and/or Sewer Extension Permit Amendment			\$100 each
Exception Request (Utilities/Stormwater/Traffic)			\$150 each per Standard
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	\$1.75 per linear foot	Fire Lanes	\$1.75 per linear foot
Sewer Lines	\$1.75 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 Inspection	\$1,500 each	Driveway, reinspection	Per Building Permit Schedule
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 & INSPECTION FEES/BONDS

Submit to Development Services

Project Size (disturbed acres)	Stormwater Plan Review Fee
< 1 acre	\$0
1 – 5 acres	\$600
5 - 50 acres	\$600 + \$60 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 Inspection	\$200 per SCM
SCM As-Built Review: (1 st & 2 nd reviews)	\$200 per SCM
SCM As-Built Review (3 rd , 5 th , 7 th , etc. reviews)	\$100
SCM As-Built Revision (after initial approval)	\$100
Floodplain Development Permit – Elevation Certificate	\$200
Floodplain Development Permit – FEMA Map Revision	\$750
Riparian Buffer Authorization	\$150
Riparian Buffer Determination	\$250

SOIL AND EROSION CONTROL FEES/GUARANTEES

Submit to Development Services

Application for S&E Plan Approval	\$600 per disturbed acre
Future Lot Grading*	\$60 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)	<ol style="list-style-type: none"> 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. 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. 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			
	Fee	Occupancy	Fee	Occupancy	Fee
Building/Pool/Hot Tub Building	\$150	Assembly	\$0.55	Factory/Industrial	\$0.40
Electrical/Pool/Hot Tub Electrical	\$75	Business	\$0.60	Hazardous	\$0.50
Mechanical/Pool/Hot Tub Mechanical	\$75	Educational	\$0.60	Institutional	\$0.60
Plumbing/Pool/Hot Tub Plumbing	\$75			Storage/Utility	\$0.30
Grading	\$75				

MISCELLANEOUS FEES

Administrative Adjustment	\$75
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	75 per elevator
Fire Alarm	\$75
Fire Pumps, each	\$250
Fire Sprinkler System	\$0.03 per square feet
Fire Suppression	75
Grease/Oil Interceptor	75
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	\$300
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) *

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		\$/SQ. FT.	MIN/\$/UNIT
Building		\$0.19	\$150
Electrical		\$0.09	\$75
Plumbing		\$0.09	\$75
Mechanical		\$0.09	\$75
ACCESSORY STRUCTURES		MIN/\$/UNIT	
Decks, Sheds, Roof Additions & Detached Garages, 400 sq. ft. or less		\$75	
Decks, Sheds, Roof Additions & Detached Garages > 400 sq. ft.		\$150	
Trellis (Attached to a structure)		\$75	
Retaining Wall Plan Review		\$100	
Retaining Wall		\$1 per linear foot	
ADDITIONS/ALTERATION LESS THAN 800 SQUARE FEET		MIN/\$/UNIT	
Building		\$150	
Electrical		\$75	
Plumbing		\$75	
Mechanical		\$75	
SINGLE TRADE FEE SCHEDULE			
Building/Pool/Hot Tub Building		\$150	
Electrical/Pool/Hot Tub Electrical		\$75	
Mechanical/Pool/Hot Tub Mechanical		\$75	
Plumbing/Pool/Hot Tub Plumbing		\$75	
Grading		\$75	
MISCELLANEOUS			
Administrative Adjustment		\$75	
Change of General Contractor		\$75	
Change of Lot		\$75	
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		\$300	
Temporary Power (Town of Apex Only)		\$125	
Work Without Permit		Double Permit Fees	
Expired Permit		1/2 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)		1/2 Review Fee	
Re-review Fee (Not applied toward cost of permit)		1/2 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			
<i>Calculated by the Electric Department</i>			
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	\$3,498/lot	Single-Family	\$776/service lateral
Townhomes	\$2,403/unit	Townhomes	\$776/service lateral
Apartments	@ cost determined at submittal request	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 and larger	N/A	N/A	N/A	Cost + 10%

*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

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'

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
¾	\$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		
<i>*NCGS 160A-314 (a); North Carolina Utilities Commission Guidelines: R8-33</i>			
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 (monthly)	
After Hours Service Fee	\$75	- BOD exceeding 300 mg/L	\$0.50 per lb.
Late Fee for Charges Unpaid by Due Date	1% of unpaid balance	- TSS exceeding 250 mg/L	\$0.218 per lb.
Extension Fee	\$0	- Total Phosphorous exceeding 6 mg/L	\$7 per lb.
Reconnect Disconnected Meter	\$25	- Ammonia Nitrogen exceeding 25mg/L	\$2 per lb.
Backflow Testing	At cost	- Analytical Testing Charges	
Meter Testing Fees		BOD	\$30
Meter Test Fee (one test per year at no cost; additional reads are charged only if the meter read is correct)	\$50	- TSS	\$17
Meter Test (under 2 inch meter)	\$50	- Ammonia	\$22
- Meter Test (2+ inch meter)	At cost + 10 %	- COD	\$35
- Damaged Water Meter*	\$53 + cost of meter	- Cyanide	\$33
- Damaged ERT Holder Replacement Fee*	\$16.25	- Oil & Grease	\$65
		- Total Phosphorus	\$27
Pedestal Replacement (Electric)*	\$149 + cost of pedestal	- Total Nitrogen	\$51
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	\$20 each
<i>* fees would only be applied to active building permits that require a replacement meter, ERT holder or pedestal due to contractor damage</i>			

SOLID WASTE FEES			
Yard Waste Collection	\$7.83/month	Dumpster Service	
Residential Roll-Out Cart	\$10.10/month	- 4 CY Dumpster	\$149.72/month
Commercial Roll-Out Cart	\$21.13/month	- 6 CY Dumpster	\$177.65/month
Recycling (Per Bin or Cart)	\$5.34/month	- 8 CY Dumpster	\$203.82/month
Bulk items	\$11/each	Bulk Items - Half Load / Full Load	\$22 / \$40
White Goods	\$18/each	Mattress / Box Spring Disposal*	\$10 for each item
<i>*Mattress / Box Spring Disposal charge is in addition to the existing single item bulk fee; \$21 minimum</i>			

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

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		\$6.24	\$12.48
Water Volumetric Rates (per 1,000 gallons)			
Commercial		\$4.60	\$9.20
Residential	Tier 1: 0 - 6,000 gal	\$4.60	\$9.20
	Tier 2: 6,001 - 12,000 gal	\$5.29	\$10.58
	Tier 3: > 12,000 gal	\$7.13	\$14.26
<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		\$6.00	Wholesale Water Volumetric Rates (per 1,000 gallons) \$4.42
Sewer Rates		Inside Town Limits	Outside Town Limits
Sewer Base Charge		\$11.63	\$23.26
Sewer Volumetric Rates (per 1,000 gallons)			
Commercial & Residential		\$8.06	\$16.12
Colvin Park/White Oak *		\$13.24	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		\$11.63	Wholesale Sewer Volumetric Rates (per 1,000 gallons) \$8.06
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	\$26.50	\$0.1133			
Service	Base Charge	Energy Charge (per kWh) ALL			
Small General Service	\$30.00	\$0.1146			
Service	Base Charge	Energy Charge (per kW)			
		On Peak	Off Peak	Bilateral Credit On Peak	Bilateral Credit Off Peak
Residential-Time of Use-TOU	\$26.50	\$0.2345	\$0.0623	\$0.1539	\$0.0373
Small General Service-TOU	\$30.00	\$0.2304	\$0.0635	\$0.1539	\$0.0367
Service	Base Charge	Energy Charge (per kWh) ALL		Demand Charge (per kW) ALL	
Medium General Service	\$90.00	\$0.0878		\$9.23	
Medium General Service-TOU	\$90.00	\$0.0831		\$13.78	
Large General Service	\$180	\$0.0700		\$12.38	
Large General Service-TOU	\$180	\$0.0683		\$14.34	
Service	Base Charge	Energy Charge (per kWh) ALL		Demand Charge (per kW)	
				All Coincident Demand	All Excess Demand
Large General Service-Coincident Peak	\$360	\$0.0536		\$23.63	\$4.71

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 (Nominal)	Monthly Charge	Monthly kWh
5,800 lumen-semi	70	\$8.23/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	\$22.51/Fixture	20/Fixture
Shoebox – 1	61	\$22.22/Fixture	24/Fixture
Shoebox – 2	151	\$32.27/Fixture	56/Fixture
Area Light	51	\$17.86/Fixture	20/Fixture
Cobrahead – 1	51	\$21.91/Fixture	20/Fixture
Cobrahead – 2	151	\$32.27/Fixture	56/Fixture
Lantern – 1 w/ Lens (Obsolete, no new installs)	51	\$24.35/Fixture	20/Fixture
Lantern – 2 w/o Lens	51	\$28.48/Fixture	20/Fixture

Special Contract Lights (residential dedicated public streets outside corporate limits)**Monthly Charge**

Wood	\$ 2.51/pole	\$2.71/pole
18' Fiberglass	\$ 3.51/pole	\$7.36/pole
Square metal	\$13.01/pole	\$27.85/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

- 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	\$0	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

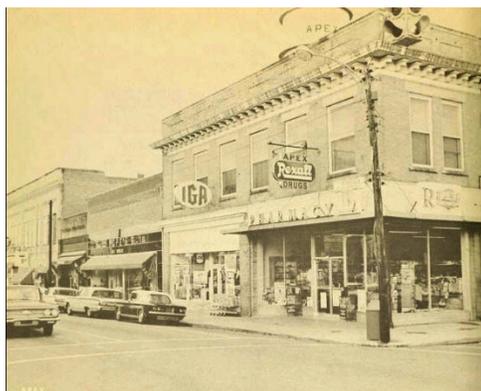
Fees are paid to Parks, Recreation & Cultural Resources

Use Fees	Resident	Non-Resident		Resident	Non-Resident
Fishing Licenses			Senior Exercise Membership (55+)	\$0 for unlimited	\$20 for 10 visits
- 12 years & under	\$0	\$10/year	Ages 18-54 Exercise Membership	\$10 for 10 visits	\$30 for 10 visits
- 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	Lost Card (Gym, Dog, Exercise, Fitness)	\$5	\$5
Pleasant Park Tournament Packages			Package Cost		
Full Day Event (cost per field)			\$800/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			\$500		
Pickleball Event all-day Rental (6 courts)			\$650/day		
Facility Rentals					
<i>All reservations for 100 persons or more require Director approval and may require additional attendants, police and other requirements as deemed necessary by APRCR</i>					
<i>501C3 Non-Profits receive a 25% discount on rental fees with the exception of field and gym rentals</i>					
	Resident	Non-Resident	Other Amenity Rentals Continued	Resident	Non-Resident
Facility Deposit (Refundable)	\$250	\$250	Disc Golf Course (full day)	\$250	\$375
After Hours Attendant Fee	\$40/hour	\$40/hour	Amphitheater (1/2 day)	\$125	\$190
Community Center			Amphitheater (whole day)	\$250	\$375
Summit Room	\$35/hour	\$52.50/hour	Extra Table Fee	\$3/table	\$3/table
Summit Room Projector Fee	\$15/hour	\$15/hour	Halle Cultural Arts Center		
Pinnacle Room	\$35/hour	\$52.50/hour	Auditorium & Stage	\$100/hour	\$150/hour
Zenith Room	\$35/hour	\$52.50/hour	Sound/Light Booth	\$50/hour	\$75/hour
Catering Kitchen ₂	\$21/hour	\$31.50/hour	Overnight Storage	\$50/night	\$75/night
Arts & Crafts Room	\$21/hour	\$31.50/hour	Studio Gallery	\$50/hour	\$75/hour
Senior Center			Studio A	\$35/hour	\$52.50/hour
Salem Meeting Room (108)	\$100/hour	\$150/hour	Piano (separate \$200 deposit required)	\$25/hour	\$37.50/hour
Saunders Meeting Room (110)	\$100/hour	\$150/hour	Portable Projector Fee	\$15/hour	\$15/hour
Seaboard Meeting Room (112)	\$100/hour	\$150/hour	4 Hour Auditorium Package	\$600	\$900
Projector Fee (108,110 or 112)	\$15/hour	\$15/hour	4 Hour Gallery Package	\$400	\$600
Large Projector (108,110 & 112)	\$30/hour	\$30/hour	Field & Gym Rentals₂		
Kitchen Room (120)	\$30/hour	\$45/hour	Athletic Field – natural turf (no lights)	\$40/hour	\$40/hour
Chatham Classroom (131)	\$35/hour	\$52.50/hour	Athletic Field – natural turf (w/ lights)	\$60/hour	\$60/hour
Friendship Classroom (133)	\$35/hour	\$52.50/hour	Athletic Field – synthetic turf (no lights)*	\$100/hour	\$100/hour
Arts & Crafts Room (202)	\$35/hour	\$52.50/hour	Athletic Field – synthetic turf (w/ lights)	\$120/hour	\$120/hour
Hunter Exercise Room (210)	\$30/hour	\$45/hour	Gym - Whole	\$75/hour	\$75/hour
Hughes Exercise Room (215)	\$30/hour	\$45/hour	Shelter Rentals		
Salem, Saunders & Seaboard	\$1,200/4 hours	\$1,500/4 hours	Apex Community Park – small	\$20/hour	\$30/hour
Pleasant Park			Apex Community Park – large	\$30/hour	\$40/hour
Pleasant Park Meeting Room	\$35/hour	\$52.50/hour	Hunter Street Park – small	\$20/hour	\$30/hour
Other Amenity Rentals			Jaycee Park – small	\$20/hour	\$30/hour
Tennis Courts	\$15/hour/court	\$22.50/hour/court	Kelly Road Park – small	\$20/hour	\$30/hour
Pickleball Courts	\$15/hour/court	\$22.50/hour/court	Nature Park – small	\$20/hour	\$30/hour
Sand Volleyball Court	\$15/hour/court	\$22.50/hour/court	Nature Park – large	\$30/hour	\$40/hour
Disc Golf Course	\$45/hour	\$67.50/hour	Pleasant Park Amenity Shelter - large	\$30/hour	\$40/hour
Disc Golf Course (1/2 day)	\$125	\$190	Pleasant Park Shelter - large	\$30/hour	\$40/hour
Rental Withdrawal			Seagroves Farm Park - small	\$20/hour	\$30/hour
Cancellation			No credit or refund in any amount excluding rental deposit ₁		
- Less than 7 business days prior to rental			50% refund ₂		
- 7-59 business days prior to rental			90% refund ₂		
- 60 or more business days prior to rental					
Date Change Request			No date change requests accepted ₁		
- Less than 7 business days prior to rental			All fees and deposits may be transferred ₄		
- 7 or more business days prior to rental ₃			2. Reschedule dates may occur no later than 30 calendar days from original.		
1. Including rentals made within 7 business days of the rental date			4. Subject to room availability and the availability of required staff.		
3. Issued upon written request					
Special Event Vendor Fees – Town Events				Fee	
Apex 501C3				\$0/day	
Commercial Business				\$100/day	
Commercial Small Business (as defined in Special Event Policy)				\$50/day	
Apex Historic Downtown Business				\$50/day	
Food Truck				\$100/day	
Alcohol				\$300/day	

Community Special Event Fees		
Item	Description	Fee
Application Fee	To be submitted with every For-Profit application	\$50 per event
Water Barricades	Includes water. Used for streets.	\$50 per barricade
A-Frame Barricade	For light blockades. Not for traffic	\$10 per barricade
Power	Temporary and permanent electric boards	\$100 per unit / per day
External Building Power	If you plug into a Town building	\$100 per building / per day
Water	Temporary hose connection, food vendor water, dunk tank	\$50 per day
Trash Cans	Landfill trash and recycling trash	\$10 per can / per day
Utility Sinks	Includes connection	\$50 per sink / per day
Large Blockade Vehicle or Police Vehicle		\$200 per vehicle / per day
Police Off-Duty	Required for an event with alcohol	\$40.43 per hour / per officer
Police Personnel		\$70 per hour / per officer
Public Works Personnel		\$45 per hour / per person
Parks Operations Personnel		\$45 per hour / per person
Saunders Street Lot	Lot in front of the Police Station	\$100 per day
Templeton Street Lot	Lot near The Halle	\$100 per day
Town Hall Lot	Lot directly in front of Town Hall	\$100 per day
Community Center Gazebo Lot	Lot in front of the Community Center with the gazebo	\$100 per day
Community Center ATM Lot	Lot to the right of the Community Center with the ATM	\$100 per day
Senior Center Lot	Lot next to the Senior Center	\$50 per day
Town Arc Lot	Arc shaped lot between Town Hall and the Community Center	\$50 per day
Park Parking Lots	Any Town of Apex park parking lot	To be determined per event
The Depot Lot and Plaza	Depot parking lot and outdoor plaza	\$100 per day
Town Campus Courtyard	Does not include any parking lots	\$200 per day

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 products, such as lumber, tar, and turpentine. By the turn of the 20th century, the little Town of Apex boasted a population of 349.

Tobacco farming was important to the local economy in the early 1900s when a plant disease forced many tobacco farmers in Person and Granville counties to relocate. Farmers discovered that Apex's land produced excellent tobacco crops and moved to the area. Wake County's first tobacco auction market was established in Apex in 1905. Sadly, 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 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 these brick buildings are still in use today, like the 1912 Apex Town Hall that has housed many ventures throughout the years and currently serves as 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 around 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 Apex is a place all its own, rather than a stop along the way.

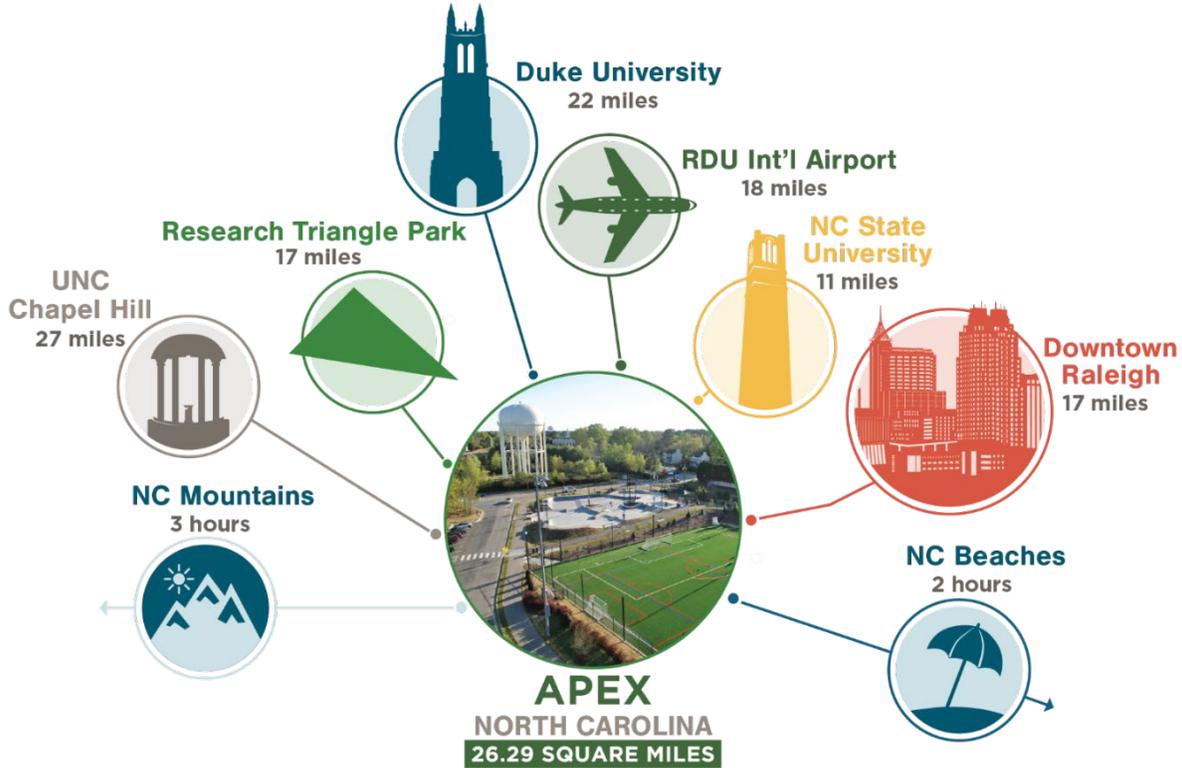
On February 28, 2023, Apex celebrated 150 years of incorporation as a Town. To commemorate the sesquicentennial, Town staff and community members planned Apex's 150th celebration year, from February 28, 2023 through February 28, 2024, which focused on common understanding and unification and challenged community members to go *all in* with Apex. Community members were integral in showcasing Apex's history and telling the stories of our community's past, present, and potential.

The Apex 150th celebration year featured many ways to celebrate including the Passport to the Peak program – an all in one guide that showcased how community members, both new and longtime, can learn and invest in Apex. Community members 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 community tours in and around Apex, highlights specific pieces of Apex history with professional banner displays, and offers ways to learn about Apex's potential through reviewing adopted plans for services and development.

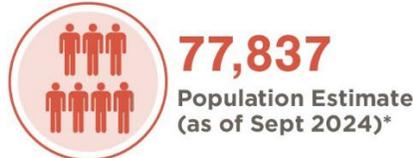
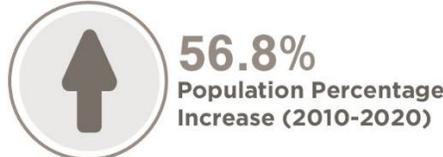
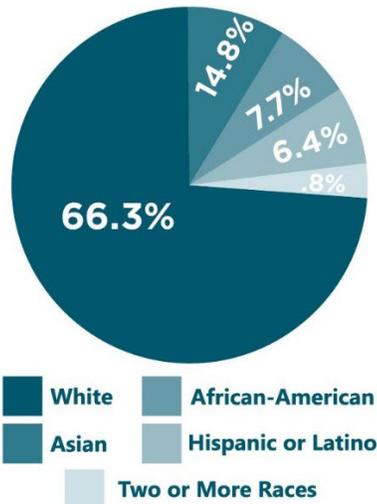


Geography

Apex is located in southwest Wake County in North Carolina's Research Triangle area. The Town is approximately 26.29 square miles. Apex is 17 miles to downtown Raleigh, 18 miles to Raleigh-Durham International Airport (RDU), 17 miles to the prestigious Research Triangle Park, and within 30 miles of three Tier 1 research universities. Apex is perfectly positioned between the Blue Ridge Mountains and the beautiful North Carolina coast.



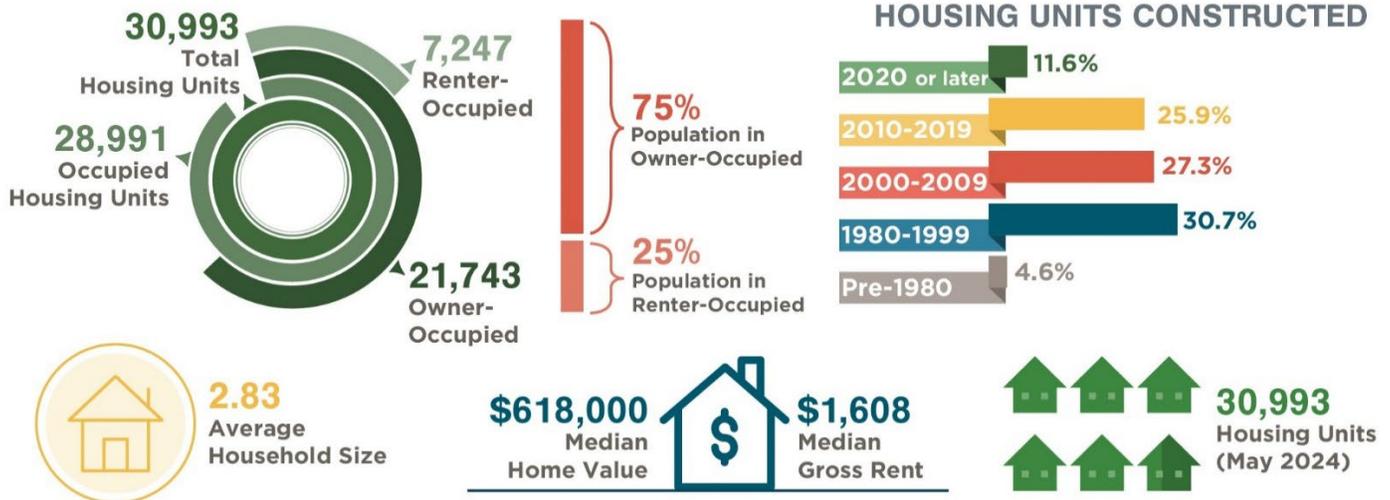
Demographics



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



Housing



Source: 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 eight miles northeast of Apex.

Apex has many strategic connections to amenities, such as the 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 two 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 100 graduates and business start-ups.

The rapid inflation and supply chain issues that have marked the years following the pandemic have begun to improve over the past year. While the Consumer Price Index (CPI), a measure of inflation, still increased over the past year, the rate of increase fell from six percent between February 2022 and 2023 to 3.5 percent from February 2023 to 2024.



Ten Largest Tax Payers by Assessed Valuation as of June 30, 2023

Tax Payer	Assessed Value	Percent of Total Assessed Value
CSP Community Owner LLC	130,621,728	1.10%
B9 MF Village West Owner LLC	52,969,313	0.45%
Meridian at Ten Ten LLC	51,689,600	0.44%
BEL Nichols LP	45,122,539	0.38%
JHG VBS I LLC	44,815,516	0.38%
CRLP Creekside Hills Drive LLC	44,404,108	0.37%
Beaver Creek Crossing LLC	43,679,181	0.37%
CTO21 Apex LLC	43,015,354	0.36%
CFK Apex Land Co LLC	42,689,530	0.36%
G&I IX Lake Cameron LLC	42,188,281	0.36%
Total	\$541,195,150	4.57%
<i>Total Assessed Value</i>	<i>\$11,853,407,000</i>	

Ten Largest Employers for Apex as of 4th Quarter 2024

Company Name	Industry	Employment
Wake County Public Schools	Education	1,929
Town of Apex	Government	706
Bland Landscaping	Landscaping Services	527
Apex Tool Group	Manufacturing	375
Dell Technologies	Cloud Storage	350
Costco	Consumer Products	340
Super Target	Consumer Products	287
ATI Industrial Automation	Manufacturing	225
Walmart	Consumer Products	250
Lowe's Home Improvement	Consumer Products	191

Source: Apex Economic Development Annual Report

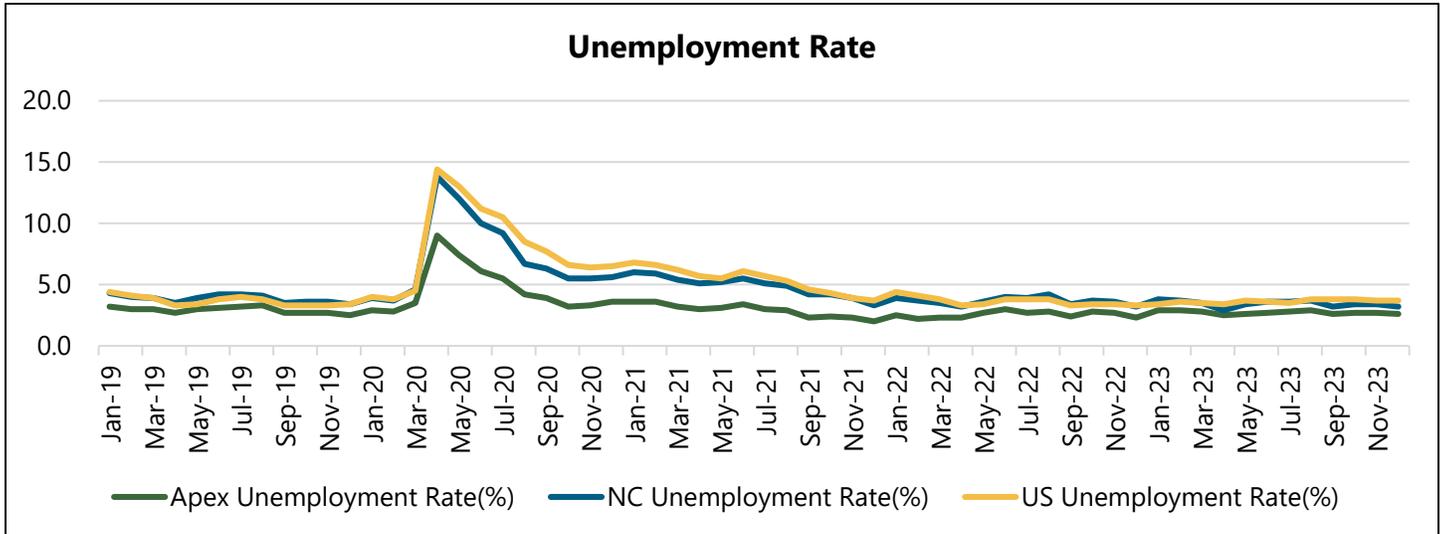


Economic Indicators

Town staff considers many different economic factors when developing revenue forecasts and departmental requests for the budget. This section summarizes economic indicators that are analyzed, including local, regional, and national data, that 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 2.6% at the end of 2023. 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

Employment growth in the Raleigh Metropolitan Statistical Area (MSA) diminished slightly in 2023, dropping from 3.9% between March 2022 and 2023 to 2.8% between March 2023 and February 2024. Nevertheless, this still outpaced the statewide job growth of 1.5% over that 2021-2022 timespan. Education and Health Services, Leisure and Hospitality, and Government employment grew noticeably and contributed heavily to the market's improvement.

Year-over-Year Job Change and Growth in Select Industries March 2023 - February 2024				
Industry Sector	Raleigh MSA		North Carolina	
	Change	Growth	Change	Growth
Manufacturing	300	0.9%	-4,900	-1.0%
Trade, Transportation & Utilities	-100	-0.1%	2,300	0.2%
Information	-1,300	-4.8%	-3,000	-3.5%
Financial Activities	1,000	2.4%	7,100	2.3%
Professional & Business Services	4,700	3.3%	2,900	0.4%
Education & Health Services	5,800	6.2%	14,800	3.8%
Leisure & Hospitality	5,700	3.4%	12,200	2.3%
Other Services	700	2.2%	5,300	2.7%
Government	4,000	4.0%	17,200	2.3%
Total Non-farm	22,200	2.8%	71,400	1.5%



Housing Market

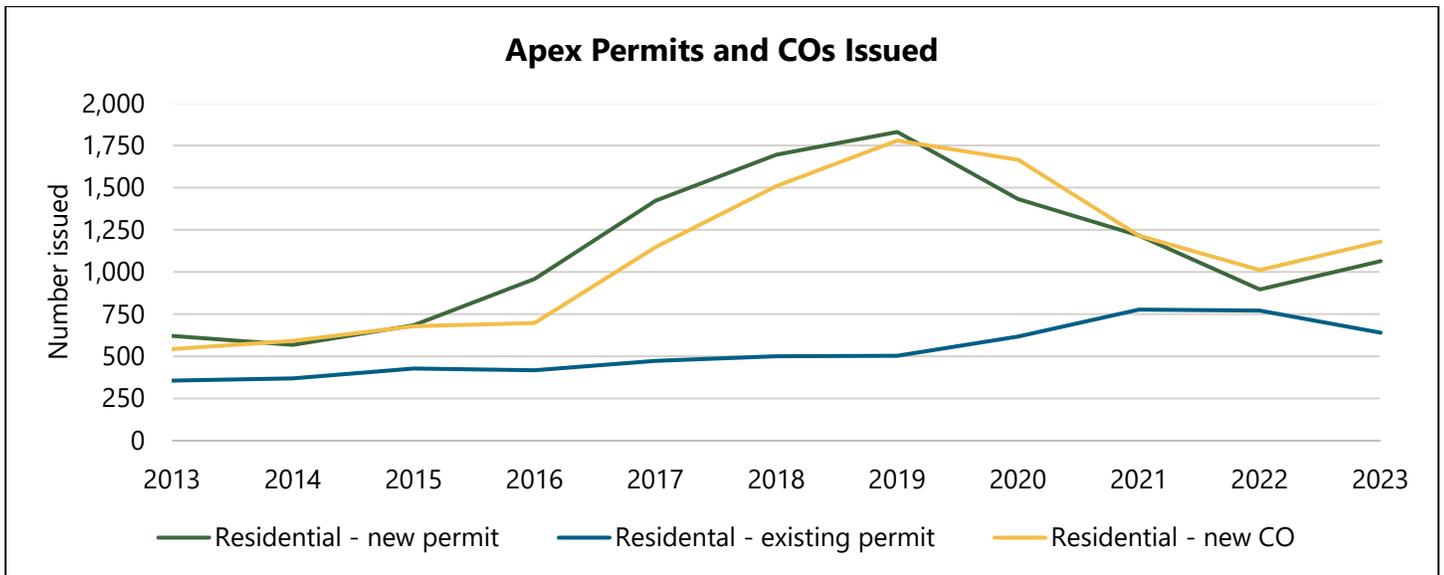
After declining slightly in 2022, the housing market has begun to trend upwards again. The median sale price rose 2.54% from \$435,000 in February 2022, to \$447,500 in February 2023, to \$448,310 in February 2024. The number of housing listings increased by nearly 350 units, while the average days on market until sale fell by nine days.

Housing Metrics	February 2023	February 2024	Percent Change
New Listings	1,268	1,616	21.53%
Closed Sales	1,105	1,097	-0.73%
Median Sales Price	\$447,500	\$448,310	0.18%
Average Sales Price	\$511,896	\$532,266	3.83%
Total Dollar Volume (in millions)	\$566	\$587	3.58%
Percent of Original List Price Received	95.70%	98.30%	2.64%
Percent of List Price Received	98.60%	99.60%	1.00%
Days on Market Until Sale	53	44	-20.45%
Housing Affordability Index	103	99	-4.04%
Inventory of Homes for Sale	2,649	1,904	-39.13%
Months' Supply of Inventory	1.8	1.5	-20.00%

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

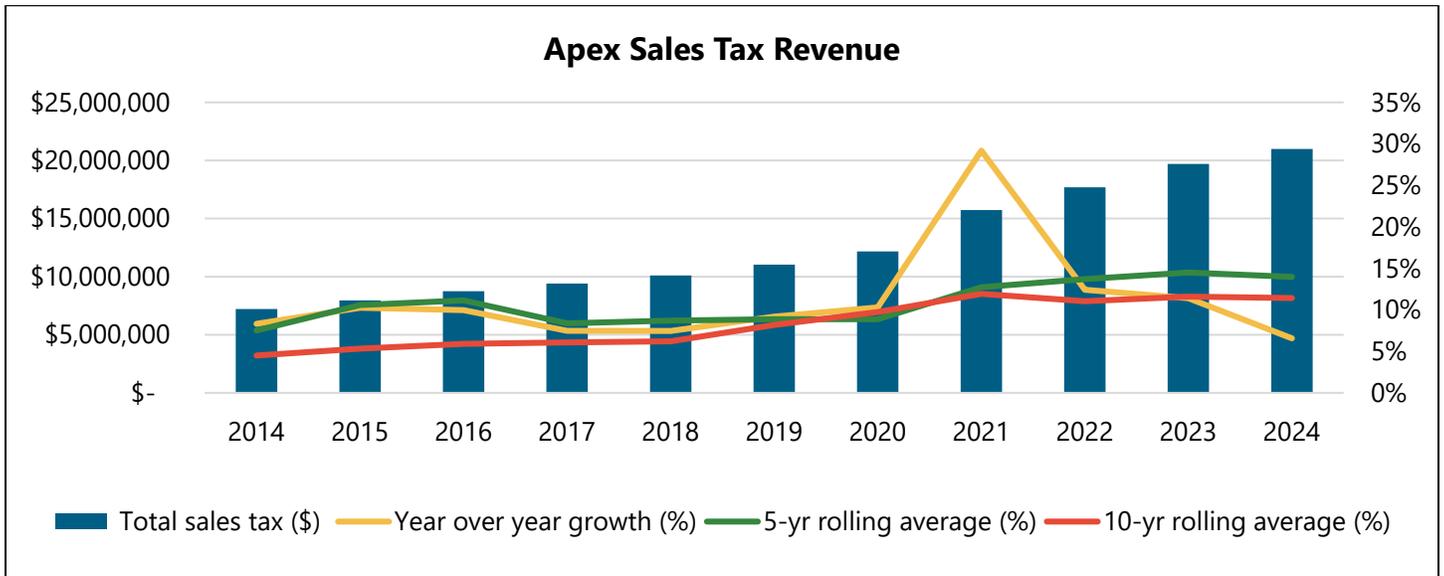
Residential Building Permits

The number of new building permits in Apex remains high compared to historical averages. However, they have continued to slow down 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.



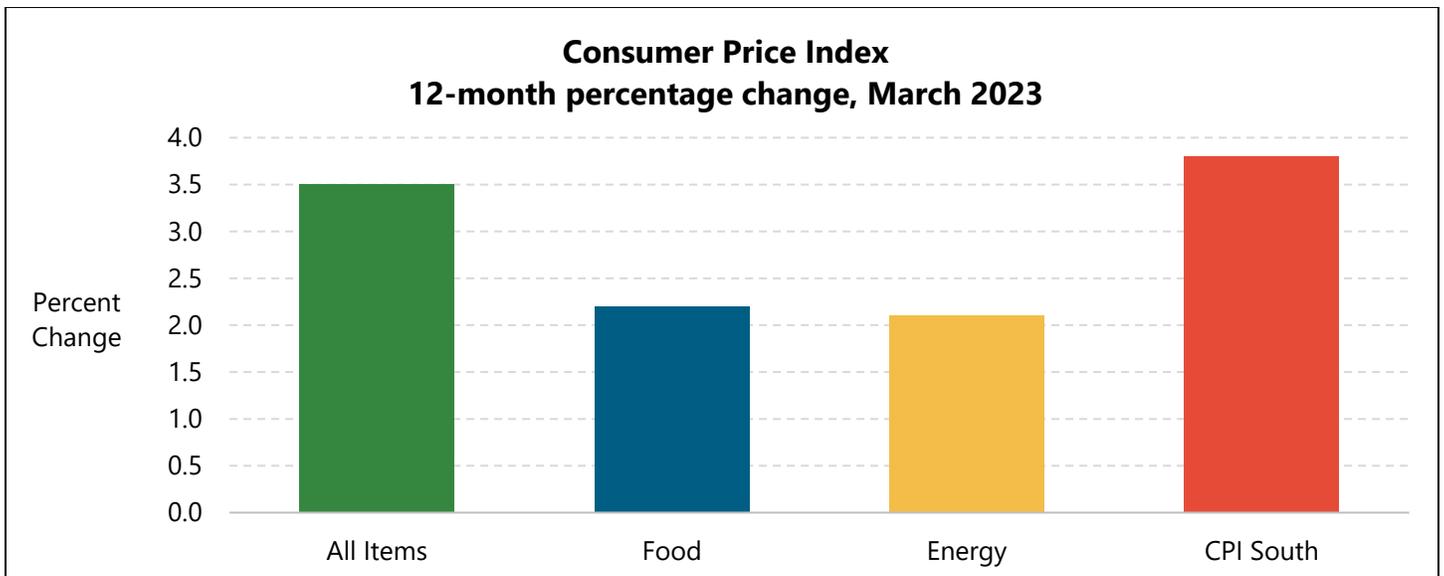
Sales Tax Revenues

Estimated sales tax revenue increased 6.6% in FY 23-24 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, but its growth has slowed down over the past few years from nearly 30% in 2021 to 6.6% in 2024.



Consumer Price Index

The Consumer Price Index (CPI) measures 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, CPI provides a snapshot of how households experience inflation. From March 2023 to March 2024, the national CPI rose by 3.5%. Food prices rose by 2.2% while energy prices rose by 2.1%. CPI is also calculated by regional classification, and Apex is within the “South urban” category. This category rose by 3.8%, in line with the national average. CPI helps Town staff understand changes in the cost of living for both residents and employees.



Source: U.S. Bureau of Labor Statistics



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. Residents elect the Mayor and councilmembers to staggered four-year terms during non-partisan elections in odd numbered years. The Mayor is the Council's presiding officer. The Town Council selects a mayor pro tem from within the Council, and 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 Town government operations. Town Council appoints the 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 FY21-22. Because Apex's population growth has increased demand for services and stretched operational capacity, this organizational assessment is helping the Town determine an optimal organizational structure and identify gaps in workforce capacity. The Town will implement the recommendations from this study in phases over multiple fiscal years. The study helped identify and realign departments into the 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 Town's administrative departments including Diversity, Equity, and Inclusion; and Human Resources.

Community & Safety

An Assistant Town Manager leads the 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 Development & Neighborhood Connections; Police; Emergency Communications; Fire; and Parks, Recreation, and Cultural Resources.

Performance & Strategy

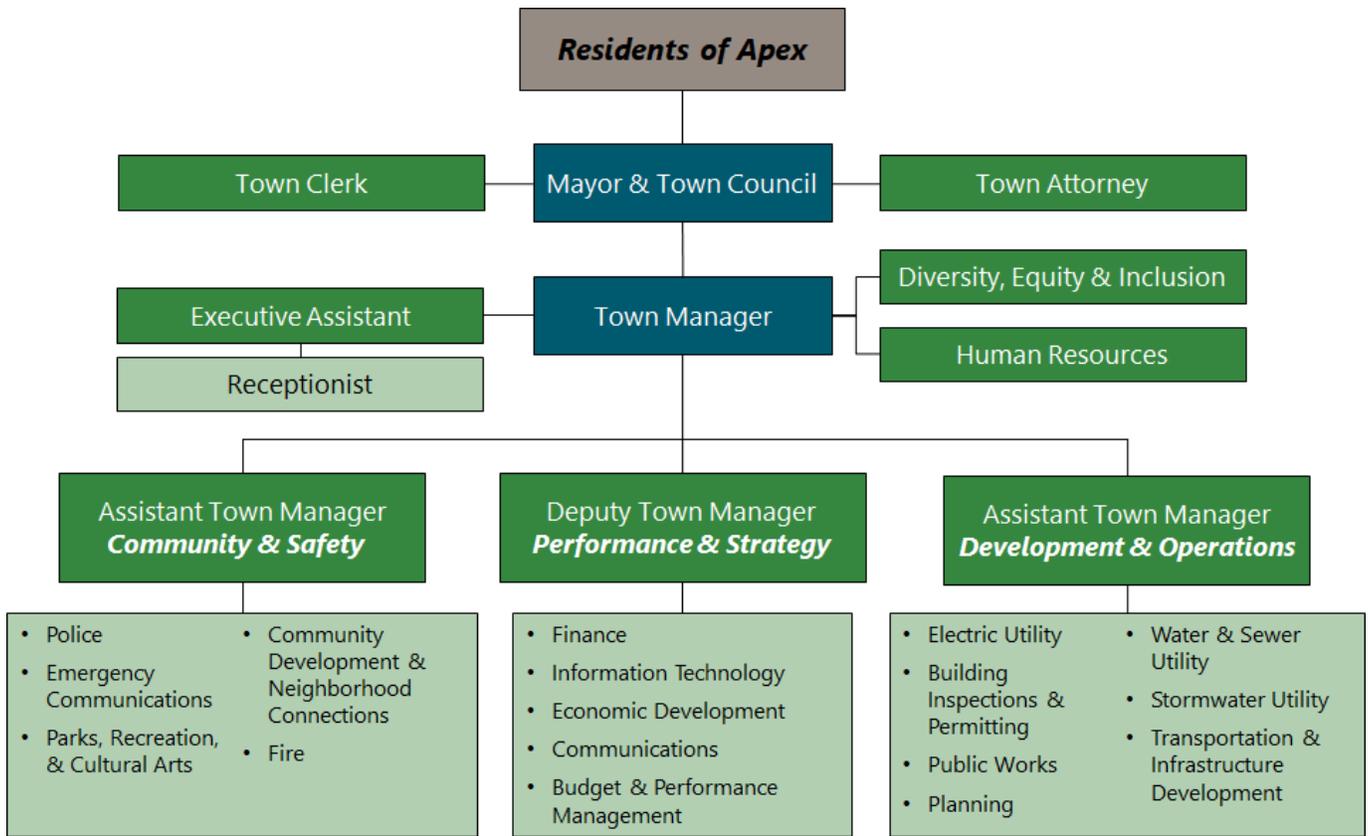
The Deputy Town Manager leads the Performance & Strategy functions, which are primarily internal support departments or require internal collaboration for product development. This focus area includes Budget & Performance Management, Communications, Finance, Information Technology, and Economic Development.

Development & Operations

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



Town of Apex Organizational Chart

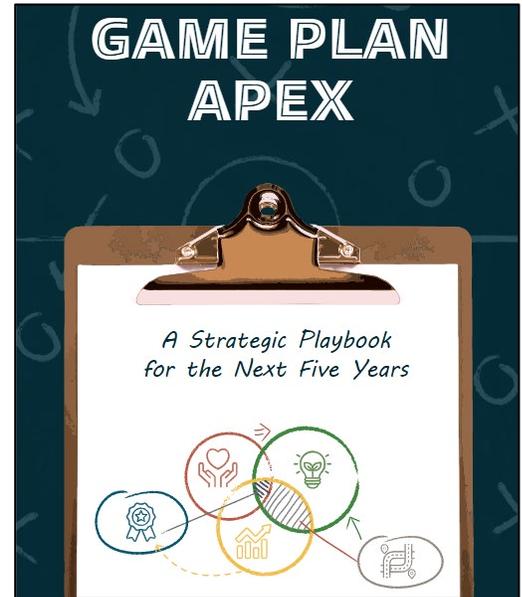


Strategic Goals & Budget Alignment

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 future plans. This process addresses the community's needs and desires and includes resident input via surveys, committees, neighborhood meetings, and individual contacts throughout the year.

Town Council and staff worked diligently to complete and adopt a Town-wide strategic plan called Game Plan Apex. Game Plan Apex is the Town's strategic playbook for the next five years. Strategic goals defined by Town Council make way for actionable goals for Town staff.



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: 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



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
- Enhance communications for a more informed workforce



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: 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



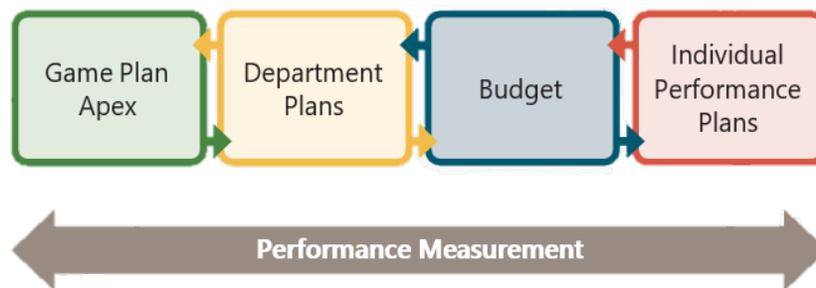
Goal: Economic Vitality

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

Strategy System



Game Plan Apex: Game Plan Apex is the Town’s strategic playbook for the next years. As Game Plan Apex develops, every Town employee should be able to connect their daily work 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 Town’s high-level goals and detail specific actions to reach their departmental goals.

Budget: Do we have the right equipment and enough employees to get the job done? Questions, such as these, 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 pursue this strategic plan by considering each goal’s objectives and initiatives, major projects and actions currently underway, and new ideas based on Council priorities and discussions during the Town Council retreat. The following pages highlight funds allocated in the FY24-25 budget to specific items identified as Town Council priorities.



Strategic Goal Alignment in General Fund		
Strategic Focus	Strategy/Action Item	Budget
A Welcoming Community	Develop a Neighborhood Improvement Grant Program	25,000
	Encourage a Healthy & Active Lifestyle	
	- KidsTowne Playground Renovation Design	250,000
	- Annual Greenway Feasibility & Development	500,000
	- PRCR Program & Class Expansion	167,700
	- Court Resurfacing (Community Park/Kelly Road)	147,000
	Ensure Safe Places & Spaces	
	- Town Wide Camera Replacement	175,000
	- Enhance Historical Marker Program	10,000
	- Upgrade Crosswalk Beacons	150,000
	- Vision Zero Initiatives	150,000
	- Sidewalk Trip Hazard Assessment and Repairs	167,000
	Mayor & Council Internship/Engagement Program	12,000
	Subtotal	\$1,753,700
High Performing Government	Continue to Implement Organization Assessment Recommendations	
	- Addition of 37 New Positions across all Departments	3,865,158
	Continue to Invest in Employee Professional Development	
	- Travel & Training across all operations	1,064,200
	Identify Benefit Options to Attract, Retain, & Develop our Workforce	
	- Peak Lifestyle Benefit Program	806,700
	- Employee Onboarding Kits/Annual Employee T-shirt	12,000
	Expand Diversity Inclusion Belonging	
	- MWBE (Minority & Woman-owned Business Enterprises) Disparity Study	325,000
	- New Hire Diversity Training	2,500
	- DEI Speakers/Facilitators (Staff & Community Events)	20,000
	Expand Lobbying Efforts	
	- Contracted Lobbyist	96,000
	Provide Customer-Focused Service	
	- Transcription (All Meeting Minutes with Independent Contractor)	27,500
	- Implementation of Court Availability Technology at Parks	95,000
	- ERP Transition Phase 2	1,160,500
- Routing Software for Solid Waste	18,000	
- Customer Relationship Management (CRM) Technology Support	62,000	
Focus on Fiscal Responsibility & Stewardship		
- Grant Assistance and Administration Contract	25,000	
- External Risk Assessment	25,000	
- General Government Debt Model & Consultations	20,000	
Subtotal	\$7,554,558	
Environmental Leadership	Be a Leader in Renewable Energy & Conservation	
	- EV Charger Upgrades & Additions	68,000
	- Town Facility Solar Initiative	670,000
	- Sustainability Action Plan Assessments	15,000
	Plant the Peak Program	100,000
Yard Waste Transfer & Processing Feasibility Study	250,000	
Subtotal	\$1,103,000	

Strategic Goal Alignment in General Fund		
Strategic Focus	Strategy/Action Item	Budget
Responsible Development	Support Diverse Housing Options (Allocation to Affordable Housing Fund)	1,942,556
	- Affordable Housing Plan Update	110,000
	Provide & Promote Mobility	
	- Safe Routes to School Program Expansion	5,000,000
	- Transit Program	1,267,000
	- Comprehensive Plan Update	300,000
	- South Salem Street Bicycle Connection	740,000
	Focus on Infrastructure Improvements	
	- Pavement Management & ADA improvements	4,000,000
	- Annual Miscellaneous Sidewalk Improvements	450,000
	Subtotal	\$13,809,556
Economic Vitality	Implement the Downtown Master Plan	
	- Downtown Façade Grant Program	20,000
	- Downtown Parking Mitigation and Availability Applications	195,000
	Recruit, Retain, & Develop Businesses	
	- Economic Development Incentives	150,000
	Subtotal	\$365,000
Grand Total		\$24,585,814



Strategic Goal Alignment Enterprise Funds		
Strategic Focus	Strategy/Action Item	Budget
A Welcoming Community	Enhance Communications for a More Informed Community	
	- Educational Supplies for Water & Sewer	1,500
	- Lead & Cooper Educational Items	7,500
	- Stormwater Public Education, Outreach Supplies, & Giveaways	4,200
	- Customer Communication Tools for Newsletters & Texting	32,300
	Subtotal	\$45,500
High Performing Government	Personnel Additions	
	- Utilities Engineering Manager & Water Maintenance Field Supervisor	284,400
	- Stormwater Crew Leader & Maintenance Worker	205,800
	- Electric Utility Assistant Director & Electric Line Technician	284,400
	Provide Customer-Focused Service	
	- Customer Communication Tools for Newsletters & Texting	32,300
	- Outage Management - SCADA Integration & Customer Mapping	50,000
	Long Range Planning for System Viability	
	- Risk and Resiliency Assessment Update	60,000
	- Water System Management Plan Update	50,000
- Sewer Model Updates and Forecasting	50,000	
	Subtotal	\$1,016,900
Environmental Leadership	Be a Leader in Renewable Energy & Conservation	
	- LED Street Light Conversion	500,000
	- EV Transition / Hybrid Investigation (2 Replacements)	75,000
	- CIPP Lining (Corrosion Related)	150,000
	Develop Funding Strategy for Watershed Protection of Jordan Lake	135,000
	Preserve Natural Resources & Habitats	
	- Lead Service Line Inventory & Verification (LCRR)	200,000
- Fats, Oils & Grease Vehicle Wraps	20,000	
	Subtotal	\$1,080,000
Responsible Development	Investment in Infrastructure Upgrades & Replacement	
	- Water/Sewer Debt Modeling for Infrastructure Investment	\$110,000
	- Stormwater Condition Assessment Phase III	325,000
	- Annual Miscellaneous Drainage Improvements	200,000
	- Water Main Replacement & Rehab Program	100,000
	- Inflow & Infiltration Repairs (Various Locations)	300,000
	- Pump Station Maintenance & Repair	512,500
	Subtotal	\$1,547,500
Economic Vitality	System Expansion to Support Residential & Commercial Growth	
	- Little Beaver Creek Gravity Sewer Extension	300,000
	- Wimberly Road Water Supply Vault	200,000
	- Cary-Apex Water & Sewer Projects	916,500
	- New Water Meter Installation	200,000
	- Electric System Expansion	4,200,000
	Subtotal	\$5,816,500
Grand Total		\$9,506,400

Performance Measures

Performance measurement includes the regular collection and analysis of quantifiable information regarding the results of service delivery. The Town of Apex’s performance measures are created and managed in alignment with department plans that support the Town’s overarching strategic plan, Game Plan Apex. Beginning in 2022, each department developed its own department strategic plan using a three to five year timeline, broken down into goals, objectives, and initiatives. In 2023, departments developed their departmental performance measures (DPMs) to assess progress towards the initiatives listed in their department strategic plans. These metrics provide insight into which initiatives are on pace to be accomplished and which initiatives may need additional funding, staffing, or other resources to assist. Because DPMs were developed in FY23-24, relevant historical data may not be available immediately. However, once data has been collected for a few years, insightful trends may emerge.



The Town’s strategic planning and performance management system is organized into layers that are increasingly more specific than the last. On the top layer is Town Council’s priorities, which are articulated in the Town goals. The Town goals are supported by department goals, which are broken down into department objectives and subsequently department initiatives. Then, the department initiatives are reinforced by department performance measures that are measurable, objective, specific, and strategic.

Game Plan Apex				
Town Goal	Department Goal	Department Objective	Department Initiative	DPMs
A Welcoming Community	Communicate Apex’s programs and initiatives to inform the community of what we’re doing and why	Build awareness of local government services and projects	Develop and implement a plan to improve the annual editorial calendar to better communicate Town events	# of social media engagements for 150th content
High Performing Government	Improve community resilience through Fire Dept. response readiness to quickly arrive at any emergency prepared and properly equipped	Evaluate Fire Dept.’s response capabilities, response times, and performance objectives for emergency incidents to identify gaps and improve service	Evaluate protocols and equipment for recording response time data to ensure data integrity and improve response times by identifying and addressing problem areas	90th percentile time for 1st unit turnout on all Fire Dept. calls
Environmental Leadership	Enhance the sustainability of Town operations to conserve resources and reduce the Town’s carbon footprint	Promote conservation and sustainability efforts for Town operations and facilities	Work with Town staff to identify and implement sustainable alternatives for existing and upcoming Town facilities and operations	Metric ton of CO2e produced by the Town
Responsible Development	Support and promote safe and reliable multi-modal transportation options	Update the Unified Development Ordinance in keeping with best practices and the community’s vision	Facilitate collaboration across departments to develop a crosswalk lighting standard and install lighting at 200 deficient crosswalks	% of crosswalks with insufficient lighting improved
Economic Vitality	Attract new businesses and industries.	Work with external partners to develop and market available business locations	Partner with private developers to market speculative buildings and sites, particularly to suppliers of major employers in the region	# of economic development private/public partnerships the Town participates in



Department Performance Measures

The following pages highlight some of the Town’s department performance measures. The tables below further demonstrate how Game Plan Apex is structured, organized into the five Town Goals, and include various departments.

A Welcoming Community							
Department	Department Goal	Department Objective	Department Initiative	Department Performance Measure	FY23	FY24	FY25 Goal
Communications	Communicate Apex’s programs and initiatives to inform the community of what we’re doing and why	Increase awareness of special events	Develop overall strategy for consistent and reliable special event communications	% of timelines defined in event communications plans that are met (e.g., website calendar posted within one week of event approval)	N/A	81%	90%
			Increase reach of information by creating and executing communications plan for each event	% increase in social media engagement reach (e.g., likes, comments, shares, and clicks)	85%	88%	90%
Diversity, Equity, & Inclusion	Build and support a more diverse, inclusive, and equitable workforce	Enhance equitable access to career opportunities within the Town	Identify and address inclusivity and accessibility barriers to hiring and career advancement	% of identified organizational hiring barriers remaining	N/A	100%	50%
Parks, Recreation, & Cultural Resources	Provide diverse, equitable, and inclusive programming opportunities	Implement volunteer management program	Complete volunteer management manual and implement a plan to increase functions and events where volunteers are utilized	# of total volunteer hours per year	52,504	45,602	55,000
	Welcome the community in to facilities and spaces that can satisfy diverse interests and provide services	Provide facilities and assets to optimize recreational and cultural opportunities	Use best practices (Master Plan) and analyze existing conditions to develop a maintenance and replacement plan for all Town greenways and trails	% of work orders completed within five days of projected start	N/A	97.5%	99%
Police	Enhance community focus and awareness	Educate the community so they are informed and can help prevent and reduce crime	Provide classes at the JMBCC and Senior Center to better inform residents about crime prevention and policing efforts	# of attendees at department-offered classes and programs	N/A	1,415	3,000



High Performing Government							
Department	Department Goal	Department Objective	Department Initiative	Department Performance Measure	FY23	FY24	FY25 Goal
Finance	Providing excellent internal and external customer service	Improve process for payments and transactions	Develop and implement strategies to decrease the time it takes for accounts payable payments to be made	Average time (days) for accounts payable payment to be made	N/A	4.81	4
Fire	Improve community resilience through departmental response readiness to quickly arrive at any emergency prepared and properly equipped	Evaluate response capabilities, response times, and performance objectives for emergency incidents to identify gaps and improve service	Evaluate protocols and equipment for recording response time data to ensure data integrity and improve response times by identifying and addressing problem areas	90th percentile time (seconds) for 1 st unit turnout on all Fire Department calls	95	91	90
		Evaluate and analyze key performance indicators to determine effectiveness of fire incident responses and ensure continuous improvement in response efforts	Identify areas to improve fire response, if necessary, to minimize fire damage and property loss	% of structure fires confined to floor of origin	85%	88%	90%
Human Resources	Create an exceptional employee experience	Foster a positive workplace culture and retain high performing employees	Develop and implement retention strategies to increase employee quality of life	% of employees rated "Exceeds Expectations" retained over the year	N/A	38%	50%
Legal	Protect and promote the Town's interests by providing sound legal advocacy	Advocate for the Town's legal interests	Provide in-house representation of the Town's interest while responding to petitions for release or requests for disclosure of police body-camera video	% of body worn camera orders complied with within five business days of receipt of the order	N/A	100%	100%
Transportation	Create and maintain a sustainable Town street system	Conduct a systemwide Pavement Condition Survey on a three-year cycle	Review current pavement management practices and devise a plan to improve road quality	Street system pavement condition index (PCI)	85	85	85



Environmental Leadership							
Department	Department Goal	Department Objective	Department Initiative	Department Performance Measure	FY23	FY24	FY25 Goal
Budget & Performance Management	Enhance the sustainability of Town operations to conserve resources and reduce the Town's carbon footprint	Promote conservation and sustainability efforts for Town operations and facilities	Monitor the energy reduction program and make recommendations for future changes	Greenhouse gas (GHG) equivalent emissions (MTCO2e) produced by the Town	N/A	875	691
				Kilowatt-hours (kWh) of electricity consumed by the Town	N/A	14,090,979	8,856,393
Finance	Promote fiscal responsibility and sustainability while managing Town resources	Create a more secure, sustainable, and friendly expense documentation experience for Town employees	Decrease the number of paper checks being used by creating a friendlier electronic payment environment	Ratio of electronic payments vs. paper payments	N/A	17:1	15:1
Information Technology	Maintain and improve service level agreements	Utilize data and technology to reduce energy consumption and environmental impacts of Town operations	Reduce waste by recycling and purchasing sustainable technology equipment and infrastructure	# of computers recycled	N/A	236	300
Public Works	Ensure operations are safe, fiscally, and environmentally sustainable	Provide superior environmental stewardship to mitigate impacts of Town operations on the environment	Reduce the Town's GHGs by utilizing alternate fuel vehicles/electric vehicles, solar power, and energy efficient equipment	Metric tons of CO2 per square foot of conditioned space	N/A	0.00068	0.00065
				Metric tons of CO2 produced by Town vehicles	N/A	2,880	2,700
Water Resources	Promote increased stewardship and accountability for water resources	Maintain watershed protection and permit compliance	Implement Riparian Buffer Program to better filter pollutants from adjacent vegetation and protect water purity	# of disturbed acres per soil and erosion inspector (monthly)	N/A	687	600



Responsible Development							
Department	Department Goal	Department Objective	Department Initiative	Department Performance Measure	FY23	FY24	FY25 Goal
Community Development & Neighborhood Connections	Maximize the amount of affordable housing in the community by implementing the Town's affordable housing plan	Collaborate with stakeholders to develop and implement solutions for affordable housing, workforce housing, and enhancement of community connections	Develop a community needs assessment tool which will be distributed via multiple channels by May 1, 2025	% of assessment tool completed and distributed by May 1, 2025	N/A	75%	100%
		Support diverse housing options to create mixed-income neighborhoods that enable residents of all economic levels and abilities (physical and cognitive) to live in Apex	Develop a list of recommended funding strategies to increase financial resources for affordable housing preservation and development	Increase in # of affordable housing units	N/A	164	200
Electric	Proactively maintain the equipment and infrastructure necessary to improve reliability and service delivery	Protect infrastructure from vegetation	Implement trimming and spraying schedule and update Vegetation Management Program to better protect electrical equipment	% of vegetation related maintenance schedule completed on-time	N/A	95%	98%
Inspections and Permits	Issue permits in compliance with state law and within stated timelines	Ensure that only projects which can comply with local ordinance, state laws, and the Building Code are issued a permit	Implement electronic submittals to increase efficiency of initial document reviews for all project types	Average commercial review cycle time (business days)	N/A	8.1	7.5



Economic Vitality							
Department	Department Goal	Department Objective	Department Initiative	Department Performance Measure	FY23	FY24	FY25 Goal
Economic Development	Attract new businesses and industries	Maintain Apex as a choice business and industry location	Create a section on the Apex Economic Development website geared towards potential suppliers of major employers in the region	# of unique interactions with Apex Economic Development website	N/A	10,793	30,000
	Foster a vibrant small business community and support entrepreneurial endeavors	Engage with Apex's small businesses and entrepreneurs to identify strategic support needs	Identify and assist with small business incentive and financing programs	% of LaunchAPEX businesses still in business 1-3 years out	N/A	62%	65%
Parks, Recreation, & Cultural Resources	Provide diverse, equitable, and inclusive programming opportunities	Implement volunteer management program	Complete volunteer management manual and implement plan to increase functions and events where volunteers are utilized	Monetary value (\$) saved from volunteer hours	N/A	1,361,687	1,500,000
Planning	Implement projects and priorities in long-range plans	Support and promote safe and reliable multi-modal transportation options	Expand transit services within Apex and connecting to the region	% of GoApex Fixed Route on-time performance	N/A	81%	90%
				% of Transit Prioritization Study completed	85%	88%	90%

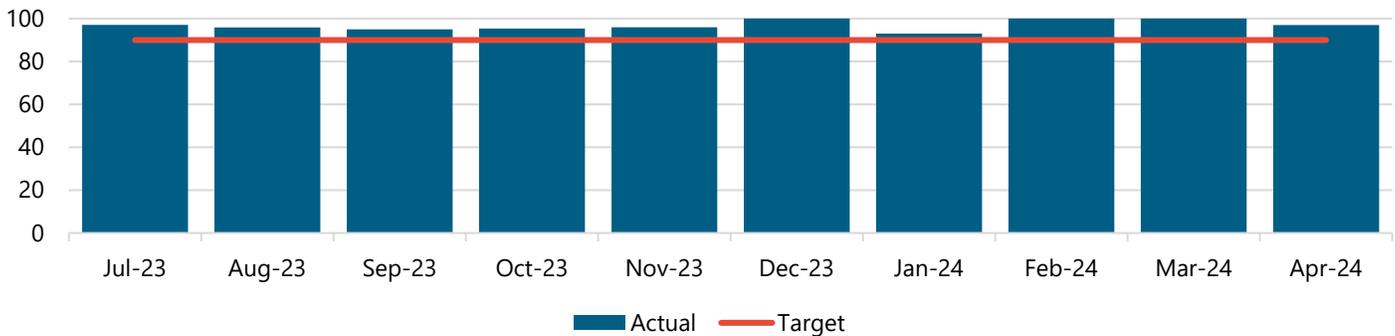


Performance Dashboard Examples

Once department performance measures were clearly defined, staff within the Budget and Performance Management department created performance dashboards to visually represent the DPM data that was being collected. These dashboards provide Town management and Town Council with an overview of progress that departments have made towards their department initiatives. A few performance dashboards are provided below to demonstrate how the DPM data is displayed and monitored.

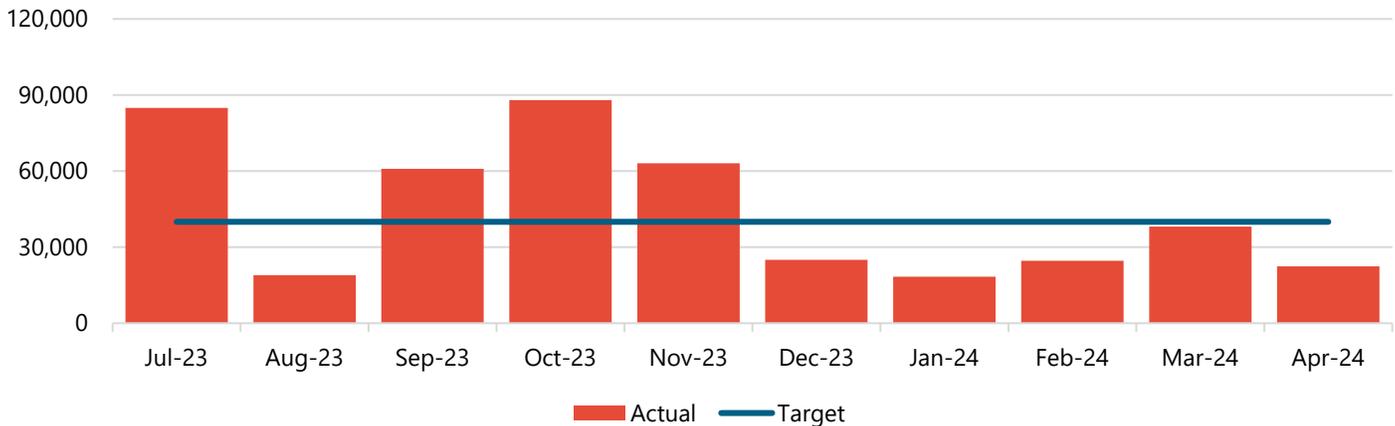
Fire: Turn Out Time	
Performance Measure	Turnout time in seconds (90 th Percentile)
Description	Turnout time is the measure from how quickly a call is dispatched to when the vehicle has left the station and is in route to the incident location. Faster turnout times mean faster responses, increasing safety and reducing the chance for property damage.
Target	90 seconds
Current Status	97 seconds in April 2024

Fire Turnout Time in Seconds



Communications: Social Media Reach	
Performance Measure	Number of social media reach for special events
Description	Social media reach (e.g., likes, comments, shares, and clicks) is an easily accessible way to assess resident engagement in announcements and activities of a Town.
Target	Average 50,000 per month
Current Status	Average 44,7362 as of April 2024

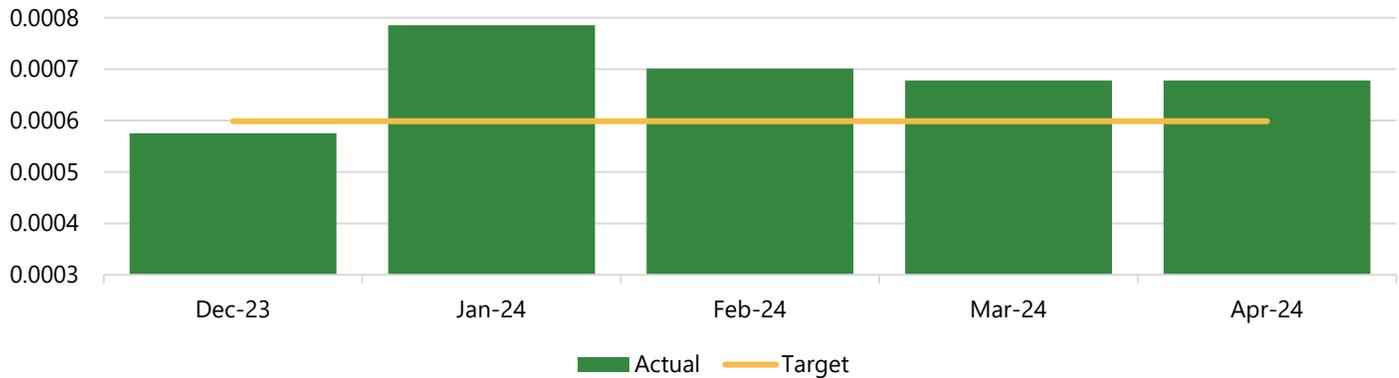
Social Media Reach



Public Works: Greenhouse Gases

Performance Measure	Metric Tons of Co2 Produced per Square Foot of Conditioned Space
Description	Greenhouse gas emissions are an important way to track any sustainability initiative, and measuring tonnage produced per foot of conditioned space is a useful tool in tracking production while accounting for a growing Town.
Target	Average 0.0006 per month
Current Status	0.000678 in April 2024

Metric Tons of Co2 Produced per Square Foot of Conditioned Space



Parks, Recreation, & Cultural Resources: Work Orders Completed

Performance Measure	Percent of Work Orders Completed within Five Days of Project Start
Description	Making sure that issues within our parks are addressed in a timely and efficient fashion is one of the hallmarks of a welcoming community. Completing work orders within five days demonstrates a commitment to keeping public spaces open and friendly to the community.
Target	99%
Current Status	99% in April 2024

Percent of Work Orders Completed within Five Days of Project Start



Financial Policies

Fiscal Policy Guidelines

This fiscal policy is a statement of the guidelines and goals that influence and guide the financial management practice of the Town of Apex, North Carolina. A cornerstone of sound financial management is a fiscal policy that is adopted, adhered to, and regularly reviewed. An effective fiscal policy accomplishes the following objectives:

- 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
- Provides Town Council, residents, 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

During the budget development process, Town staff and management will adhere to the following policies:

- Develop the Town's annual budget in conjunction with a stated program of performance objectives and measures used to gauge progress toward meeting those objectives
- Establish appropriate water, sewer, and electric rates to enable the related funds to be self-supporting
- Use one-time or other special revenues to fund special projects rather than finance continuing Town operations
- Pursue an aggressive policy seeking the collection of delinquent utility, license, permit, and other fees due to the Town
- Provide Town Council with a quarterly financial report showing year-to-date revenues and expenditures and comparing each amount to the budget as amended

Cash Management and Investment Policies

To ensure appropriate cash management and investment, Town staff and management will adhere to the following policies:

Investment of Town Funds: The Town intends to invest public funds 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.

Central Depository: The Town will use a Central Depository to maximize cash availability and mobility for all funds that can be legally and practically be combined.

Cash Flows: Cash flows will be forecasted and investments will be made to mature when funds are projected to be needed to meet cash flow requirements.



Days Cash on Hand: The Town aims 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 unrestricted cash and liquid investments divided by operating and maintenance expenses times 365, which is expressed in days.

Liquidity: At least 20 percent of funds available for investment will be maintained in liquid investments at any time.

Maturity: All investments will mature in no more than thirty-six (36) months from their purchase date.

Custody: All investments will be purchased on a "payment-versus-delivery" basis. Certificated investments will be held by the Finance Officer in the Town's name. All non-certificated investment will be held in book-entry form in the Town's name with the Town's third-party Custodian (Safekeeping Agent).

Authorized Investments: The Town may deposit Town Funds into any Town Council 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, and US Agency Securities if they are specifically authorized in N.C.G.S. 159 and rated no lower than "AAA". The Town may invest Town Funds in Commercial Paper that meet the requirements of N.C.G.S. 159 and have a national bond rating.

Diversification: No more than five 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 Officer.

Reporting: The Town Council will receive copies of the Town's "Report of Deposits and Investments" (LGC Form 203), which are filed semiannually with the Local Government Commission.

Capital Improvement Budget Policies

During the budget development process, Town staff and management will adhere to the following policies:

- Prioritize all capital improvements in accordance with an adopted capital improvement program (CIP)
- Develop a five-year, with horizon, plan for capital improvements and review and update the plan annually
- Coordinate capital improvement program development with operating budget development
- Use intergovernmental assistance to only finance capital improvements that are consistent with the Capital Improvement Plan (CIP) and Town priorities
- Maintain all Town assets to adequately protect the Town's capital investment and to minimize future maintenance and replacement costs
- Identify the estimated costs and potential funding sources for each capital project proposal before it is submitted for approval
- 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 by utilizing debt financing, draws from 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 of project completion.

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

During the purchasing process, Town staff and management will adhere to the following policies:

- Create purchase orders for purchases of goods or services exceeding \$2,500 prior to creating an obligation by contract or order placement
- Using the Town's procurement and vendor card when the purchase does not exceed the transaction limits for a purchase order
- Follow the guidelines for all formal and informal bids for qualifying apparatus, supplies, materials, equipment, and construction contracts
- Conduct purchase necessary to perform the scope of work and avoid acquiring unnecessary or duplicative items
- Consider strategic sourcing with other departments and/or agencies who have similar needs to consolidate procurements and services to obtain better pricing
- Maintain documentation of the history of all procurements

Reserve Policies

Unassigned Fund Balances refers to 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 Town's total Annual Operating Budget. 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 appropriation date. 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 Town's accounts 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 aids 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 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 the Eva Perry Library Fund.

Permanent Funds: Permanent funds 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 department. 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 fees based on a property’s total impervious area.

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
Town Clerk's Office	General Fund	General Government
Administration	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 Dev. & Neighborhood Connections	General Fund	General Government
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 (N.C.G.S). Project ordinances are adopted for the Capital Project Funds while an annual budget is adopted for the General Fund, Electric Fund, Water & Sewer Fund, Stormwater Fund, and Special Revenue Funds. All annual appropriations lapse at the fiscal year-end. 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. N.C.G.S. prescribe the following 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 2024-2025 CIP & Budget Schedule

September 19, 2023	Town Council Workshop (Electric Operations, Solar & EV Study, Rates)
September 21, 2023	Finance Committee Meeting (Policies, Targets, Fee Schedule)
October 18, 2023	Departments' Preliminary Capital Improvement Plan (CIP) Requests Due
October 19, 2023	Town Council Workshop (Finance, Debt Financing)
October 27, 2023	Town Council Strategic Plan Work Session
November 3, 2023	Draft Capital Improvement Plan Completed with Departments/Review with Assistant Managers
November 9-22, 2023	Staff Committee Scoring/Evaluation of CIP Projects
December 6, 2023	Evaluation of CIP Projects Completed with Town Manager
December 8, 2023	New Line-Item Additions Due, Chart of Accounts
January 2, 2024	Preliminary Budget Worksheets Distributed with Current YTD Expenditures
January 23, 2024	Pre-Budget Public Hearing
January 19, 2024	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. 22-Feb. 5, 2024	Internal Position Validation
January 25, 2024	Personnel Committee Meeting with ERC
February 7, 2024	Recommend Positions to Human Resources for Classification
	Elected Official Compensation/Benefits Requests Due
February 12-23, 2024	Preliminary Department Budget Meetings with Budget Staff
February 16, 2024	Annual Retreat/Council Review of CIP/Prioritization of Projects for FY22-23
February 28, 2024	Non-Profit Applications Due
	Proposed Rate & Fee Changes Due
March 1, 2024	Departmental Requests Completed & Returned
March 6, 2024	Baseline Payroll Projections Completed
March 7, 2024	Personnel Committee Meeting (Position Requests, Staffing Plan Updates, Policies)
March 21, 2024	Joint Personnel/Finance Committee Meeting (Classification, Compensation, Benefits)
March 26-28, 2024	Year End Projections & Adjustments Completed
March 28, 2024	Preliminary Revenue Projections Completed
April 2, 2024	Finance Committee Meeting
April 4, 2024	Finance Committee Meeting
April 19, 2024	Budget Distributed to Town Council
May 2, 2024	Town Council Budget Workshop
May 14, 2024	Public Hearing on Proposed Budget
May 23, 2024	Town Council Budget Workshop
June 11, 2024	Budget Ordinance/CIP Adopted
July 1, 2024	New Fiscal Year Begins



Budget Process

The importance of the budget cannot be overstated. The budget document outlines policy direction, guides management decisions, and establishes accountability by helping residents understand how the Town uses public money. 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, direction, and community engagement; 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 key when Town Council and staff are setting goals. The annual public hearing in January provides the first opportunity for resident input regarding the annual budget development. Residents may also submit feedback regarding the budget via email or online throughout the year.

The Town's budget engagement process informs the public of the budget process, collects feedback to help shape budget recommendations, ensures alignment with Town Council's priorities, 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 Budget & Performance Management department designs the annual resident budget priorities survey and distributes it with the help of the Communications department. This survey gains constructive insights into the budgeting preferences of those who work, live, and play in Apex and aims to gain input from more residents than typically reached during the two annual budget hearings. With 633 survey responses this year, the Town better understands residents' needs and desires. Survey results are presented to Town Council at their annual Budget Retreat in February. More information and survey results can be found under the Resident Budget Priorities Survey sub-heading in the Capital Improvement Plan section.

Town Council conducts a strategic planning retreat in October 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 directs Town staff in setting priorities that guide budget formulation. The Personnel and Finance Committees also provide direction during budget development. Both committees meet with budget staff periodically between the February retreat and the initial budget submission in April. Town Council and staff meet in another workshop in early May to discuss a draft proposed budget. Here they review the budget's alignment with the goals and directives and address other priorities that may have arisen after department directors submitted their requests and staff developed a preliminary budget.

Preparation & Requests

Town budget preparation begins in September with planning for the Capital Improvement Plan (CIP). Department directors meet with their staff to determine each division's capital needs. Department directors complete the appropriate CIP project forms and submit their requests by mid-October. Once CIP requests are made, budget and finance staff project revenues and expenditures 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 February, 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. Then, department directors estimate departmental expenditures and submit their requests and proposed departmental budgets by March 1. Budget staff estimates revenue and meets with the Town Manager to begin determining department allocations. Allocations are based on Town Council priorities and maintaining core services. Once the Town Manager, along with budget staff, develops a balanced budget in April, they present it to Town Council to discuss at a budget workshop in order to receive feedback and direction. After the workshop, necessary revisions are made, and the Town Manager submits the budget to Town Council for a public hearing at a May Town Council meeting to receive resident input. After receiving resident feedback, Town Council may deem it necessary to conduct another workshop in late May. 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 provides Town Council and management staff with a mechanism for evaluating budgetary and organizational performance.

Implementation

Once the budget is adopted, departments may submit requisitions and obtain purchase orders from the Finance department. Purchase orders represent the specific amount of money each department is spending for a specific item or service to perform Town services. Budget transfers and budget amendments may be conducted throughout the fiscal year as needed. Changes in revenues and expenditures may require the budget to be amended or funds to be transferred between accounts. Transfers and amendments allow Town Council and management staff to proactively address 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 residents.

Budget Transfers & Amendments

A budget transfer occurs when allocated resources within a 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 and recommend a transfer to the Town Manager. In contrast, 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

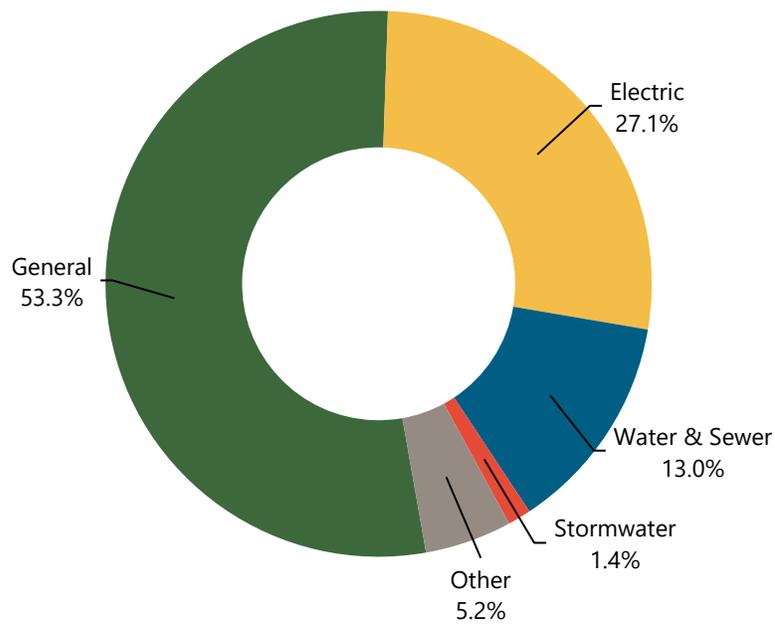
The final phase of the budget process is reporting all financial transactions throughout the fiscal year and performing a financial audit. Budget staff and the Finance Director prepare monthly reports throughout the fiscal year, so Town Council and management can monitor the Town's expenditures and revenues. 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 resident review at Town Hall or online through the NC Department of State Treasurer website.



Town Revenues

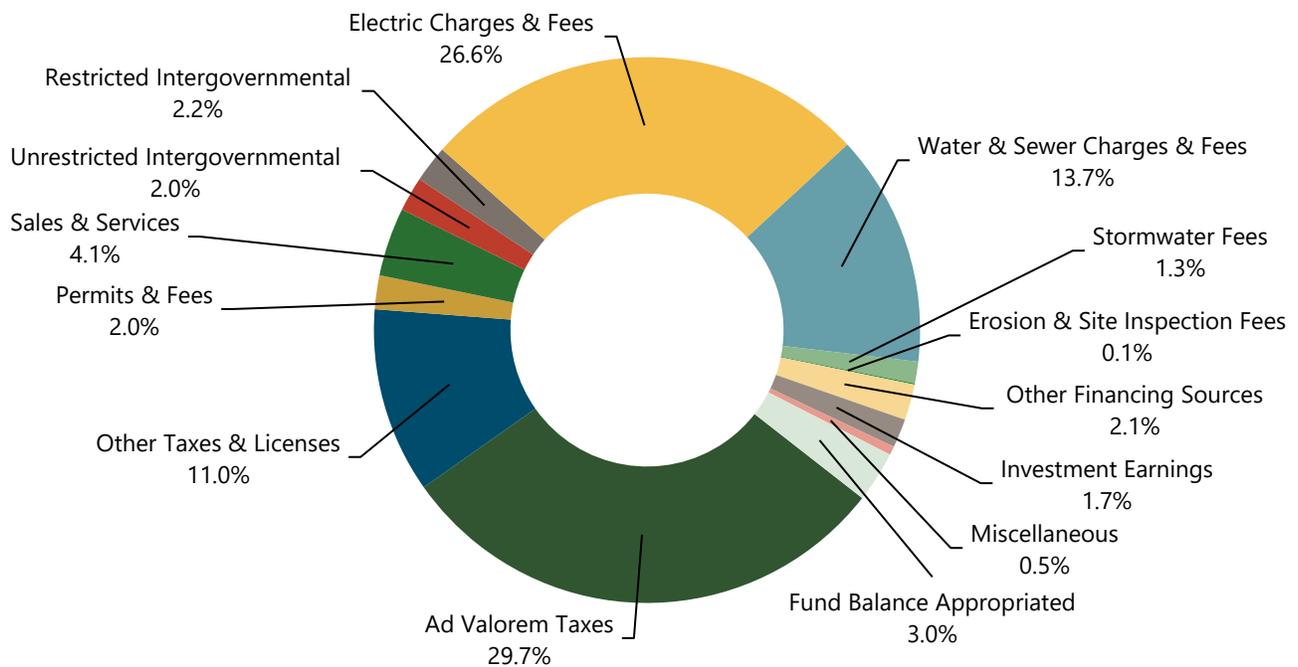
Town Revenues by Fund					
Fund	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
General	95,033,698	107,642,065	104,694,926	118,063,600	9.68%
Electric	45,927,786	54,191,359	55,619,161	60,103,900	10.91%
Water & Sewer	24,768,415	31,959,137	30,610,325	28,805,900	-9.87%
Stormwater	2,473,113	2,797,876	2,819,115	3,055,300	9.20%
Other	10,927,966	30,183,626	13,960,072	11,405,400	-62.21%
Total	\$179,130,979	\$226,774,063	207,703,509	\$221,434,100	-2.35%

Town Revenues by Fund FY24-25

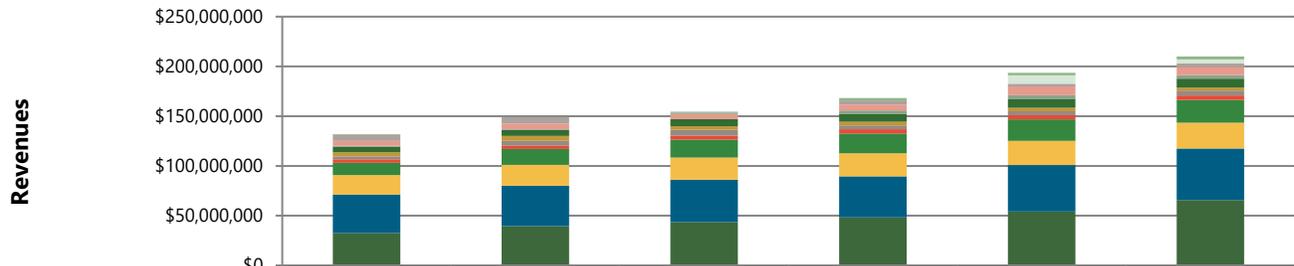


Town Revenues by Source					
Type	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Ad Valorem Taxes	48,234,835	54,294,000	54,155,889	65,696,600	21.00%
Other Taxes & Licenses	21,225,505	22,478,500	22,979,857	24,347,000	8.31%
Permits & Fees	5,587,557	3,814,000	5,961,707	4,438,200	16.37%
Sales & Services	7,676,081	7,803,400	8,517,560	8,998,700	15.32%
Unrestricted Intergovernmental	4,261,249	4,330,000	4,135,000	4,506,000	4.06%
Restricted Intergovernmental	3,806,524	4,259,790	3,938,367	4,833,200	13.46%
Electric Charges & Fees	45,497,155	50,772,000	54,005,885	58,908,900	16.03%
Water & Sewer Charges & Fees	27,566,790	26,846,200	29,679,611	30,433,900	13.36%
Stormwater Fees	2,473,113	2,511,900	2,549,325	2,830,300	12.68%
Erosion & Site Inspection Fees	-	150,000	197,000	175,000	16.67%
Other Financing Sources	7,410,065	3,874,716	4,298,728	4,697,600	21.24%
Investment Earnings	3,748,602	2,121,250	4,258,071	3,771,300	77.79%
Miscellaneous	1,643,503	848,300	1,556,573	1,133,600	33.63%
Fund Balance Appropriated	-	42,670,007	11,469,936	6,663,800	-84.38%
Total	\$179,130,979	\$226,774,063	\$207,703,509	\$221,434,100	-2.35%

Town Revenues by Sources FY24-25

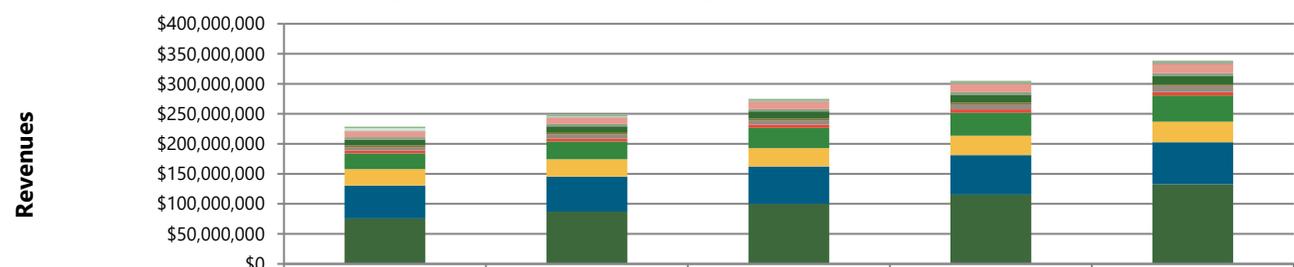


Major Town Revenues by Source: Multiyear Comparison



	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25
Erosion & Site Inspection Fees	\$0	\$0	\$0	\$0	\$197,000	\$175,000
Stormwater Fees	\$0	\$0	\$1,257,067	\$2,473,113	\$2,549,325	\$2,830,300
Fund Balance Appropriated	\$0	\$0	\$0	\$0	\$8,489,484	\$4,078,000
Other Financing Sources	\$6,496,582	\$6,540,047	\$988,250	\$4,160,465	\$2,665,728	\$3,381,900
Miscellaneous	\$5,013,032	\$5,453,680	\$4,959,044	\$5,828,182	\$8,761,131	\$8,208,500
Investment Earnings	\$1,083,123	\$712,128	\$149,595	\$3,682,789	\$4,167,921	\$3,680,000
Sales & Services	\$5,418,897	\$6,166,557	\$7,064,026	\$7,677,681	\$8,517,560	\$8,998,700
Permits & Fees	\$4,204,812	\$4,953,091	\$3,683,870	\$3,710,146	\$3,513,837	\$3,038,200
Restricted Intergovernmental	\$2,928,655	\$4,665,171	\$5,787,220	\$3,806,524	\$3,938,367	\$4,833,200
Unrestricted Intergovernmental	\$3,458,723	\$3,407,570	\$4,040,632	\$4,261,249	\$4,135,000	\$4,506,000
Other Taxes & Licenses	\$12,255,508	\$16,061,247	\$18,056,631	\$19,871,951	\$21,579,857	\$22,947,000
Water & Sewer Charges & Fees	\$19,529,932	\$20,986,570	\$22,137,984	\$23,241,622	\$24,279,611	\$25,833,900
Electric Charges & Fees	\$38,663,297	\$40,591,032	\$42,641,278	\$41,254,456	\$46,792,726	\$51,821,400
Ad Valorem Taxes	\$32,658,939	\$39,461,896	\$43,601,374	\$48,234,835	\$54,155,889	\$65,696,600

Major Town Revenues by Source: Projections



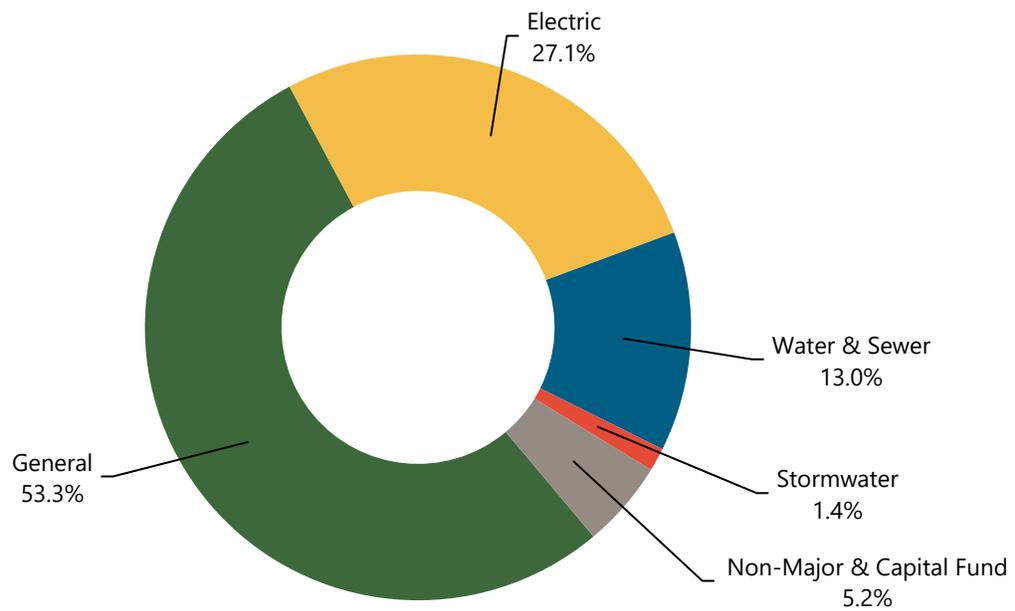
	FY25-26	FY26-27	FY27-28	FY28-29	FY29-30
Erosion & Site Inspection Fees	\$178,500	\$182,070	\$185,711	\$189,426	\$193,214
Stormwater Fees	\$2,886,906	\$2,944,644	\$3,003,537	\$3,063,608	\$3,124,880
Fund Balance Appropriated	\$3,640,000	\$500,000	\$0	\$0	\$0
Other Financing Sources	\$2,000,000	\$2,250,000	\$2,500,000	\$2,750,000	\$3,000,000
Miscellaneous	\$9,214,245	\$10,343,219	\$11,610,520	\$13,033,097	\$14,629,975
Investment Earnings	\$3,790,400	\$3,904,112	\$4,021,235	\$4,141,872	\$4,266,129
Sales & Services	\$9,963,831	\$11,032,475	\$12,215,734	\$13,525,899	\$14,976,583
Permits & Fees	\$2,880,560	\$2,731,099	\$2,589,393	\$2,455,039	\$2,327,657
Restricted Intergovernmental	\$5,561,126	\$6,398,685	\$7,362,387	\$8,471,233	\$9,747,082
Unrestricted Intergovernmental	\$4,763,460	\$5,035,631	\$5,323,352	\$5,627,514	\$5,949,054
Other Taxes & Licenses	\$26,088,912	\$29,661,017	\$33,722,215	\$38,339,474	\$43,588,930
Water & Sewer Charges & Fees	\$27,321,824	\$28,895,446	\$30,559,701	\$32,319,811	\$34,181,296
Electric Charges & Fees	\$55,029,766	\$58,436,769	\$62,054,706	\$65,896,637	\$69,976,429
Ad Valorem Taxes	\$75,621,073	\$87,044,790	\$100,194,233	\$115,330,101	\$132,752,471



Town Expenditures

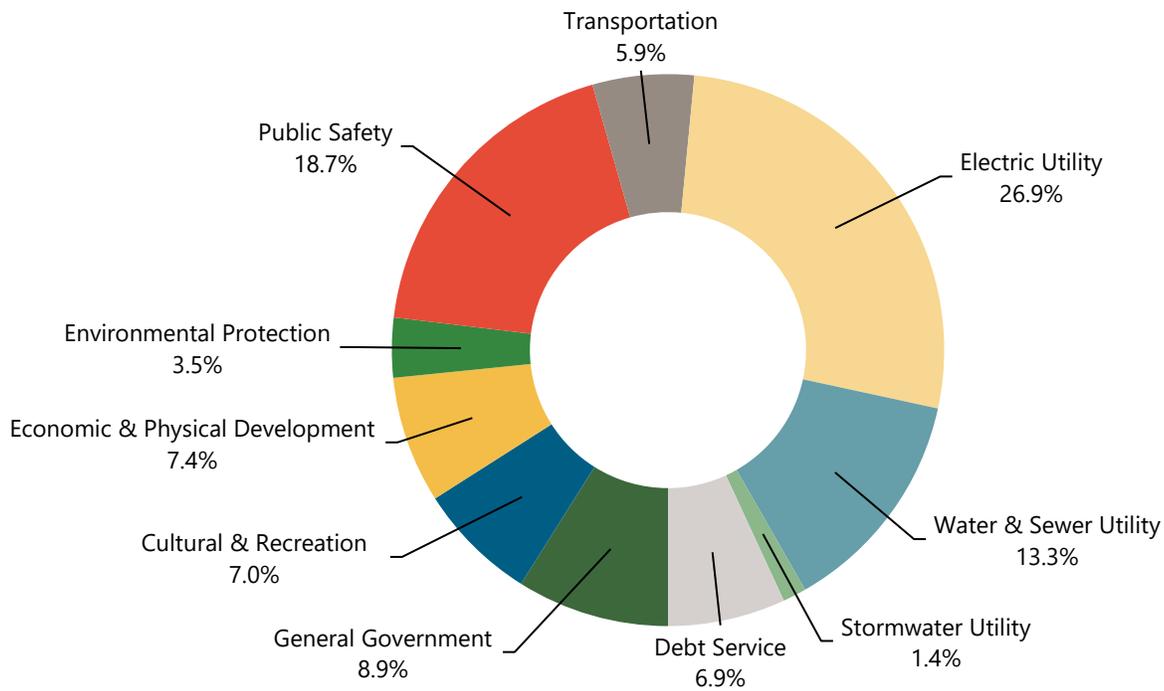
Town Expenditures by Fund					
Fund	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
General	99,271,650	107,642,065	102,090,847	118,063,600	9.68%
Electric	46,376,138	54,191,359	53,989,104	60,103,900	10.91%
Water & Sewer	25,513,465	31,959,137	30,491,166	28,805,900	-9.87%
Stormwater	1,164,661	2,797,876	2,247,750	3,055,300	9.20%
Non-Major & Capital Fund	2,648,883	30,183,626	14,537,876	11,405,400	-62.21%
Total	\$174,974,797	\$226,774,063	\$203,356,743	\$221,434,100	-2.35%

Town Expenditures by Fund FY24-25

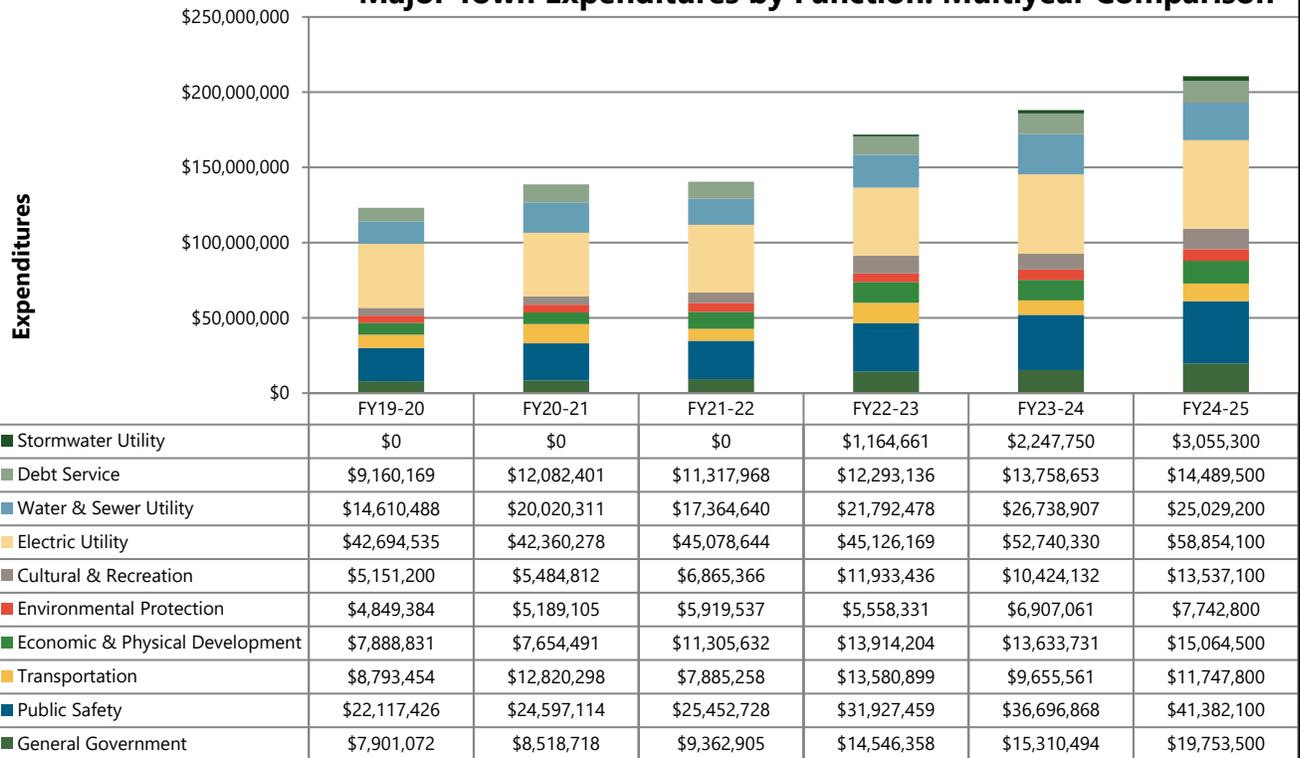


Town Expenditures by Function					
Type	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
General Government	14,546,358	16,917,745	15,325,494	19,768,500	16.85%
Cultural & Recreation	13,511,071	15,085,375	15,532,132	15,587,100	3.33%
Economic & Physical Development	14,114,204	15,489,851	15,856,731	16,451,700	6.21%
Environmental Protection	5,558,331	7,165,097	6,907,061	7,742,800	8.06%
Public Safety	31,936,937	38,655,442	36,707,518	41,399,500	7.10%
Transportation	14,442,668	11,887,955	11,055,561	13,147,800	10.60%
Electric Utility	45,127,407	52,941,559	52,739,304	59,494,200	12.38%
Water & Sewer Utility	21,774,600	51,343,663	32,495,692	29,529,100	-42.49%
Stormwater Utility	1,164,661	2,797,876	2,247,750	3,055,300	9.20%
Debt Service	12,798,558	14,489,500	14,489,500	15,258,100	5.30%
Total	\$174,974,796	\$226,774,063	\$203,356,743	\$221,434,100	-2.35%

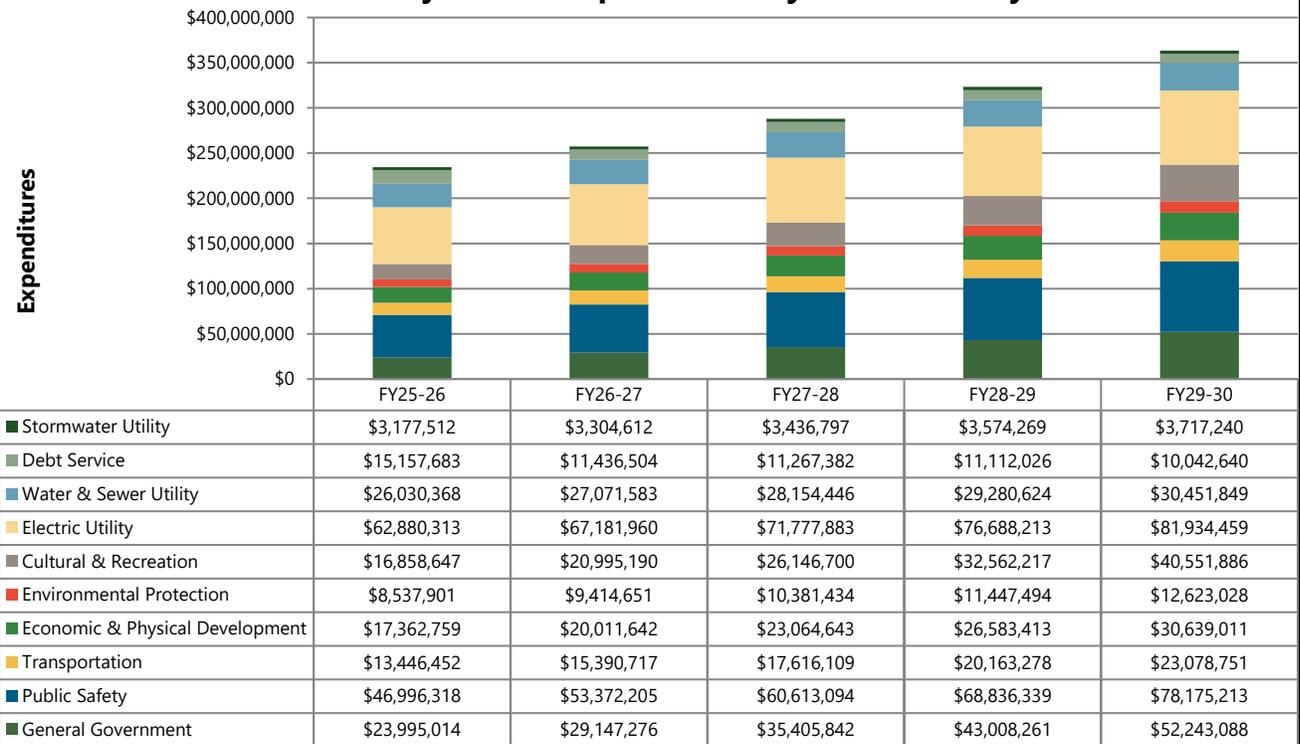
Town Expenditures by Function FY24-25



Major Town Expenditures by Function: Multiyear Comparison

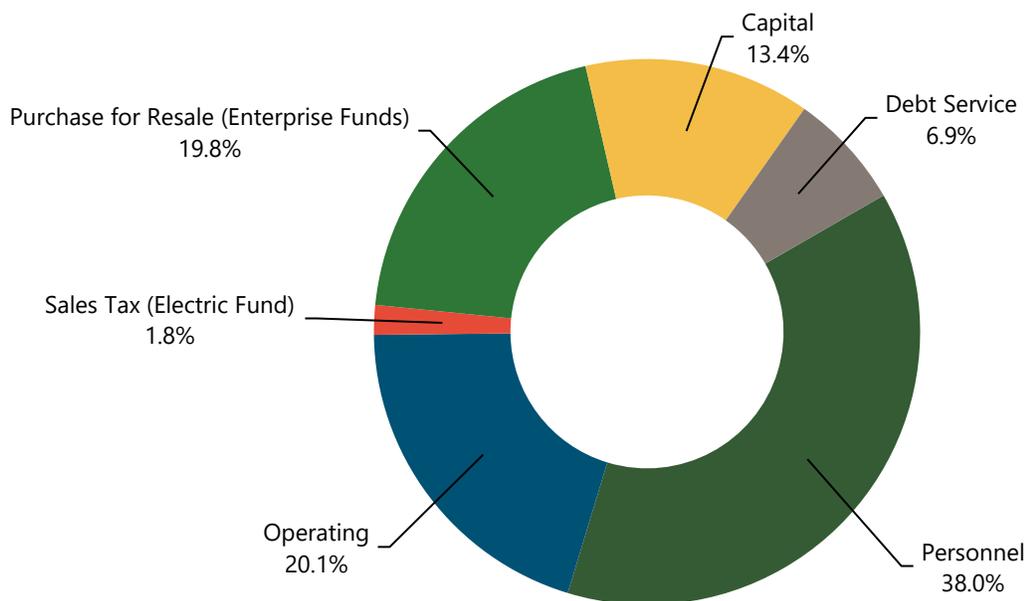


Major Town Expenditures by Function: Projections

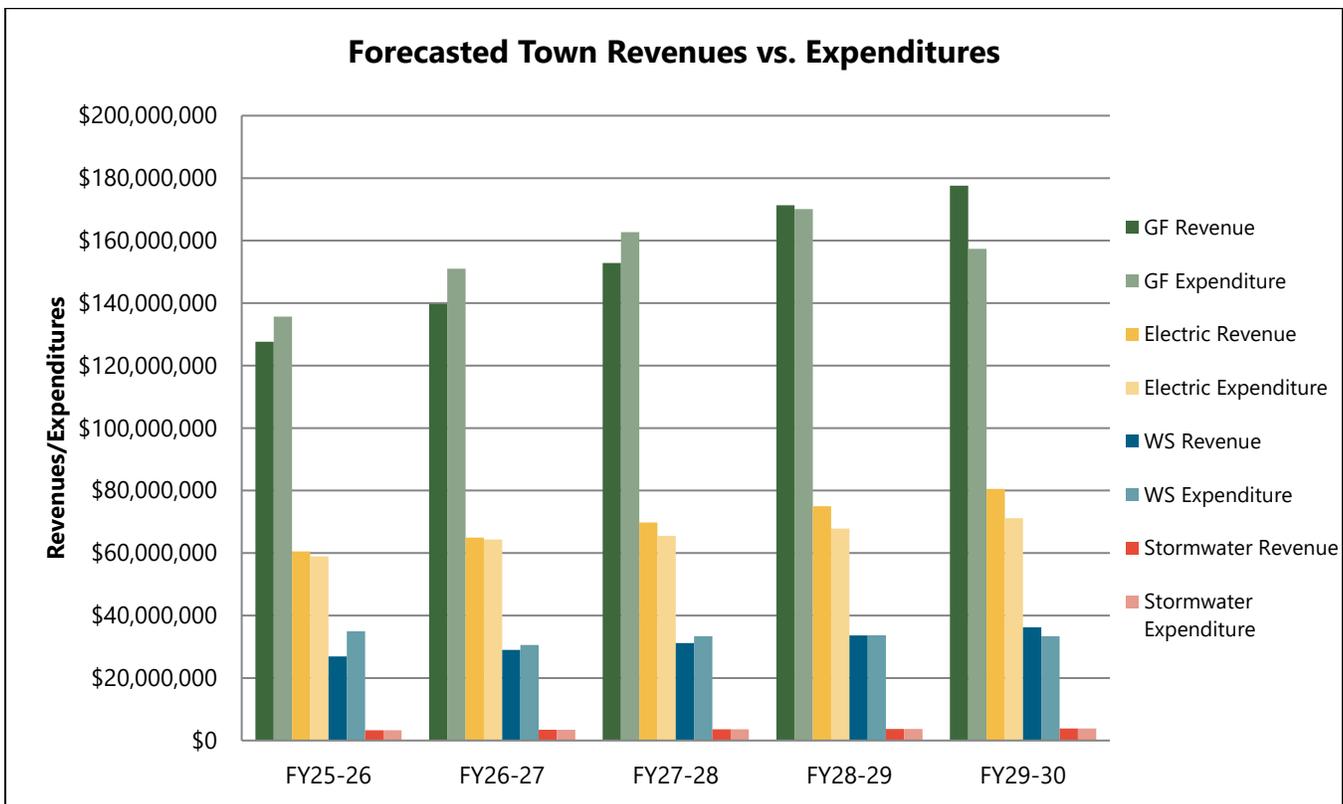
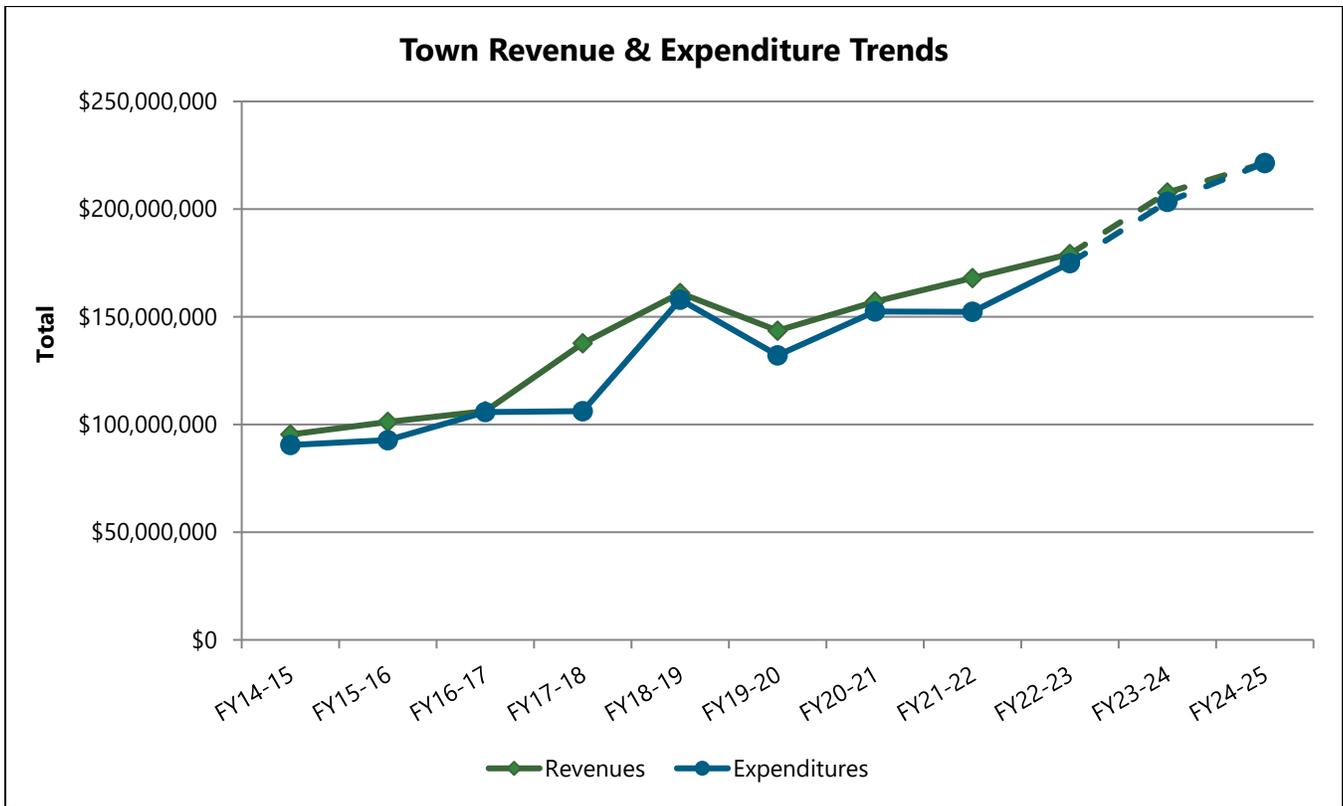


Town Expenditures by Type					
Type	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Personnel	61,871,044	73,451,459	69,878,096	84,194,900	14.63%
Operating	30,039,513	39,140,008	37,117,694	44,589,500	13.92%
Sales Tax (Electric Fund)	3,015,809	3,054,300	3,258,544	3,882,600	27.12%
Purchase for Resale (Enterprise Funds)	34,336,995	37,764,600	37,266,312	43,850,000	16.11%
Capital	32,912,877	58,874,196	41,346,598	29,659,000	-49.62%
Debt Service	12,798,558	14,489,500	14,489,500	15,258,100	5.30%
Total	\$174,974,797	\$226,774,063	\$203,356,743	\$221,434,100	-2.35%

Town Expenditures by Type FY24-25



Revenues vs. Expenditures



Revenue Assumptions

Ad Valorem Taxes

Ad valorem taxes, commonly referred to as property taxes, are based on a \$0.34 tax rate per \$100 of assessed valuation (estimated at \$65.69 million with a 99.1 percent collection rate in the General Fund). The FY24-25 tax base for Apex is projected to grow by \$6,935,775,700 (56.2 percent) to \$19,463,015,300. Each penny on the tax rate is equivalent to \$1,946,300 in revenue. The increase in tax base is mostly due to the 2024 Wake County revaluation. As part of the budget process, local governments are required to determine a revenue neutral rate, which is the tax rate that is estimated 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 revaluation had occurred. The purpose of the revenue-neutral tax rate is to provide residents with comparative information. The revenue neutral rate calculation is \$0.302 using an average growth factor of 6.55 percent.

Like most of Wake County, Apex has experienced high growth over the past decade. Apex has experienced a five-year average increase of 7.2 percent in population and a three-year average increase of 6.4 percent in assessed value excluding the most recent revaluation. While the rate of growth has declined, property tax revenues increase due to increased values across the Triangle area. The FY24-25 Budget reflects a 21.26 percent increase in ad valorem revenues, primarily tied to increased values and additional \$0.038 in tax rate above revenue neutral.

Other Taxes & Licenses

Local sales tax represents 98.1 percent of the other taxes and licenses revenues. The North Carolina League of Municipalities (NCLM) reported that statewide sales tax revenue for local governments experienced months of double-digit growth year-over-year in 2021 and 2022; however, FY23-24 is expected to end 8.6 percent over FY22-23. In FY22-23, Apex experienced a 14 percent growth in sales tax revenues. Through the first eight months of collected sales tax in FY23-24, the Town is 12 percent over the prior year and higher than the State average of 3.88 percent. Sales tax revenues increased significantly over the past several years as the economy rebounded from the pandemic and with the natural growth in Wake County. The impacts of inflation, four-year high refund rates (5.19% of new collections), and other economic pressures have tempered sales tax projections for the coming year. The FY24-25 Recommended Budget includes a six percent increase (\$1.33 million) in sales tax revenues over the final estimated amount for FY23-24.

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 North Carolina 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 and natural gas sales tax will increase slightly while telecommunications tax revenues will decrease. Collectively, the FY24-25 Budget includes revenue estimates for utility sales taxes to increase by 9.85 percent from the FY23-24 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 FY23-24 are expected to be slightly less than FY22-23. The FY24-25 Budget reflects an increase of eight percent to \$270,000 as statewide sales continue to trend towards 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. Assuming the normal peak-and-valley pattern will return, the FY24-25 Budget reflects a minimal increase in the solid waste disposal tax from the expected FY23-24 amount.

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 \$154.87 million in FY21-22. The FY23-24 distribution started with the same base amount, \$154.87 million, as FY22's distribution. However, when the State of North Carolina passed its budget after the October distribution was finalized, the total amount of Powell Bill funds appropriated increased to \$170.37 million. As a result, the distribution received in January 2024 was higher than that of October's in order to total the budgeted amount. The total amount of Powell Bill funds is currently budgeted to increase again in FY24-25, to \$185.875 million. 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 FY24-25 Powell Bill distribution is \$23.77. 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 FY24-25 Powell Bill distribution is \$1,852.48 per street mile. Using these values, the Town estimates its FY24-25 Powell Bill allocation to be \$2.15 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 \$2,052,500 from Wake County for extraterritorial fire protection services in FY24-25. This increase is tied to additional personnel funds, changes in vehicle and apparatus allocations, and additional funds for debt service for Public Safety Station 6 which came online 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 \$3.03 million permit and fee revenues in the FY24-25 Budget, \$2.13 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 \$7.29 million in FY24-25, an 8.5 percent increase over year-end estimates for FY23-24. Customer counts for solid waste collection are expected to increase 3 percent for FY24-25. Solid waste and recycling collection fees will increase in FY24-25 by 2.5 percent. The FY24-25 Budget includes \$1.70 million in revenues from recreation and cultural activity fees and facility rentals, which represents a 39.2 percent increase from FY23-24 as new facilities come online and programs expand.

Other Financing Sources

Other financing sources represent revenues generated from bond sales, installment purchases agreements and transfers in from other funds. Beginning in FY22-23, a new Governmental Accounting Standards Board (GASB) standard, GASB-96 was implemented. The standards change the way in which local governments historically recognized subscription-based



information technology arrangements, such as learning platforms, specialized software, financial accounting software, and conferencing tools. Upon entering a subscription agreement, the Town is required to now recognize the net present value (NPV) for all future payments of the subscription, as opposed to just the payments for that budget year. Four of the Town's agreements qualified for this change resulting in \$360,900 in offsetting revenues. Total fund transfers in FY24-25 consist of \$150,000 to the General Fund from the Transportation Reserve Fund for pavement management.

Investment Earnings

Investment earnings are anticipated to decrease slightly and level out after significant increases post COVID-19 pandemic due to increased rates. FY24-25 estimates are slightly lower than current year revenues in anticipation of minimal changes in interest rates. The FY24-25 Budget includes \$2.54 million in the General Fund, \$285,000 in the Electric Fund, \$800,000 in the Water and Sewer Fund, and \$50,000 in the Stormwater Fund.

Electric Charges

The FY24-25 Budget includes \$51.82 million in revenue from electric charges for service. This amount represents a 16.0 percent increase from FY23-24. The budget includes an increased electric base rate and energy demand rate to offset the inflationary impact on materials and equipment. Inflation continues to impact operations and capital costs as evidenced in increases for system expansion and utility maintenance and repair costs. Due to true-up agreements in the power purchase agreement between North Carolina Eastern Municipal Power Agency (NCEMPA) and Duke Energy Progress, two riders, or additional charges, are resulting in an additional \$2.3 million expense and contribute to rate increases. The FY24-25 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, and electric meters in the Electric Fund. Additional billing fees are accounted for in this revenue category including service initiation fees, reconnection fees, and penalties. Sales tax on electricity sales makes up 51.2 percent of the Electric Fund's other operating revenues. Other operating revenue accounts for 11.8 percent (\$7.08 million) of total electric utility revenues.

Reinspection and water quality testing fees in addition to utility taps and water tank rentals comprise other operating revenues in the Water and Sewer Fund (\$574,000). This amount is a 11.89 percent increase over FY23-24.

Water & Sewer Charges

The Town estimates revenues of approximately \$25.8 million from water & sewer charges in FY24-25, an 8.34 percent increase from the FY 23-24 budgeted revenues. The increase results from an expected four percent increase in accounts and increases in base and volumetric rates for both water and sewer.

Fund Balances

The Town plans to appropriate \$1.66 million from the General Fund fund balance, \$1.56 million from the Water and Sewer Fund, \$850,000 from the Electric Fund, and \$1.93 from the General Government Debt Service Fund for FY24-25.



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 eight percent of the fund’s appropriations. 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 that expenditures exceed revenues. A strong fund balance helps the Town in various ways including:

- Achieving a solid bond rating
- Paying for unexpected expenses or compensating for revenue shortfalls
- Balancing the budget without increasing taxes or rates
- Responding to emergencies
- Leveraging unexpected opportunities
- Paying for capital projects or needs without borrowing money

Issues Concerning Fund Balance

An inadequate fund balance can lead to cash flow problems, service disruptions, or insufficient emergency response. Building a strong fund balance requires a substantial amount of time and often includes increasing taxes and fees and/or significantly cutting expenditures. 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 may indicate that taxes or fees are too high or that the Town may not be spending money adequately to respond to the Town’s or residents’ needs.

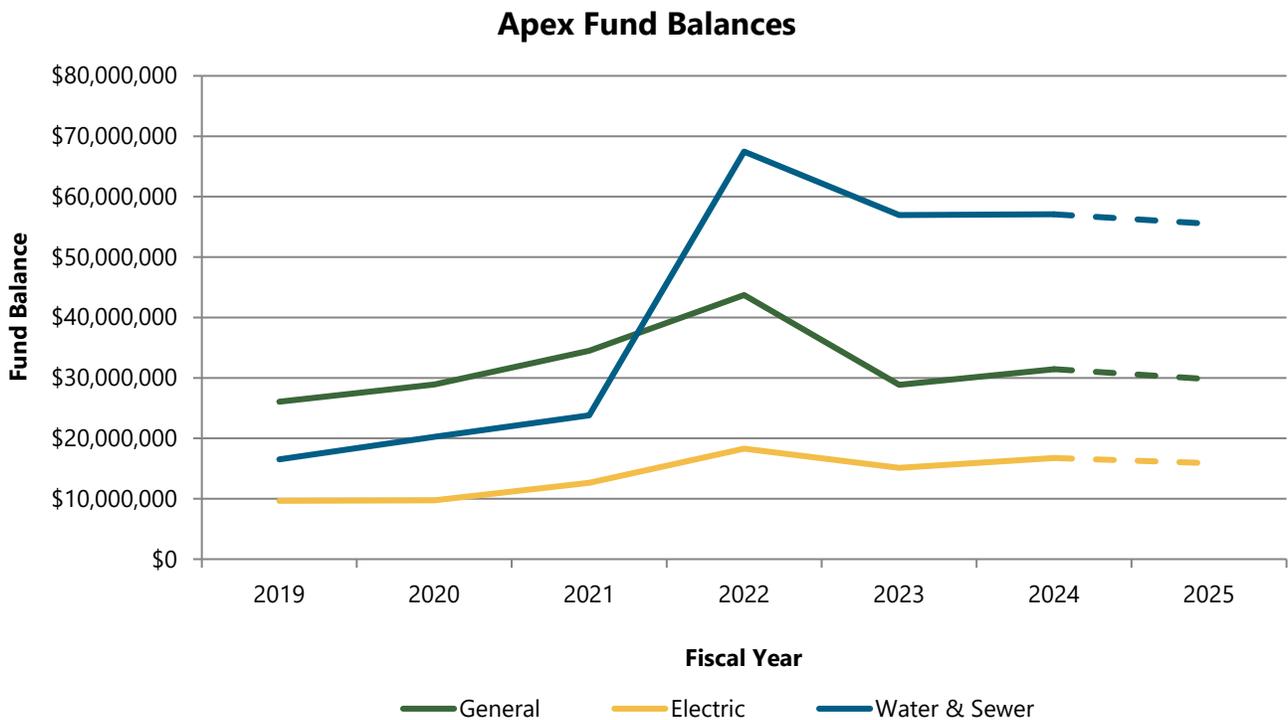
Amount of Fund Balance

The LGC recommends a minimum fund balance of eight percent, but most local governments carry a higher percentage. An appropriate fund balance amount should ensure enough revenue is available to avoid cash flow problems, typically about four to six months of operating expenses, and a good benchmark is the average fund balance percentage within a peer group of similar municipalities. Apex’s peer group, according to LGC designation, consists of municipalities with electric systems and populations above 50,000 people. The average fund balance for North Carolina municipalities in Apex’s peer group is 40.22 percent. 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 FY24-25 in the revenues section for each fund.



Apex Fund Balance							
Fund	2019	2020	2021	2022	2023	2024	2025
General	\$26,062,318	\$28,904,552	\$34,490,969	\$43,716,896	\$28,844,579	\$31,448,659	\$29,788,659
% Change		10.91%	19.33%	26.75%	-34.02%	9.03%	-5.28%
Fund Balance %	46.54%	45.04%	48.44%	58.99%	29.06%	30.80%	25.23%
Months Equiv.	5.58	5.41	5.81	7.08	3.49	3.70	3.03
Electric	\$9,658,339	\$9,728,267	\$12,635,145	\$18,289,255	\$15,111,274	\$16,741,331	\$15,891,331
% Change		0.72%	29.88%	44.75%	-17.38%	10.79%	-5.08%
Fund Balance %	23.94%	22.45%	29.38%	39.48%	32.58%	31.01%	26.44%
Months Equiv.	2.87	2.69	3.53	4.74	3.91	3.72	3.17
Water & Sewer	\$16,520,078	\$20,242,629	\$23,808,776	\$67,461,411	\$56,960,714	\$57,079,783	\$55,511,783
% Change		22.53%	17.62%	183.35%	-15.57%	0.21%	-2.75%
Fund Balance %	47.82%	109.04%	99.22%	329.07%	223.26%	187.20%	192.71%
Months Equiv.	5.74	13.08	11.91	39.49	26.79	22.46	23.13

Fund Balance % = fund balance amount divided by the fund's expenses or expenditures



Debt Obligation

The Town may 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 also allows the cost to be spread over time to ensure the financial burden is aligned with the taxpayers who benefit the most from the project. North Carolina General Statute 159-55 limits local government debt to a maximum of eight percent of the unit's taxable assessed valuation. This limit amounts to \$1,557,041,230 using the valuation for FY 24-25.

Types of Debt Financing

The following list contains common financing options used by North Carolina local governments to issue debt.

General Obligation Bonds

General Obligation (GO) bonds require voter approval because the debt is secured by the local government's taxing power. When a local government issues GO bonds, the local government promises to pay back the loan by using all revenue available at its disposal, including its ability to raise taxes. GO bonds in North Carolina must be approved by 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 to 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 a lender does 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, a local government can use revenue from the entire unit to pay off a COP debt and is 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.

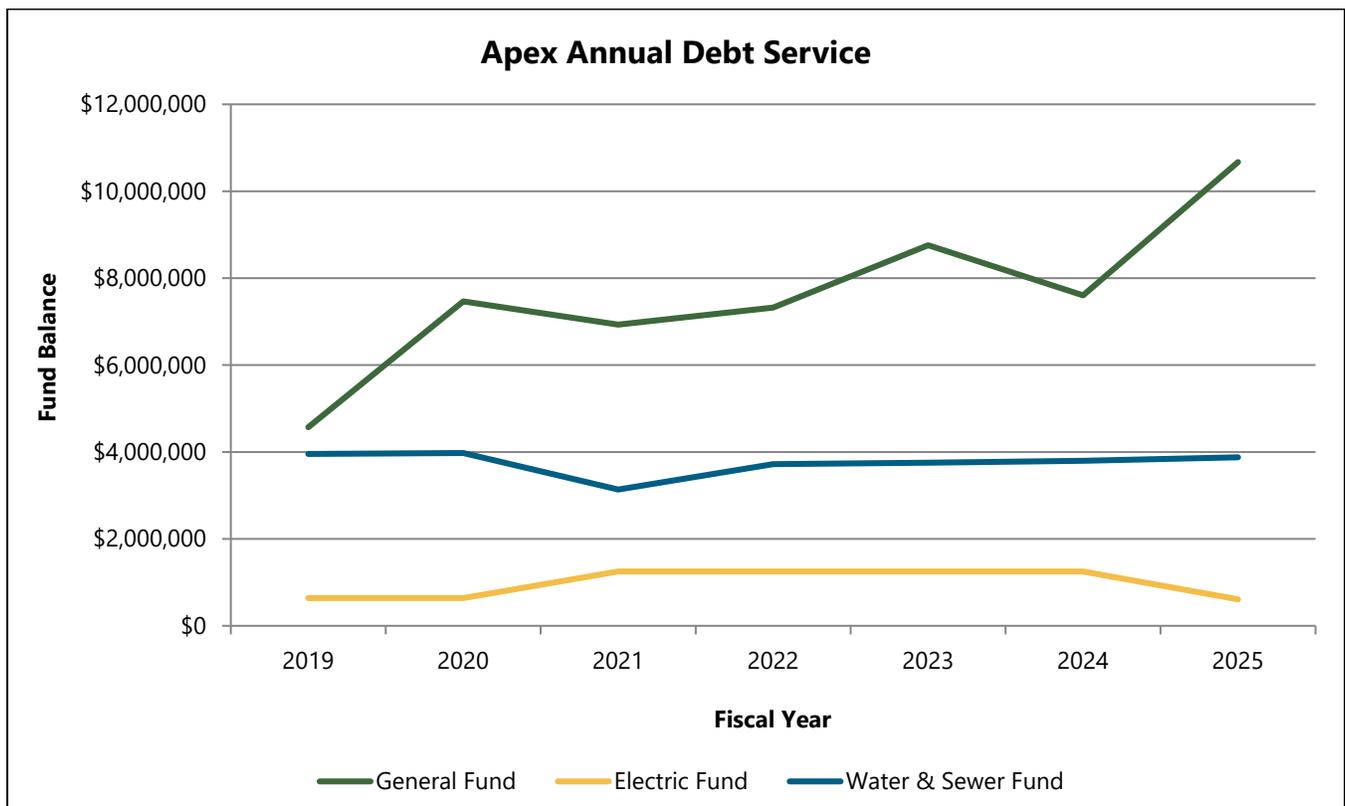


Tax Increment Financing Bonds

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 repay the 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 depends on an increase in the property value of the designated TIF district. TIFs are inherently risky because they assume 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, 2023, the Town’s debt obligation is \$198,183,884. Approximately \$125.7 million is in the General Fund, \$10 million in the Electric Fund, and \$62.5 million in the Water & Sewer Fund. The Town’s General Fund debt consists of installment purchase agreements (21.26 percent) and general obligation bonds (78.74 percent). The Water & Sewer Fund debt is predominantly a general obligation bond (56.03 percent) and includes a State revolving loan (28.01 percent) and installment purchase agreements (15.96 percent). Revenue bonds represent all debt in the Electric Fund.



General Fund Debt Obligation							
Issue Year	Project	Finance Type	Amount Issued	Term	FY24-25 Principal	FY24-25 Interest	Total Debt Service
2023	Planning & Inspections Building	GO Bond	\$3,460,000	5	\$1,487,000	\$173,000	\$1,660,000
2023	Streets & Sidewalks	GO Bond	\$24,500,000	20	\$0	\$1,177,225	\$1,177,225
2023	Vehicles & Equipment	IP	\$1,375,164	5	\$343,791	\$44,209	\$388,000
2020	Public Safety Station 6	IP	\$8,700,000	15	\$580,000	\$108,750	\$688,750
2020	Streets & Sidewalks	GO Bond	\$5,000,000	10	\$500,000	\$36,750	\$536,750
2020	Parks & Recreation	GO Bond	\$28,000,000	20	\$1,490,000	\$810,188	\$2,300,188
2020	Streets & Sidewalks Refunding (2009)	GO Bond	\$3,250,000	9	\$275,000	\$68,750	\$343,750
2018	Parks & Recreation Refunding	GO Bond	\$1,105,000	10	\$110,000	\$22,750	\$132,750
2018	Public Improvement (Parks Bond & Streets)	GO Bond	\$23,000,000	20	\$570,000	\$659,769	\$1,229,769
2017	Park Land	IP	\$6,000,000	15	\$413,793	\$80,493	\$494,286
2015	Public Safety Station 5	IP	\$4,230,000	16	\$340,000	\$64,736	\$404,736
2014	Public Safety Station 4 Refunding	IP	\$6,424,000	14	\$416,275	\$31,139	\$447,414
2013	Parks & Recreation	GO Bond	\$6,000,000	20	\$300,000	\$78,000	\$378,000
2013	Parks & Recreation Refunding	GO Bond	\$4,670,000	12	\$480,000	\$9,600	\$489,600
Total							\$10,671,218

Water & Sewer Fund Debt Obligation							
Issue Year	Project	Finance Type	Amount Issued	Term	FY24-25 Principal	FY24-25 Interest	Total Debt Service
2023	Vehicles & Equipment	IP	\$409,836	5	\$90,459	\$13,175	\$103,634
2015	Regional Wastewater Treatment Plant	State Revolving Loan	\$17,500,000	20	\$875,000	\$194,250	\$1,069,250
2014	Water & Sewer Improvements	IP	\$8,045,000	14	\$639,725	\$47,853	\$687,578
2012	Wastewater System	GO Bond	\$35,000,000	25	\$1,530,000	\$408,677	\$1,938,677
2011	Regional Wastewater Treatment Plant	IP	\$355,059	20	\$15,345	\$4,459	\$19,804
2007	Regional Wastewater Treatment Plant	IP	\$1,159,825	20	\$53,258	\$4,624	\$57,882
Total							\$3,876,826

Electric Fund Debt Obligation							
Issue Year	Project	Finance Type	Amount Issued	Term	FY24-25 Principal	FY24-25 Interest	Total Debt Service
2019	Electric Office Building	Revenue Bond	\$10,000,000	20	\$444,000	\$165,640	\$609,640
Total							\$609,640

*GO Bond = General Obligation Bond

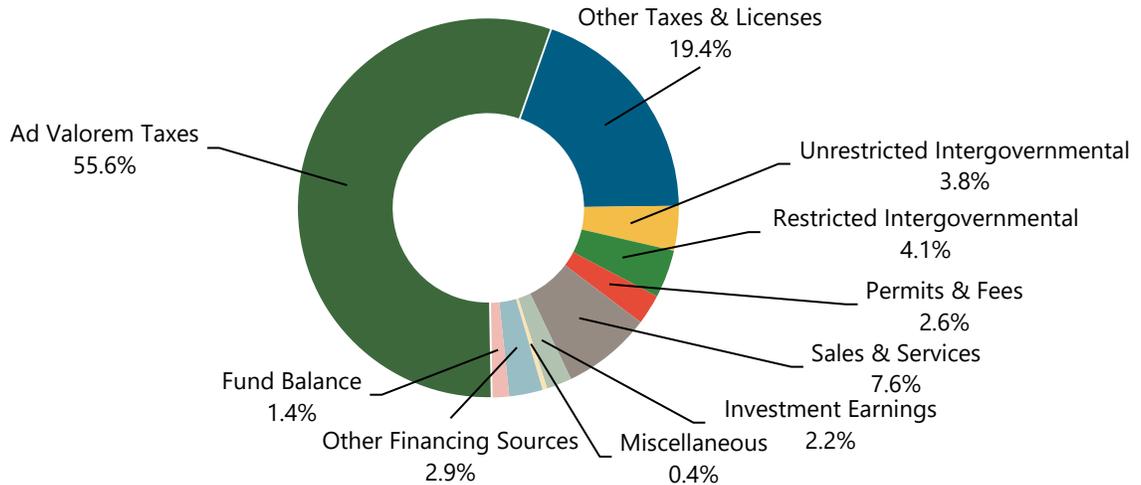
** IP = Installment Purchase



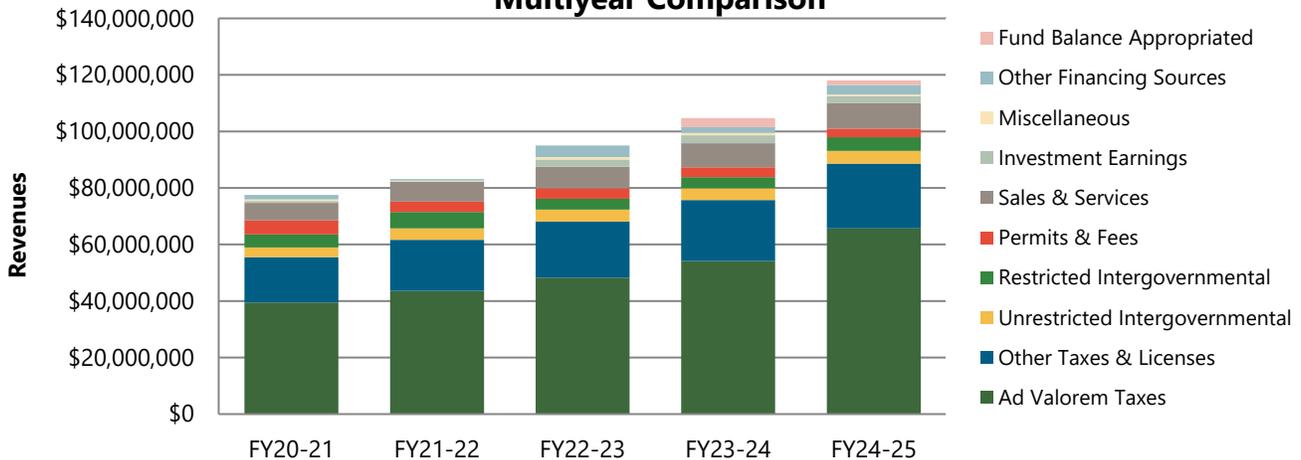
Revenues by Source

General Fund Revenues by Source					
Source	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Ad Valorem Taxes	48,234,835	54,294,000	54,155,889	65,696,600	21.00%
Other Taxes & Licenses	19,871,951	21,078,500	21,579,857	22,947,000	8.86%
Unrestricted Intergovernmental	4,261,249	4,330,000	4,135,000	4,506,000	4.06%
Restricted Intergovernmental	3,806,524	4,259,790	3,938,367	4,833,200	13.46%
Permits & Fees	3,710,146	2,514,000	3,513,837	3,038,200	20.85%
Sales & Services	7,677,681	7,803,400	8,517,560	8,998,700	15.32%
Investment Earnings	2,544,666	1,320,850	2,820,000	2,545,000	92.68%
Miscellaneous	804,309	191,500	841,491	467,000	143.86%
Other Financing Sources	4,122,338	2,025,000	2,025,000	3,371,900	66.51%
Fund Balance	-	9,825,025	3,167,925	1,660,000	-83.10%
Total	\$95,033,698	\$107,642,065	\$104,694,926	\$118,063,600	9.68%

General Fund Revenues by Source FY24-25



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 on property valuations as of the preceding January 1 and the tax rate established by Town Council. Wake County revalues real and personal property every four years, with the most recent occurring in 2024. The Town contracts with the Wake County Tax Department to levy and collect ad valorem taxes. The Town's average collection is over 99 percent. Ad valorem taxes typically comprise approximately one-half of all General Fund revenues with an estimated \$65.7 million in FY24-25 at a tax rate of \$.34 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. 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. 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. 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 FY24-25 at \$22.94 million.

Unrestricted Intergovernmental

The largest portion of unrestricted intergovernmental revenues consists of utility sales taxes, solid waste rebates from Wake County, and the beer and wine tax. Utility sales taxes represent the largest amount of unrestricted intergovernmental revenues at \$3.68 million and include community antenna television (CATV), electric, gas, and telecommunications. These taxes are based on the gross receipts of utility companies' sales 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 these beverage sales generated within the Town's corporate limits. Beer and wine tax revenues are \$270,000 in the FY24-25 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. The State appropriates Powell Bill revenue as part of its biennium budget. The State calculates the annual Powell Bill distribution based on population and road miles maintained by the Town. Fire tax collections represent revenues collected from residents within the Apex Fire District but outside 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 \$4.83 million in restricted intergovernmental revenues in the FY24-25 Budget.

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 FY24-25 budget includes \$2.13 million in expected fees specifically for inspections and permitting. Overall, permits and fees revenues account for \$3.03 million in the FY24-25 Budget.



Sales & Services

General Fund 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 \$3.29 million in the FY24-25 budget, and yard waste and recycling collection fees account for \$2.36 million and \$1.64 million respectively. The monthly residential collections rates are \$10.10 for garbage, \$7.83 for yard waste, and \$5.34 for recycling for FY24-25. Recreation participation and facility user fees represent \$1.66 million in the FY24-25 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 \$2.55 million in the FY24-25 Budget.

Miscellaneous Revenues

Other revenues represent miscellaneous revenues, such as Alcoholic Beverage Control (ABC) revenues, court fees, parking fines, and revenues not easily categorized. Miscellaneous revenues account for \$467,000 in the FY24-25 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 \$3.37 million in the FY24-25 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 \$1.66 million in the FY24-25 budget include \$670,000 for Town Facility Solar Initiative, \$250,000 for KidsTowne Park Renovation, and \$740,000 for South Salem Street Bicycle Connection.



Revenues by Line Item

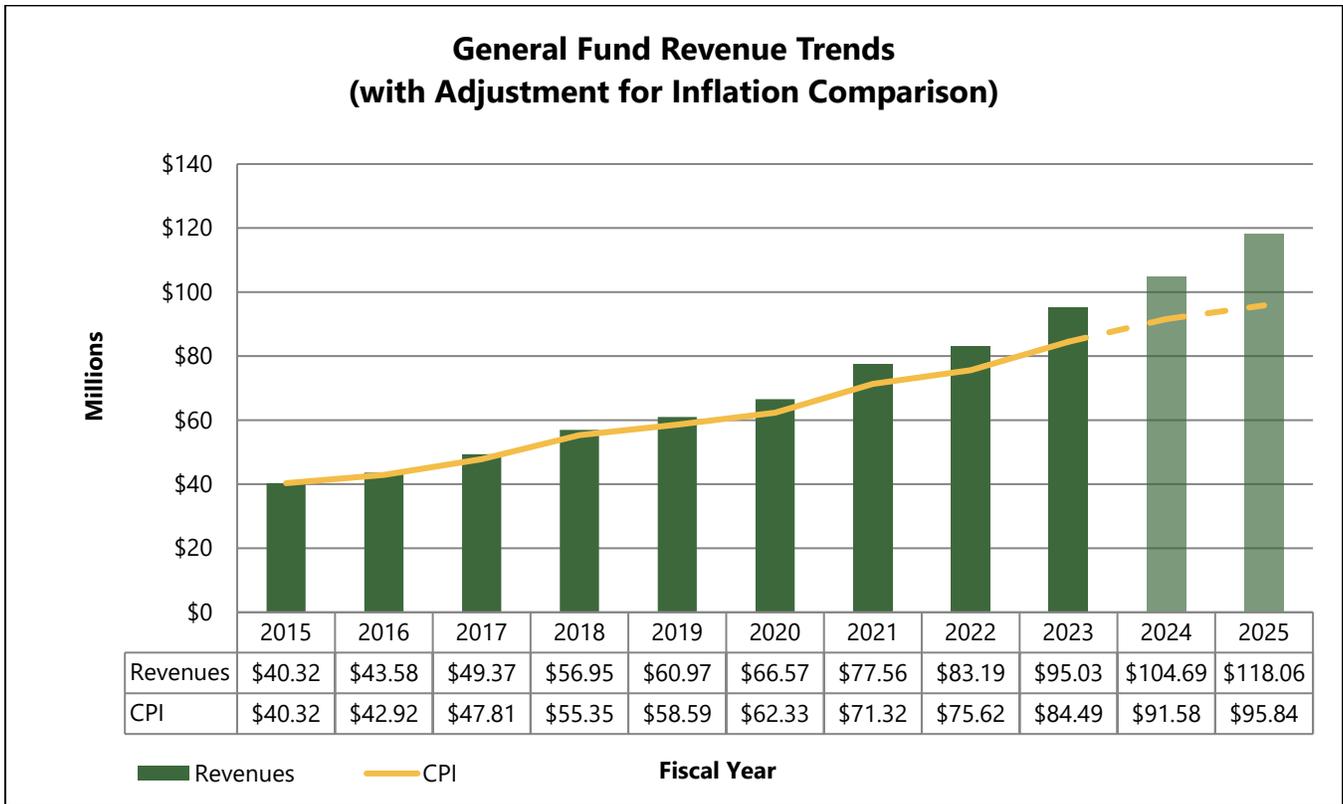
General Fund Revenues					
Line Item	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Recommend	Percent Change
Current Year Taxes	44,361,584	49,769,000	50,750,790	61,788,000	24.15%
Vehicle Taxes	3,849,657	4,490,000	3,276,642	3,790,600	-15.58%
Prior Years	(51,300)	20,000	20,000	20,000	0.00%
Vehicles Unregistered	10,627	-	3,500	3,000	-
Penalties and Interest	61,918	15,000	53,958	50,000	233.33%
Sales Taxes	19,486,512	20,698,500	21,166,650	22,500,000	8.70%
Motor Vehicle Licenses	270,786	280,000	300,000	332,000	18.57%
Rental Vehicle Taxes	114,653	100,000	113,207	115,000	15.00%
Utility Franchise	3,487,941	3,350,000	3,350,000	3,680,000	9.85%
Beer and Wine	278,684	250,000	250,000	270,000	8.00%
Solid Waste Rebates - Wake Co	49,569	230,000	55,000	56,000	-75.65%
Powell Bill	1,726,525	2,098,990	2,098,992	2,157,200	2.77%
Police Grants	48,289	211,000	210,000	159,500	-24.41%
Wake County Grants	652,500	440,600	-	464,000	5.31%
Federal Grants	4,653	-	-	-	-
FEMA	45,673	-	-	-	-
Fire District - Wake County	1,328,609	1,509,200	1,629,375	2,052,500	36.00%
Taxes - Chatham County	2,349	-	51,000	45,000	-
Residential Permits	1,637,809	1,200,000	1,378,676	1,360,000	13.33%
Homeowner Recovery Fees	1,510	1,000	1,306	1,200	20.00%
Commercial Permits	380,510	310,000	938,200	500,000	61.29%
Reinspection Fees	178,791	120,000	240,000	240,000	100.00%
Fire Inspections	22,574	20,000	34,628	34,000	70.00%
Driveway Inspection Fees	95,600	70,000	78,000	84,000	20.00%
Driveway Reinspection Fee	3,125	2,500	8,825	6,500	160.00%
Subdivision Inspections	573,380	500,000	495,237	460,000	-8.00%
Erosion and Site Inspection	352,327	-	-	-	-
Subdivision Approval Fees	229,459	150,000	188,066	210,000	40.00%
Rezoning Application Fees	23,356	25,000	24,000	22,000	-12.00%
Annexation Application Fees	5,200	3,000	3,200	3,000	0.00%
Water & Sewer Extension Fees	13,239	8,000	12,200	8,500	6.25%
Variance Application Fees	3,900	1,000	-	-	-100.00%
Other Application Fees	78,429	60,000	61,000	60,000	0.00%
Encroachment Agreement Fee	5,500	2,500	1,500	2,000	-20.00%
Bond Administration Fee	75,182	20,000	27,100	25,000	25.00%
As-Built Drawing Review	18,700	15,000	17,400	16,000	6.67%
Fines and Penalties	500	-	-	-	-
Refuse Collection Fees	2,789,793	2,979,300	3,016,273	3,293,400	10.54%
Refuse Bulk Pick-Up Fees	31,751	25,000	33,100	30,000	20.00%
Yard Waste Fees	2,074,250	2,131,000	2,199,300	2,357,300	10.62%
Recycling Collection Fees	1,181,477	1,470,000	1,506,415	1,643,000	11.77%
Non-Athletic Programs	260,654	300,000	322,000	310,000	3.33%
Fishing & Boating Licenses	1,918	600	700	700	16.67%
Senior Programs	146,676	72,000	197,075	170,000	136.11%
Senior Trips	18,853	15,000	62,500	75,000	400.00%



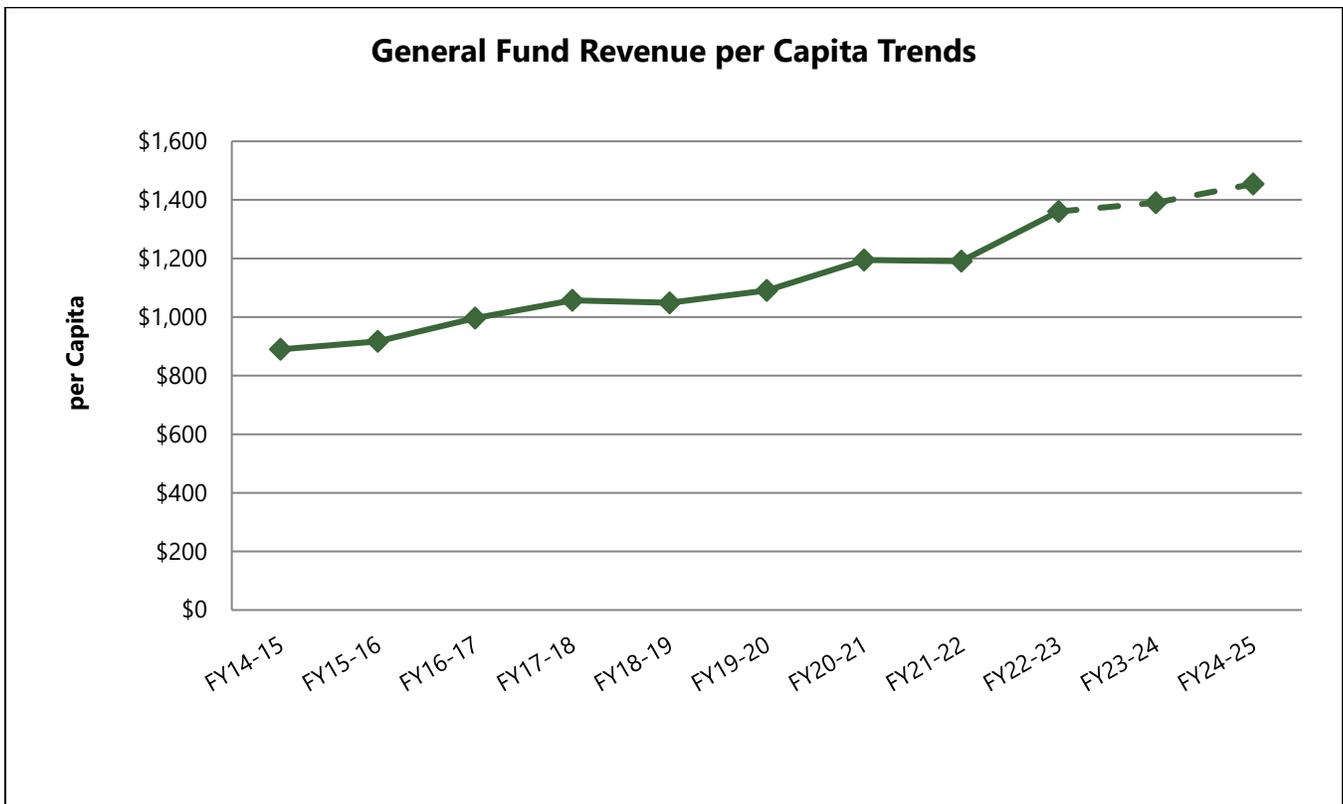
Instructional Athletics	56,834	30,000	72,500	65,000	116.67%
Youth Leagues	266,545	200,000	206,000	220,000	10.00%
Adult Leagues	108,515	85,000	108,700	90,000	5.88%
Active Net/Turkey Trot	11,347	10,000	15,300	12,000	20.00%
Community Center Rentals	84,858	100,000	32,000	35,000	-65.00%
Miscellaneous POS	5,306	2,500	3,600	3,000	20.00%
Senior Center Rentals	23,529	20,000	25,400	25,000	25.00%
Field Rentals	208,805	200,000	400,000	400,000	100.00%
CAC Rentals	69,377	30,000	41,800	32,000	6.67%
E-Tickets	44,172	25,000	40,000	40,000	60.00%
Grants	5,000	-	5,000	20,000	-
Art/Sales Commissions	930	500	500	500	0.00%
CAC Programs	197,052	55,000	132,000	105,000	90.91%
Sponsorships	12,600	7,500	17,100	10,000	33.33%
Concessions	4,342	3,000	8,750	7,000	133.33%
Art Center Miscellaneous	6,412	-	2,500	2,000	-
Dog Park Passes	38,117	30,000	36,287	35,000	16.67%
Duke-Harris Plant (Fire)	12,000	12,000	12,000	12,000	0.00%
Special Events	100	-	-	-	-
Lease Revenue	21,469	-	25,760	25,800	-
Interest Earned	2,549,451	1,320,850	2,800,000	2,520,000	90.79%
Change in Fair Market Value- Investments	(4,785)	-	-	-	-
Powell Bill Interest	-	-	20,000	25,000	-
Miscellaneous Revenue	209,567	130,000	300,000	17,000	-86.92%
Miscellaneous - South Wake Landfill	217,271	-	315,146	300,000	-
Purchasing Card Rebate	59,373	-	90,000	75,000	-
ABC Revenues	445,054	500,000	480,000	500,000	0.00%
Court Costs and Officer Fees	8,088	9,000	-	-	-100.00%
Vendor Permits	11,055	6,000	4,500	6,000	0.00%
Police Revenues	275	-	-	-	-
Sponsorship - Special Events	3,450	-	-	-	-
Recreation Donations	400	-	-	-	-
Fire Department Donations	40,855	-	800	-	-
Donations - 9/11 Memorial	385	-	-	-	-
Promotional Activities/Items	9,035	2,500	13,000	5,000	100.00%
Insurance Refunds	77,419	-	46,905	-	-
Developer Reimbursement	-	-	20,640	-	-
Sale of Capital Assets	173,466	50,000	50,000	50,000	0.00%
Installment Purchase	-	1,375,000	1,375,000	2,861,000	108.07%
Subscription Proceeds	106,539	-	-	360,900	-
Transfer from General Proj Fund	6,643	-	-	-	-
Transfer from Recreation Captl Reserve	630,316	-	-	-	-
Transfer from Transportation Reserve	750,000	650,000	650,000	150,000	-76.92%
Transfer from - ARPA Fund	2,628,841	-	-	-	-
Fund Balance Appropriated - Budget	-	4,675,000	-	1,660,000	-64.49%
Fund Balance Appropriated - Amend	-	1,982,100	-	-	-100.00%
Fund Bal App - PO Carryover	-	3,167,925	3,167,925	-	-100.00%
Total	\$95,033,698	\$107,642,065	\$104,694,926	\$118,063,600	9.68%



Revenue Trends



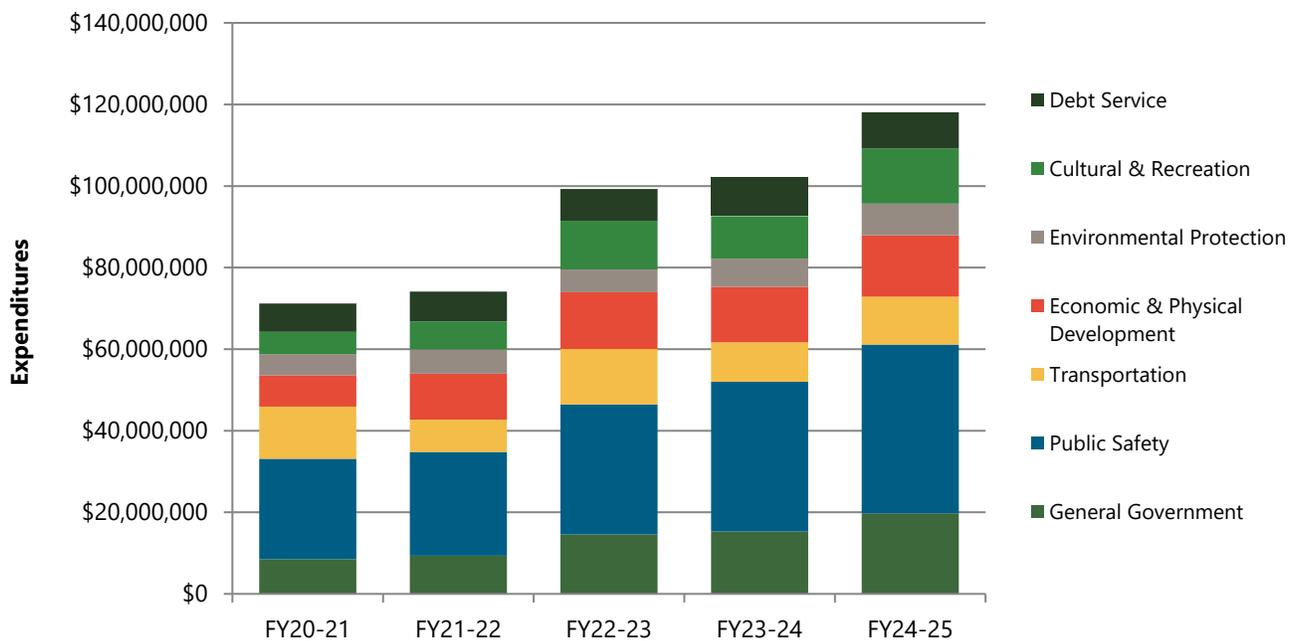
*CPI = consumer price index



Expenditures by Function

General Fund Expenditures by Function					
Function	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
General Government	14,546,358	16,909,745	15,310,494	19,753,500	16.82%
Public Safety	31,927,459	38,647,042	36,696,868	41,382,100	7.08%
Transportation	13,580,899	10,487,955	9,655,561	11,747,800	12.01%
Economic & Physical Development	13,914,204	13,891,851	13,633,731	15,064,500	8.44%
Environmental Protection	5,558,331	7,165,097	6,907,061	7,742,800	8.06%
Cultural & Recreation	11,933,436	11,077,375	10,424,132	13,537,100	22.20%
Debt Service	7,810,963	9,463,000	9,463,000	8,835,800	-6.63%
Total	\$99,271,650	\$107,642,065	\$102,090,847	\$118,063,600	9.68%

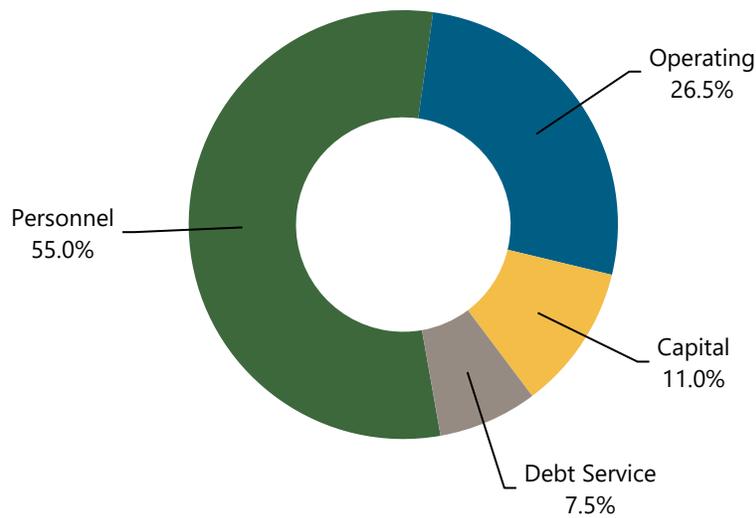
General Fund Expenditures by Function:
Multiyear Comparison



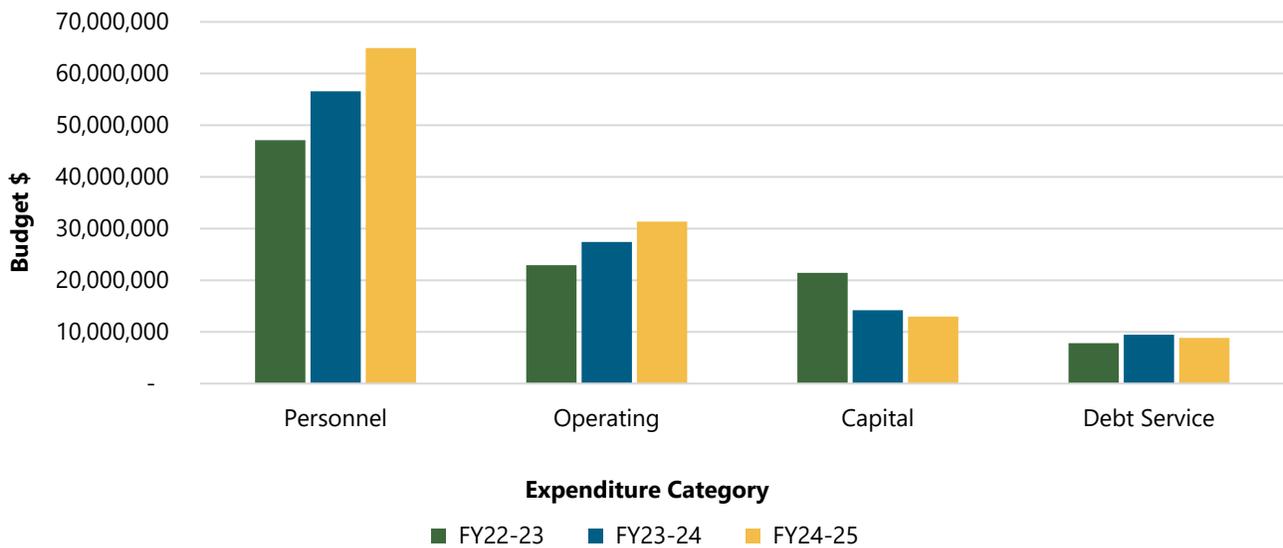
Expenditures by Type

General Fund Expenditures by Type					
Type	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Personnel	47,115,549	56,567,259	53,480,536	64,929,600	14.78%
Operating	22,902,633	27,399,619	25,903,337	31,342,700	14.39%
Capital	21,442,505	14,212,187	13,243,973	12,955,500	-8.84%
Debt Service	7,810,963	9,463,000	9,463,000	8,835,800	-6.63%
Total	\$99,271,650	\$107,642,065	\$102,090,847	\$118,063,600	9.68%

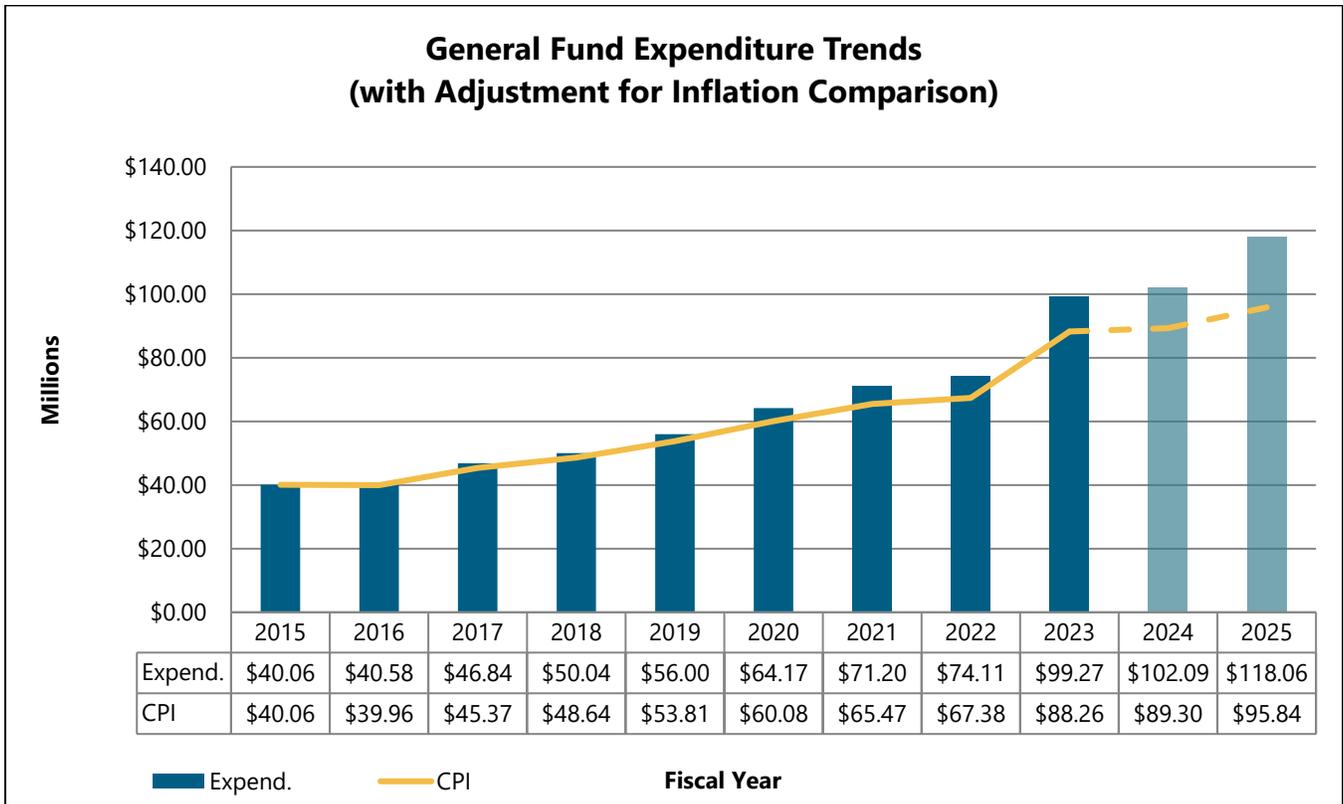
General Fund Expenditures by Type FY24-25



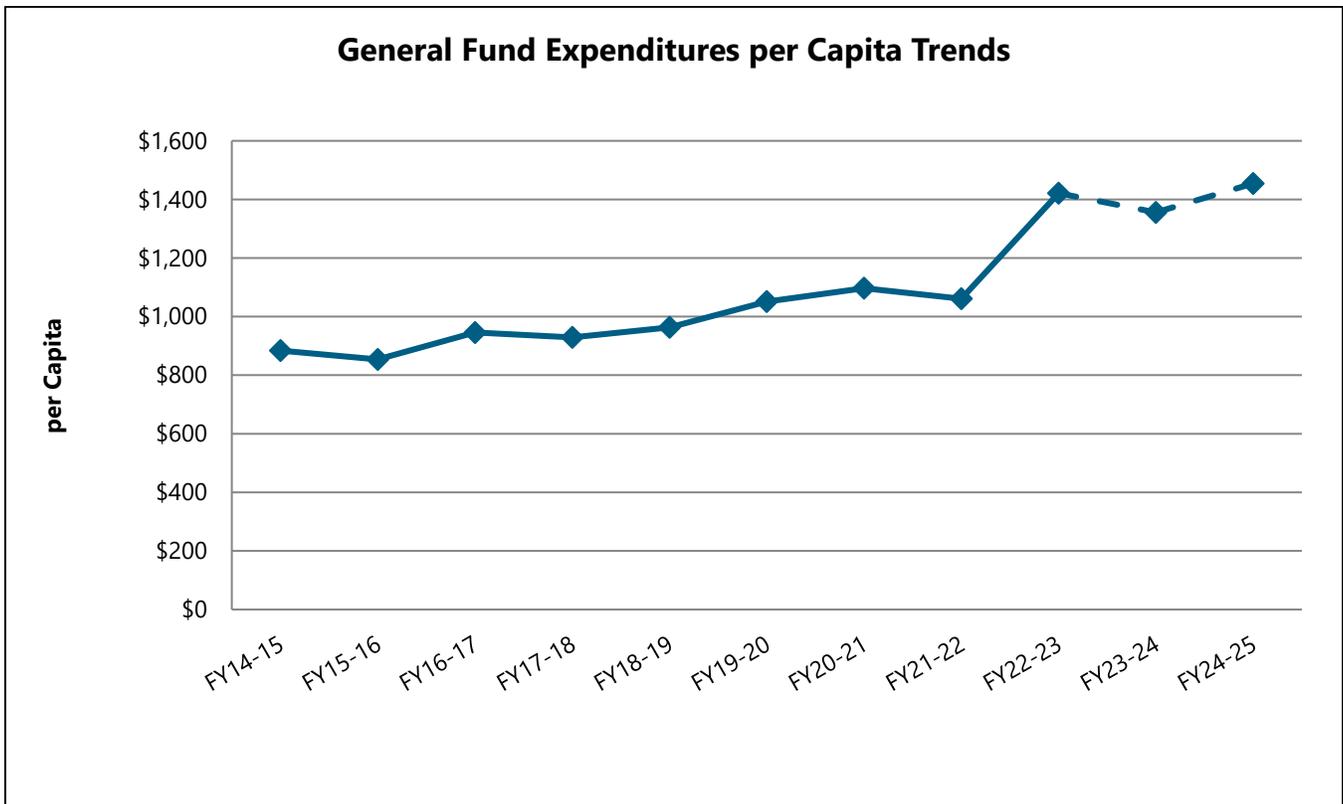
General Fund Expenditures by Type



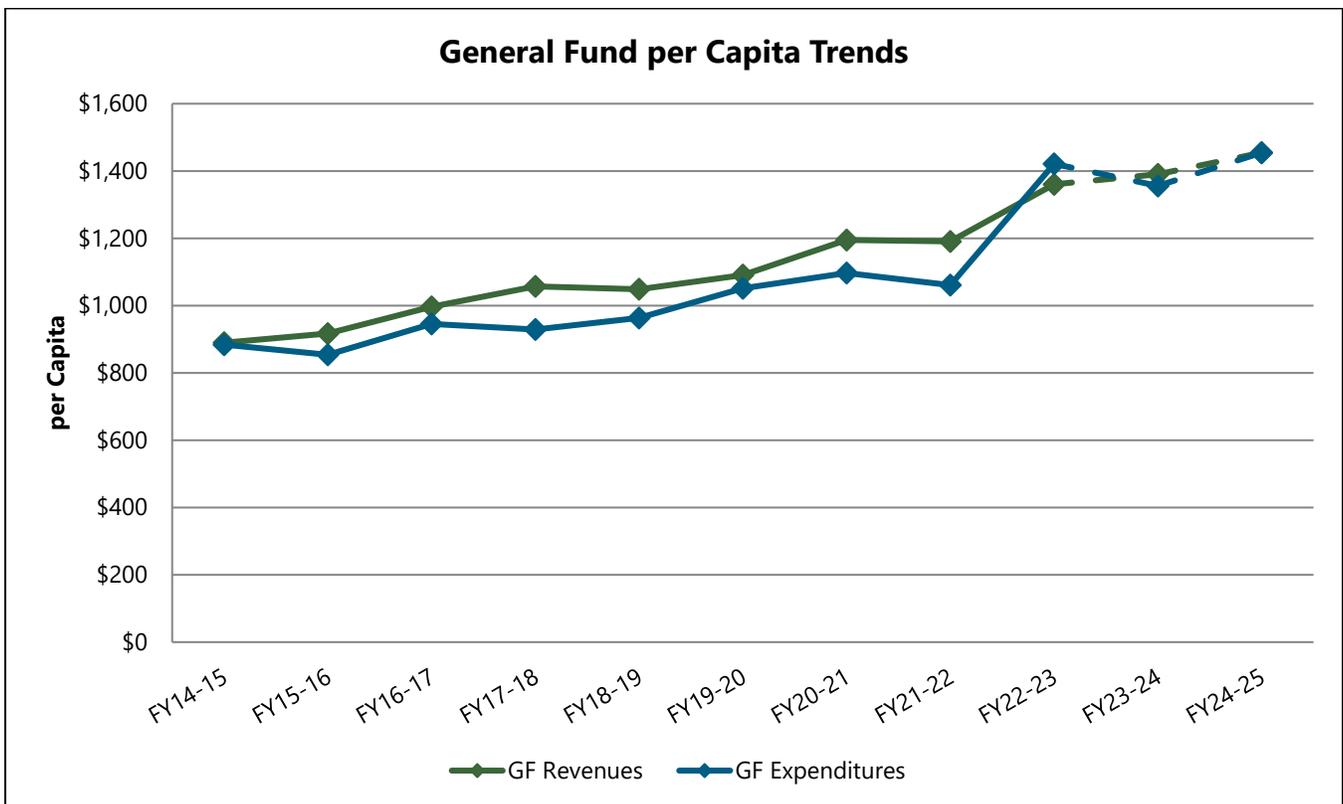
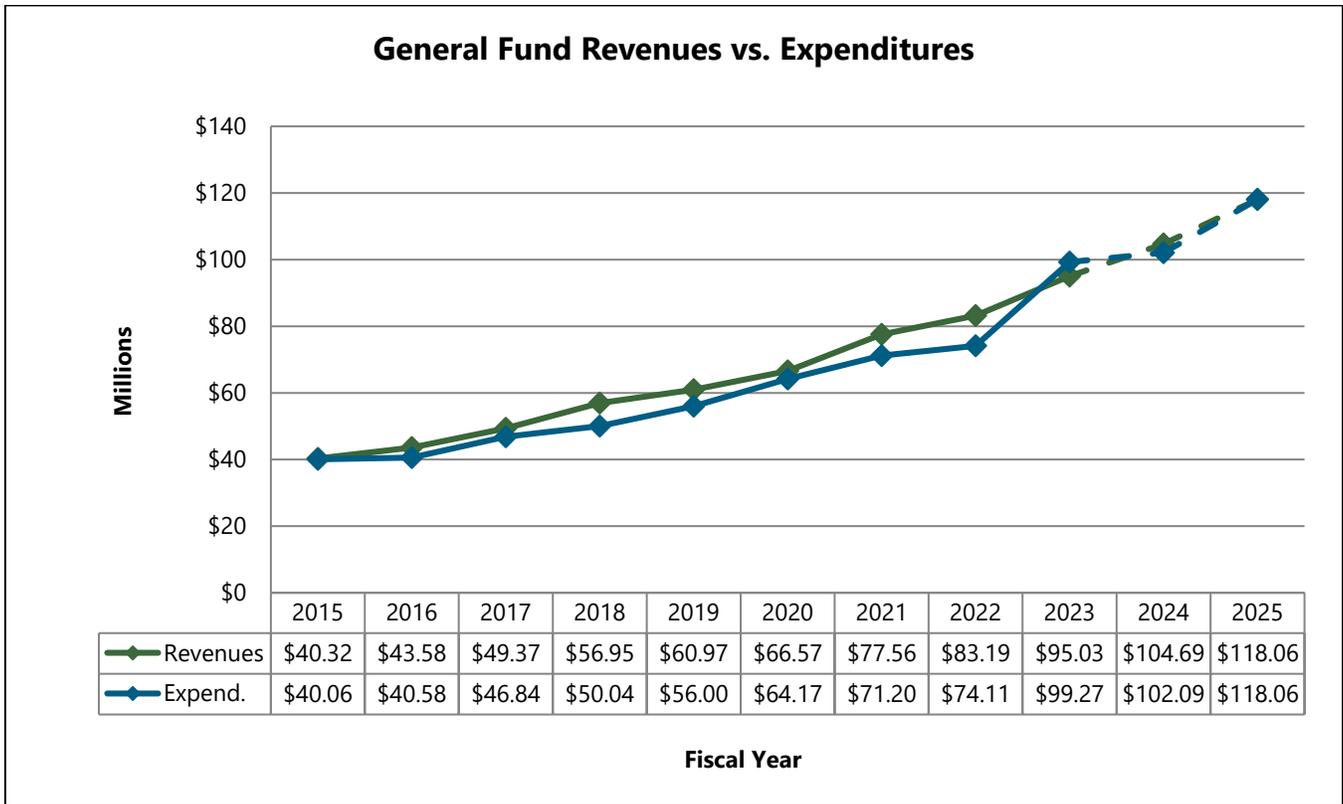
Expenditure Trends



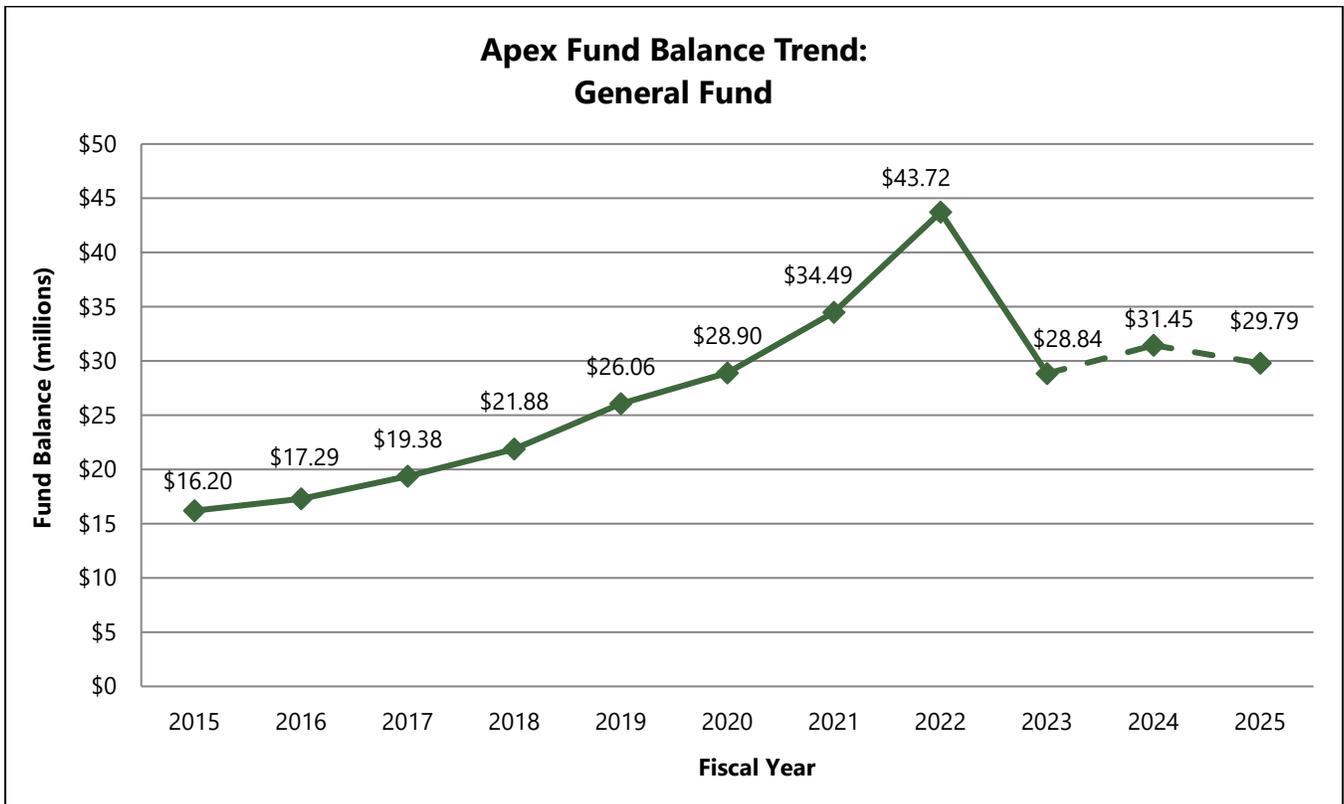
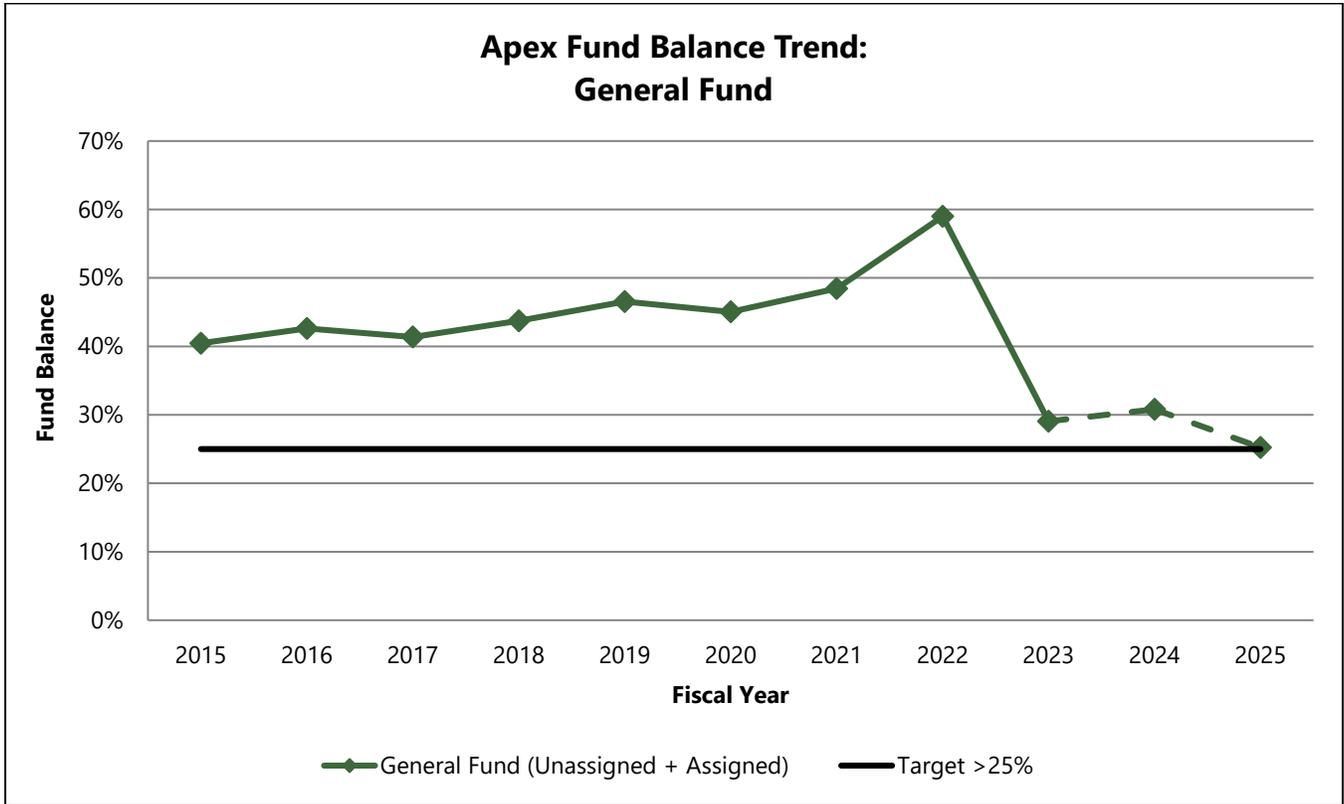
*CPI = consumer price index



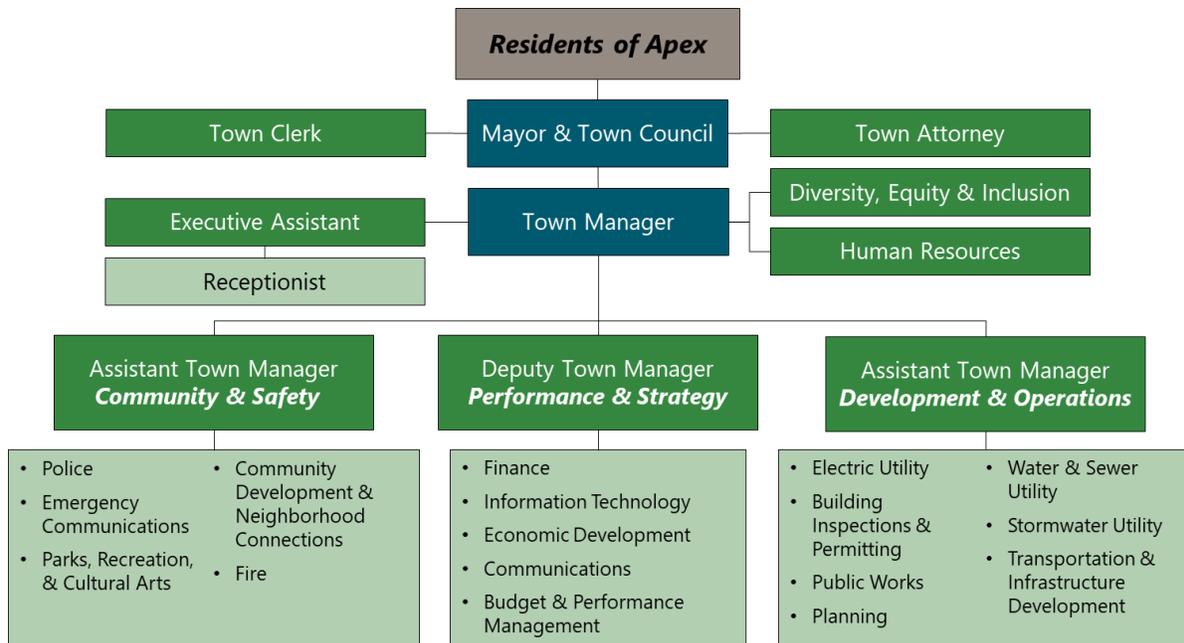
Revenues vs. Expenditures



Fund Balance



GOVERNING BODY



Description

The Governing Body is the legislative board of Town government and includes a mayor and five council members. Residents 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; and adopting ordinances, resolutions, and regulations for the welfare of the Town. The Mayor and Town Council are also responsible for the appointment of the Town Manager, Town Attorney, and Town Clerk. 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

- Secured federal funding for the Cash Corporate Sewer Interceptor Project and first phase of Salem Street bike paths to support High Performing Government
- Adopted a Town-wide Language Access Plan and appropriated funds to implement and participated in 10 community festivals to increase resident engagement and transparency to create A Welcoming Community
- Conducted Joint Meetings with neighboring municipalities and identified cross collaboration efforts to encourage Responsible Development

Strategic Goal Activities

High Performing Government

- Develop standard operating procedures (Rules of Procedure) for the elected body
- Review the functions and efficiencies of current Council Committees and Town Advisory Boards

A Welcoming Community

- Co-Facilitate the Establishment and Development of the Rosenwald School Community Project. The original Rosenwald School was built in 1931 at the site where Apex Elementary School now sits. The school served Black



and Brown students during the time of segregation and was operated from 1931 – 1970. This community lead project includes joint collaboration between the Town of Apex, Capital Area Preservation, Apex Historical Society, and many Friendship Community residents

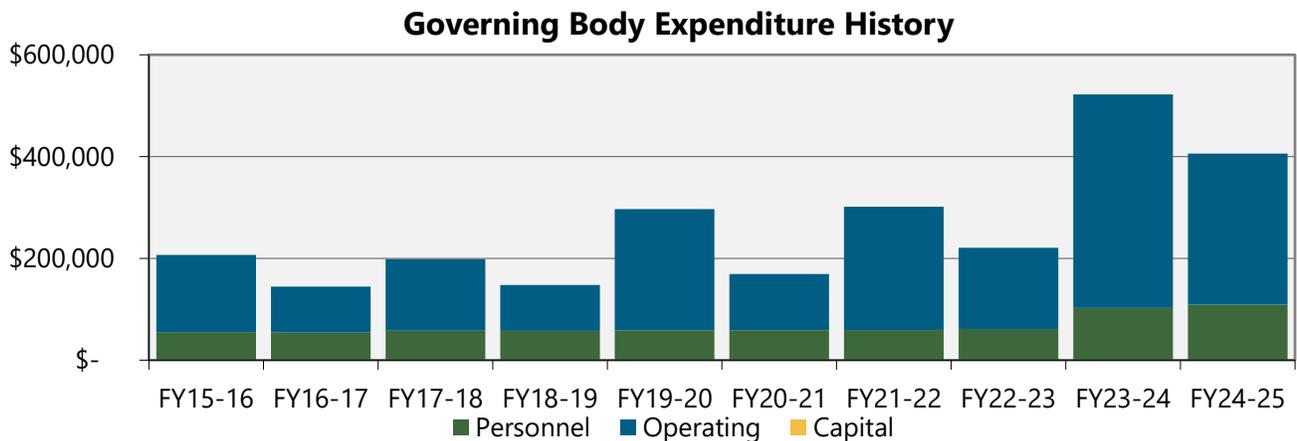
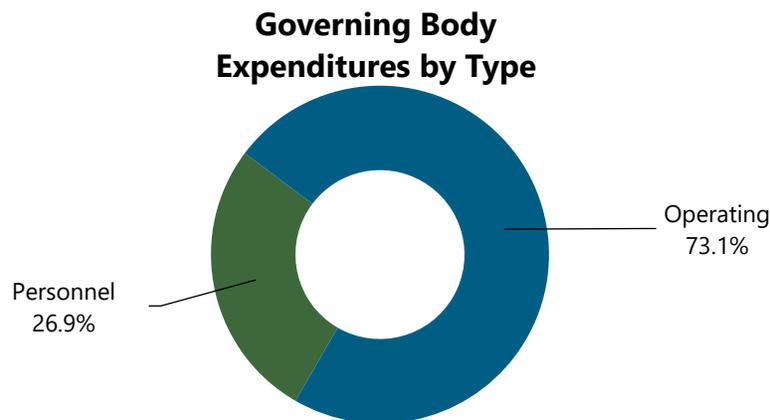
- Host community town halls with elected officials to increase resident engagement

FY 2024-2025 Budget Highlights

- The Governing Body budget decreased 27.06 percent in FY24-25 primarily due to the off year for municipal elections.
- The Governing Body budget accounts for 0.34 percent of the General Fund budget and is equivalent to \$0.002 on the tax rate.
- The Town plans to spend \$5.38 per capita for the Governing Body in FY24-25.
- Major budget changes include \$48,500 in meeting and event provisions for Council meeting dinners and roundtable meetings and \$18,000 in community outreach materials to promote the board and commissioners’ program at festivals.

Budget Summary

Governing Body Expenditures by Type					
Type	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Personnel	61,415	107,000	102,698	109,200	2.06%
Operating	159,473	449,200	419,349	296,500	-33.99%
Capital	-	-	-	-	-
Total	\$220,889	\$556,200	\$522,047	\$405,700	-27.06%



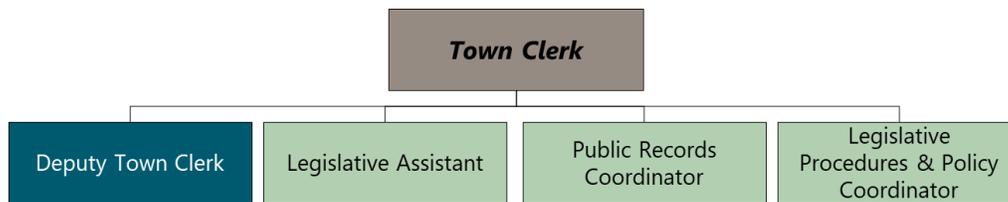
Line Item Expenditures

Governing Body Expenditures					
Line Item	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Salaries	56,489	99,200	93,647	101,200	2.02%
FICA	4,718	7,600	8,851	7,800	2.63%
Workers Comp	208	200	200	200	0.00%
Postage	-	-	2,750	-	-
Telephone & Communication	5,842	6,400	6,400	6,500	1.56%
Printing	311	4,200	4,200	6,000	42.86%
Travel and Training	2,123	14,500	4,000	14,000	-3.45%
Stipend	9,882	35,000	25,000	35,000	0.00%
Office Supplies	239	100	-	100	0.00%
Departmental Supplies	3,499	1,770	1,770	3,000	69.49%
Technology Hardware & Accessories	116	-	-	5,600	-
Meeting & Event Provisions	11,667	15,100	39,000	48,500	221.19%
Community Outreach Materials	4,477	10,000	20,000	18,000	80.00%
Election Expense	-	202,400	206,000	-	-100.00%
Uniforms	-	500	-	500	0.00%
Contracted Services	10,000	32,000	-	-	-100.00%
Software License & Maintenance	509	230	229	-	-100.00%
Professional Services	8,011	15,000	5,000	30,000	100.00%
Dues and Subscriptions	84,082	99,000	92,000	108,300	9.39%
Special Programs	18,716	13,000	13,000	21,000	61.54%
Total	\$220,889	\$556,200	\$522,047	\$405,700	-27.06%



OFFICE OF THE TOWN CLERK

Reports to Governing Body



Description

The Office of the Town Clerk maintains a recorded history of government actions and assists 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, state and federal 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 maintenance, management, and oversight of the Town's Cemetery and Columbarium program.

Recent Accomplishments

- Reconciled 2,000+ records and Council actions spanning over ten years and developed Standard Operating Procedures (SOPs) for public records requests
- Conducted a comprehensive analysis on the Town's advisory functions and provided recommendations, such as implementing a new recruitment model to include social media and other online platforms and streamlining the orientation process
- Prepared 50+ Legislative Action Reports covering operational analysis and policy impact
- Established the Wake County Legislative Liaison Work Group to include representatives from each municipality in Wake County

Strategic Goal Activities

High Performing Government

- Implement the Town-wide Electronic Records Project, which includes developing and implementing an updated public records request workflow process and providing education and awareness for the project
- Onboard position to develop a government relations strategy and develop progress reports related to pending legislation and their operational impact

A Welcoming Community

- Host at least two community information sessions for advisory boards, develop demographic reports and revise supplemental questions within the interest form/advisory board application, and increase responsiveness and awareness with applicants on file

FY 2024-2025 Budget Highlights

- The Town Clerk's Office budget increased 73.56 percent in FY24-25.
- The Town Clerk's Office budget accounts for 0.73 percent of the General Fund budget and is equivalent to \$0.004 on the tax rate.
- The Town plans to spend \$11.34 per capita for the Town Clerk's Office in FY24-25.

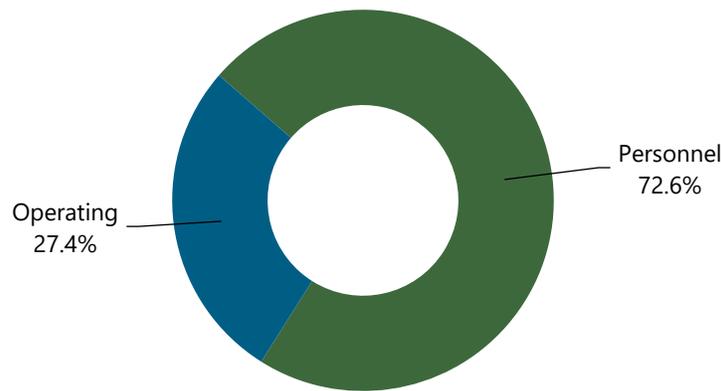


- Increase in personnel costs is due to an authorized position that was vacant throughout FY24 and the adding a new position, a public records coordinator. Major budget changes include \$21,500 in software license & maintenance for implementing an agenda software, \$25,000 in professional services for transcribing all meeting minutes, and \$96,000 addition of the Town lobbying contract.

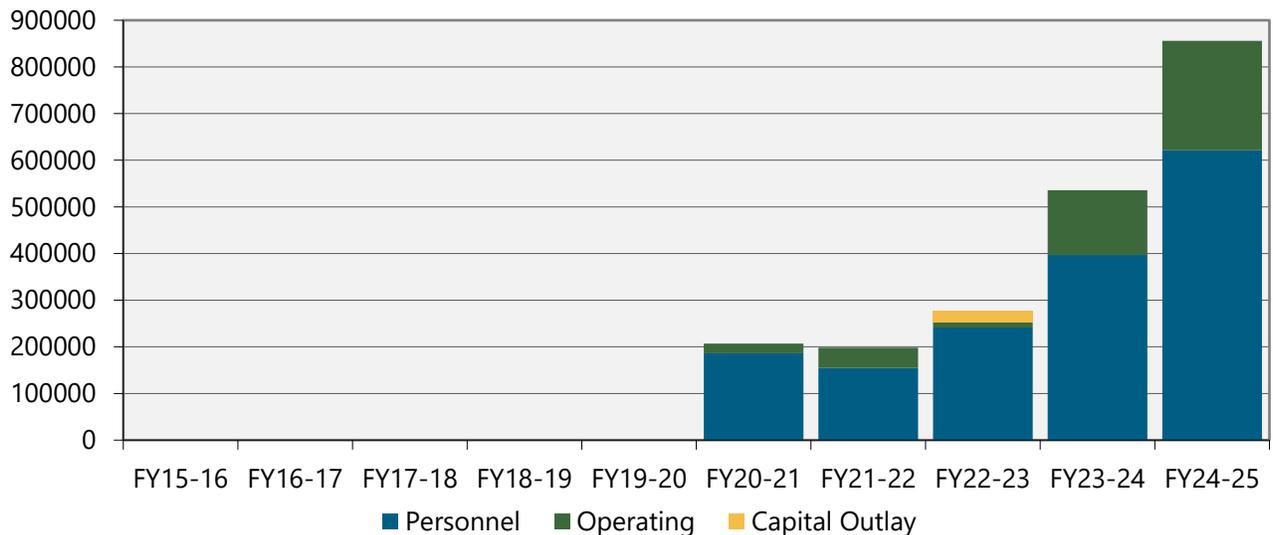
Budget Summary

Town Clerk Expenditures by Type					
Type	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Personnel	241,368	406,700	396,718	621,100	52.34%
Operating	12,032	86,500	138,790	234,900	174.74%
Capital	23,778	-	-	-	-
Total	\$277,178	\$493,200	\$535,508	\$856,000	73.56%

Town Clerk Expenditures by Type



Town Clerk Expenditure History

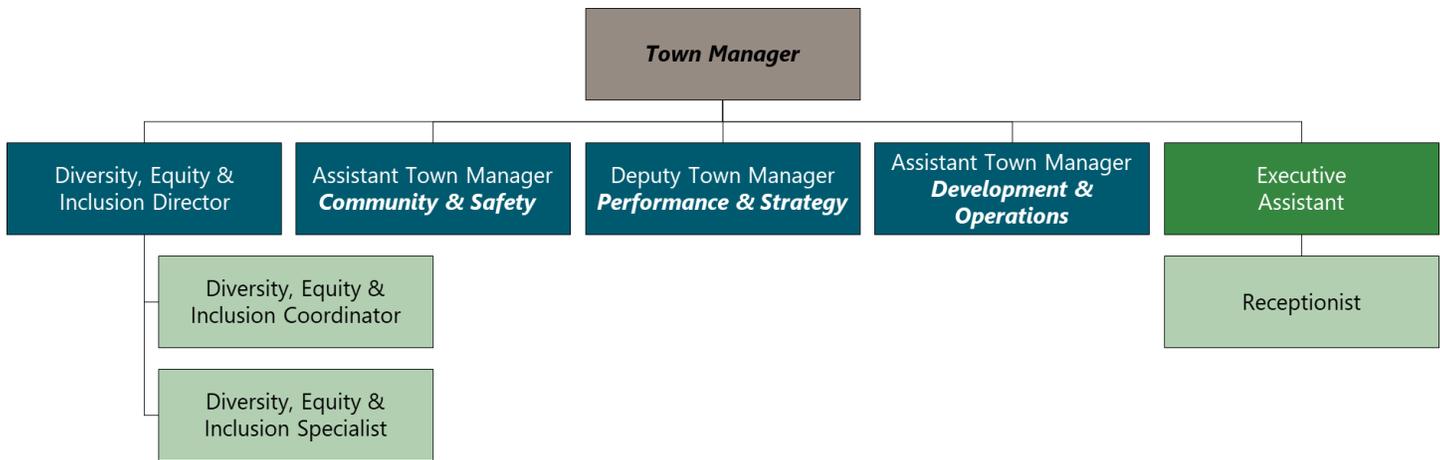


Line Item Expenditures

Town Clerk Expenditures					
Line Item	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Salaries	179,509	288,000	282,087	439,400	52.57%
FICA	13,341	24,700	21,584	33,700	36.44%
Group Insurance	17,311	35,800	41,554	65,400	82.68%
General Retirement	21,718	41,500	36,878	59,900	44.34%
401K General	8,952	16,100	14,335	22,000	36.65%
Workers Comp	537	600	280	700	16.67%
Postage	178	100	100	100	0.00%
Telephone & Communication	700	900	490	900	0.00%
Printing	-	3,500	3,500	9,500	171.43%
Travel and Training	2,564	13,700	13,700	19,500	42.34%
Advertising	1,021	-	-	-	-
Office Supplies	1,144	500	100	500	0.00%
Departmental Supplies	1,356	1,400	800	5,300	278.57%
Technology Hardware & Accessories	2,455	-	-	4,900	-
Meeting & Event Provisions	1,441	1,600	1,600	1,900	18.75%
Uniforms	-	300	-	400	33.33%
Contracted Services	-	-	24,000	96,000	-
Software License & Maintenance	208	30,200	30,200	46,100	52.65%
Professional Services	-	32,000	62,000	47,500	48.44%
Dues and Subscriptions	965	2,300	2,300	2,300	0.00%
Capital Outlay - Improvements	23,778	-	-	-	-
Total	\$277,178	\$493,200	\$535,508	\$856,000	73.56%



ADMINISTRATION



Description

The Administration Department is responsible for general administration of Town operations which includes implementing policy at the direction of Town Council and responding to residents and Town Council concerns. This department is led by the Town Manager and executive management team, who oversee all other Town departments and employees. Currently, the Diversity, Equity, and Inclusion (DEI) department operates as its own entity within Administration for budgeting purposes. DEI consults with and educates departments on how to ensure a community of belonging, diverse representation among employees, and equitable access to services for residents.

Recent Accomplishments

- On-boarded new Town Manager
- Adopted the Town’s Language Access Plan on April 23, 2024 for FY24-25 implementation
- Hosted the Town’s first Holi Festival on April 6, 2024 under the leadership of the DEI department

FY 2024-2025 Strategic Goal Actions

High Performing Government

- Craft a communications plan for Administration to connect with Team Apex more frequently and effectively
- Re-introduce Peak Principles with clear and concise definitions of core values
- Implement Executive Team monitoring and reporting system for Game Plan Apex strategic goals
- Create interdepartmental/cross-function teams to develop and guide new projects, programs, and policies
- (DEI) Implement the Town’s Language Access Plan

A Welcoming Community

- Expand Peak Academy to create more opportunity to educate residents about Town operations
- (DEI) Establish the DEI Internal Advisory Committee to help implement the Town’s DEI Strategic Business Plan
- (DEI) Initiate the process to become a Certified Welcoming Community through Welcoming America

FY 2024-2025 Budget Highlights

- The Administration department budget increased 24.30 percent in FY24-25.
- The Administration budget accounts for 1.62 percent of the General Fund budget and is equivalent to \$0.010 on the tax rate.
- The Town plans to spend \$25.32 per capita for Administration in FY24-25.

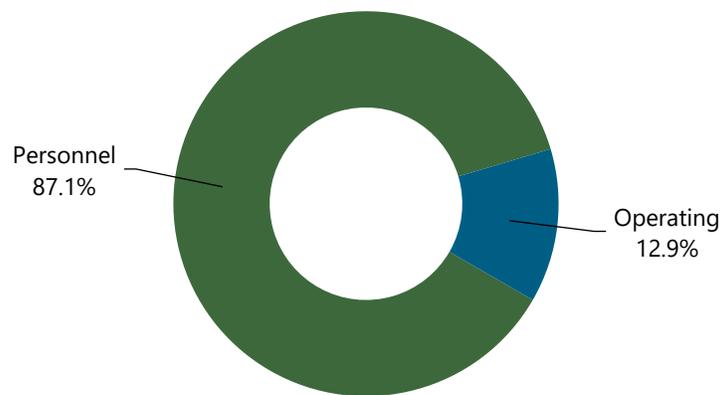


- Increase in personnel costs are attributable filling the vacant Town Manager position and realizing the annual personnel cost of a position added mid-year in FY24.

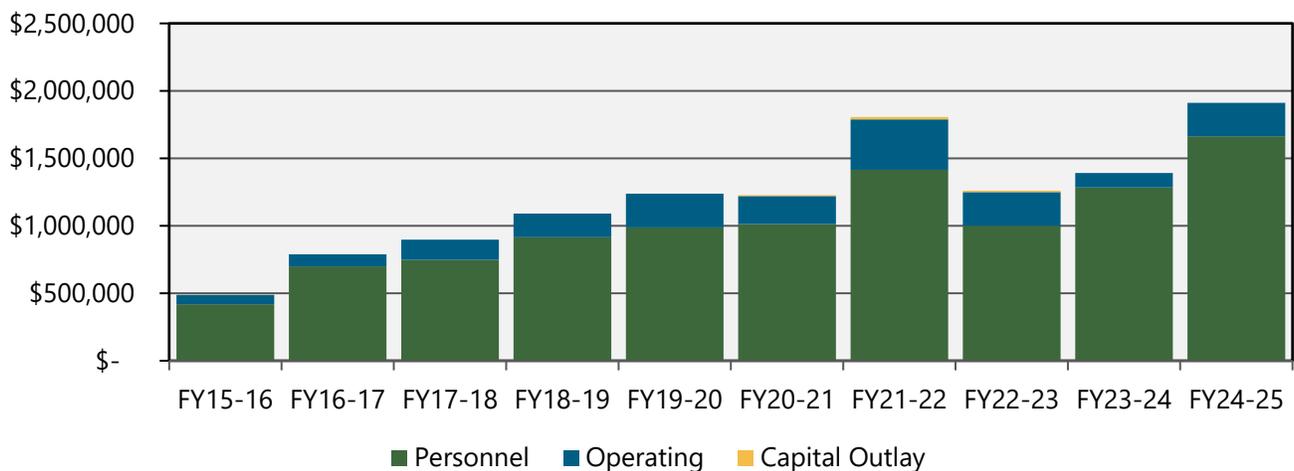
Budget Summary

Administration Expenditures by Type					
Type	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Personnel	999,747	1,304,700	1,284,000	1,664,000	27.54%
Operating	250,290	232,600	106,916	246,900	6.15%
Capital	10,907	-	-	-	-
Total	\$1,260,943	\$1,537,300	\$1,390,916	\$1,910,900	24.30%

Administration Expenditures by Type



Administration Expenditure History



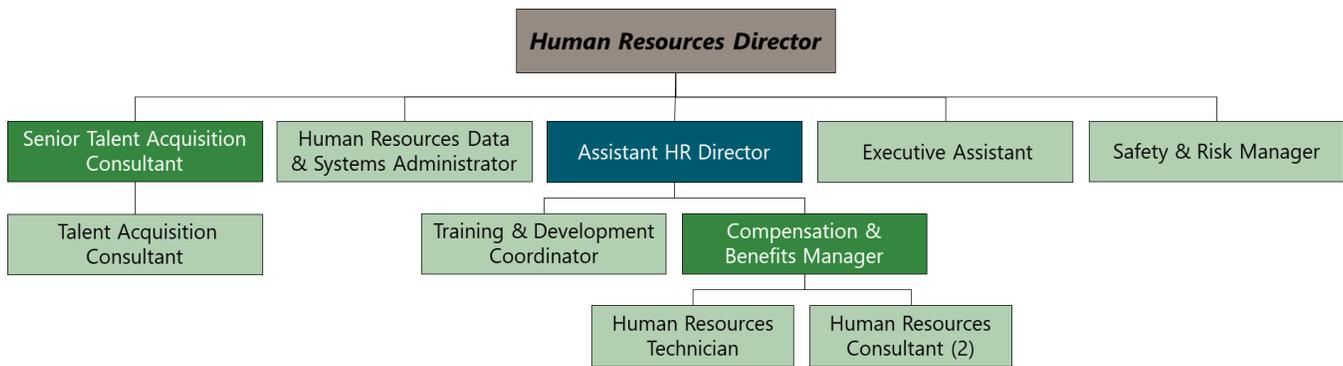
Line Item Expenditures

Administration Expenditures					
Line Item	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Salaries	740,629	976,000	961,000	1,231,300	26.16%
Part-Time Salaries	449	-	-	-	-
FICA	48,781	61,000	65,500	80,800	32.46%
Group Insurance	72,203	90,200	91,000	120,700	33.81%
General Retirement	87,215	125,800	108,000	167,900	33.47%
401K General	47,915	48,800	57,000	61,600	26.23%
Workers Comp	2,553	2,900	1,500	1,700	-41.38%
Postage	140	100	-	100	0.00%
Telephone & Communication	3,098	4,000	5,300	2,800	-30.00%
Printing	10,340	11,000	11,000	5,300	-51.82%
Travel and Training	49,749	55,400	23,200	56,000	1.08%
Advertising	7,535	5,000	-	5,000	0.00%
Office Supplies	2,640	3,100	3,100	3,000	-3.23%
Departmental Supplies	10,442	7,800	5,000	2,500	-67.95%
Technology Hardware & Accessories	1,979	5,300	3,100	13,300	150.94%
Meeting & Event Provisions	18,119	9,800	5,495	10,000	2.04%
Uniforms	467	800	386	1,100	37.50%
Contracted Services	20,800	36,300	25,601	50,000	37.74%
Software License & Maintenance	28,874	14,000	660	16,300	16.43%
Professional Services	70,100	44,200	14,453	30,000	-32.13%
Dues and Subscriptions	13,262	10,700	634	19,900	85.98%
Special Programs	12,744	25,100	8,988	31,600	25.90%
Capital Outlay - Equipment	10,907	-	-	-	-
Total	\$1,260,943	\$1,537,300	\$1,390,916	\$1,910,900	24.30%



HUMAN RESOURCES

Reports to Deputy 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 to support the Town’s mission with a focus on 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

- Conducted the new Core Foundations for Supervisors for all Town supervisors and developed the Manager’s Toolkit, an intranet site for ongoing education and resources
- Implemented a new Town employee survey (2023 Workplace Check-Up) with a 70% participation rate
- Developed a comprehensive new professional development training program available to all Town employees, including four new training programs with 16 class offerings in the spring of 2024

FY 2024-2025 Strategic Goal Actions

High Performing Government

- Implement new Career Paths across the Town and provide professional development and increased compensation opportunities for non-supervisory employees
- Develop a plan to implement a cafeteria-style benefits plan and Health Savings Accounts for FY25-26
- Conduct employee focus groups across the Town and compile proposed solutions to address the top 3 Town-wide concerns identified during the 2024 Workplace Check-Up

FY 2024-2025 Budget Highlights

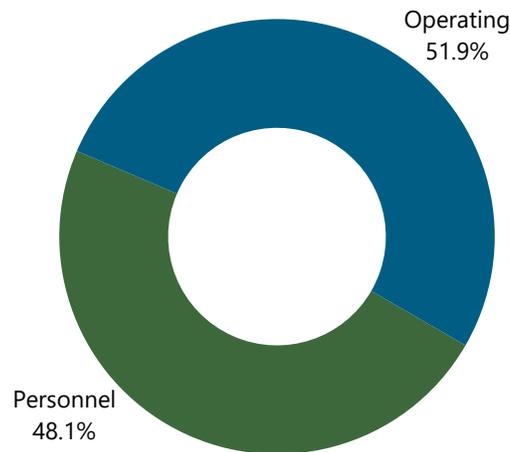
- The Human Resources department budget increased 9.19 percent in FY24-25.
- The Human Resources budget accounts for 2.68 percent of the General Fund budget and is equivalent to \$0.016 on the tax rate.
- The Town plans to spend \$41.87 per capita for Human Resources in FY24-25.
- Major budget changes in operating include increased internal organizational training programs, an expanded wellness program, and \$661,500 in special programs for the Peak Lifestyle Reimbursement program.



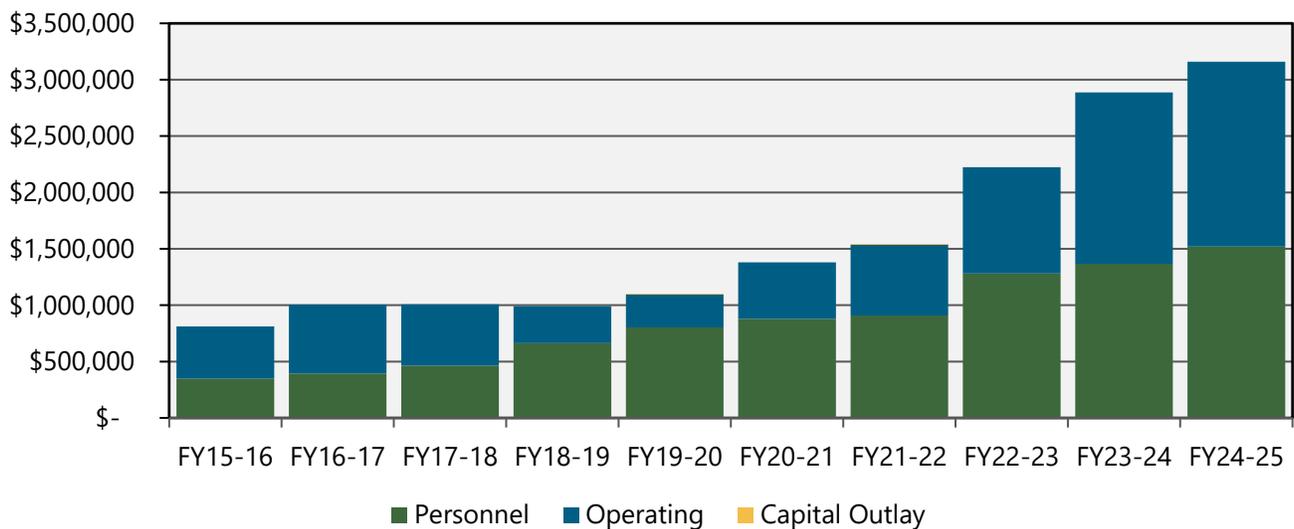
Budget Summary

Human Resources Expenditures by Type					
Type	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Personnel	1,280,915	1,454,400	1,367,926	1,520,000	4.51%
Operating	943,599	1,439,300	1,519,000	1,639,700	13.92%
Capital	-	-	-	-	-
Total	\$2,224,514	\$2,893,700	\$2,886,926	\$3,159,700	9.19%

Human Resources Expenditures by Type



Human Resources Expenditure History



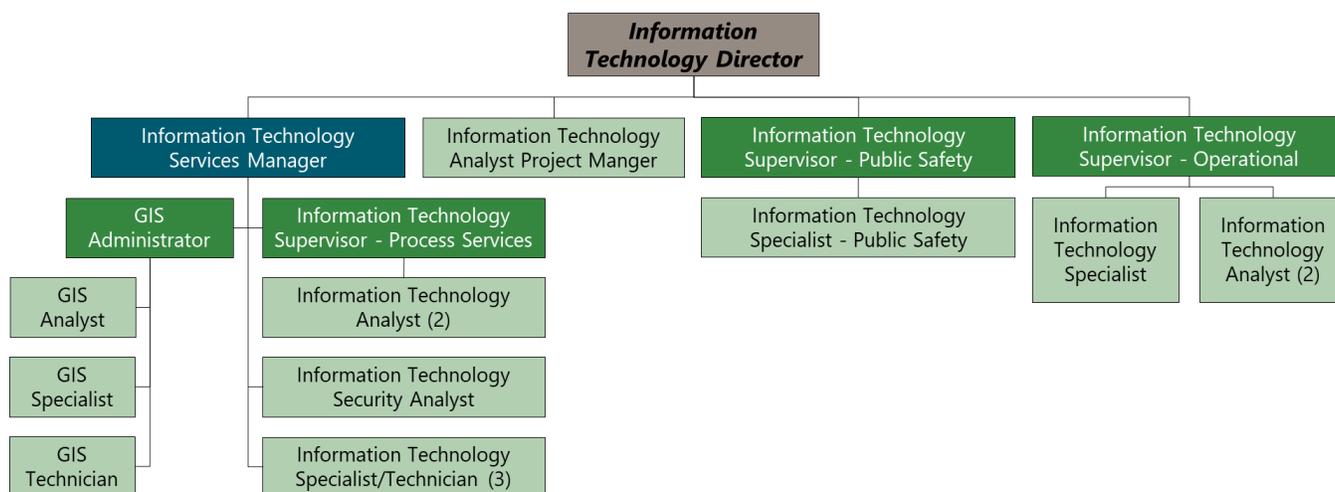
Line Item Expenditures

Human Resources Expenditures					
Line Item	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Salaries	638,649	741,900	709,600	818,400	10.31%
Part-Time Salaries	-	-	11,000	-	-
FICA	46,886	57,800	55,126	62,400	7.96%
Group Insurance	75,728	97,600	93,400	103,400	5.94%
OPEB Expense	266,000	266,000	266,000	266,000	0.00%
Group Insurance - Retirees	142,383	150,000	100,900	115,000	-23.33%
General Retirement	76,311	99,500	93,300	111,600	12.16%
401K General	31,010	38,600	36,200	41,000	6.22%
Workers Comp	3,947	3,000	2,400	2,200	-26.67%
Retiree Health Benefits	-	100	-	-	-100.00%
Postage	98	-	-	100	-
Telephone & Communication	2,484	2,400	2,200	2,500	4.17%
Printing	3,820	6,600	6,600	8,600	30.30%
Travel and Training	88,103	90,000	87,700	124,600	38.44%
Advertising	7,826	15,000	8,000	10,000	-33.33%
Employee Recruitment	15,185	15,000	15,000	15,000	0.00%
Office Supplies	3,432	1,500	2,000	4,000	166.67%
Departmental Supplies	3,211	1,000	1,800	2,400	140.00%
Technology Hardware & Accessories	7,193	9,000	6,900	7,300	-18.89%
Safety Supplies	-	5,200	5,200	200	-96.15%
Wellness Supplies	4,065	28,600	23,200	40,800	42.66%
Meeting & Event Provisions	2,000	3,100	1,700	4,600	48.39%
Wellness Incentives / Safety Awards	764	1,500	-	-	-100.00%
Employee Recognition	48,465	71,900	45,400	89,100	23.92%
Tuition Reimbursement	22,928	18,200	35,000	25,000	37.36%
Uniforms	848	900	900	900	0.00%
Contracted Services	72,820	104,600	101,900	164,600	57.36%
Software License & Maintenance	125,342	116,400	125,400	154,600	32.82%
Professional Services	366,490	150,000	144,600	147,000	-2.00%
Dues and Subscriptions	3,871	5,700	5,700	6,900	21.05%
Special Programs	-	657,400	657,400	661,500	0.62%
Insurance - General Liability	15,200	15,200	14,900	20,000	31.58%
Insurance - Deductible	149,454	120,000	227,500	150,000	25.00%
Total	\$2,224,514	\$2,893,700	\$2,886,926	\$3,159,700	9.19%



INFORMATION TECHNOLOGY

Reports to Deputy Town Manager



Description

The Information Technology (IT) Department provides services related to infrastructure development, design, operations, and governance. The department manages 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 comply with best practice requirements. The IT department investigates products and develops new processes and applications to improve performance and productivity for staff, vendors, developers, and the broader community. IT helps implement and support hardware, software applications, technology projects, and collaboration tools including audio/video, remote, and mobile access.

Recent Accomplishments

- Completed Enterprise Resource Planning (ERP) Phase 1 user and system testing for Finance, Payroll, and Purchasing
- Oversaw Physical Security Camera migration from the ExacqVision server platform to Milestone and Analytics
- Completed the Microsoft Teams Online Phones migration from end-of-life Avaya to an on-premise phone system

FY 2024-2025 Strategic Goal Actions

High Performing Government

- Implement Customer Relationship Management (CRM) software platform and telephony call center services for Community Development and Neighborhood Connections
- Implement Phase 2 of ERP conversion and advance the Meter Service
- Develop Internet of Things (IoT) Smart Cities Pilots to collect data on parking and parks to determine occupancy and use duration

FY 2024-2025 Budget Highlights

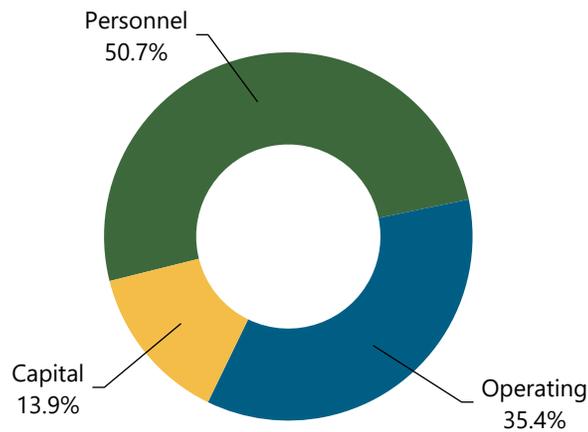
- The Information Technology department budget increased by 8.88 percent in FY24-25.
- The Information Technology budget accounts for 3.43 percent of the General Fund budget and is equivalent to \$0.021 on the tax rate.
- The Town plans to spend \$53.69 per capita for Information Technology in FY24-25.
- Major budget changes include adding two IT Specialists and the associated onboarding costs.



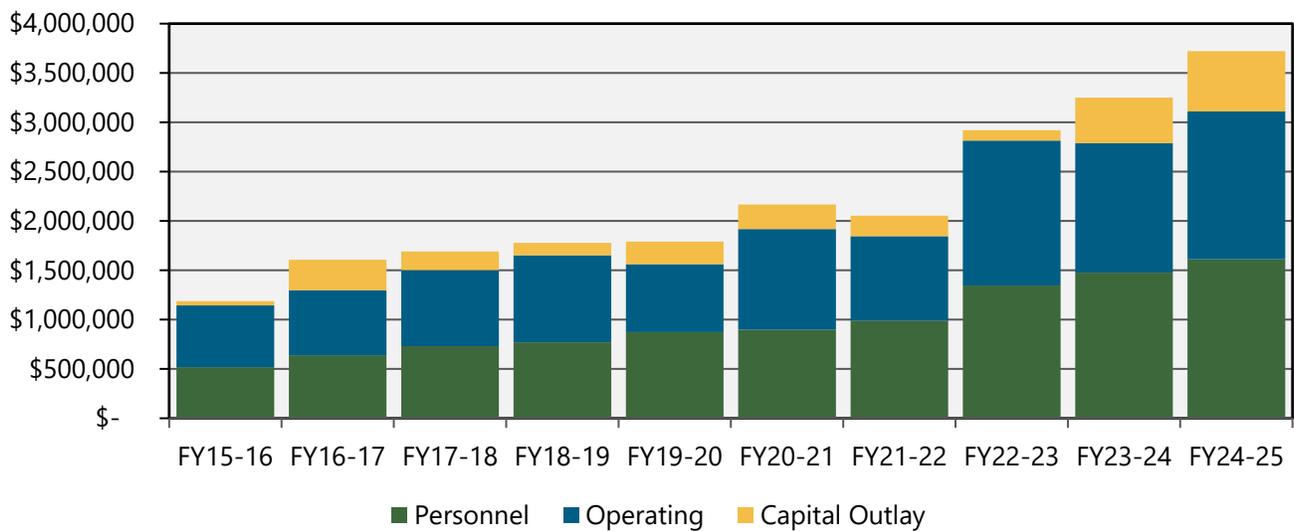
Budget Summary

Information Technology Expenditures by Type					
Type	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Personnel	1,345,134	1,611,400	1,476,964	2,052,100	27.35%
Operating	1,470,233	1,497,907	1,311,535	1,434,800	-4.21%
Capital	104,508	611,419	460,936	564,200	-7.72%
Total	\$2,919,875	\$3,720,726	\$3,249,435	\$4,051,100	8.88%

Information Technology Expenditures by Type



Information Technology Expenditure History



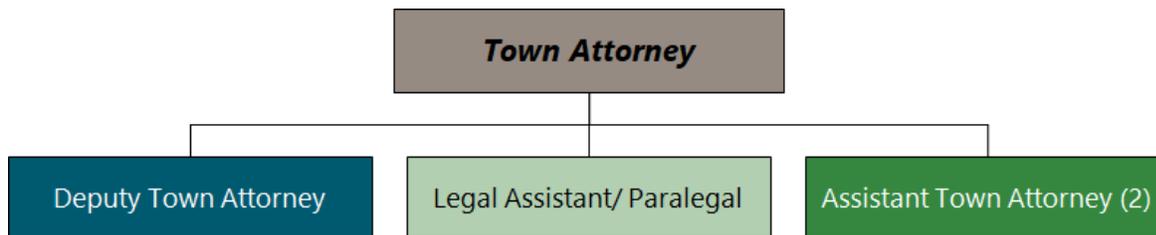
Line Item Expenditures

Information Technology Expenditures					
Line Item	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Salaries	968,031	1,116,600	1,028,577	1,415,800	26.80%
Part-Time Salaries	25,405	55,000	40,472	64,000	16.36%
FICA	73,385	88,500	82,578	113,200	27.91%
Group Insurance	113,385	149,500	136,308	192,200	28.56%
General Retirement	114,938	143,900	134,094	193,000	34.12%
401K General	46,652	55,900	52,163	70,800	26.65%
Workers Comp	3,338	2,000	2,771	3,100	55.00%
Postage	43	100	50	100	0.00%
Telephone & Communication	91,826	147,340	80,000	106,600	-27.65%
Printing	-	1,500	300	1,500	0.00%
Travel and Training	25,051	33,800	17,961	26,500	-21.60%
Maintenance & Repair - Equipment	406,456	259,356	262,234	233,000	-10.16%
Maintenance & Repair - Vehicle	72	800	50	800	0.00%
Maint. & Repair - Utility System	61,686	35,000	35,000	35,000	0.00%
Automotive Supplies	146	500	500	500	0.00%
Motor Fuel	910	900	900	1,100	22.22%
Office Supplies	30	500	50	500	0.00%
Departmental Supplies	1,538	5,000	3,100	5,000	0.00%
Technology Hardware & Accessories	69,097	85,735	65,000	49,500	-42.26%
Meeting & Event Provisions	409	2,400	500	2,400	0.00%
Uniforms	1,493	2,200	871	2,700	22.73%
Contracted Services	296,316	394,930	325,000	369,100	-6.54%
Software License & Maintenance	443,600	448,286	448,286	490,300	9.37%
Professional Services	24,205	2,460	2,490	12,000	387.80%
Dues and Subscriptions	349	5,700	3,000	4,700	-17.54%
Insurance - General Liability	47,005	71,400	66,242	93,500	30.95%
Capital Outlay - Improvements	19,081	353,330	202,847	126,200	-64.28%
Capital Outlay - Equipment	85,427	258,089	258,089	438,000	69.71%
Total	\$2,919,875	\$3,720,726	\$3,249,435	\$4,051,100	8.88%



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 residents on any matter. The department provides several services, including drafting and reviewing ordinances, resolutions, contracts, deeds, 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

- Implemented matter management software to support quality, timely, and responsive legal representation
- Partnered with budget, finance, and IT staff to implement a contract lifecycle management (CLM) and electronic signature software
- Rewrote the Town's contract template for construction in the formal bidding range, including associated general conditions

FY 2024-2025 Strategic Goal Actions

High Performing Government

- Draft a resolution delegating contract approval authority to staff as appropriate
- Define parameters within the matter management software to better track project progress, manage workloads, provide consistent inquiry responses, and maintain a high level of services
- Update real estate document templates

FY 2024-2025 Budget Highlights

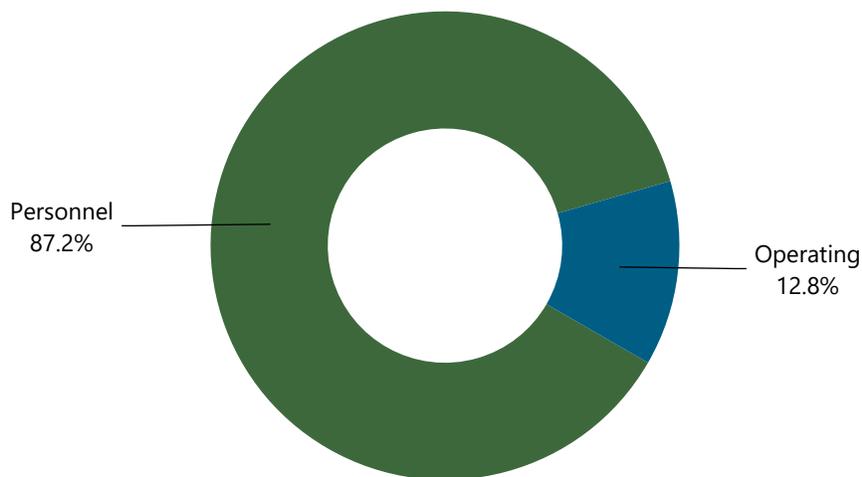
- The Legal Services department budget increased 28.45 percent in FY24-25.
- The Legal Services budget accounts for 0.68 percent of the General Fund budget and is equivalent to \$0.004 on the tax rate.
- The Town plans to spend \$10.71 per capita for legal services in FY24-25.
- Major budget changes include adding an assistant town attorney and the associated onboarding costs.
- The budget includes \$50,000 for outside counsel consulting fees.



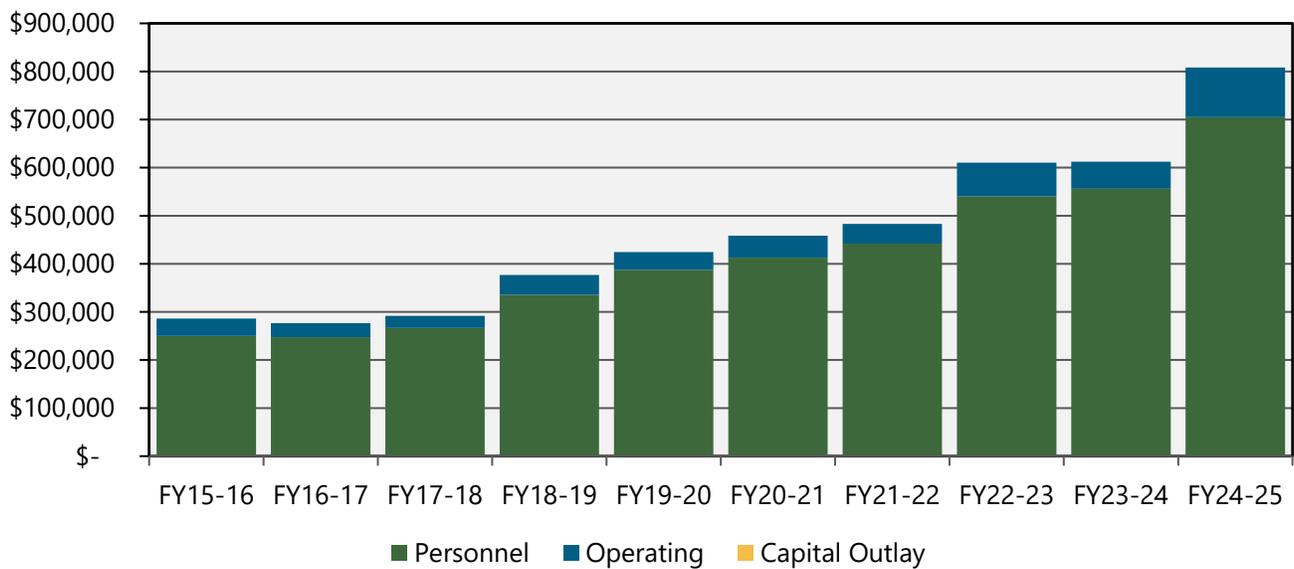
Budget Summary

Legal Services Expenditures by Type					
Type	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Personnel	540,241	559,500	556,003	704,900	25.99%
Operating	70,190	69,700	56,300	103,300	48.21%
Capital	-	-	-	-	-
Total	\$610,431	\$629,200	\$612,303	\$808,200	28.45%

Legal Services Expenditures by Type



Legal Services Expenditure History



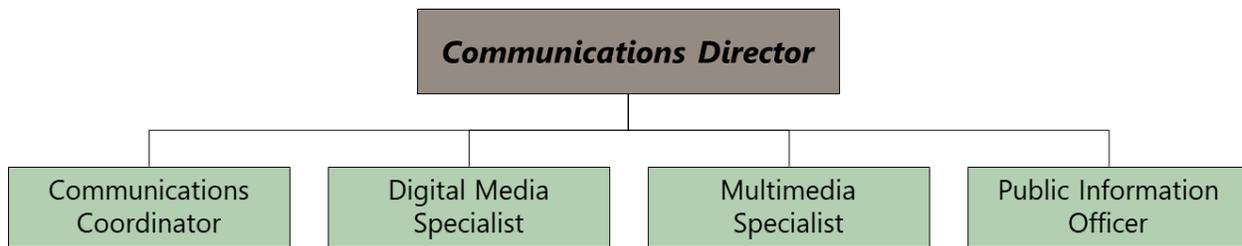
Line Item Expenditures

Legal Services Expenditures					
Line Item	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Salaries	410,810	421,100	411,922	523,900	24.41%
FICA	28,558	27,700	31,512	37,200	34.30%
Group Insurance	31,443	34,900	36,422	45,700	30.95%
General Retirement	48,899	54,300	53,936	71,500	31.68%
401K General	20,024	21,100	21,831	26,200	24.17%
Workers Comp	507	400	380	400	0.00%
Postage	40	100	100	100	0.00%
Printing	2,332	3,500	3,500	3,200	-8.57%
Travel and Training	2,008	5,000	5,000	6,500	30.00%
Office Supplies	544	1,200	700	1,100	-8.33%
Departmental Supplies	-	300	200	800	166.67%
Technology Hardware & Accessories	3,924	500	500	7,400	1380.00%
Meeting & Event Provisions	105	-	-	200	-
Uniforms	-	300	300	400	33.33%
Software License & Maintenance	35,129	17,900	20,200	21,300	18.99%
Professional Services	32	200	100	200	0.00%
Professional Services - Legal	8,899	30,000	15,000	50,000	66.67%
Dues and Subscriptions	17,177	10,700	10,700	12,100	13.08%
Total	\$610,431	\$629,200	\$612,303	\$808,200	28.45%



COMMUNICATIONS

Reports to Deputy Town Manager



Description

The Communications Department connects the Town's work to the community's quality of place, through creative, informative, and meaningful storytelling. Through various communication channels and strategies, the department aims to empower residents with the information they need to be active and informed participants in our community. In addition to sharing information with the public via various platforms, the Communications team assists Town departments with their communication needs.

Recent Accomplishments

- Planned and implemented the year-long celebration of the Town's 150th anniversary
- Hired a Public Information Officer (PIO) to strengthen media relations and crisis communications planning
- Developed communications plans for each special event and major project

FY 2024-2025 Strategic Goal Actions

A Welcoming Community

- Increase awareness of special events by executing communications plan for each event

High Performing Government

- Assist departments with telling the story of their work by shadowing departments and gathering content and context for a staff stories campaign
- Develop a crisis communications plan to ensure the team, message, and communication processes are ready for real-time incident and crisis response

FY 2024-2025 Budget Highlights

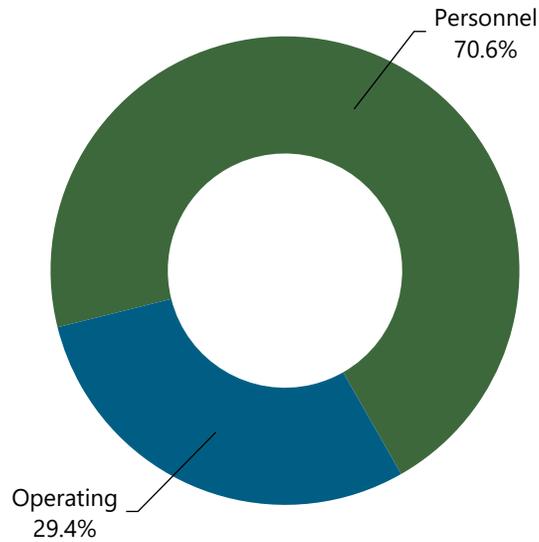
- The Communications department budget increased 7.56 percent in FY24-25.
- The Communications budget accounts for 0.62 percent of the General Fund budget and is equivalent to \$0.004 on the tax rate.
- The Town plans to spend \$9.73 per capita for Communications in FY24-25.
- Major budget costs include the addition of one new position, a Public Safety Public Information Officer, and the associated onboarding costs.



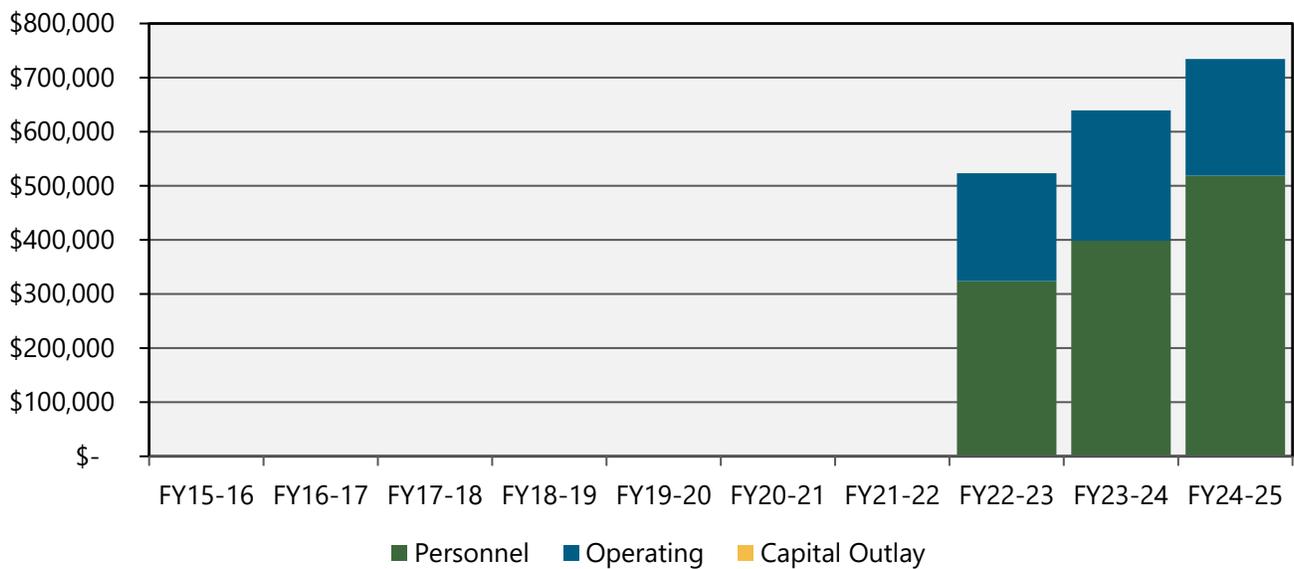
Budget Summary

Communications Expenditures by Type					
Type	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Personnel	323,763	429,100	398,520	518,800	20.90%
Operating	199,397	253,800	240,790	215,700	-15.01%
Capital	-	-	-	-	-
Total	\$523,160	\$682,900	\$639,310	\$734,500	7.56%

Communications Expenditures by Type



Communications Expenditure History



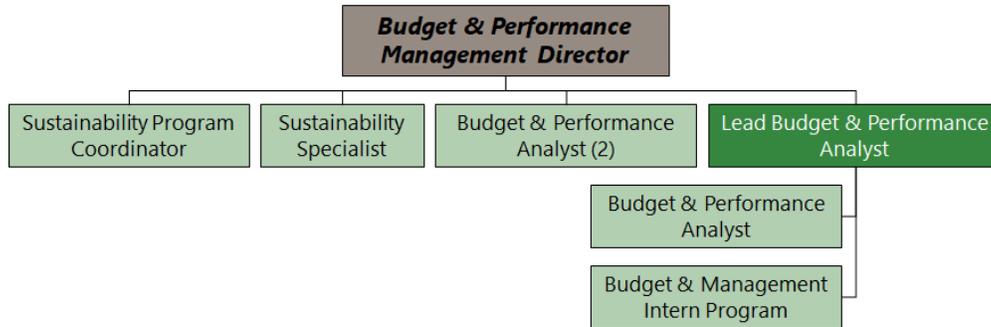
Line Item Expenditures

Communications Expenditures					
Line Item	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Salaries	239,246	308,300	285,180	369,600	19.88%
FICA	17,849	23,300	21,816	28,300	21.46%
Group Insurance	25,891	41,600	38,851	51,400	23.56%
General Retirement	28,429	39,800	37,685	50,400	26.63%
401K General	11,619	15,500	14,473	18,500	19.35%
Workers Comp	730	600	515	600	0.00%
Telephone & Communication	884	1,000	500	1,000	0.00%
Printing	1,354	6,700	4,690	4,200	-37.31%
Travel and Training	5,197	10,600	12,350	16,000	50.94%
Advertising	9,995	10,400	10,700	2,800	-73.08%
Office Supplies	44	700	100	500	-28.57%
Departmental Supplies	6,621	6,500	3,300	7,200	10.77%
Technology Hardware & Accessories	2,891	3,200	3,200	9,000	181.25%
Meeting & Event Provisions	75	400	400	500	25.00%
Uniforms	64	700	700	400	-42.86%
Contracted Services	-	1,100	-	-	-100.00%
Software License & Maintenance	64,111	82,400	85,000	113,200	37.38%
Professional Services	25,443	59,000	53,750	60,000	1.69%
Dues and Subscriptions	1,049	1,100	1,100	900	-18.18%
Special Programs	81,670	70,000	65,000	-	-100.00%
Total	\$523,160	\$682,900	\$639,310	\$734,500	7.56%



BUDGET & PERFORMANCE MANAGEMENT

Reports to Deputy Town Manager



Description

The Budget & Performance Management (BPM) Department compiles, reviews, analyzes, and presents data for the annual operating budget and Capital Improvement Plan (CIP) in addition to developing and managing performance measures that align with the Town's strategic plan, Game Plan Apex. The BPM team monitors departments' actual spending, reviews all budget change requests, and assists department directors, elected officials, and the public throughout the year with budget-related questions. The Sustainability team, which is housed in the BPM Department, recommends and implements internal sustainability initiatives and public education aligned with the Town's strategic goals.

Recent Accomplishments

- Received the Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award
- Facilitated and assisted departments with creating, implementing, monitoring, and updating their departmental strategic business plans and corresponding performance dashboards
- Finalized the Apex Sustainability Action Plan (ASAP) and began implementing green initiatives for Town facilities

FY 2024-2025 Strategic Goal Actions

High Performing Government

- Partner with the Central Pines Regional Council for their grant writing and administration services to support Town and departmental goals
- Implement a budget and capital planning software to integrate with new enterprise resources planning (ERP) system for improved transparency, tracking, and efficiency in the budget process

Environmental Leadership

- Implement sustainable energy management initiatives including building commission analytics, greenhouse gas emissions computations, ENERGY STAR integration, and Town facility energy savings

FY 2024-2025 Budget Highlights

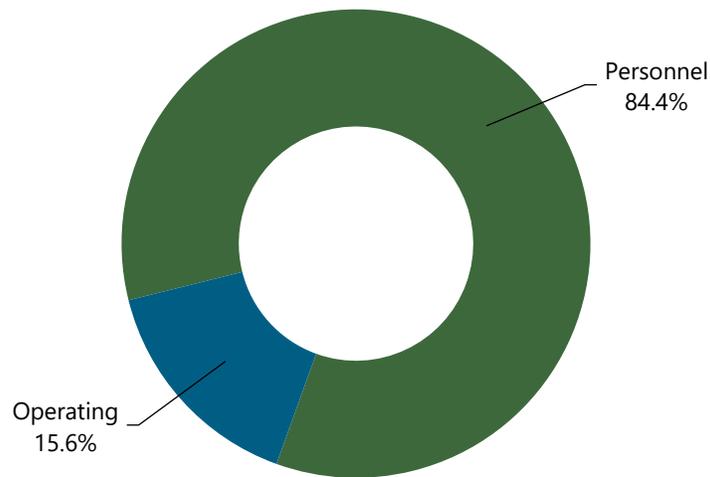
- The Budget & Performance Management department budget increased 15.64 percent in FY24-25.
- The Budget & Performance Management budget accounts for 0.86 percent of the General Fund budget and is equivalent to \$0.005 on the tax rate.
- The Town plans to spend \$13.40 per capita for Budget & Performance Management in FY24-25.
- Additional increases in personnel include the additional cost of annual interns and full cost of a position authorization vacant in FY24.
- Major operating changes include Enpira energy management software implementation, charging infrastructure assessment and grant writing and administration contract.



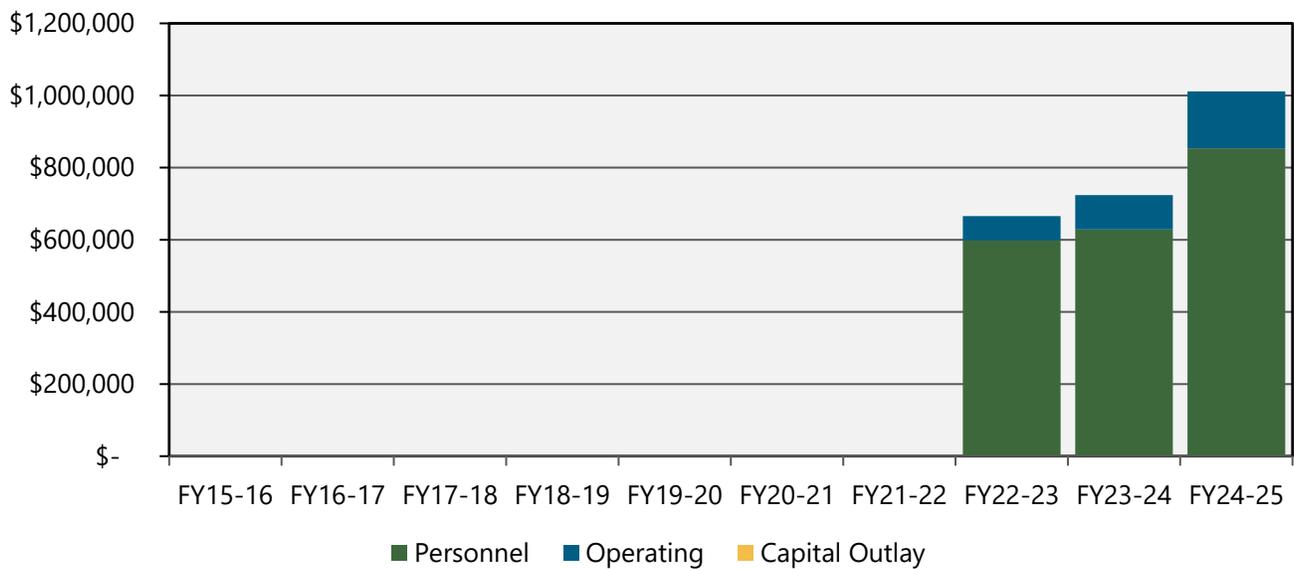
Budget Summary

Budget & Performance Management Expenditures by Type					
Type	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Personnel	598,531	720,400	628,336	853,700	18.50%
Operating	66,954	154,300	95,500	157,800	2.27%
Capital	-	-	-	-	-
Total	\$665,485	\$874,700	\$723,836	\$1,011,500	15.64%

Budget & Performance Management Expenditures by Type



Budget & Performance Management Expenditure History



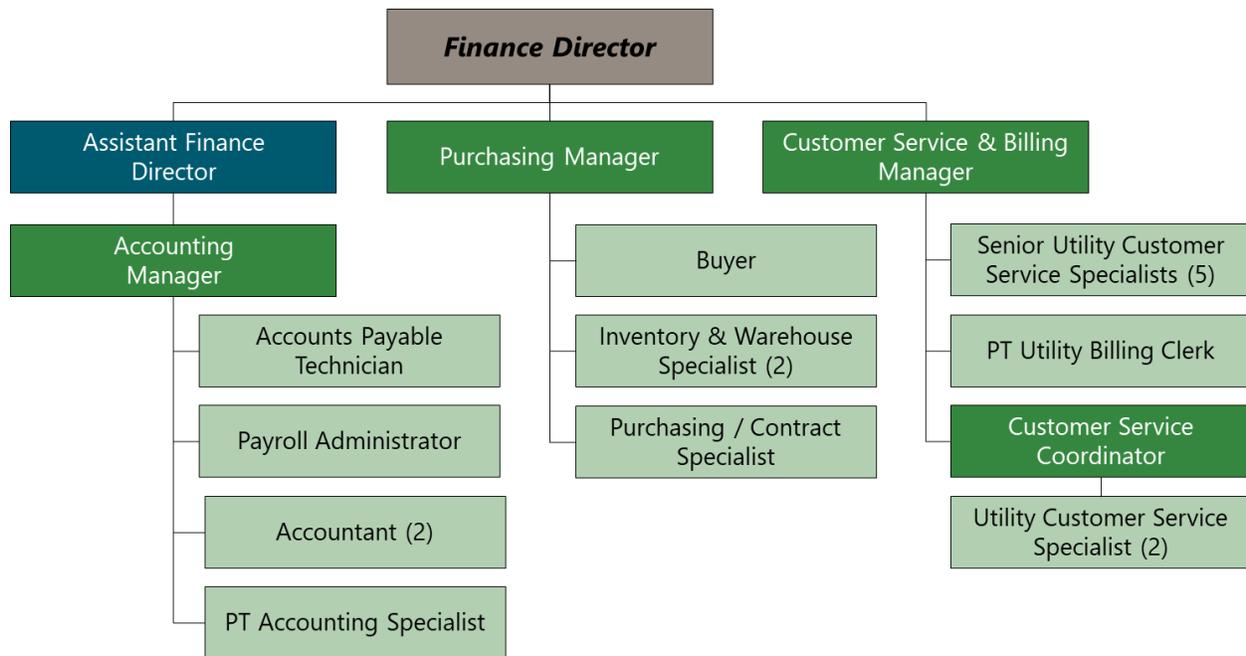
Line Item Expenditures

Budget & Performance Management Expenditures					
Line Item	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Salaries	428,379	480,200	428,000	550,300	14.60%
Part-Time Salaries	23,592	40,000	32,600	75,000	87.50%
FICA	33,196	43,300	35,236	49,000	13.16%
Group Insurance	39,896	60,200	53,800	73,100	21.43%
General Retirement	51,072	68,900	55,900	77,100	11.90%
401K General	20,986	26,800	21,900	28,300	5.60%
Workers Comp	1,410	1,000	900	900	-10.00%
Postage	3	200	200	100	-50.00%
Telephone & Communication	560	1,100	900	900	-18.18%
Printing	1,368	2,500	1,700	2,500	0.00%
Travel and Training	26,243	24,700	22,000	28,100	13.77%
Advertising	(494)	-	(1,600)	-	-
Office Supplies	133	1,200	600	800	-33.33%
Departmental Supplies	10,238	5,200	1,100	900	-82.69%
Technology Hardware & Accessories	3,842	3,000	3,000	10,500	250.00%
Meeting & Event Provisions	453	1,700	1,700	1,700	0.00%
Community Outreach Materials/Activities	-	2,500	1,000	2,000	-20.00%
Uniforms	367	600	600	600	0.00%
Contracted Services	-	10,000	10,000	10,000	0.00%
Software License & Maintenance	3,177	28,500	26,000	34,400	20.70%
Professional Services	9,900	69,800	25,000	62,000	-11.17%
Dues and Subscriptions	5,442	3,300	3,300	3,300	0.00%
Special Programs	5,724	-	-	-	-
Total	\$665,485	\$874,700	\$723,836	\$1,011,500	15.64%



FINANCE

Reports to Deputy Town Manager



Description

The Finance Department manages and communicates financial information to Town management (Town Council, Town Manager, and department heads) and other users of Town financial data (residents, bondholders, oversight bodies, financial service providers, and external agencies) to foster informed judgments and decisions concerning the provision of services to residents. Finance department staff perform statutory duties surrounding comprehensive financial administration and planning. The department manages the Town’s accounting, billing and collections, and purchasing and contract management services.

Recent Accomplishments

- Coordinated and conducted four successful debt issuances and maintained the Town’s AAA bond rating status with both Standard and Poor’s and Moody’s Investor Service
- Designed and implemented a more effective and informative process for tracking, reporting and disseminating financial information about the Town’s capital projects
- Overhauled, enhanced, and redesigned the accounts payable process and procedures and the procurement card program to increase effectiveness and efficiency and allow the Town to take advantage of financial opportunities

FY 2024-2025 Strategic Goal Actions

High Performing Government

- Strengthen processes and data-driven decision making by leveraging technology, such as the new enterprise resource planning (ERP) system, to improve efficiency and quality of work
- Maintain and potentially improve the Town’s financial position by enhancing the Town’s ability to fund priorities and efficiently manage financial resources while promoting accountability
- Improve the design and implementation of policies and procedures to support diversity, equity, and inclusion within the Finance Department and create an inclusive environment for Town customers



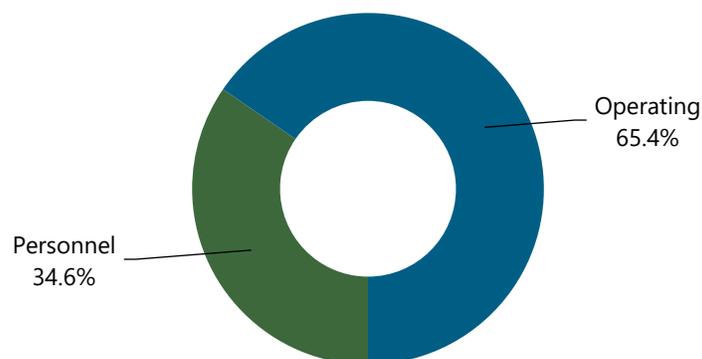
FY 2024-2025 Budget Highlights

- The Finance department budget increased 60.94 percent in FY24-25.
- The Finance budget accounts for 1.72 percent of the General Fund budget and is equivalent to \$0.010 on the tax rate.
- The Town plans to spend \$26.86 per capita for Finance in FY24-25.
- Personnel increases reflect the full annual cost of two new position authorizations from FY23-24.
- Major budget costs include \$325,000 in financial professional services for a minority and women-owned business enterprise (MWBE) disparity study and \$20,000 in professional services for a debt model and consultant.

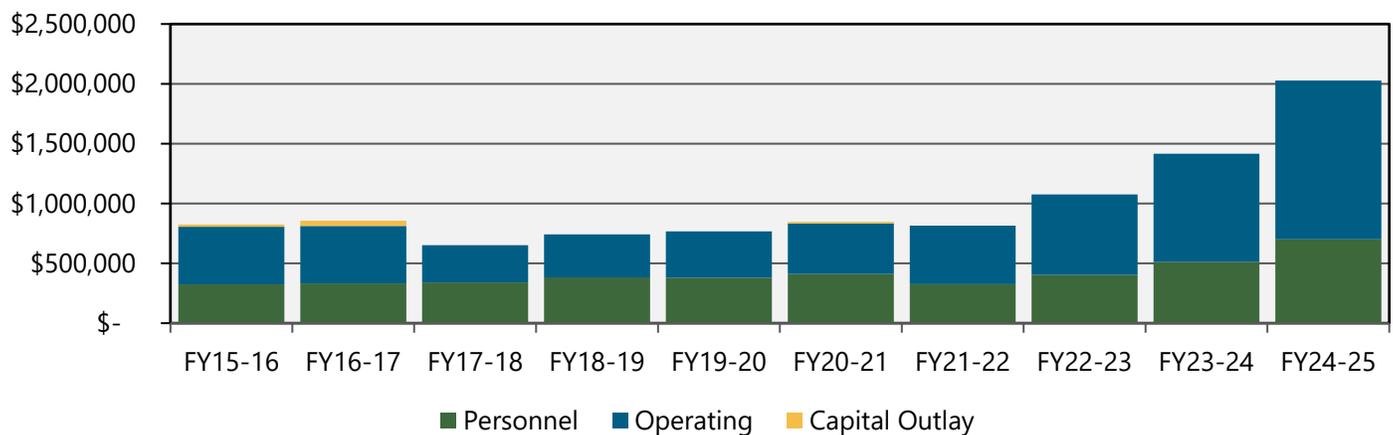
Budget Summary

Finance Expenditures by Type					
Type	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Personnel	402,750	568,300	512,750	700,900	23.33%
Operating	672,934	691,250	903,900	1,326,200	91.86%
Capital	-	-	-	-	-
Total	\$1,075,684	\$1,259,550	\$1,416,650	\$2,027,100	60.94%

Finance Expenditures by Type



Finance Expenditure History



Line Item Expenditures

Finance Expenditures					
Line Item	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Salaries	282,637	350,950	321,400	445,200	26.86%
Part-Time Salaries	7,151	18,800	15,000	39,500	110.11%
FICA	21,104	35,200	27,900	39,800	13.07%
Group Insurance	28,530	45,300	44,700	56,600	24.94%
General Retirement	33,713	50,200	42,400	60,900	21.31%
401K General	11,004	23,400	16,900	22,400	-4.27%
Workers Comp	1,322	1,100	1,100	1,500	36.36%
Unemployment	17,289	43,350	43,350	35,000	-19.26%
Postage	8,287	1,200	1,200	3,300	175.00%
Telephone & Communication	5,091	7,700	7,400	6,800	-11.69%
Printing	13,697	19,600	16,000	15,300	-21.94%
Utilities	4,969	6,200	11,000	10,300	66.13%
Travel and Training	6,888	26,600	26,600	35,800	34.59%
Maintenance & Repair - Building	9,404	5,000	5,000	5,000	0.00%
Maintenance & Repair - Equipment	1,284	1,500	1,500	2,000	33.33%
Maintenance & Repair - Vehicle	531	700	700	1,200	71.43%
Automotive Supplies	40	600	600	800	33.33%
Motor Fuel	3,333	4,400	3,500	1,500	-65.91%
Office Supplies	2,410	3,700	3,700	2,900	-21.62%
Departmental Supplies	3,629	7,000	6,000	2,500	-64.29%
Technology Hardware & Accessories	5,275	17,500	17,500	21,500	22.86%
Supplies - Unused Inventory	(691)	-	-	-	-
Meeting & Event Provisions	2,675	4,500	4,400	15,100	235.56%
Uniforms	500	3,100	3,100	2,700	-12.90%
Contracted Services	393,870	364,150	575,000	536,600	47.36%
Bank/Transaction Fees	14,488	24,000	27,100	65,000	170.83%
Software License & Maintenance	30,885	74,500	76,800	108,600	45.77%
Contracted Serv. - Billing/Collections	9,596	18,000	13,000	22,000	22.22%
Professional Services	21,289	6,300	6,300	23,300	269.84%
Professional Services - Financial	130,423	83,600	88,800	429,200	413.40%
Dues and Subscriptions	559	5,400	2,700	6,900	27.78%
Insurance - General Liability	4,500	6,000	6,000	7,900	31.67%
Total	\$1,075,684	\$1,259,550	\$1,416,650	\$2,027,100	60.94%



COMMUNITY DEVELOPMENT & NEIGHBORHOOD CONNECTIONS

Reports to Assistant Town Manager



Description

The Community Development and Neighborhood Connections (CDNC) Department is responsible for neighborhood improvement, community connections, and housing preservation and development. The Department ensures that Apex is a welcoming community with engaged residents, quality neighborhoods, and housing choice and affordability for anyone who wants to live in Apex.

Recent Accomplishments

- Filled several significant positions, including Community Connections Center Manager, Community Engagement Manager, Housing Program Manager, and Housing Specialist
- Developed and published the Community Needs Assessment Tool which allows residents to look at current Town programs and services and highlight any existing gaps
- Hosted the Town of Apex 2024 Housing Fair with 28 informational vendors and two workshops

FY 2024-2025 Strategic Goal Actions

High Performing Government

- Operationalize the 311 Community Connections Center, a call center to assist residents with non-emergency Town services

A Welcoming Community

- Increase the number of affordable housing units in Apex
- Increase availability and investment of financial resources for affordable housing by 20%

FY 2024-2025 Budget Highlights

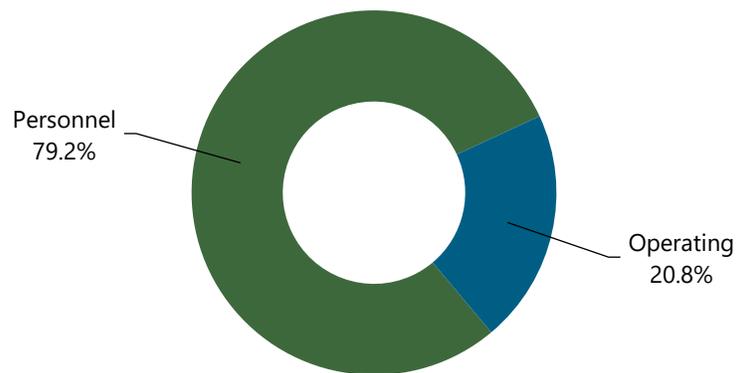
- The CDNC department budget increased 82.53 percent in FY24-25.
- The CDNC budget accounts for 1.29 percent of the General Fund budget and is equivalent to \$0.008 on the tax rate.
- The Town plans to spend \$20.18 per capita for CDNC in FY24-25.
- Increases in personnel costs are due to adding five new staff members (a community engagement specialist and two full-time and two part-time customer service representatives) and the associated onboarding costs.
- Major budget changes include \$110,000 in professional services for the affordable housing plan update, \$10,000 in software license and maintenance for the 311-call center, and \$54,800 across departmental supplies and technology hardware & accessories for the new office set up.



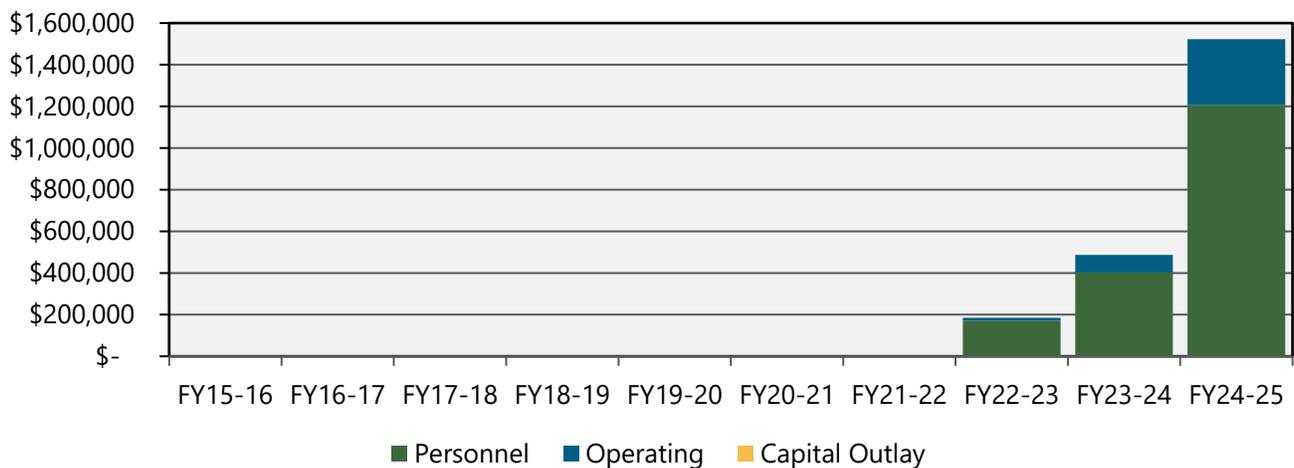
Budget Summary

Community Development & Neighborhood Connections Expenditures by Type					
Type	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Personnel	170,477	674,800	402,950	1,206,100	78.73%
Operating	14,146	159,300	83,875	316,400	98.62%
Capital	-	-	-	-	-
Total	\$184,623	\$834,100	\$486,825	\$1,522,500	82.53%

Community Development & Neighborhood Connections Expenditures by Type



Community Development & Neighborhood Connections Expenditure History



Line Item Expenditures

Community Development & Neighborhood Connections Expenditures					
Line Item	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Salaries	126,108	491,700	318,000	859,100	74.72%
FICA	9,367	21,600	24,500	65,500	203.24%
Group Insurance	13,257	57,000	2,400	120,100	110.70%
General Retirement	15,106	74,400	41,500	117,100	57.39%
401K General	6,227	29,200	16,000	43,000	47.26%
Workers Comp	412	900	550	1,300	44.44%
Postage	-	2,500	-	2,500	0.00%
Telephone & Communication	-	2,900	546	2,200	-24.14%
Printing	-	4,600	-	10,000	117.39%
Travel and Training	2,720	8,200	11,500	39,500	381.71%
Advertising	-	2,000	-	5,000	150.00%
Office Supplies	-	1,200	1,050	4,600	283.33%
Departmental Supplies	-	6,000	2,000	31,000	416.67%
Technology Hardware & Accessories	-	6,000	5,000	23,800	296.67%
Meeting & Event Provisions	1,632	4,500	5,500	700	-84.44%
Community Outreach Materials	-	7,600	5,000	12,900	69.74%
Uniforms	-	600	-	900	50.00%
Personal Protective Equipment	-	-	-	100	-
Software License & Maintenance	1,140	9,700	8,359	24,900	156.70%
Professional Services	8,641	73,500	20,000	125,000	70.07%
Dues and Subscriptions	-	3,500	4,920	5,000	42.86%
Special Programs	-	26,000	20,000	27,500	5.77%
Insurance - General Liability	14	500	-	800	60.00%
Total	\$184,623	\$834,100	\$486,825	\$1,522,500	82.53%



ECONOMIC DEVELOPMENT

Reports to Deputy Town Manager



Description

The Economic Development Department coordinates efforts to retain and recruit business and industry in the Town. Economic Development staff manages a retention, expansion, and ongoing outreach program to maintain contact with over 60 core industrial companies and hundreds of Apex’s home-grown and small businesses. The department uses marketing strategies to attract new business and industry, coordinates the responses to request for proposals (RFPs) and inquiries, and identifies potential buildings and sites for business and industry. The Economic Development department manages the Town’s tourism initiatives and is housed in the historic Depot, which also serves as Apex’s Welcome Center.

Recent Accomplishments

- Established the Apex Small Business Advisory Group, which met three times and provided valuable feedback and input on several Town and Economic Development promotions, procedures, and programs
- Began the initial phase of the new tourism development program by identifying existing infrastructure, creating brochures, and starting to develop a dedicated website page and multiple experiential activities/itineraries
- Partnered with Wake Tech Community College, Apex Chamber of Commerce, Carolina Small Business Development Fund, and Wake County Economic Development to provide additional programming and support for Apex’s business and industry community via workshops, seminars, promotions, counseling, and information distribution

FY 2024-2025 Strategic Goal Actions

Economic Vitality

- Finish developing and begin implementing the Town’s tourism development strategies
- Recruit new industry and business to the Apex Gateway development
- Improve communication, outreach, and activities with the existing business community

FY 2024-2025 Budget Highlights

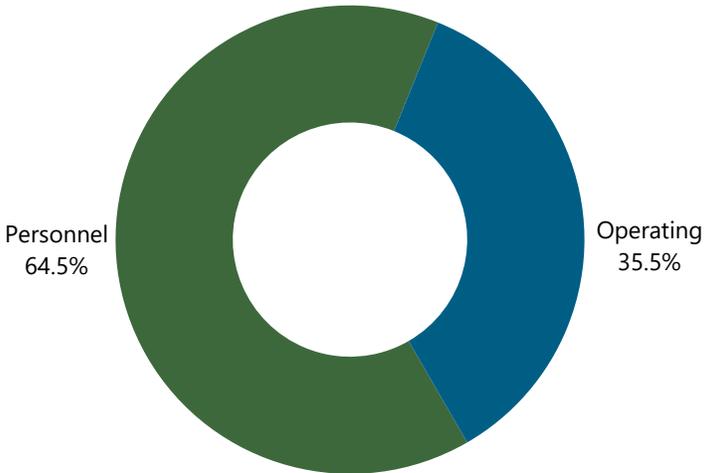
- The Economic Development department budget decreased by 4.61 percent in FY24-25.
- The Economic Development budget accounts for 0.69 percent of the General Fund budget and is equivalent to \$0.004 on the tax rate.
- The Town plans to spend \$10.75 per capita for Economic Development services in FY24-25.
- Major budget changes include a decrease in capital due to one-time purchases of furniture in FY23-24.



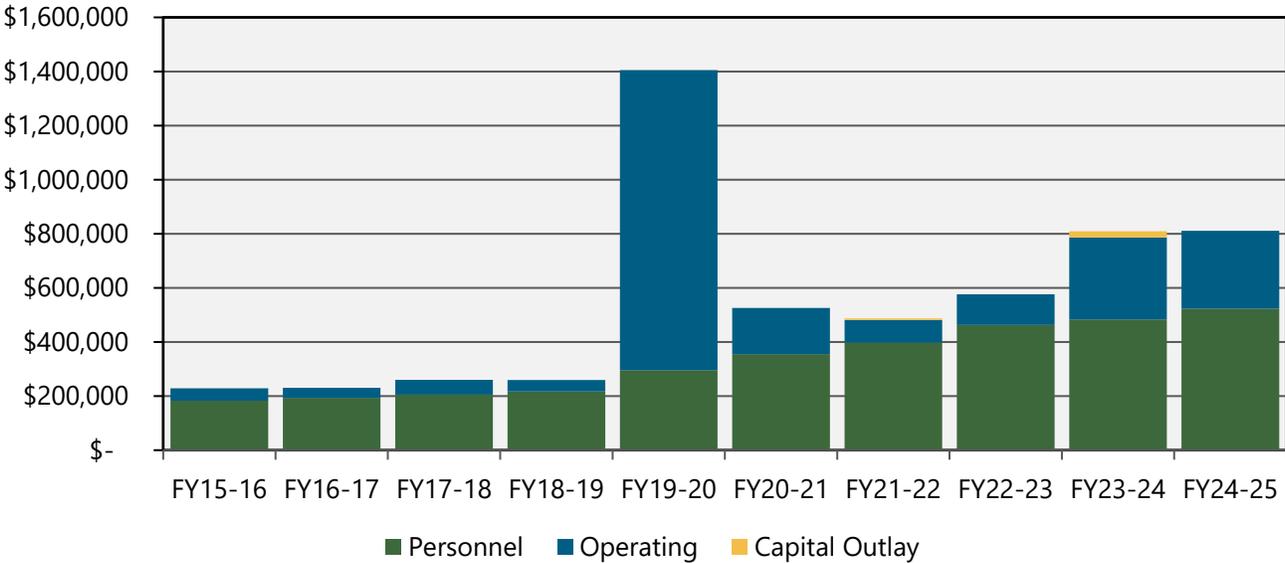
Budget Summary

Economic Development Expenditures by Type					
Type	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Personnel	462,991	488,855	483,300	522,600	6.90%
Operating	113,218	337,095	302,900	288,200	-14.50%
Capital	-	24,000	22,900	-	-100.00%
Total	\$576,209	\$849,950	\$809,100	\$810,800	-4.61%

Economic Development Expenditures by Type



Economic Development Expenditure History



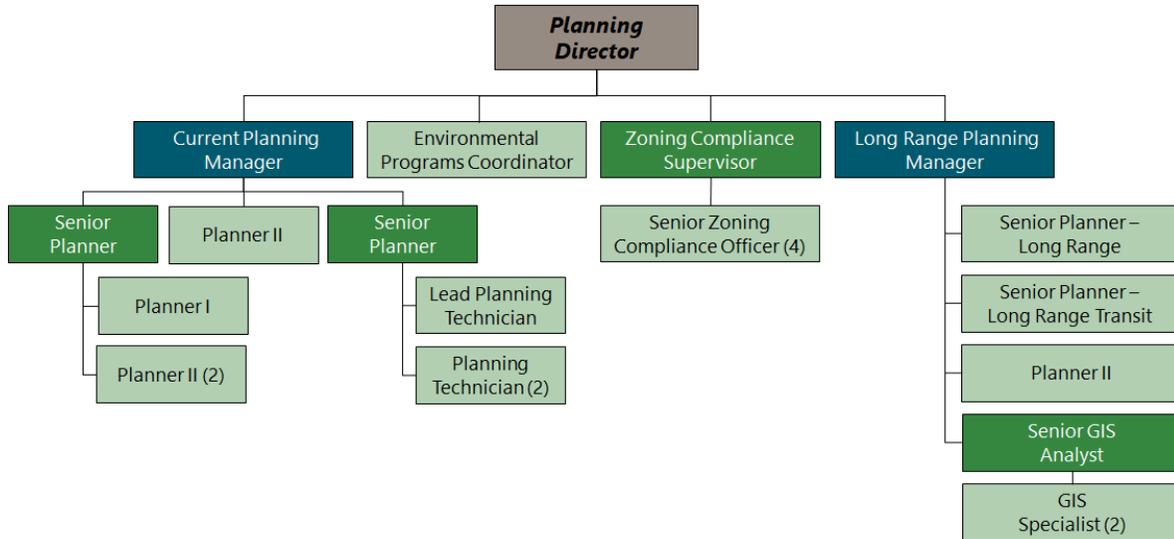
Line Item Expenditures

Economic Development Expenditures					
Line Item	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Salaries	338,526	352,300	343,600	374,300	6.24%
FICA	24,879	25,500	26,300	28,700	12.55%
Group Insurance	39,321	46,400	48,700	49,100	5.82%
General Retirement	40,405	45,400	45,400	51,100	12.56%
401K General	16,655	17,700	17,700	18,800	6.21%
Workers Comp	3,205	1,555	1,600	600	-61.41%
Postage	48	400	400	300	-25.00%
Telephone & Communication	511	500	500	500	0.00%
Printing	4,201	7,500	6,600	11,000	46.67%
Utilities	2,413	3,600	3,800	3,900	8.33%
Travel and Training	15,755	15,000	15,000	17,600	17.33%
Maintenance & Repair - Building	255	5,000	300	5,000	0.00%
Depot Operations	13,374	-	-	-	-
Advertising	3,394	8,000	4,000	14,300	78.75%
Office Supplies	1,324	1,000	1,000	1,500	50.00%
Departmental Supplies	231	2,000	2,000	2,000	0.00%
Technology Hardware & Accessories	1,962	-	-	1,900	-
Trademark Purchases	4,499	5,000	5,000	5,000	0.00%
Meeting & Event Provisions	600	4,400	4,400	5,600	27.27%
Community Outreach Materials	1,696	5,900	4,500	2,500	-57.63%
Uniforms	573	300	300	300	0.00%
Contracted Services	3,792	12,345	3,900	9,400	-23.86%
Software License & Maintenance	4,638	10,300	9,900	5,100	-50.49%
Professional Services	18,368	5,000	5,000	1,000	-80.00%
Pro. Services - Engineer/Survey	8,100	15,000	15,000	15,000	0.00%
Lease Payments	11,307	-	-	-	-
Dues and Subscriptions	2,312	2,500	2,500	3,600	44.00%
Special Programs	3,541	5,000	5,400	17,000	240.00%
Insurance - General Liability	356	500	500	700	40.00%
Capital Outlay - Improvements	-	24,000	22,900	-	-100.00%
Downtown Development	9,968	15,000	-	15,000	0.00%
Economic Incentives	-	212,850	212,900	150,000	-29.53%
Total	\$576,209	\$849,950	\$809,100	\$810,800	-4.61%



PLANNING

Reports to Assistant Town Manager



Description

The Planning Department has three divisions: Current Planning, Long-Range Planning, and Zoning Compliance. The Current Planning division oversees plan review, coordinates the Technical Review Committee, advises property owners and developers throughout the application submittal process, approves permits and certificates of zoning compliance, and reviews rezoning requests, site plans, subdivision plans, special use permits, variances, and appeals. The Long-Range Planning division creates and maintains geographic information system (GIS) databases, develops maps and dashboards of existing conditions and development, utilizes data to develop and maintain the Town’s long-range plans and community needs plans, and partners with other divisions to implement these plans. This division also implements local transit service and collaborates with regional providers. The Zoning Compliance division ensures that development and land use within the Town are compliant with Town ordinances; processes and addresses zoning complaints; reviews plans for landscaping, tree preservation, grading, and lighting; and ensures that site and subdivision plans meet ordinance requirements.

Recent Accomplishments

- Prepared Unified Development Ordinance (UDO) amendments to update the Temporary Sign ordinance and expand the Downtown Festival District (DFD) with associated amendments to the Façade Grant program
- Delivered eight Anthemion Award-winning Virtual Community Tours honoring Apex’s history, installed artwork at twelve GoApex bus stops bringing awareness to the route and enhancing transit riders’ experience, and completed extensive engagement and scenario development for the Friendship and New Hill communities
- Handled 140 zoning-related Cityworks complaints and removed 919 signs during special enforcement sign sweeps

FY 2024-2025 Strategic Goal Actions

Responsible Development

- Complete the small area plan for the Western Big Branch Area to guide land use and transportation prior to the sewer extension
- Begin the Comprehensive Plan update

A Welcoming Community

- Expand Apex’s transit service and regional connectivity by completing the Transit Prioritization Study started in FY24, expanding Route 1 to add service on Sundays and more holidays, and completing bus stop improvements



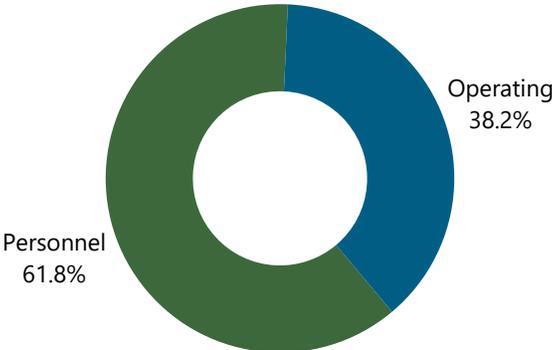
FY 2024-2025 Budget Highlights

- The Planning department budget increased by 25.44 percent in FY24-25.
- The Planning budget accounts for 4.17 percent of the General Fund budget and is equivalent to \$0.025 on the tax rate.
- The Town plans to spend \$65.26 per capita for Planning in FY24-25.
- Major budget changes include adding three new positions (two planner II positions and an environmental programs coordinator) and the associated onboarding costs.

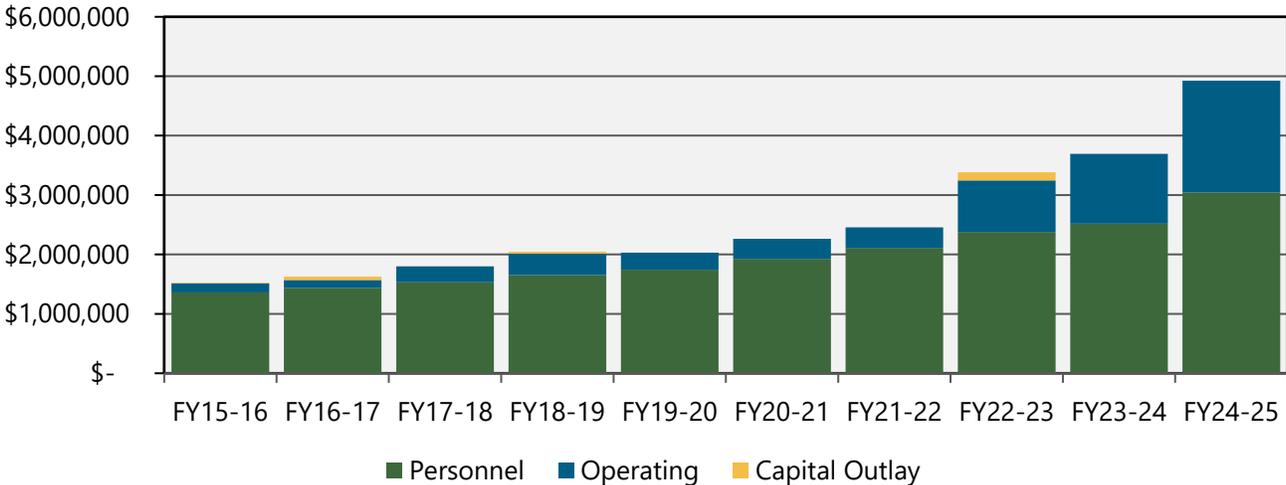
Budget Summary

Planning Expenditures by Type					
Type	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Personnel	2,376,949	2,522,600	2,517,600	3,044,900	20.70%
Operating	867,639	1,403,306	1,174,922	1,879,600	33.94%
Capital	136,656	-	-	-	-
Total	\$3,381,243	\$3,925,906	\$3,692,522	\$4,924,500	25.44%

Planning Expenditures by Type



Planning Expenditure History



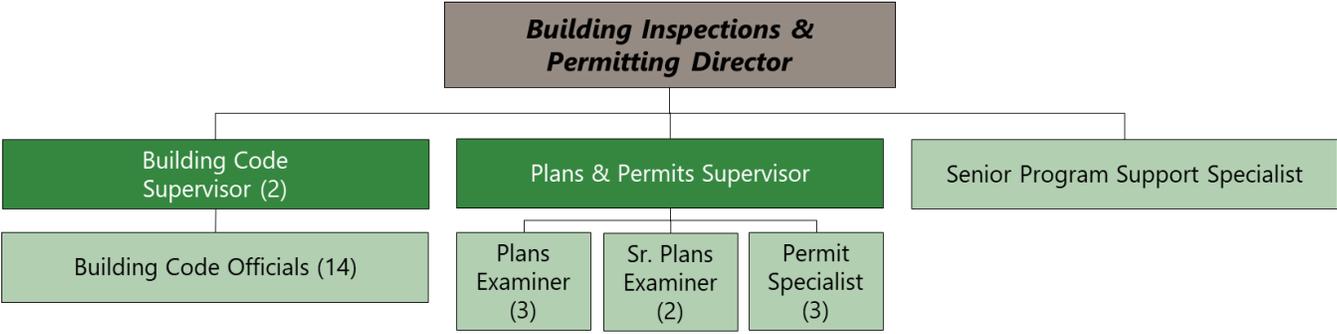
Line Item Expenditures

Planning Expenditures					
Line Item	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Salaries	1,715,525	1,792,100	1,800,000	2,159,600	20.51%
Part-Time Salaries	11,942	12,000	-	12,000	0.00%
FICA	125,350	134,900	134,900	164,500	21.94%
Group Insurance	218,641	244,700	250,000	297,200	21.45%
General Retirement	204,001	230,900	230,900	294,400	27.50%
401K General	83,966	89,700	89,800	108,000	20.40%
Workers Comp	17,524	18,300	12,000	9,200	-49.73%
Postage	80	500	100	500	0.00%
Telephone & Communication	7,392	7,000	7,000	7,700	10.00%
Printing	11,457	17,100	17,100	16,800	-1.75%
Travel and Training	13,751	19,300	19,300	26,000	34.72%
Maintenance & Repair - Equipment	-	500	250	500	0.00%
Maintenance & Repair - Vehicle	1,065	3,000	1,050	3,000	0.00%
Advertising	590	2,200	1,500	3,400	54.55%
Automotive Supplies	1,186	2,500	500	2,500	0.00%
Motor Fuel	3,291	3,200	3,200	3,100	-3.13%
Office Supplies	1,535	5,300	1,500	2,500	-52.83%
Janitorial Supplies	119	500	300	500	0.00%
Departmental Supplies	6,868	5,500	5,500	5,800	5.45%
Technology Hardware & Accessories	246	13,800	7,500	28,600	107.25%
Meeting & Event Provisions	727	2,000	1,100	4,000	100.00%
Community Outreach Materials	295	1,500	1,500	3,800	153.33%
Uniforms	772	1,600	600	1,900	18.75%
Contracted Services	36,411	43,500	40,000	97,300	123.68%
Personal Protective Equipment	961	1,400	1,000	1,400	0.00%
Bank/Transaction Fees	3,916	4,000	(179)	4,000	0.00%
Software License & Maintenance	24,125	61,800	61,800	75,900	22.82%
Professional Services	65,717	91,500	95,000	406,500	344.26%
Pro. Services - Engineer/Survey	-	4,000	-	4,000	0.00%
Dues and Subscriptions	68,692	57,700	36,000	67,500	16.98%
Special Programs	114,483	144,906	75,000	141,000	-2.70%
Insurance - General Liability	3,300	3,300	3,300	4,400	33.33%
Transit	500,662	905,700	795,000	967,000	6.77%
Capital Outlay - Equipment	136,656	-	-	-	-
Total	\$3,381,243	\$3,925,906	\$3,692,522	\$4,924,500	25.44%



BUILDING INSPECTIONS & PERMITTING

Reports to Assistant Town Manager



Description

The Building Inspections & Permitting department enforces 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

- Developed an online tool for after-hours information request
- Continued to build relationships with local high schools and organizations to create an inspections career pipeline
- Hired a Senior Program Support Specialist to improve data analysis capabilities

FY 2024-2025 Strategic Goal Actions

High Performing Government

- Create a mechanism for records to be searchable and available to the public
- Provide opportunities for team building within the department
- Improve written documents of rules and policies

FY 2024-2025 Budget Highlights

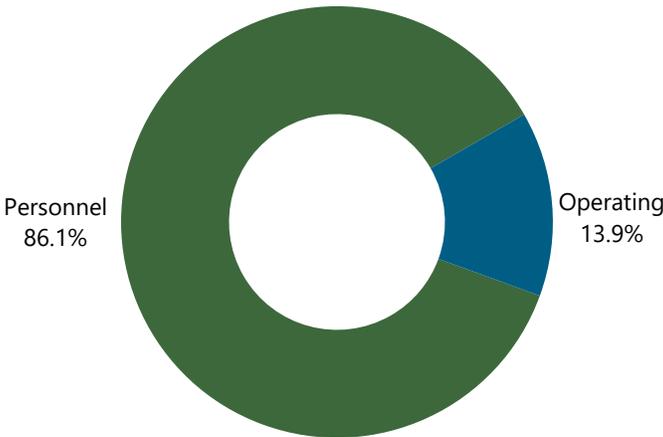
- The Building Inspections & Permitting department budget increased 21.86 percent in FY24-25.
- The Building Inspections & Permitting budget accounts for 3.35 percent of the General Fund budget and is equivalent to \$0.020 on the tax rate.
- The Town plans to spend \$52.34 per capita for Building Inspections & Permitting in FY24-25.
- Major budget changes include adding a senior plans examiner and a building code official I and the associated onboarding costs.
- An increase in operating costs can be attributed to moving into the new Municipal Building and carrying the full operating costs, including janitorial, grounds maintenance, pest control, elevator maintenance, etc.



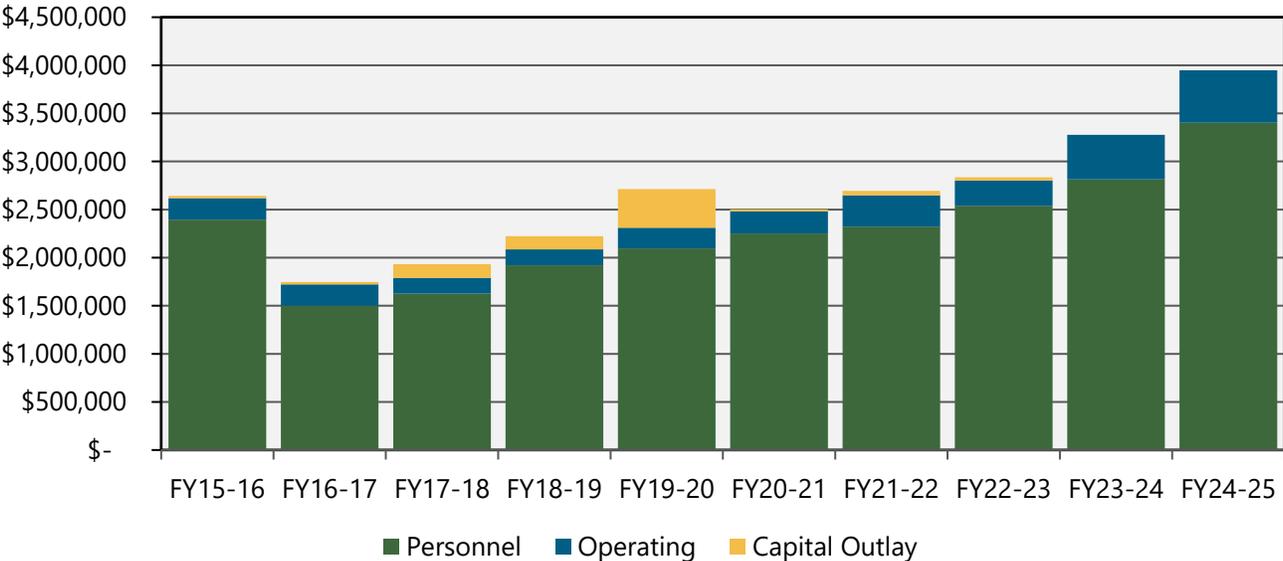
Budget Summary

Building Inspections & Permitting Expenditures by Type					
Type	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Personnel	2,538,847	2,897,500	2,814,160	3,402,000	17.41%
Operating	264,024	343,400	463,115	547,400	59.41%
Capital	32,008	-	-	-	-
Total	\$2,834,879	\$3,240,900	\$3,277,275	\$3,949,400	21.86%

Building Inspections & Permitting Expenditures by Type



Building Inspections & Permitting Expenditure History



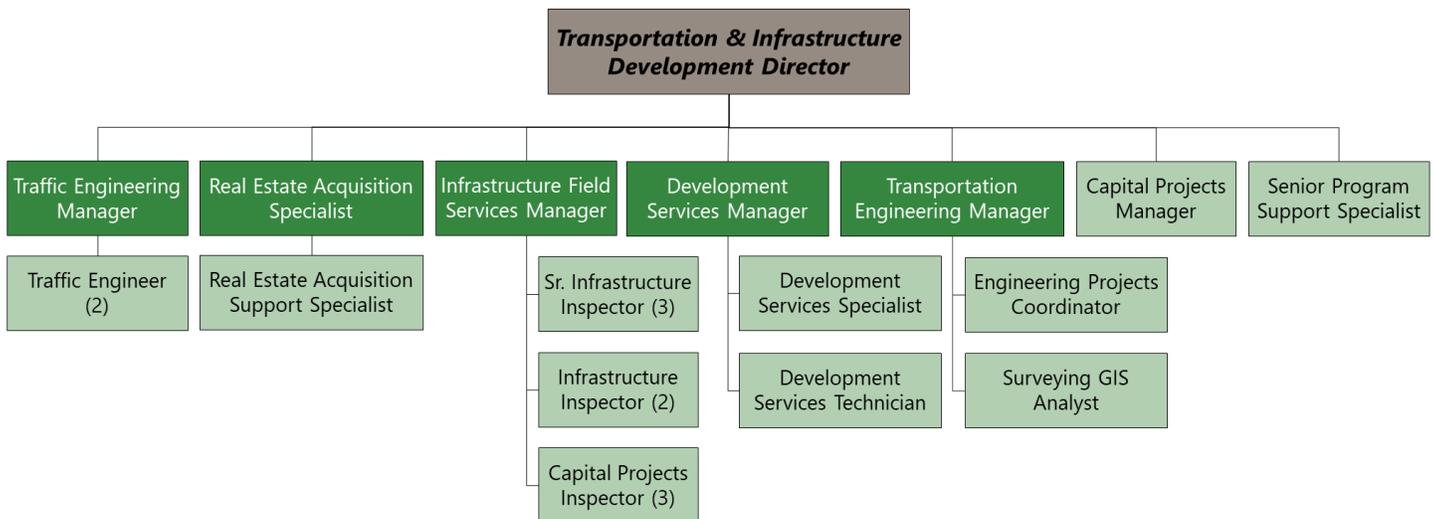
Line Item Expenditures

Building Inspections & Permitting Expenditures					
Line Item	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Salaries	1,809,561	2,007,800	1,975,000	2,401,000	19.58%
Part-Time Salaries	25,339	40,200	1,860	-	-100.00%
FICA	131,029	152,900	150,000	183,700	20.14%
Group Insurance	249,665	313,900	305,000	354,000	12.77%
General Retirement	214,868	260,200	260,000	321,800	23.67%
401K General	88,693	101,200	101,000	118,100	16.70%
Workers Comp	19,692	21,300	21,300	23,400	9.86%
Postage	-	500	-	500	0.00%
Telephone & Communication	20,223	22,500	19,000	21,700	-3.56%
Printing	9,610	15,000	7,000	14,000	-6.67%
Utilities	-	5,000	5,000	5,200	4.00%
Travel and Training	31,655	46,000	36,000	78,900	71.52%
Maintenance & Repair - Building	-	-	-	500	-
Maintenance & Repair - Vehicle	2,562	5,100	3,000	6,800	33.33%
Automotive Supplies	4,529	5,000	4,500	5,000	0.00%
Motor Fuel	17,419	17,500	15,000	13,600	-22.29%
Office Supplies	1,369	2,500	1,000	3,000	20.00%
Departmental Supplies	2,615	3,400	500	14,300	320.59%
Technology Hardware & Accessories	853	8,500	8,500	30,800	262.35%
Safety Supplies	-	1,000	150	1,200	20.00%
Medical Supplies	52	200	-	200	0.00%
Meeting & Event Provisions	1,347	7,300	3,000	9,200	26.03%
Uniforms	6,662	9,000	8,000	8,000	-11.11%
Contracted Services	2,936	4,100	2,700	46,200	1026.83%
Personal Protective Equipment	1,507	2,500	1,800	2,800	12.00%
Bank/Transaction Fees	106,507	100,000	267,765	200,000	100.00%
Software License & Maintenance	38,949	72,900	65,000	65,300	-10.43%
Professional Services	-	-	-	-	-
Dues and Subscriptions	330	500	500	600	20.00%
Insurance - General Liability	14,900	14,900	14,700	19,600	31.54%
Capital Outlay - Equipment	32,008	-	-	-	-
Total	\$2,834,879	\$3,240,900	\$3,277,275	\$3,949,400	21.86%



TRANSPORTATION & INFRASTRUCTURE DEVELOPMENT

Reports to Assistant Town Manager



Description

The Transportation & Infrastructure Development department consists of Transportation Engineering, Development Services, Real Estate, and Infrastructure Inspections teams. The Transportation Engineering team designs and implements transportation infrastructure projects, oversees pavement and floodplain management, analyzes traffic data, leads traffic and pedestrian safety projects, and provides technical expertise and guidance. The Development Services team supports the Town’s Technical Review Committee process by reviewing and approving various site, civil, subdivision, and commercial construction plans and commercial certificates of occupancy. The Real Estate team ensures property rights are acquired to match project-specific requirements. The Infrastructure Inspections team works with residents to resolve infrastructure development issues and ensures development projects meet approved construction plans and Town standard requirements.

Recent Accomplishments

- Completed the Pavement Condition Study and presented the Street Maintenance Work Plan to Town Council
- Revamped the Vision Zero tracking process, including monthly meetings and tracking 28 actionable strategies
- Created dashboards for the department, divisions, transportation capital improvement plan (CIP), and transportation project management using the data visualization software, Power BI

FY 2024-2025 Strategic Goal Actions

High Performing Government

- Create project schedules and budgets that are reasonable and attainable
- Implement Infor (real estate software) to improve real estate acquisition tracking and management
- Setup online payment software for development services and provide software training

FY 2024-2025 Budget Highlights

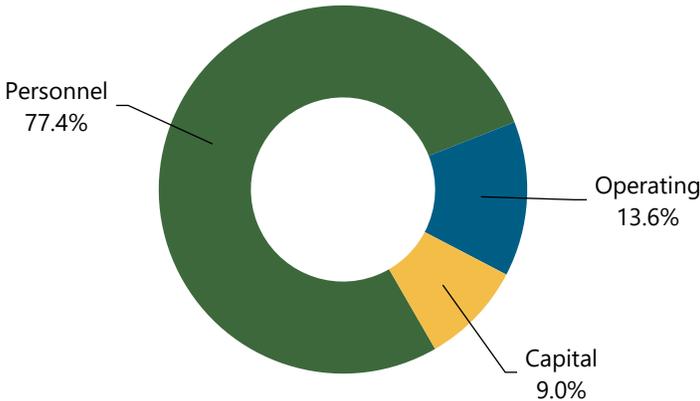
- The Transportation & Infrastructure Development department budget decreased by 3.51 percent in FY24-25.
- The Transportation & Infrastructure Development budget accounts for 3.38 percent of the General Fund budget and is equivalent to \$0.021 on the tax rate.
- The Town plans to spend \$52.83 per capita for Transportation & Infrastructure Development in FY24-25.
- Major budget changes include adding a capital projects inspector and the associated onboarding costs.



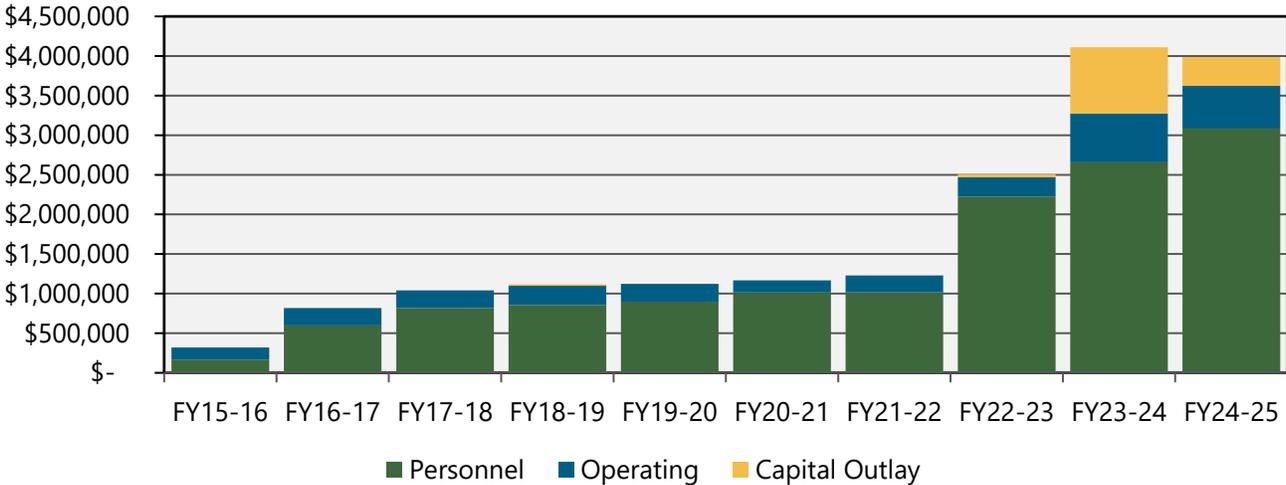
Budget Summary

Transportation & Infrastructure Development Expenditures by Type					
Type	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Personnel	2,226,842	2,636,000	2,658,448	3,083,900	16.97%
Operating	241,227	622,873	615,936	542,700	-12.82%
Capital	41,209	872,077	836,305	359,500	-58.78%
Total	\$2,509,279	\$4,130,950	\$4,110,689	\$3,986,100	-3.51%

Transportation & Infrastructure Development Expenditures by Type



Transportation & Infrastructure Development Expenditure History



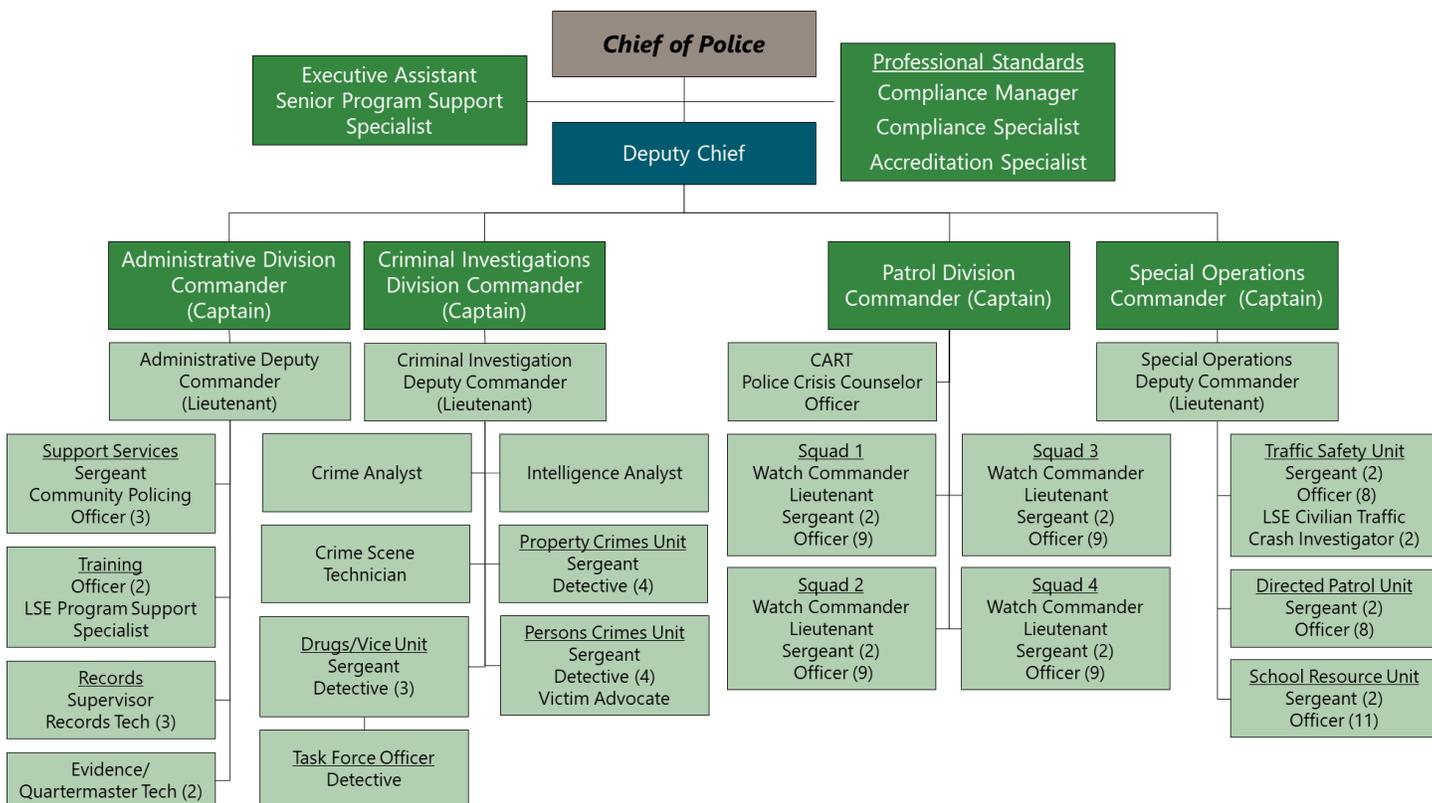
Line Item Expenditures

Transportation & Infrastructure Development Expenditures					
Line Item	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Salaries	1,638,201	1,872,500	1,900,309	2,198,600	17.42%
FICA	117,242	143,800	143,945	168,100	16.90%
Group Insurance	175,320	250,000	248,993	290,500	16.20%
General Retirement	194,533	247,700	248,697	299,700	20.99%
401K General	79,824	96,200	96,739	110,000	14.35%
Workers Comp	21,722	25,800	19,765	17,000	-34.11%
Postage	310	400	400	900	125.00%
Telephone & Communication	23,338	27,300	27,300	28,700	5.13%
Printing	2,758	8,400	6,500	8,800	4.76%
Utilities	43,173	8,200	60,000	12,900	57.32%
Travel and Training	11,127	20,700	12,500	26,700	28.99%
Maintenance & Repair - Building	-	200	-	-	-100.00%
Maintenance & Repair - Equipment	-	500	-	200	-60.00%
Maintenance & Repair - Vehicle	730	2,000	750	2,000	0.00%
Advertising	-	-	7,225	5,000	-
Automotive Supplies	1,349	2,700	1,000	2,200	-18.52%
Motor Fuel	11,489	12,000	12,000	13,500	12.50%
Office Supplies	862	1,300	1,300	1,500	15.38%
Departmental Supplies	7,721	14,800	12,000	15,700	6.08%
Technology Hardware & Accessories	5,361	5,800	5,800	21,600	272.41%
Meeting & Event Provisions	873	1,000	1,000	1,000	0.00%
Community Outreach Materials	3,567	10,000	2,000	11,500	15.00%
Uniforms	6,623	6,000	6,000	5,900	-1.67%
Contracted Services	41,382	83,328	103,000	171,300	105.57%
Personal Protective Equipment	2,002	3,000	1,000	3,300	10.00%
Bank/Transaction Fees	-	4,500	-	4,500	0.00%
Software License & Maintenance	22,952	72,800	53,000	86,200	18.41%
Professional Services	7,769	14,000	13,700	-	-100.00%
Pro. Services - Engineer/Survey	20,522	292,845	262,000	80,000	-72.68%
Dues and Subscriptions	1,105	4,000	1,750	4,100	2.50%
Operating Licenses & Permits	-	1,100	-	1,100	0.00%
Insurance - General Liability	26,215	26,000	25,711	34,100	31.15%
Capital Outlay - Land	-	675,000	655,163	-	-100.00%
Capital Outlay - Improvements	-	100,000	95,612	-	-100.00%
Capital Outlay - Equipment	41,209	97,077	85,530	359,500	270.32%
Total	\$2,509,279	\$4,130,950	\$4,110,689	\$3,986,100	-3.51%



POLICE

Reports to Assistant Town Manager



Description

The Apex Police Department consisting of four divisions: Administration, Criminal Investigations, Patrol, and Special Operations. The police department includes property and evidence, quartermaster, crime analysis, training, internship program, Citizens Assisting Police in Apex (CAPA), Public Safety Cadets, chaplain, records, school resource, and community policing/crime prevention officers. The department provides 24-hour uniformed-patrol and investigative services, emergency dispatch, victim and witness assistance, and other crucial public safety services.

Recent Accomplishments

- Completed the Apex Police Department’s Firearms Training Center infrastructure to enhance cross-training
- Filmed and shared ‘Hey...Did You Know’ crime prevention videos and completed Crime Prevention Through Environmental Design assessments for businesses and downtown area
- Completed the framework for a public-facing dashboard

FY 2024-2025 Strategic Goal Actions

A Welcoming Community

- Research and analyze models and best practices for enhancing crisis/mental health assistance
- Research and design additional leadership and succession training opportunities
- Create and maintain public-facing dashboard on website



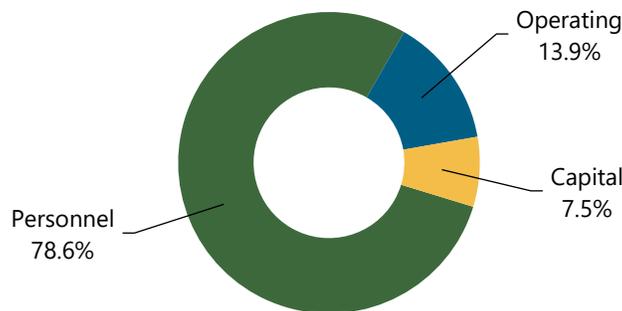
FY 2024-2025 Budget Highlights

- The Police department budget increased 14.60 percent in FY24-25.
- The Police budget accounts for 18.82 percent of the General Fund budget and is equivalent to \$0.114 on the tax rate.
- The Town plans to spend \$294.53 per capita for Police in FY24-25.
- Major budget changes include adding 10 new staff members (a detective, a K-9 handler officer, a school resource officer, a recruitment and training officer, three police officers, two limited service civilian traffic crash investigators, and an intelligence analyst) and the associated onboarding costs.
- Increased capital equipment costs include fifteen vehicle replacements, four vehicle additions, and capital improvements for the computer aided dispatch (CAD) conversion.
- Increases in operating expenditures are due to increases to contracted services, including in-car cameras, taser conversions, and school crossing guards.

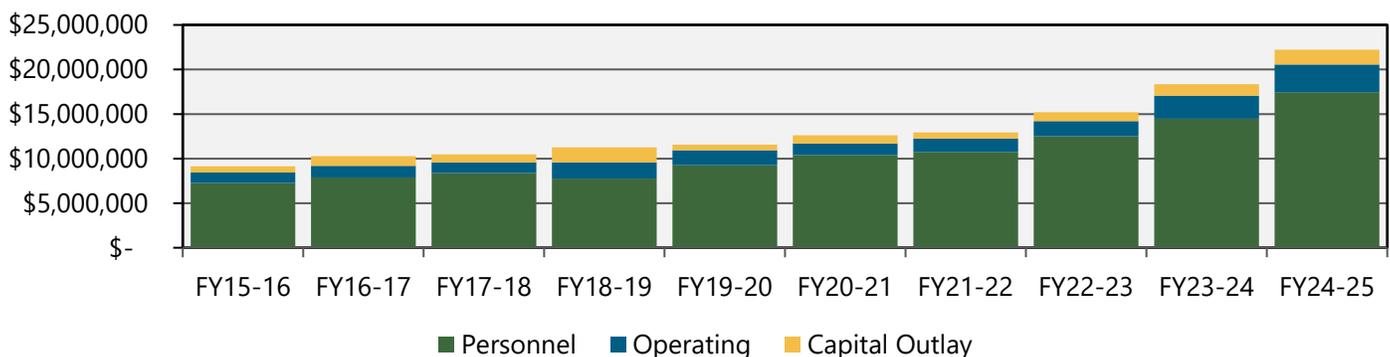
Budget Summary

Police Expenditures by Type					
Type	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Personnel	12,504,834	15,155,065	14,478,640	17,463,400	15.23%
Operating	1,698,117	2,791,288	2,579,928	3,096,500	10.93%
Capital	998,114	1,446,669	1,286,669	1,664,500	15.06%
Total	\$15,201,065	\$19,393,022	\$18,345,237	\$22,224,400	14.60%

Police Expenditures by Type



Police Expenditure History



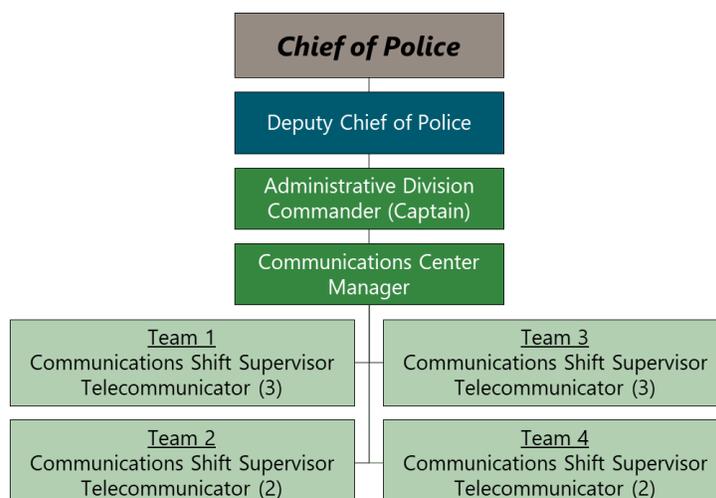
Line Item Expenditure

Police Expenditures					
Line Item	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Salaries	8,849,119	10,298,050	9,995,966	11,797,900	14.56%
Part-Time Salaries	50,638	82,915	14,998	131,500	58.60%
FICA	639,010	819,800	755,484	931,300	13.60%
Group Insurance	1,133,145	1,442,300	1,365,824	1,701,900	18.00%
General Retirement	116,404	165,200	132,644	159,200	-3.63%
Police Retirement	1,006,608	1,295,100	1,257,359	1,609,100	24.25%
401K General	48,147	43,700	51,677	58,400	33.64%
401K Police	385,837	479,800	451,402	534,600	11.42%
Separation Allowance	-	243,100	243,100	266,200	9.50%
Workers Comp	275,927	285,100	210,186	273,300	-4.14%
Postage	1,259	4,500	433	3,000	-33.33%
Telephone & Communication	91,428	90,500	92,324	120,400	33.04%
Printing	20,164	26,200	21,267	27,000	3.05%
Utilities	65,620	70,500	78,699	72,200	2.41%
Travel and Training	79,524	100,068	92,303	154,600	54.49%
Maintenance & Repair - Building	40,668	98,955	63,443	106,500	7.62%
Maintenance & Repair - Equipment	13,580	44,000	4,266	40,500	-7.95%
Maintenance & Repair - Vehicle	43,205	54,000	38,143	76,500	41.67%
Rental - Equipment	-	500	-	500	0.00%
Rental - Vehicle	-	500	-	500	0.00%
Rental - Facilities	72	500	-	500	0.00%
PIN Terminal	20,292	21,100	21,000	24,600	16.59%
Advertising	1,705	1,700	1,500	4,300	152.94%
Automotive Supplies	31,021	40,000	37,700	50,000	25.00%
Motor Fuel	239,469	221,400	206,661	212,200	-4.16%
Office Supplies	5,295	9,200	5,000	11,800	28.26%
Janitorial Supplies	405	2,500	88	-	-100.00%
Departmental Supplies	216,758	157,791	157,791	89,500	-43.28%
Technology Hardware & Accessories	115,422	109,443	109,443	150,300	37.33%
Safety Supplies	2,273	4,000	3,500	4,500	12.50%
Medical Supplies	434	11,600	11,000	11,600	0.00%
Meeting & Event Provisions	11,275	12,000	12,000	20,500	70.83%
Community Outreach Materials	23,559	31,000	30,000	36,000	16.13%
K-9 Program Expenses	7,948	17,698	11,017	29,000	63.86%
Employee Recognition	1,669	10,000	10,000	10,000	0.00%
Uniforms	68,861	174,559	110,991	147,000	-15.79%
Contracted Services	173,182	873,993	873,993	1,007,800	15.31%
Personal Protective Equipment	28,038	55,100	55,100	37,700	-31.58%
Software License & Maintenance	228,851	342,501	342,501	415,600	21.34%
Professional Services	47,311	82,895	67,180	73,200	-11.70%
Dues and Subscriptions	4,313	8,200	8,200	7,700	-6.10%
Insurance - General Liability	111,515	111,385	111,384	146,000	31.08%
Capital Outlay - Improvements	48,603	15,210	15,210	225,000	1379.29%
Capital Outlay - Equipment	949,511	1,431,459	1,271,459	1,439,500	0.56%
Restricted Police Funds	3,000	3,000	3,000	5,000	66.67%
Total	\$15,201,065	\$19,393,022	\$18,345,237	\$22,224,400	14.60%



EMERGENCY COMMUNICATIONS

Reports to Assistant Town Manager



Description

The Emergency Communications Center is a division of the Police Department. Trained and certified telecommunicators provide the Apex residents 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 Apex residents during any situation that may arise.

Recent Accomplishments

- Improved 911 call transfer guidelines and funding requirements in the Cary-Apex-Morrisville Inter-Local Agreement
- Implemented Prepare Live which allows Telecommunicators to access a caller's cell phone to live stream an incident
- Replaced end-of-life phone recording system and opened the backup 911 Center at Public Safety Station #6
- Required current and future telecommunicators to complete the Crisis Intervention Training and offered North Carolina Law Enforcement Assistance Program (NCLEAP) crisis training for supervisors

FY 2024-2025 Strategic Goal Actions

A Welcoming Community

- Research and design additional leadership and succession training opportunities
- Identify necessary resources (e.g., personnel and equipment) to meet the Town's population trends
- Identify and request computer-aided dispatch (CAD) and record management systems (RMS) replacements

FY 2024-2025 Budget Highlights

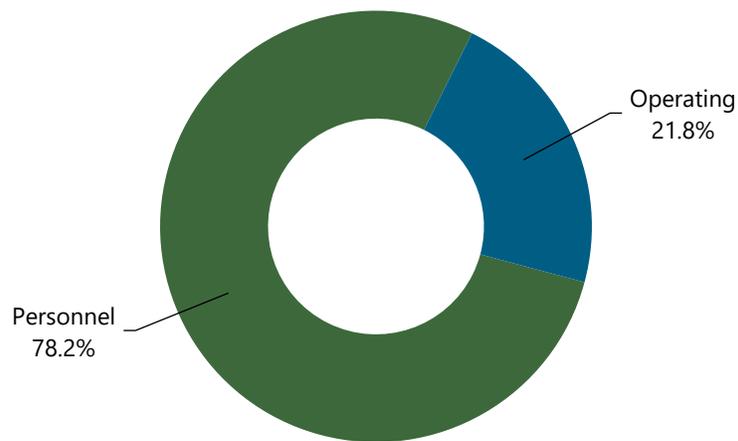
- The Emergency Communications division budget increased 4.12 percent in FY24-25.
- The Emergency Communications budget accounts for 1.65 percent of the General Fund budget and is equivalent to \$0.010 on the tax rate.
- The Town plans to spend \$25.84 per capita for Emergency Communications in FY24-25.
- Major budget changes this year include adding two telecommunicators.



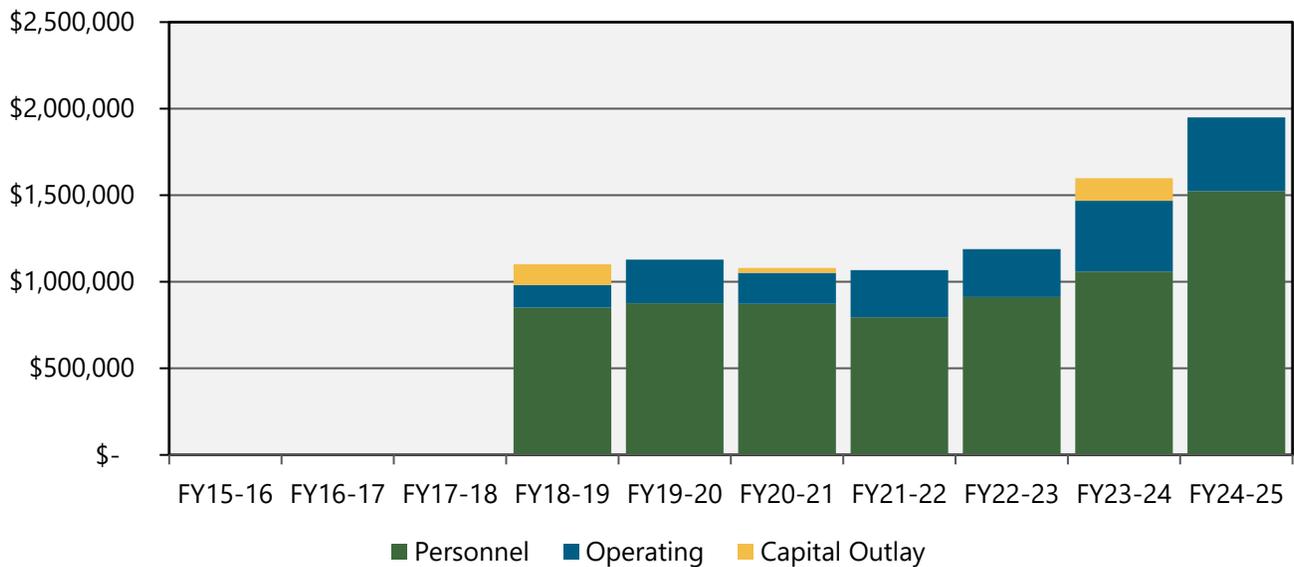
Budget Summary

Emergency Communications Expenditures by Type					
Type	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Personnel	912,248	1,309,700	1,058,866	1,523,900	16.35%
Operating	276,753	428,445	409,404	425,700	-0.64%
Capital	-	134,327	130,673	-	-100.00%
Total	\$1,189,001	\$1,872,472	\$1,598,943	\$1,949,600	4.12%

Emergency Communications Expenditures by Type



Emergency Communications Expenditure History



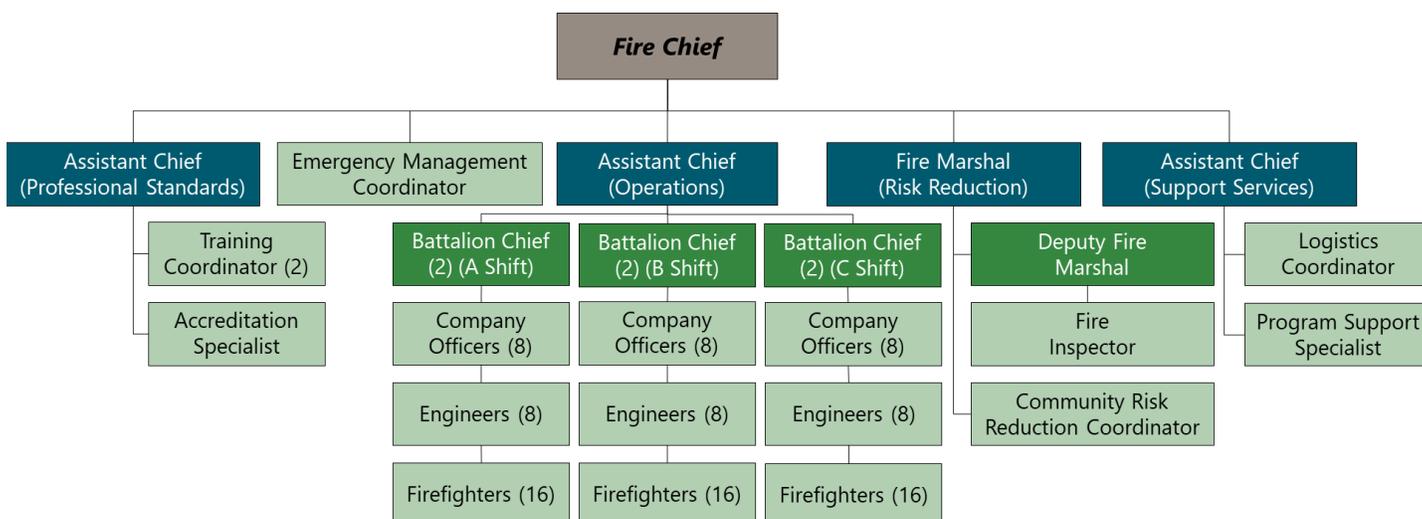
Line Item Expenditures

Emergency Communications Expenditures					
Line Item	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Salaries	636,013	893,200	740,199	1,018,800	14.06%
Part-Time Salaries	23,166	41,800	19,907	41,800	0.00%
FICA	48,364	71,600	57,166	81,200	13.41%
Group Insurance	95,334	141,700	115,701	190,700	34.58%
General Retirement	75,995	115,100	89,739	138,900	20.68%
401K General	31,160	44,700	34,941	51,000	14.09%
Workers Comp	2,216	1,600	1,213	1,500	-6.25%
Postage	23	100	20	100	0.00%
Telephone & Communication	62,666	87,025	86,709	98,300	12.96%
Printing	896	1,000	750	1,000	0.00%
Travel and Training	5,671	8,800	8,800	19,000	115.91%
Maintenance & Repair - Building	439	12,200	8,420	3,000	-75.41%
Maintenance & Repair - Equipment	781	3,000	1,000	8,200	173.33%
Maintenance & Repair - Vehicle	-	-	-	500	-
PIN Terminal	1,357	3,500	3,500	2,700	-22.86%
Automotive Supplies	-	-	-	400	-
Motor Fuel	-	-	-	6,600	-
Office Supplies	63	8,050	7,800	3,500	-56.52%
Janitorial Supplies	67	600	100	1,000	66.67%
Departmental Supplies	1,342	1,800	1,800	1,200	-33.33%
Technology Hardware & Accessories	15,824	38,975	35,000	14,300	-63.31%
Meeting & Event Provisions	158	600	600	1,000	66.67%
Community Outreach Materials/Activities	-	300	300	300	0.00%
Employee Recognition	102	900	900	900	0.00%
Uniforms	431	1,500	500	2,500	66.67%
Contracted Services	70,467	130,200	130,200	158,000	21.35%
Software License & Maintenance	110,148	82,400	78,820	89,900	9.10%
Professional Services	4,659	45,695	42,488	11,500	-74.83%
Dues and Subscriptions	1,660	1,800	1,697	1,800	0.00%
Capital Outlay - Equipment	-	134,327	130,673	-	-100.00%
Total	\$1,189,001	\$1,872,472	\$1,598,943	\$1,949,600	4.12%



FIRE

Reports to Assistant Town Manager



Description

The Apex Fire department provides fire, emergency medical, rescue, domestic preparedness, hazardous materials mitigation, community risk reduction, and public education services to Apex's residents, businesses, and visitors. The Fire Department operates six stations strategically located throughout the Town and the unincorporated Wake County area that falls under the department's responsibility.

Recent Accomplishments

- Increased community involvement with programming, outreach efforts, and collaboration with stakeholders
- Hired the first Emergency Management Coordinator to facilitate Town-wide emergency plans, actions, and training
- Established capital improvement plans to consolidate Fire Stations #1 and #3 and build a new fire administration headquarters with a public educational space at the current downtown Station #1 site

FY 2024-2025 Strategic Goal Actions

High Performing Government

- Upgrade all mobile data terminals (MDT) with ruggedized equipment to increase reliability and functionality
- Hire an accreditation specialist to gather and analyze data, monitor compliance with established performance standards, establish reporting schedules, and recommend solutions to non-compliance issues and/or findings
- Provide all staff with annual medical exams and screenings to ensure good health and wellness is maintained and provide an avenue for early detection of job-related conditions

FY 2024-2025 Budget Highlights

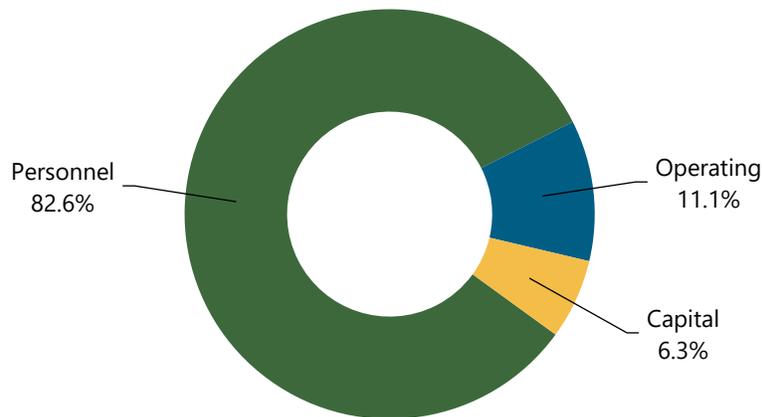
- The Fire department budget decreased 1.0 percent in FY24-25.
- The Fire budget accounts for 14.58 percent of the General Fund budget and is equivalent to \$0.089 on the tax rate.
- The Town plans to spend \$228.05 per capita for Fire in FY24-25.
- Major budget changes include a new staff member, an accreditation specialist, and the associated onboarding costs.
- Overall, the Fire budget decreased from FY23-24 due to a decrease in capital expenditures because a fire engine and five replacement vehicles were purchased in FY23-24.



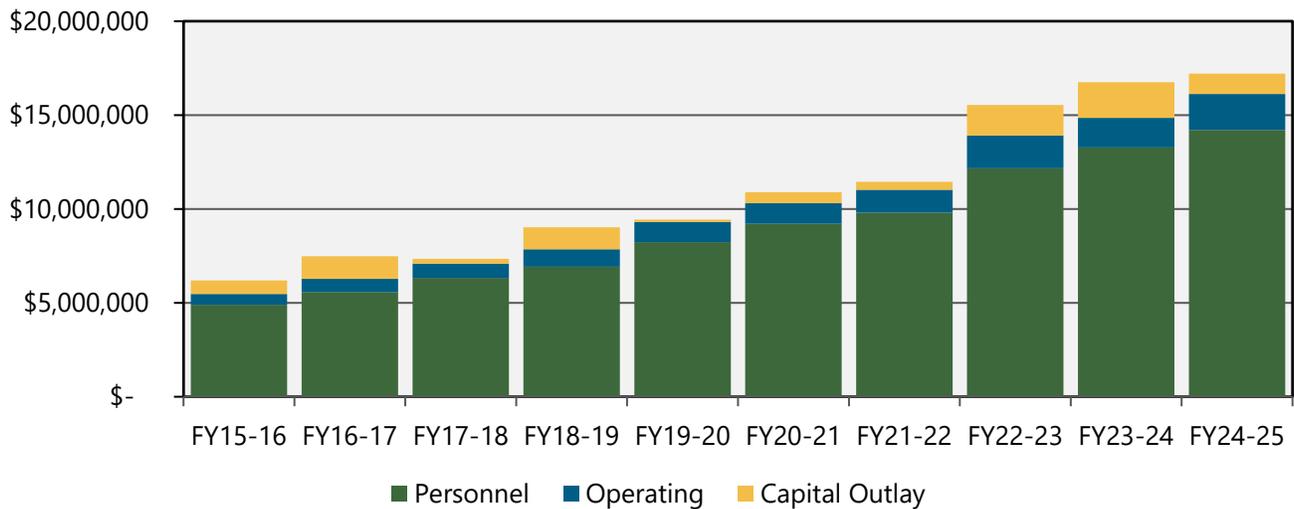
Budget Summary

Fire Expenditures by Type					
Type	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Personnel	12,163,888	13,822,894	13,279,250	14,208,400	2.79%
Operating	1,751,286	1,676,865	1,571,885	1,914,000	14.14%
Capital	1,622,219	1,881,789	1,901,553	1,085,700	-42.30%
Total	\$15,537,393	\$17,381,548	\$16,752,688	\$17,208,100	-1.00%

Fire Expenditures by Type



Fire Expenditure History



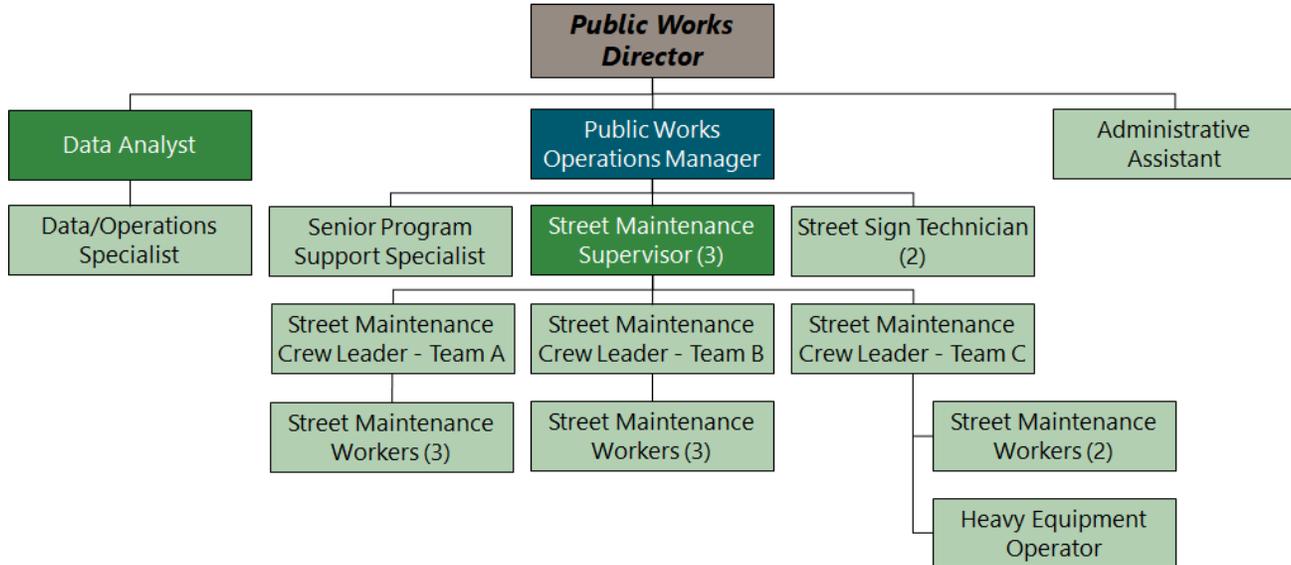
Line Item Expenditures

Fire Expenditures					
Line Item	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Salaries	8,477,128	9,626,800	9,366,196	9,834,800	2.16%
Part-Time Salaries	15,275	24,694	14,002	46,400	87.90%
FICA	612,040	727,200	534,236	746,100	2.60%
Group Insurance	1,183,172	1,438,900	1,410,363	1,489,300	3.50%
General Retirement	1,159,267	1,242,300	1,218,330	1,340,500	7.90%
401K General	417,847	482,300	474,103	491,800	1.97%
Workers Comp	299,158	280,700	262,021	259,500	-7.55%
Postage	522	1,000	696	1,000	0.00%
Telephone & Communication	44,196	49,000	46,059	53,300	8.78%
Printing	6,884	8,500	7,648	9,800	15.29%
Utilities	66,205	81,500	72,285	83,500	2.45%
Travel and Training	67,872	64,200	58,200	97,300	51.56%
Maintenance & Repair - Building	138,173	47,500	54,459	111,300	134.32%
Maintenance & Repair - Equipment	58,490	60,000	50,639	60,000	0.00%
Maintenance & Repair - Vehicle	123,176	105,000	108,089	124,500	18.57%
Automotive Supplies	28,126	35,000	34,780	40,000	14.29%
Motor Fuel	92,404	92,200	63,131	98,000	6.29%
Office Supplies	4,871	3,600	1,738	4,000	11.11%
Janitorial Supplies	13,490	15,000	11,907	15,000	0.00%
Departmental Supplies	89,794	53,507	36,197	57,600	7.65%
Technology Hardware & Accessories	19,583	67,937	82,571	117,600	73.10%
Safety Supplies	2,684	2,000	2,139	3,000	50.00%
Medical Supplies	20,016	20,500	14,751	20,500	0.00%
Meeting & Event Provisions	12,572	15,500	11,988	20,000	29.03%
Community Outreach Materials/Activities	19,261	23,000	23,000	16,500	-28.26%
Uniforms	80,104	120,800	115,834	132,600	9.77%
Contracted Services	134,868	195,000	193,937	258,800	32.72%
Personal Protective Equipment	187,340	128,806	100,709	88,000	-31.68%
Software License & Maintenance	115,101	166,700	171,000	169,900	1.92%
Professional Services	171,634	68,000	73,000	53,700	-21.03%
Emergency Equipment	126,438	98,809	81,435	89,200	-9.72%
Wake County Hazmat	27,065	30,000	29,820	31,000	3.33%
Dues and Subscriptions	14,383	19,200	19,200	20,800	8.33%
Insurance - General Liability	86,035	104,606	106,670	137,100	31.06%
Capital Outlay - Improvements	10,345	-	-	-	-
Capital Outlay - Equipment	1,611,874	1,881,789	1,901,553	1,085,700	-42.30%
Total	\$15,537,393	\$17,381,548	\$16,752,688	\$17,208,100	-1.00%



STREETS

Reports to Assistant Town Manager



Description

The Streets Department in Public Works maintains Town streets and adjacent infrastructure. 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 an annual adverse weather training and readiness program with classroom and field training that teaches Public Works emergency response staff how to assess and repair equipment and supplies
- On-boarded a Street Operations Supervisor and filled remaining Crew Leader positions
- Identified, prioritized, and began mitigating sidewalk accessibility and tripping hazards

FY 2024-2025 Strategic Goal Actions

High Performing Government

- Develop tiered service-level response, identify resources needed to accomplish each level of response, and recommend program modifications based on directives provided
- Track service levels for street maintenance and repair services for improved service delivery

A Welcoming Community

- Increase frequency of right-of-way mowing and litter clean-up to improve community aesthetics
- Evaluate the asset condition of existing vehicles and equipment used in adverse weather condition response

FY 2024-2025 Budget Highlights

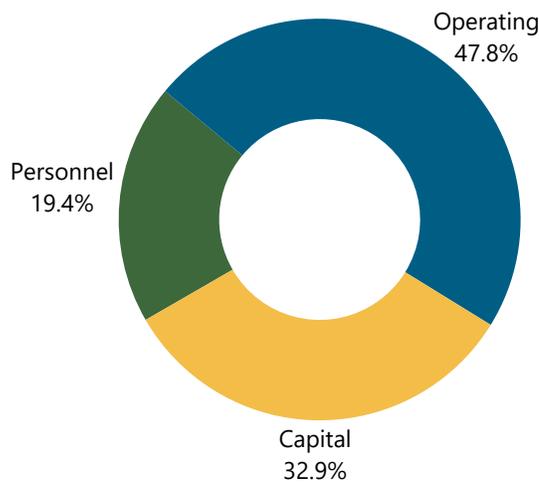
- The Streets department budget increased 22.31 percent in FY24-25.
- The Streets budget accounts for 6.23 percent of the General Fund budget and is equivalent to \$0.038 on the tax rate.
- The Town plans to spend \$97.46 per capita for Streets in FY24-25.
- Major budget changes include increased capital with \$450,000 for street/sidewalk improvement, \$1,817,800 for street resurfacing, and \$150,000 for brine equipment relocation.



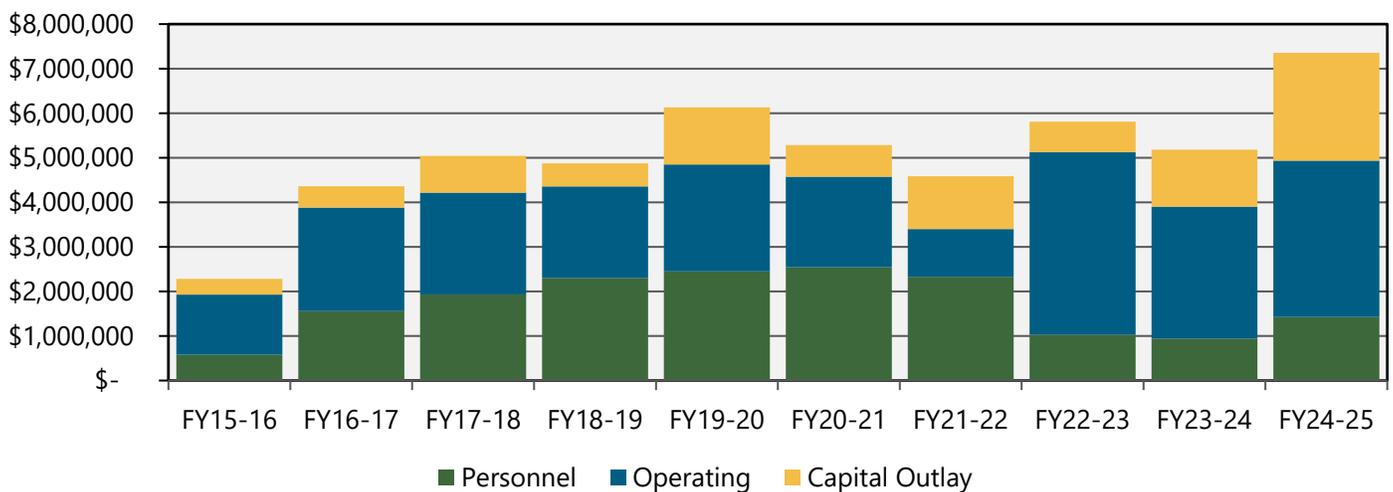
Budget Summary

Streets Expenditures by Type					
Type	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Personnel	1,027,519	1,323,095	943,612	1,424,200	7.64%
Operating	4,096,320	3,095,383	2,961,476	3,512,500	13.48%
Capital	686,511	1,594,477	1,275,473	2,417,800	51.64%
Total	\$5,810,349	\$6,012,955	\$5,180,561	\$7,354,500	22.31%

Streets Expenditures by Type



Streets Expenditure History



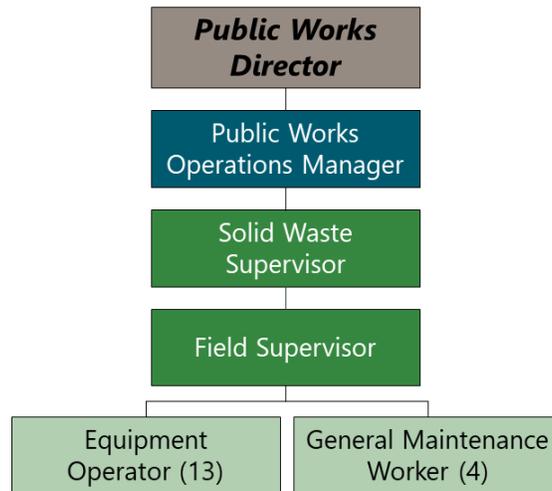
Line Item Expenditures

Streets Expenditures					
Line Item	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Salaries	718,141	872,495	632,561	953,300	9.26%
FICA	53,114	68,500	49,307	73,000	6.57%
Group Insurance	101,280	184,100	120,658	188,700	2.50%
General Retirement	85,227	115,400	82,755	130,000	12.65%
401K General	34,934	44,800	32,195	47,700	6.47%
Workers Comp	34,823	37,800	26,137	31,500	-16.67%
Telephone & Communication	11,662	12,800	12,800	10,400	-18.75%
Printing	2,417	2,400	1,050	1,300	-45.83%
Utilities	17,520	18,800	36,000	23,700	26.06%
Utilities-Street Lights	183,259	235,000	200,000	242,100	3.02%
Travel and Training	14,326	27,900	27,900	34,400	23.30%
Maintenance & Repair - Building	4,239	1,500	750	1,500	0.00%
Maintenance & Repair - Equipment	21,821	3,000	3,715	20,000	566.67%
Maintenance & Repair - Vehicle	38,412	13,000	5,000	30,000	130.77%
Rental - Equipment	738	3,000	3,000	3,000	0.00%
Automotive Supplies	8,129	14,000	8,000	14,000	0.00%
Motor Fuel	18,963	18,400	18,400	12,300	-33.15%
Office Supplies	833	1,000	1,000	1,300	30.00%
Janitorial Supplies	120	-	-	200	-
Departmental Supplies	25,579	23,200	14,000	27,200	17.24%
Technology Hardware & Accessories	4,618	2,500	2,500	3,900	56.00%
Safety Supplies	645	4,200	1,500	7,200	71.43%
Road Treatment - Salt	31,009	34,500	-	35,000	1.45%
Meeting & Event Provisions	1,713	4,000	2,000	4,300	7.50%
Community Outreach Materials/Activities	932	2,000	1,000	2,000	0.00%
Sign Shop Supplies	48,773	47,600	47,600	67,000	40.76%
Construction Materials	30,913	53,500	50,000	66,500	24.30%
Uniforms	7,879	14,900	10,000	14,900	0.00%
Railroad Crossing Maintenance	6,894	21,000	7,000	15,000	-28.57%
Contracted Services	412,749	403,993	385,000	590,900	46.26%
Personal Protective Equipment	3,522	11,000	6,500	10,400	-5.45%
Contracted Services (PB)	3,132,581	2,048,990	2,048,990	2,182,200	6.50%
Software License & Maintenance	29,042	33,800	31,750	44,800	32.54%
Professional Services	2,750	-	-	-	-
Pro. Services - Engineer/Survey	1,415	-	-	-	-
Dues and Subscriptions	368	6,900	3,850	4,400	-36.23%
Insurance - General Liability	32,500	32,500	32,171	42,600	31.08%
Capital Outlay - Improvements	514,909	1,538,104	1,230,000	2,417,800	57.19%
Capital Outlay - Equipment	171,602	56,373	45,473	-	-100.00%
Total	\$5,810,349	\$6,012,955	\$5,180,561	\$7,354,500	22.31%



SOLID WASTE SERVICES

Reports to Assistant Town Manager



Description

The Solid Waste Services Department in Public Works manages the Town's solid waste, which includes conducting contractor oversight; managing leaf, limb, and bulk waste collection; handling and disposing of special materials; collecting public trash in the Central Business District; and coordinating and completing special clean-up projects. Additionally, this 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

- Presented yard waste programming information to Town Council during December and March meetings
- Drafted revisions to the Town's yard waste ordinances
- Implemented a data collecting and reporting protocol to assess the impact of ordinance revisions

FY 2024-2025 Strategic Goal Actions

High Performing Government

- Continue to research and explore yard waste collection options for the Town
- Conduct curbside yard waste field audits
- Begin the Yard Waste Transfer and Processing Center feasibility study

FY 2024-2025 Budget Highlights

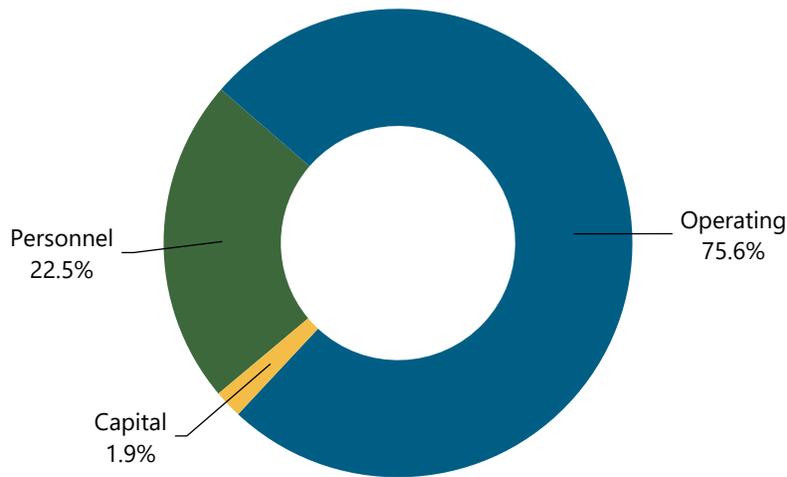
- The Solid Waste Services department budget increased 8.06 percent in FY24-25.
- The Solid Waste Services budget accounts for 6.56 percent of the General Fund budget and is equivalent to \$0.040 on the tax rate.
- The Town plans to spend \$102.61 per capita for Solid Waste Services in FY24-25.
- Major budget changes include adding a heavy equipment officer and the associated onboarding costs.
- The budget includes \$4.87 million for contracted sanitation and recycling services.



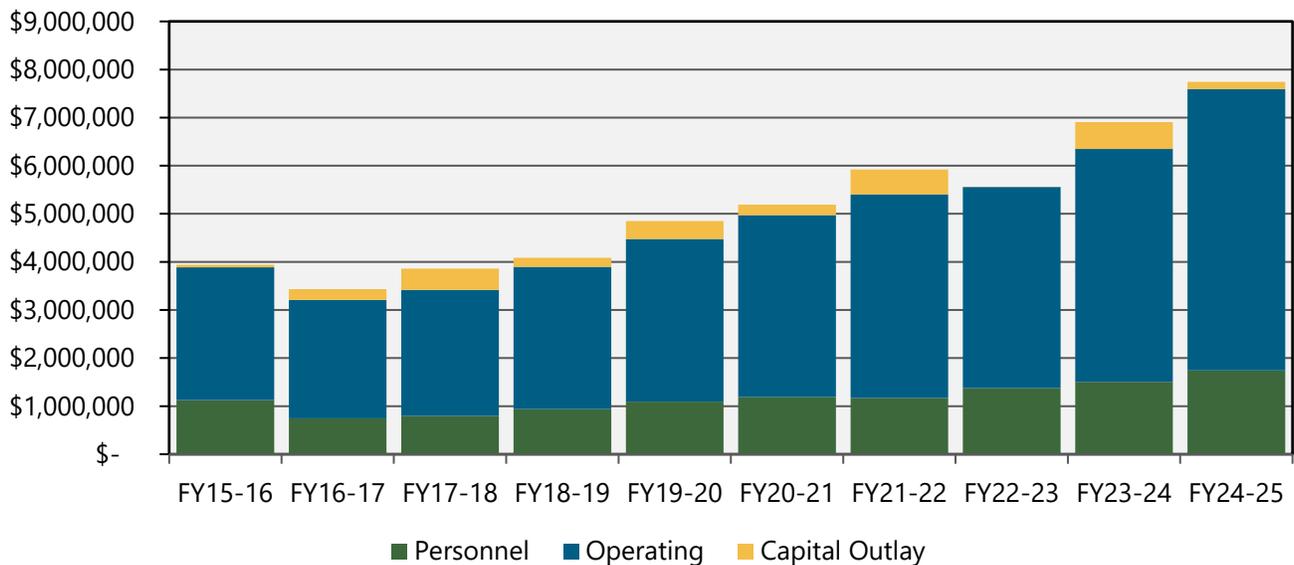
Budget Summary

Solid Waste Services Expenditures by Type					
Type	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Personnel	1,374,547	1,611,000	1,504,000	1,741,700	8.11%
Operating	4,181,779	4,993,500	4,842,507	5,851,100	17.17%
Capital	2,006	560,597	560,554	150,000	-73.24%
Total	\$5,558,331	\$7,165,097	\$6,907,061	\$7,742,800	8.06%

Solid Waste Services Expenditures by Type



Solid Waste Services Expenditure History



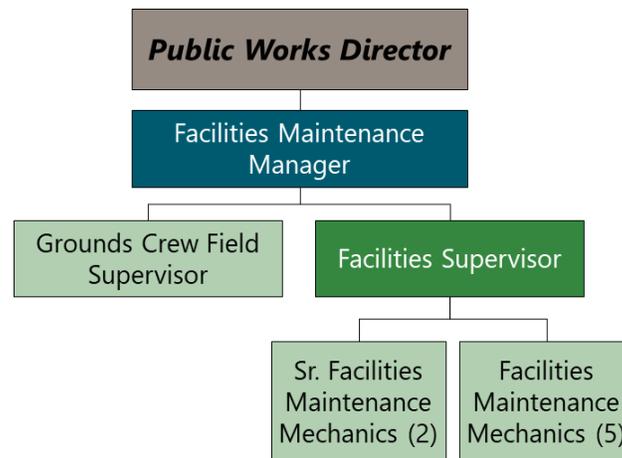
Line Item Expenditures

Solid Waste Services Expenditures					
Line Item	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Salaries	925,450	1,030,300	985,000	1,083,800	5.19%
Part-Time Salaries	7,305	46,800	20,000	72,500	54.91%
FICA	68,751	82,300	78,000	88,500	7.53%
Group Insurance	165,144	218,000	200,000	247,000	13.30%
General Retirement	110,493	138,800	130,000	157,600	13.54%
401K General	45,648	53,900	51,000	57,900	7.42%
Workers Comp	51,756	40,900	40,000	34,400	-15.89%
Postage	-	500	-	500	0.00%
Telephone & Communication	9,577	11,400	11,400	11,400	0.00%
Printing	-	2,600	2,100	5,800	123.08%
Travel and Training	1,605	7,900	6,500	14,500	83.54%
Maintenance & Repair - Building	-	500	100	500	0.00%
Maintenance & Repair - Equipment	77,692	78,700	90,000	90,000	14.36%
Maintenance & Repair - Vehicle	53,369	40,000	31,000	53,000	32.50%
Rental - Equipment	-	1,500	-	1,500	0.00%
Automotive Supplies	22,380	16,000	16,000	25,000	56.25%
Motor Fuel	145,255	133,500	110,000	126,200	-5.47%
Office Supplies	70	500	911	1,000	100.00%
Janitorial Supplies	147	500	200	500	0.00%
Departmental Supplies	5,072	7,200	4,500	17,800	147.22%
Technology Hardware & Accessories	87	7,000	4,000	2,800	-60.00%
Safety Supplies	-	1,100	1,100	1,400	27.27%
Meeting & Event Provisions	2,965	3,200	3,200	3,700	15.63%
Community Outreach Materials/Activities	-	3,000	1,500	3,000	0.00%
Uniforms	1,367	17,300	7,700	19,300	11.56%
Contracted Services	5,195	25,200	13,000	22,900	-9.13%
Personal Protective Equipment	5,368	10,000	9,000	11,200	12.00%
Software License & Maintenance	3,782	60,800	50,000	85,100	39.97%
Professional Services	78	-	-	250,000	-
Sanitation Services	3,704,794	4,389,500	4,310,000	4,873,700	11.03%
Landfill Tipping Fees	107,121	135,000	130,000	180,000	33.33%
Dues and Subscriptions	662	3,800	3,800	4,200	10.53%
Operating Licenses & Permits	400	600	300	1,100	83.33%
Insurance - General Liability	34,793	36,200	36,196	45,000	24.31%
Capital Outlay - Equipment	2,006	560,597	560,554	150,000	-73.24%
Total	\$5,558,331	\$7,165,097	\$6,907,061	\$7,742,800	8.06%



FACILITY SERVICES

Reports to Assistant Town Manager



Description

The Facility Services department in Public Works maintains over 365,000 square feet in 25 Town facilities. The department ensures compliance with all necessary local, state, and federal building codes and provides a safe, hygienic, and comfortable working environment for all Town employees.

Recent Accomplishments

- Replaced the Town Hall Campus generator and the rooftop mechanical unit at the Halle Community Art Center
- On-boarded two new positions, which helped increase the on-time preventative maintenance completion rate from 63% to consistently over 85%

FY 2024-2025 Strategic Goal Actions

High Performing Government

- Complete upgrades and repairs to address mechanical performance at Public Safety Station 4
- Maintain and utilize data from the Facility Condition Assessment to better predict and conduct preventative maintenance and repairs

Environmental Leadership

- Convert the lighting in all Public Works campus buildings (Water Resource Administration, Public Work Operations, and Warehouse) to energy-saving light emitting diode (LED) lights

FY 2024-2025 Budget Highlights

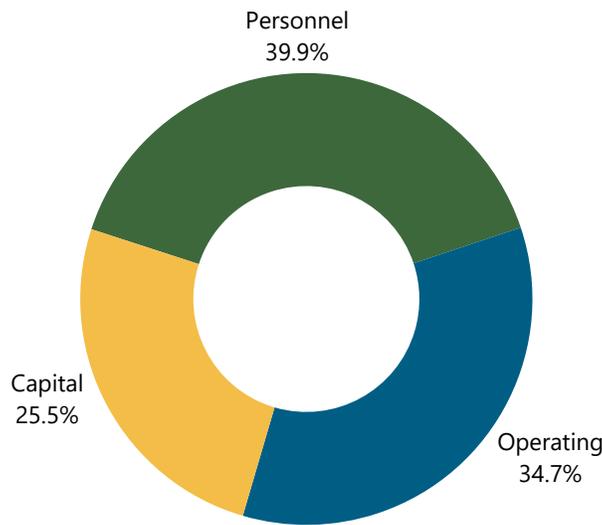
- The Facility Services department budget decreased by 18.36 percent in FY24-25.
- The Facility Services budget accounts for 1.75 percent of the General Fund budget and is equivalent to \$0.011 on the tax rate.
- The Town plans to spend \$27.41 per capita for Facility Services in FY24-25.
- Major budget changes include a decrease in operating due to reallocating facility contracts to the associated department.
- The budget includes capital improvements for electric vehicle charger stations; heating, ventilation, and air conditioning (HVAC) upgrades to Town facilities; work stations; and sound masking systems.



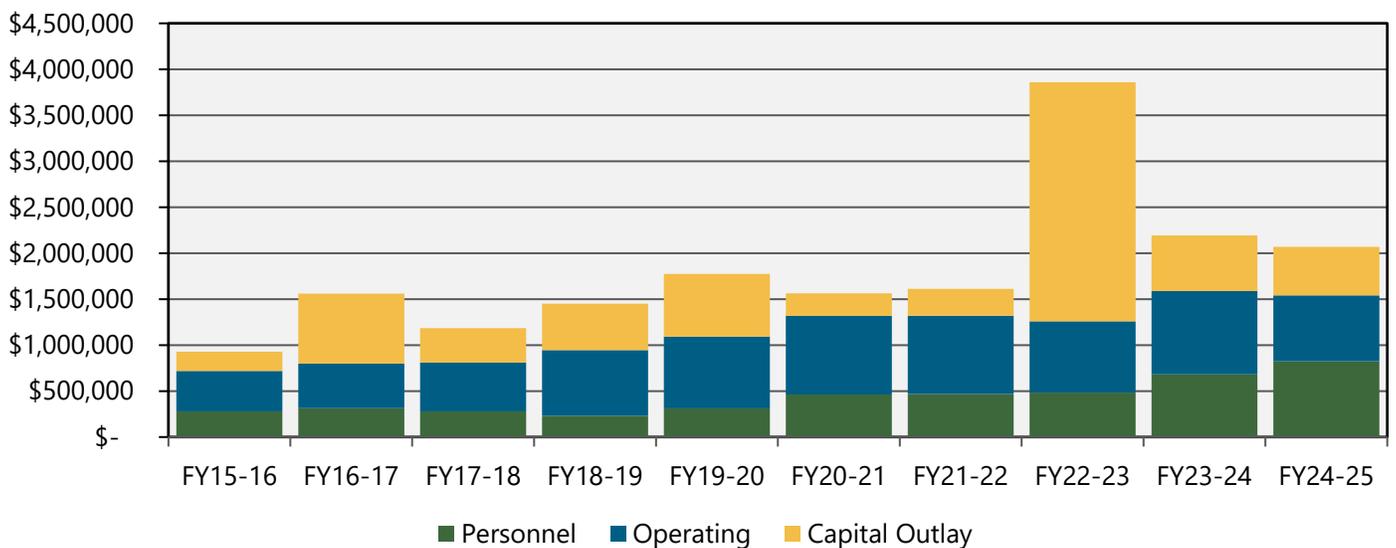
Budget Summary

Facility Services Expenditures by Type					
Type	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Personnel	484,124	771,497	682,000	824,800	6.91%
Operating	775,488	1,151,900	905,787	716,800	-37.77%
Capital	2,600,443	610,169	605,530	526,700	-13.68%
Total	\$3,860,054	\$2,533,566	\$2,193,317	\$2,068,300	-18.36%

Facility Services Expenditures by Type



Facility Services Expenditure History



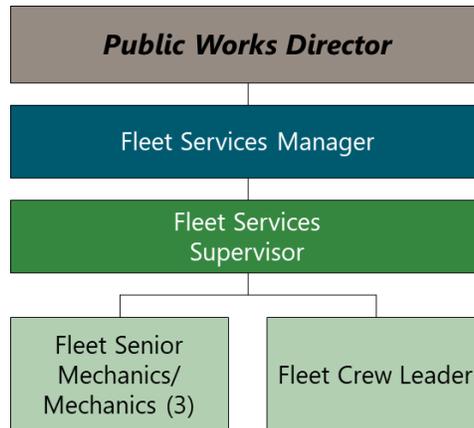
Line Item Expenditures

Facility Services Expenditures					
Line Item	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Salaries	339,994	533,084	465,000	562,500	5.52%
FICA	25,203	43,153	36,000	43,100	-0.12%
Group Insurance	47,408	94,910	85,000	100,000	5.36%
General Retirement	40,599	65,853	60,000	76,700	16.47%
401K General	16,438	21,263	23,500	28,200	32.62%
Workers Comp	14,481	13,234	12,500	14,300	8.06%
Postage	130	200	56	100	-50.00%
Telephone & Communication	3,835	5,200	3,600	5,300	1.92%
Printing	2,290	1,200	1,227	3,100	158.33%
Utilities	82,593	106,500	96,426	100,200	-5.92%
Travel and Training	7,387	17,500	14,000	16,000	-8.57%
Maintenance & Repair - Building	230,587	188,400	72,000	117,000	-37.90%
Building Maintenance - Depot	31	-	-	-	-
Maintenance & Repair - Equipment	4,893	15,000	5,000	15,000	0.00%
Maintenance & Repair - Vehicle	1,843	4,000	1,500	4,000	0.00%
Rental - Equipment	10,564	4,000	7,400	4,000	0.00%
Automotive Supplies	1,296	2,500	2,500	1,200	-52.00%
Motor Fuel	6,795	5,600	5,000	5,100	-8.93%
Office Supplies	80	400	492	500	25.00%
Janitorial Supplies	112	1,200	74	300	-75.00%
Departmental Supplies	23,454	25,500	20,000	20,300	-20.39%
Technology Hardware & Accessories	1,959	-	-	2,000	-
Safety Supplies	-	2,000	-	2,000	0.00%
Meeting & Event Provisions	1,029	3,400	1,500	3,400	0.00%
Uniforms	4,548	12,300	5,000	9,800	-20.33%
Contracted Services	237,629	310,600	235,000	213,700	-31.20%
Personal Protective Equipment	2,187	5,200	5,200	5,300	1.92%
Software License & Maintenance	2,048	15,300	12,000	17,700	15.69%
Professional Services	1,056	311,600	306,020	55,000	-82.35%
Sanitation Services	33,951	40,000	42,201	50,400	26.00%
Lease Payments	93,343	50,800	46,842	37,000	-27.17%
Dues and Subscriptions	34	1,500	750	400	-73.33%
Insurance - General Liability	21,816	22,000	22,000	28,000	27.27%
Capital Outlay - Land	1,123,652	-	-	-	-
Capital Outlay - Improvements	1,451,394	540,169	540,169	491,700	-8.97%
Capital Outlay - Equipment	25,397	70,000	65,361	35,000	-50.00%
Total	\$3,860,054	\$2,533,566	\$2,193,317	\$2,068,300	-18.36%



FLEET SERVICES

Reports to Assistant Town Manager



Description

The Fleet Services Department in Public Works maintains over 500 vehicles and 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

- On-boarded a new Fleet Services Manager
- Installed vehicle telemetry on 96% of all Town-owned vehicles to monitor vehicle performance
- Maintained a 90% On-time Preventative Maintenance (OTPM) ratio for the entire Town fleet
- Collaborated with the Budget & Performance Management and Finance departments to identify vehicles suitable for an electric or hybrid replacement and collaborated with the Sustainability and Facilities teams to find ways to expand existing charging infrastructure

FY 2024-2025 Strategic Goal Actions

High Performing Government

- Develop and implement a driver safety and compliance program using vehicle telemetry data to improve driver safety, sustainability, and compliance
- Evaluate the transition framework needed to establish a centralized fleet with a focus on replacement scheduling, underutilization, compliance, safety, and sustainability

Welcoming Community

- Develop and implement a plan to enhance service delivery to the Town's public safety departments by prioritizing workflow

FY 2024-2025 Budget Highlights

- The Fleet Services department budget increased by 39.42 percent in FY24-25.
- The Fleet Services budget accounts for 0.91 percent of the General Fund budget and is equivalent to \$0.006 on the tax rate.
- The Town plans to spend \$14.22 per capita for Fleet Services in FY24-25.

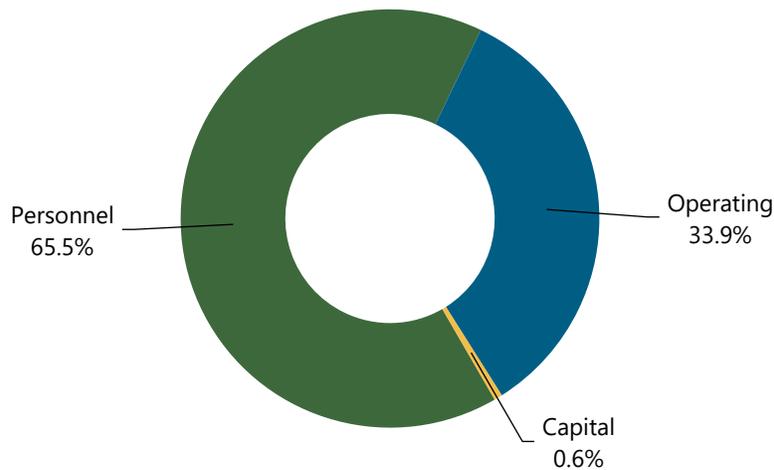


- Increases in personnel are attributable to adding a new position (Fleet Services Mechanic) and the associated onboarding costs, as well carrying the full annual cost of a FY23-24 new position authorization onboarded in the final quarter of the year.
- Major budget changes include \$50,000 in contracted services for the fleet branding graphics update, \$48,000 in contracted services for the Fleetio software, and \$80,000 in building maintenance for shop floor epoxy.

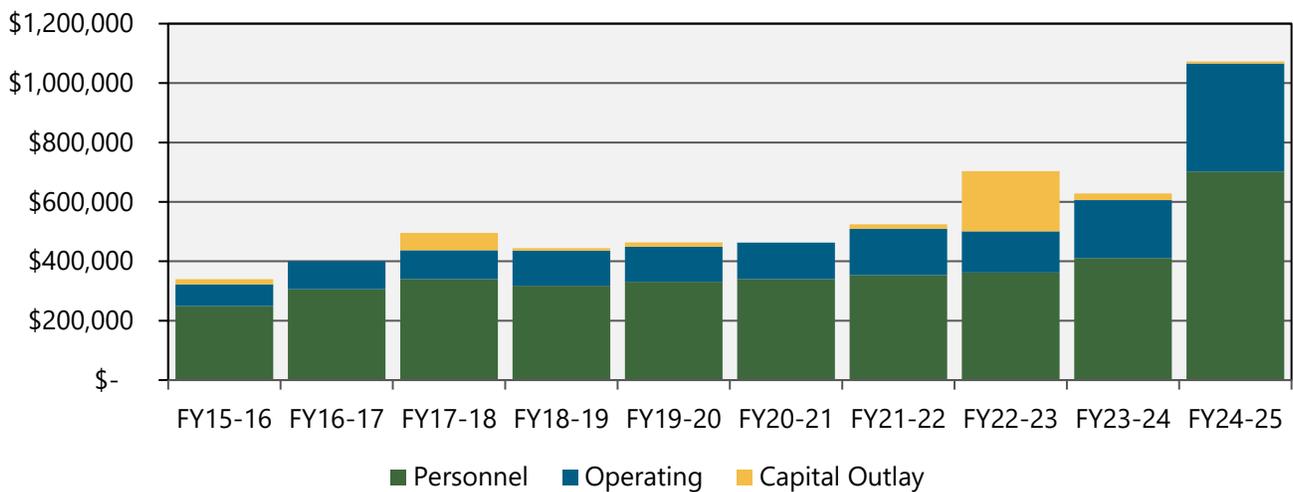
Budget Summary

Fleet Services Expenditures by Type					
Type	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Personnel	362,354	508,403	417,000	702,500	38.18%
Operating	138,502	237,687	189,018	363,700	53.02%
Capital	202,674	23,513	22,403	6,800	-71.08%
Total	\$703,530	\$769,603	\$628,420	\$1,073,000	39.42%

Fleet Services Expenditures by Type



Fleet Services Expenditure History



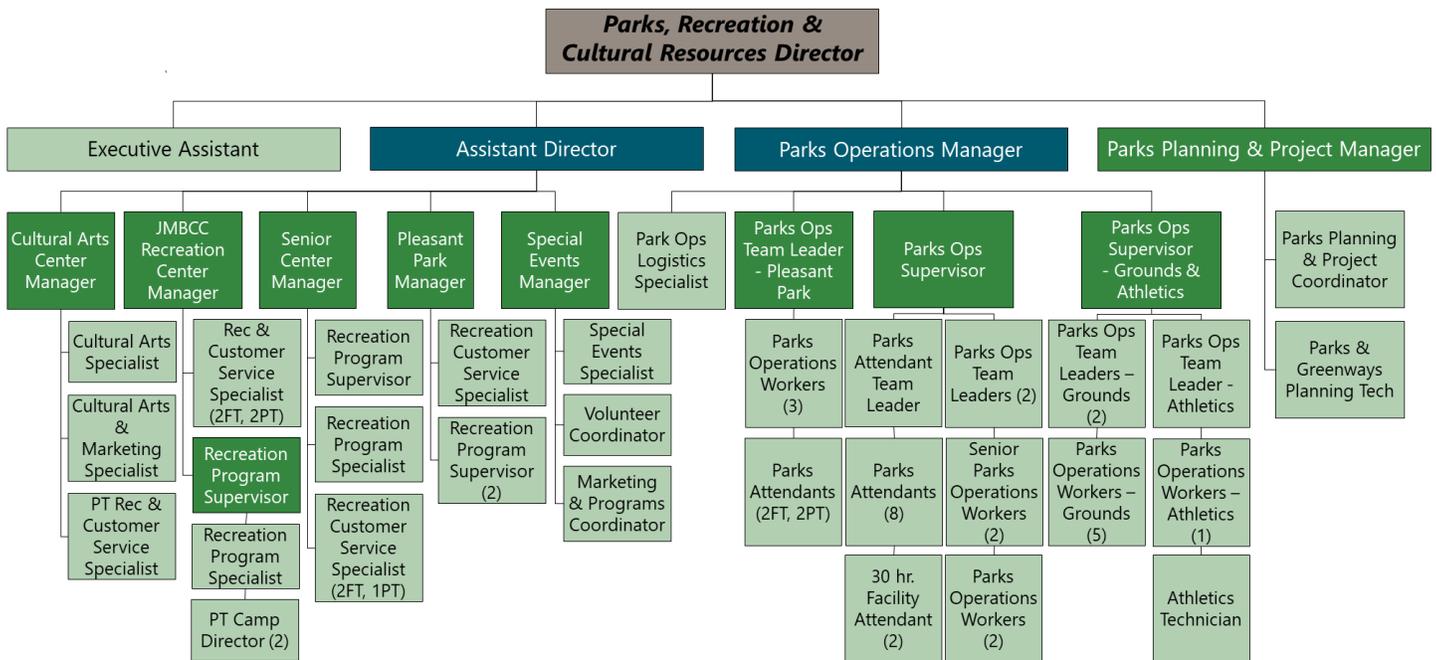
Line Item Expenditures

Fleet Services Expenditures					
Line Item	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Salaries	251,893	347,316	280,000	487,800	40.45%
FICA	18,518	24,547	23,000	37,400	52.36%
Group Insurance	40,213	55,790	55,000	78,400	40.53%
General Retirement	30,093	48,247	38,000	66,500	37.83%
401K General	12,207	23,037	15,000	24,400	5.92%
Workers Comp	9,429	9,466	6,000	8,000	-15.49%
Postage	61	100	-	100	0.00%
Telephone & Communication	2,562	3,300	2,675	3,500	6.06%
Printing	279	1,700	44	2,000	17.65%
Utilities	13,644	18,700	16,548	13,700	-26.74%
Travel and Training	2,864	15,500	5,000	23,100	49.03%
Maintenance & Repair - Building	1,363	50,000	41,000	80,000	60.00%
Maintenance & Repair - Equipment	681	1,500	1,500	2,800	86.67%
Maintenance & Repair - Vehicle	4,192	5,000	1,500	7,500	50.00%
Automotive Supplies	2,182	3,500	1,500	3,500	0.00%
Motor Fuel	2,996	3,200	3,200	3,800	18.75%
Office Supplies	392	800	800	800	0.00%
Janitorial Supplies	40	-	-	100	-
Departmental Supplies	48,146	44,387	30,000	51,400	15.80%
Technology Hardware & Accessories	-	6,000	6,000	3,700	-38.33%
Meeting & Event Provisions	-	-	-	2,900	-
Uniforms	987	2,000	2,000	6,000	200.00%
Contracted Services	4,302	4,700	3,250	71,100	1412.77%
Personal Protective Equipment	7,241	18,800	15,500	3,200	-82.98%
Software License & Maintenance	1,527	1,600	1,600	63,700	3881.25%
Dues and Subscriptions	44,691	54,000	54,000	4,300	-92.04%
Insurance - General Liability	355	2,900	2,900	16,500	468.97%
Capital Outlay - Improvements	14,100	14,100	13,800	-	-100.00%
Capital Outlay - Equipment	188,574	9,413	8,603	6,800	-27.76%
Total	\$703,530	\$769,603	\$628,420	\$1,073,000	39.42%



PARKS, RECREATION, & CULTURAL RESOURCES

Reports to Assistant Town Manager



Description

The Parks, Recreation, & Cultural Resources (PRCR) Department provides recreational, athletic, and cultural programs, services, and facilities that are responsive to the changing needs and diversity of Apex’s community. The Administration division provides general management and oversight to the Town’s parks, greenways, associated facilities, and programs. The Recreation, Cultural Resources, and Special Events division plans and conducts recreational, athletic, and cultural programming and events for residents of all ages and abilities. The Park Planning division oversees implementation of the Master Plan for Parks, Recreation, Cultural Resources, Greenways, and Open Spaces; participates in the Technical Review Committee; oversees the Land Dedication Ordinance; and manages, designs, and develops parks and greenway projects. Meanwhile, the Park Operations division manages the day-to-day and long-term operations and maintenance of all Town parks, public greenways, and several Wake County school facilities.

Recent Accomplishments

- Made progress on capital projects including opening Pleasant Park; beginning construction on the Beaver Creek, Middle Creek, Apex West, and Reedy Branch (Sweetwater Gap) Greenways; contracting engineering design services for West Street Park renovations; and reviewing design build proposals for Hunter Street Bike Park
- Implemented a community special events policy, established the Town’s Special Event Committee, and executed 21 Town events and 12 community events
- Increased the number of athletic and non-athletic program participants by 24%



FY 2024-2025 Strategic Goal Actions

High Performing Government

- Conduct a fee study to determine appropriate fee for the level of services provided
- Develop and implement a comprehensive Volunteer Management Program

A Welcoming Community

- Move forward with various capital projects including greenways, Pleasant Park baseball fields, Kidstowne Park renovation design, street hockey rink and inclusive playground, and the Environmental Education Center

FY 2024-2025 Budget Highlights

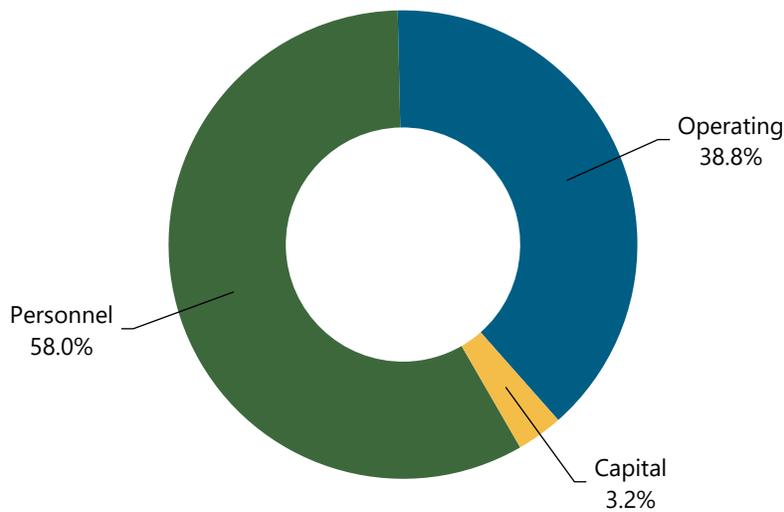
- The Parks, Recreation, & Cultural Resources department budget increased 18.10 percent in FY24-25.
- The Parks, Recreation, & Cultural Resources budget accounts for 10.28 percent of the General Fund budget and is equivalent to \$0.062 on the tax rate.
- The Town plans to spend \$160.85 per capita for Parks, Recreation, & Cultural Resources in FY24-25.
- Increases in operating budget are primarily due to increases in contracted and professional services for grounds maintenance and a fee study and the expansion of Town programs.
- Major budget changes include adding four full-time staff members (parks planning & project coordinator, athletics & grounds worker, recreation program specialist, and special events specialist) and two part-time staff members (parks operations logistics specialist and facility attendant) and the associated onboarding costs.



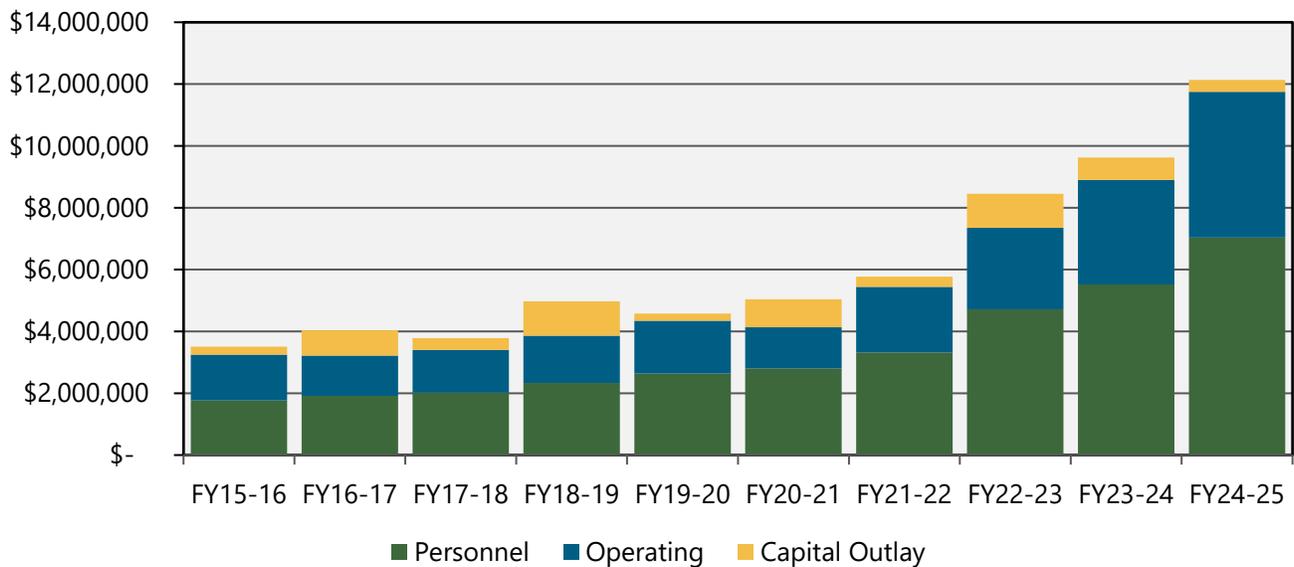
Budget Summary

Parks, Recreation, & Cultural Resources Expenditures by Type					
Type	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Personnel	4,716,067	5,684,350	5,516,795	7,036,500	23.79%
Operating	2,635,287	3,554,875	3,381,360	4,713,600	32.60%
Capital	1,098,982	1,038,150	725,977	387,000	-62.72%
Total	\$8,450,336	\$10,277,375	\$9,624,132	\$12,137,100	18.10%

Parks, Recreation, & Cultural Resources Expenditures by Type



Parks, Recreation, & Cultural Resources Expenditure History



Line Item Expenditures

Parks, Recreation, & Cultural Resources Expenditures					
Line Item	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Salaries	3,003,668	3,514,200	3,461,887	4,372,500	24.42%
Part-Time Salaries	402,972	462,300	426,262	560,000	21.13%
FICA	247,220	290,550	289,531	377,400	29.89%
Group Insurance	487,249	659,100	650,127	836,700	26.95%
General Retirement	355,261	475,200	445,806	596,000	25.42%
401K General	146,441	184,500	166,151	218,700	18.54%
Workers Comp	73,256	98,500	77,030	75,200	-23.65%
Postage	814	1,400	1,000	1,400	0.00%
Telephone & Communication	32,470	44,400	35,000	46,700	5.18%
Printing	25,668	48,100	32,000	52,500	9.15%
Utilities	189,882	210,000	350,000	263,800	25.62%
Travel and Training	24,008	87,400	55,000	65,000	-25.63%
Maintenance & Repair - Building	144,962	226,500	226,500	474,100	109.32%
Maintenance & Repair - Equipment	16,425	40,800	40,800	35,400	-13.24%
Maintenance & Repair - Vehicle	7,635	16,000	12,000	19,500	21.88%
Rental - Equipment	15,627	19,500	19,500	19,500	0.00%
Rental - Vehicle	-	6,900	1,000	1,500	-78.26%
Rental - Facilities	47,203	71,400	70,857	76,400	7.00%
Advertising	33,452	79,200	60,000	97,600	23.23%
Automotive Supplies	10,071	14,500	14,500	14,500	0.00%
Motor Fuel	46,431	44,500	41,000	37,600	-15.51%
Office Supplies	8,442	9,515	9,515	13,800	45.03%
Janitorial Supplies	17,144	31,500	31,500	61,500	95.24%
Departmental Supplies	331,514	465,895	465,000	679,900	45.93%
Medical Supplies	19,314	-	-	-	-
Technology Hardware & Accessories	24	39,200	27,000	33,700	-14.03%
Athletic Supplies	185,387	103,450	103,450	183,700	77.57%
Senior Activities	174,625	238,200	225,000	300,100	25.99%
Meeting & Event Provisions	25,909	42,500	42,500	56,400	32.71%
Community Outreach Materials	1,872	4,000	4,000	12,000	200.00%
Uniforms	18,030	23,000	20,000	22,900	-0.43%
Contracted Services	416,605	475,100	460,000	623,200	31.17%
Personal Protective Equipment	9,775	13,600	11,000	15,700	15.44%
Software License & Maintenance	27,632	112,600	100,000	141,200	25.40%
Contracted Services - Instructors	482,162	686,900	540,000	854,500	24.40%
Professional Services	143,814	101,080	101,080	115,200	13.97%
Pro. Services - Engineer/Survey	29,955	42,000	40,827	40,000	-4.76%
Landfill Tipping Fees	300	-	-	-	-
Dues and Subscriptions	3,266	15,400	13,000	4,300	-72.08%
Operating Licenses & Permits	1,366	-	-	-	-
Special Programs	96,705	185,400	173,400	278,000	49.95%
Insurance - General Liability	46,797	54,935	54,931	72,000	31.06%
Capital Outlay - Land	630,316	-	-	-	-
Capital Outlay - Easements	-	10,000	10,000	10,000	0.00%
Capital Outlay - Improvements	293,190	556,750	250,000	312,000	-43.96%
Capital Outlay - Equipment	175,476	471,400	465,977	65,000	-86.21%
Total	\$8,450,336	\$10,277,375	\$9,624,132	\$12,137,100	18.10%



General Fund Non-Departmental

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 FY24-25, other financing uses include \$1,315,700 transferred to the Affordable Housing Fund, \$3,419,500 to General Fund Capital Projects, \$973,800 to Streets Capital Projects, \$8,835,800 to the Debt Service Fund, and \$1,400,000 to the Recreation Project Fund. The General Fund Capital Project allocation includes the Enterprise Resource Planning (ERP) Transition & Extension, Town Facility Solar Initiative, Wayfinding, Public Safety Radio Replacement, Self-Contained Breathing Apparatus Replacement, and GoApex Transit Improvements. Allocations for Streets Capital Projects are for South Salem Street Bicycle Connection and Transportation Easement Acquisition. The Recreation Project funds are identified for the KidsTowne Playground renovation, Street Hockey Rink & Inclusive Playground, and Annual Greenway allocation.

General Fund Other Financing Uses					
Account Description	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Transfer to Recreation Reserve	1,073,600	-	-	-	-
Transfer to Affordable Housing	1,776,000	1,233,000	1,233,000	1,315,700	6.71%
Transfer to General Capital Projects	6,370,550	2,350,000	2,350,000	3,419,500	45.51%
Transfer to Street Project	1,400,000	2,125,000	2,125,000	973,800	-54.17%
Transfer to Perry Library	400,000	200,000	200,000	-	-100.00%
Transfer to ARPA Fund	2,628,841	140,000	140,000	-	-100.00%
Transfer to Debt Service Fund	7,810,963	9,463,000	9,463,000	8,835,800	-6.63%
Transfer to Recreation Project	2,009,500	600,000	600,000	1,400,000	133.33%
Total	\$23,469,454	\$16,111,000	\$16,111,000	\$15,944,800	-1.03%

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.

General Fund Cemetery					
Account Description	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Contracted Services	19,992	25,000	25,000	25,000	0.00%
Total	\$19,992	\$25,000	\$25,000	\$25,000	0.00%



Special Appropriations

Special Appropriations accounts in the General Fund include funding for non-profit agencies, which support the delivery of vital community services. Non-profit agencies must apply to be considered for Town funding. The Town dedicates \$1 per capita toward non-profit funding. For FY24-25, \$78,000 was allocated to fund applications from nine local non-profits. The Town also created and continues to fund Apex Customer Assistance Program (CAP) and Neighbors Helping Neighbors, both customer assistance programs. Western Wake Crisis Ministry (WWCM), a nonprofit organization that has served Apex and surrounding areas since 1983, administers the programs.

General Fund Special Appropriations					
Account Description	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Apex Customer Assistance	96,743	289,645	289,645	-	-100.00%
Non-Profit Funding Allocations	72,900	75,000	75,000	78,000	4.00%
Downtown Development	37,174	4,500	4,500	-	-100.00%
Downtown Advertising	935	2,000	2,000	-	-100.00%
Total	\$207,753	\$371,145	\$371,145	\$78,000	-78.98%

Contingency

The contingency account for the General Fund is a budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted. For FY24-25, \$100,000 is allocated to the General Fund contingency.

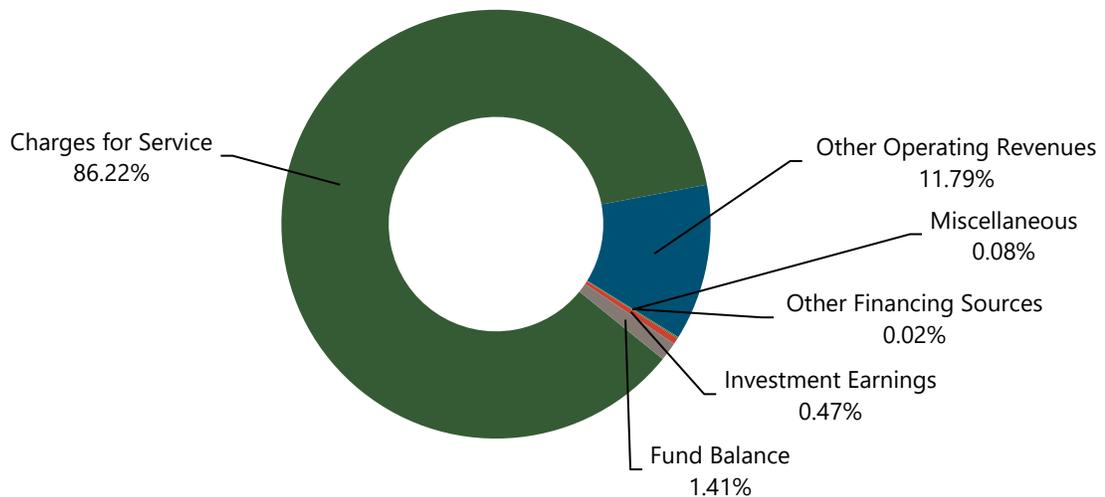
General Fund Contingency					
Account Description	FY21-22 Actual	FY22-23 Budget	FY22-23 Estimate	FY23-24 Budget	Percent Change
Contingency	-	100,000	-	100,000	0.00%
Total	\$ -	\$100,000	\$ -	\$100,000	0.00%



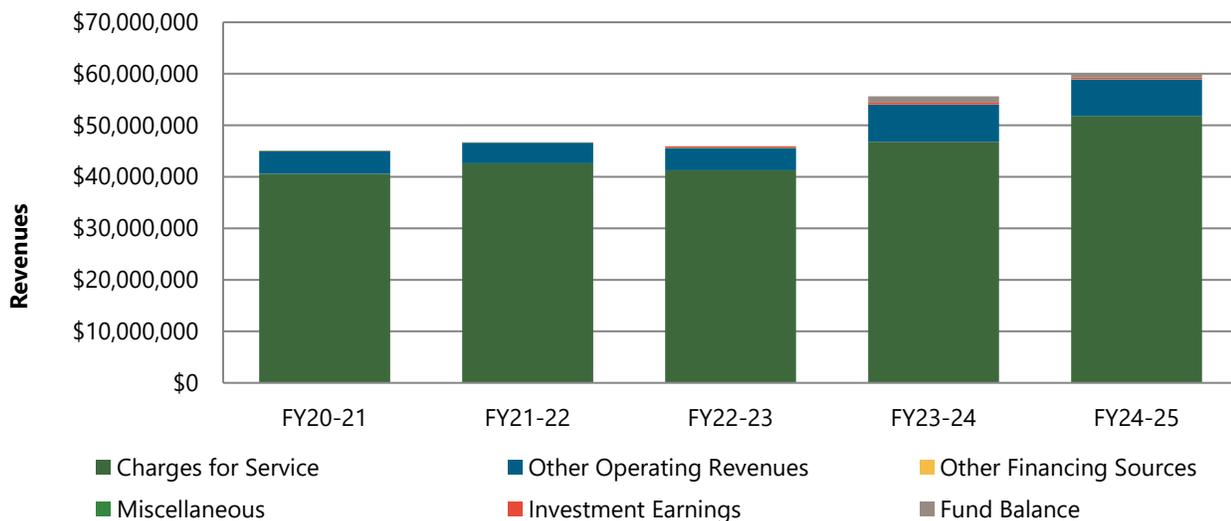
Revenues by Source

Electric Fund Revenues by Source					
Source	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Charges for Service	41,254,456	44,969,700	46,792,726	51,821,400	16.02%
Other Operating Revenues	4,242,699	6,107,300	7,213,158	7,087,500	16.05%
Other Financing Sources	38,128	10,000	24,012	10,000	0.00%
Miscellaneous	114,756	95,800	33,374	50,000	-47.81%
Investment Earnings	277,748	292,000	334,331	285,000	-2.40%
Fund Balance	-	3,021,559	1,221,559	850,000	-71.87%
Total	\$45,927,786	\$54,191,359	\$55,619,161	\$60,103,900	10.91%

Electric Fund Revenues by Source FY24-25



Electric Fund Revenues by Source: Multiyear Comparison



Source Descriptions

Charges for Service

Electric charges for service account for 86.22 percent of Electric Fund revenues. Electric consumption by residents and other customers generates these revenues. The Town has a residential base charge of \$26.50 and a per kWh energy charge of \$0.1133.

Other Operating Revenues

Other operating revenues include when 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 almost \$7.09 million in the FY24-25 Electric Fund budget.

Other Financing Sources

Other financing sources represent revenues received from the sale of capital assets and transfers in from capital reserves. These revenues account for \$10,000 in the FY24-25 Electric Fund budget.

Miscellaneous

Miscellaneous revenues in the Electric Fund include revenues that do not easily fit into other categories. Miscellaneous revenues account for \$50,000 in the FY24-25 Electric Fund budget.

Investment Earnings

Investment earnings include the return earned on cash and investment balances. Interest is earned on cash balances invested with the North Carolina Capital Management Trust (NCCMT) and other allowable investments in various certificates of deposit (CDs) and money market accounts. Investment earnings account for \$285,000 in the FY24-25 Electric Fund budget.

Fund Balance Appropriated

Fund balance allocations represent using reserve funds. The Town typically uses reserves for specific capital projects, onetime opportunities, or emergency operations. \$850,000 in fund balance appropriations in the FY24-25 Electric Fund budget are for the Mount Zion Upgrades, LED Street Light Upgrades, and System Fault Indicators capital projects.

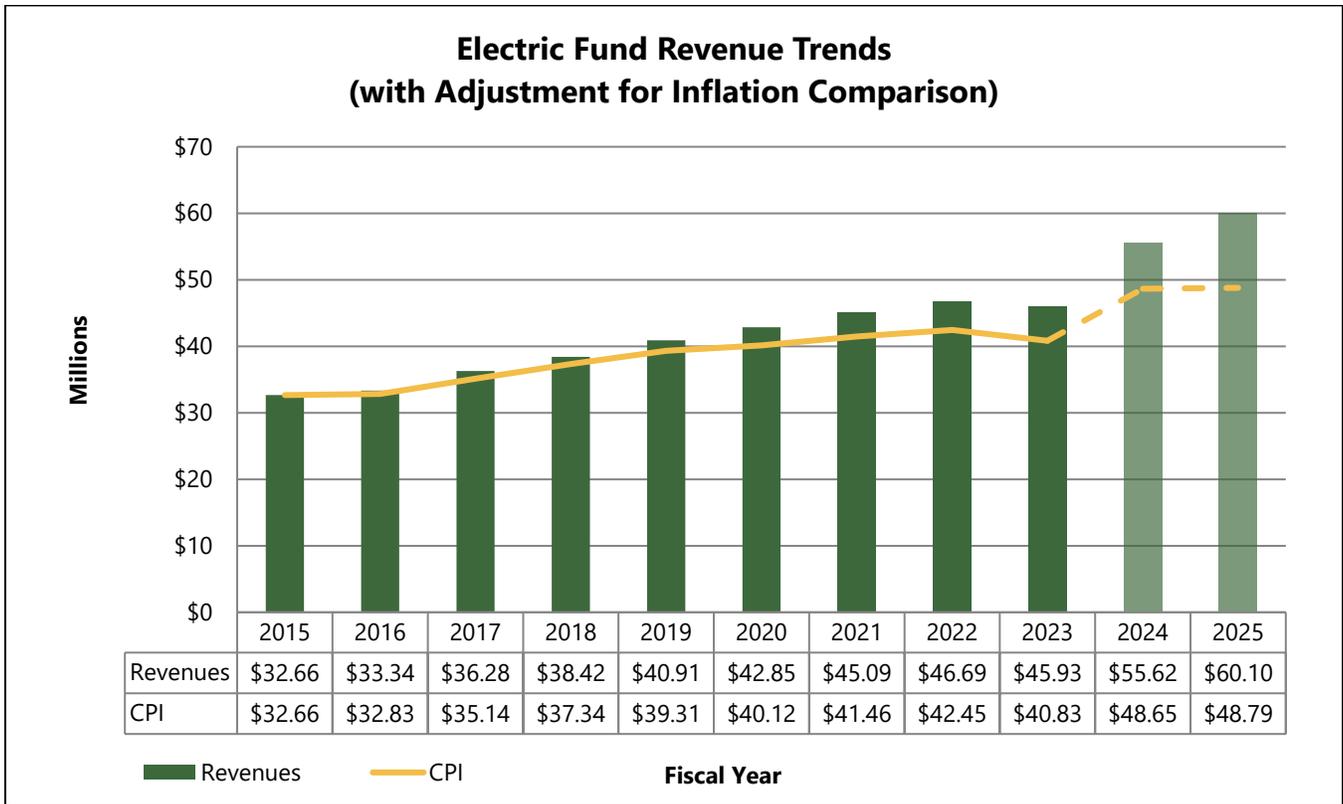


Revenues by Line Item

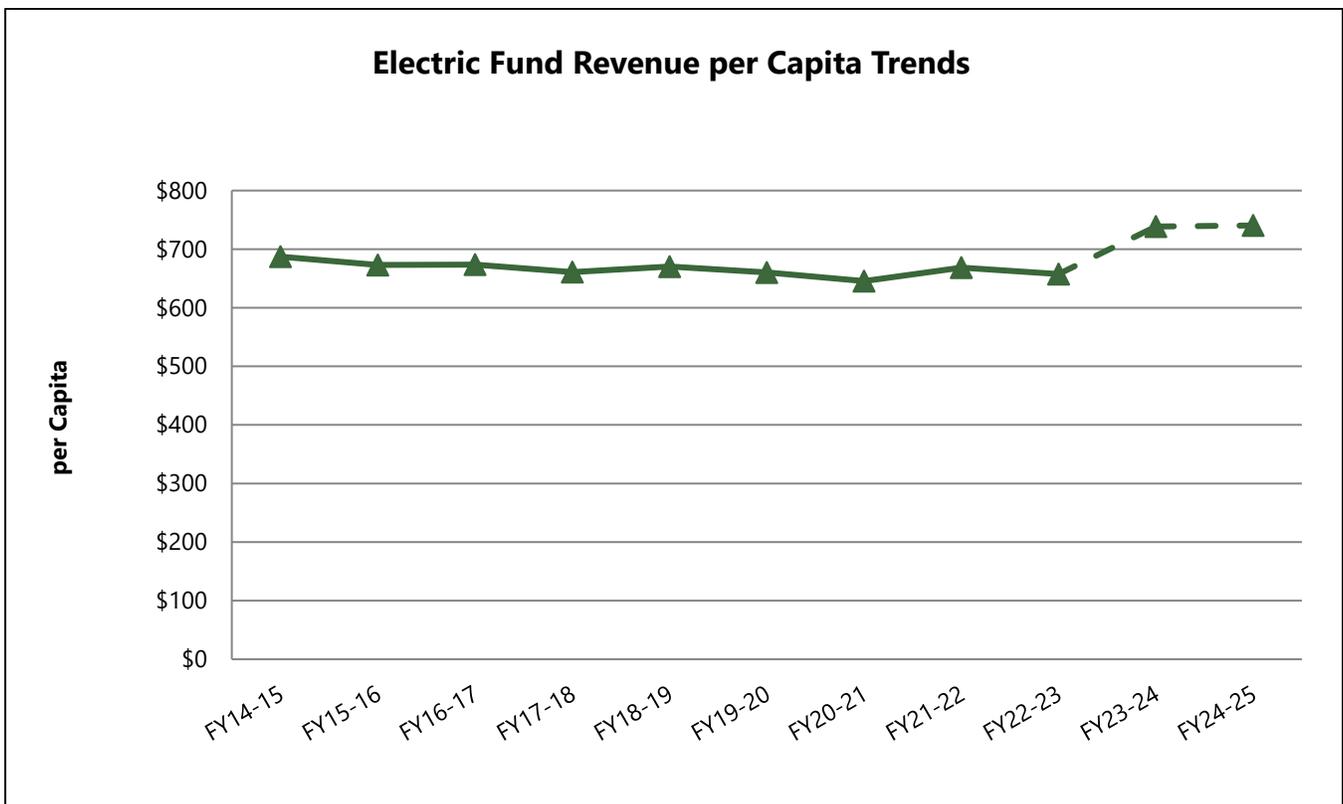
Electric Fund Revenues					
Line Item	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Recommend	Percent Change
Sales - Residential	29,331,454	32,272,200	33,142,702	37,797,700	17.12%
Sales - Demand	2,068,248	2,402,500	2,398,537	2,794,800	16.33%
Sales - Commercial	9,854,753	9,990,000	11,251,487	11,228,900	12.40%
Sales Tax	2,911,435	4,017,300	3,261,711	3,627,500	-9.70%
Reconnection Fees	194,679	165,000	141,065	150,000	-9.09%
Service Initiation Fees	70,815	65,000	121,535	65,000	0.00%
Penalties	113,342	75,000	104,462	105,000	40.00%
Underground Primary	309,088	1,310,000	2,866,147	2,600,000	98.47%
Underground Secondary	523,055	400,000	615,518	465,000	16.25%
Electric Meters	120,286	75,000	102,661	75,000	0.00%
Pole Rent - BellSouth	-	30,800	-	30,000	-2.60%
Pole Rent - TWC	8,730	-	4,365	-	0.00%
Interest Earned	277,748	292,000	334,331	285,000	-2.40%
Miscellaneous Revenue	82,880	65,000	29,009	20,000	-69.23%
Insurance Refunds	23,146	-	-	-	-
Sale of Capital Assets	38,128	10,000	24,012	10,000	0.00%
Fund Bal Appropriated - Budget	-	1,800,000	-	850,000	-52.78%
Fund Bal Appropriated - Amend	-	6,300	6,300	-	-100.00%
Fund Bal App - PO Carryover	-	1,215,259	1,215,529	-	-100.00%
Total	\$45,927,786	\$54,191,359	\$55,619,161	\$60,103,900	10.91%



Revenue Trends



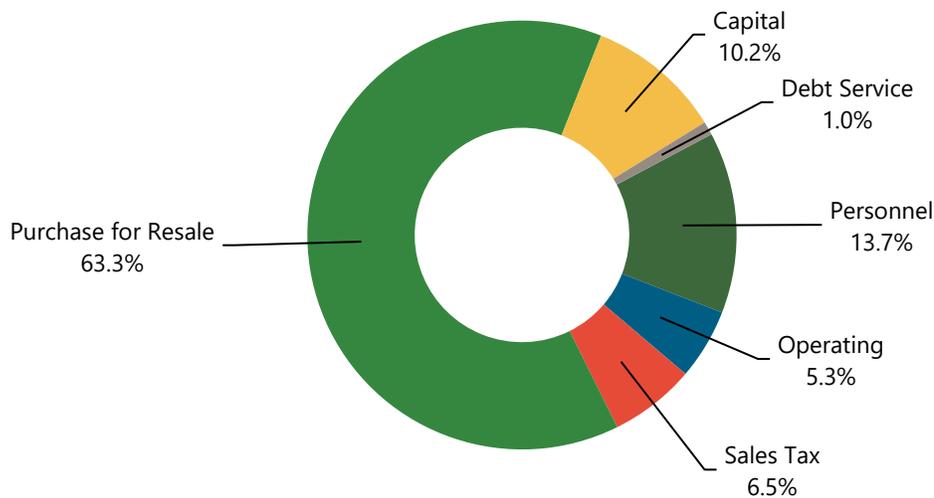
CPI = consumer price index



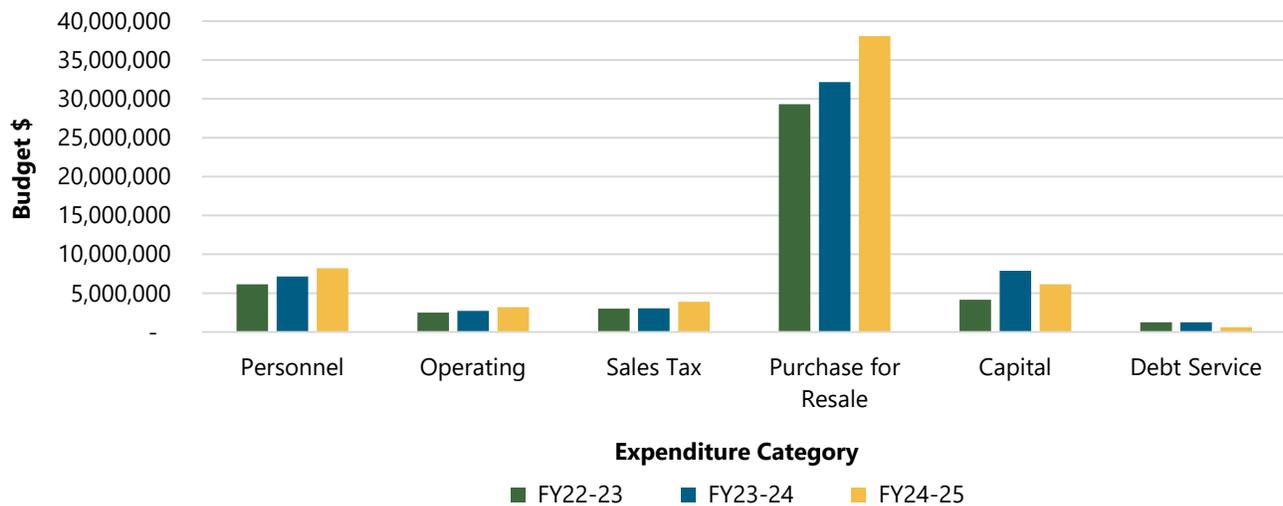
Expenditures by Type

Electric Fund Expenditures by Type					
Type	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Personnel	6,148,789	7,147,900	7,106,384	8,215,700	14.94%
Operating	2,492,167	2,715,074	2,456,064	3,200,900	17.89%
Sales Tax	3,015,809	3,054,300	3,258,391	3,882,600	27.12%
Purchase for Resale	29,307,764	32,150,000	31,945,012	38,064,000	18.40%
Capital	4,162,879	7,874,285	7,971,800	6,131,000	-22.14%
Debt Service	1,248,731	1,249,800	1,249,800	609,700	-51.22%
Total	\$46,376,138	\$54,191,359	\$53,989,104	\$60,103,900	10.91%

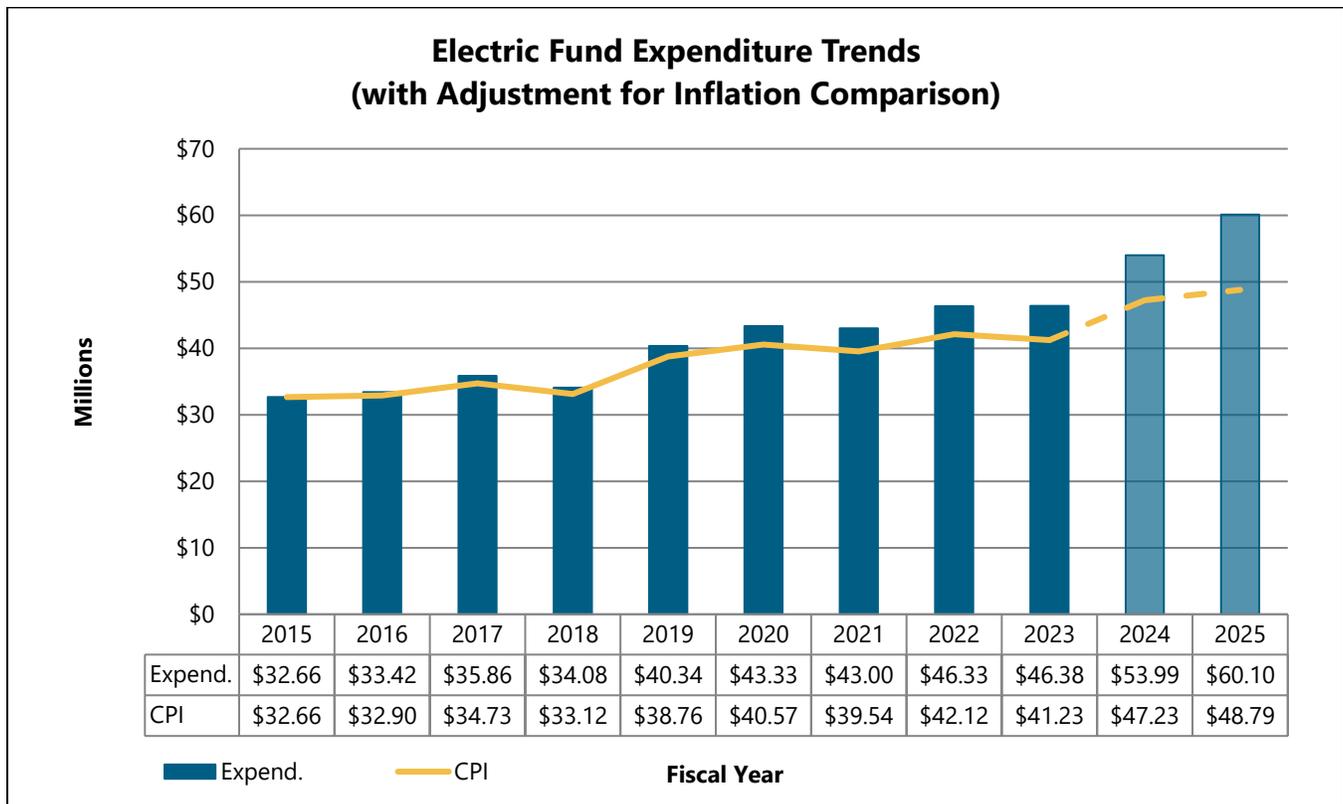
Electric Fund Expenditures by Type FY24-25



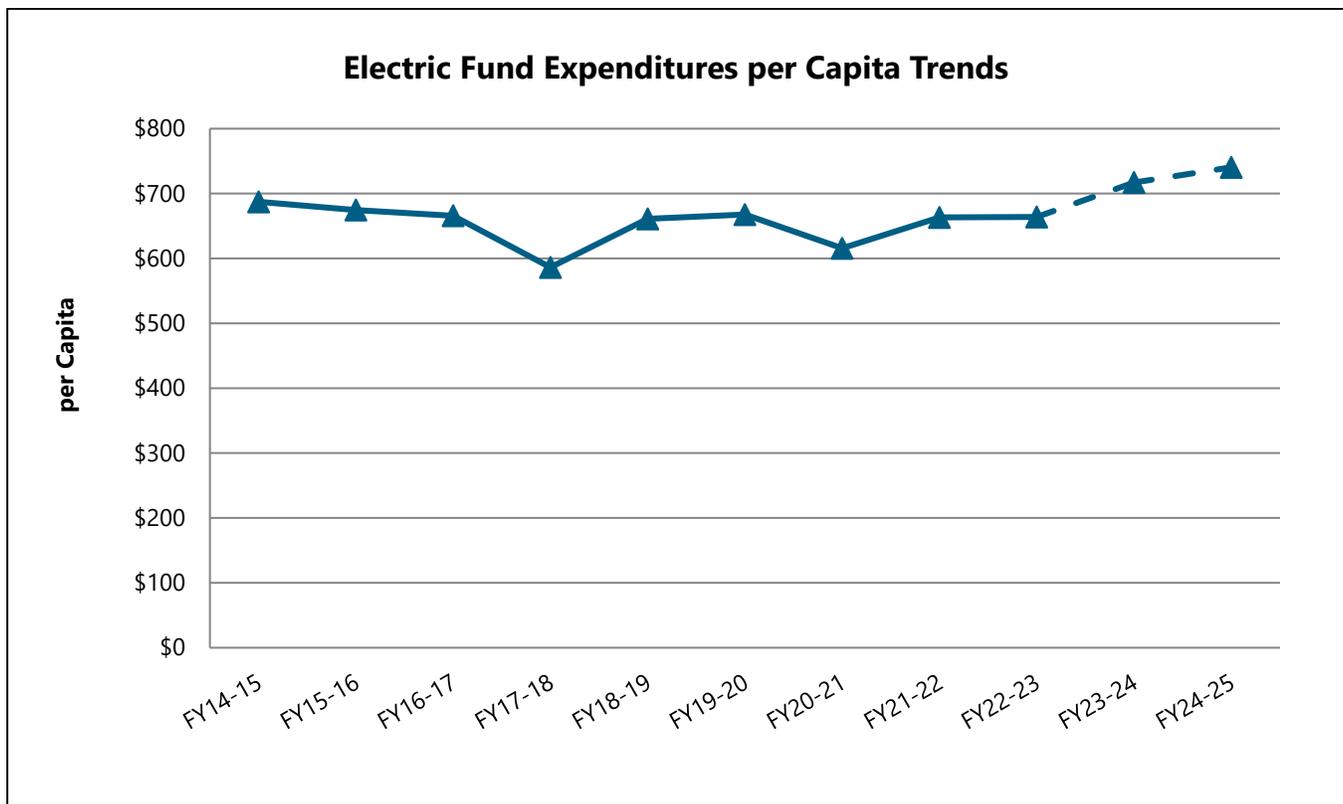
Electric Fund Expenditures by Type



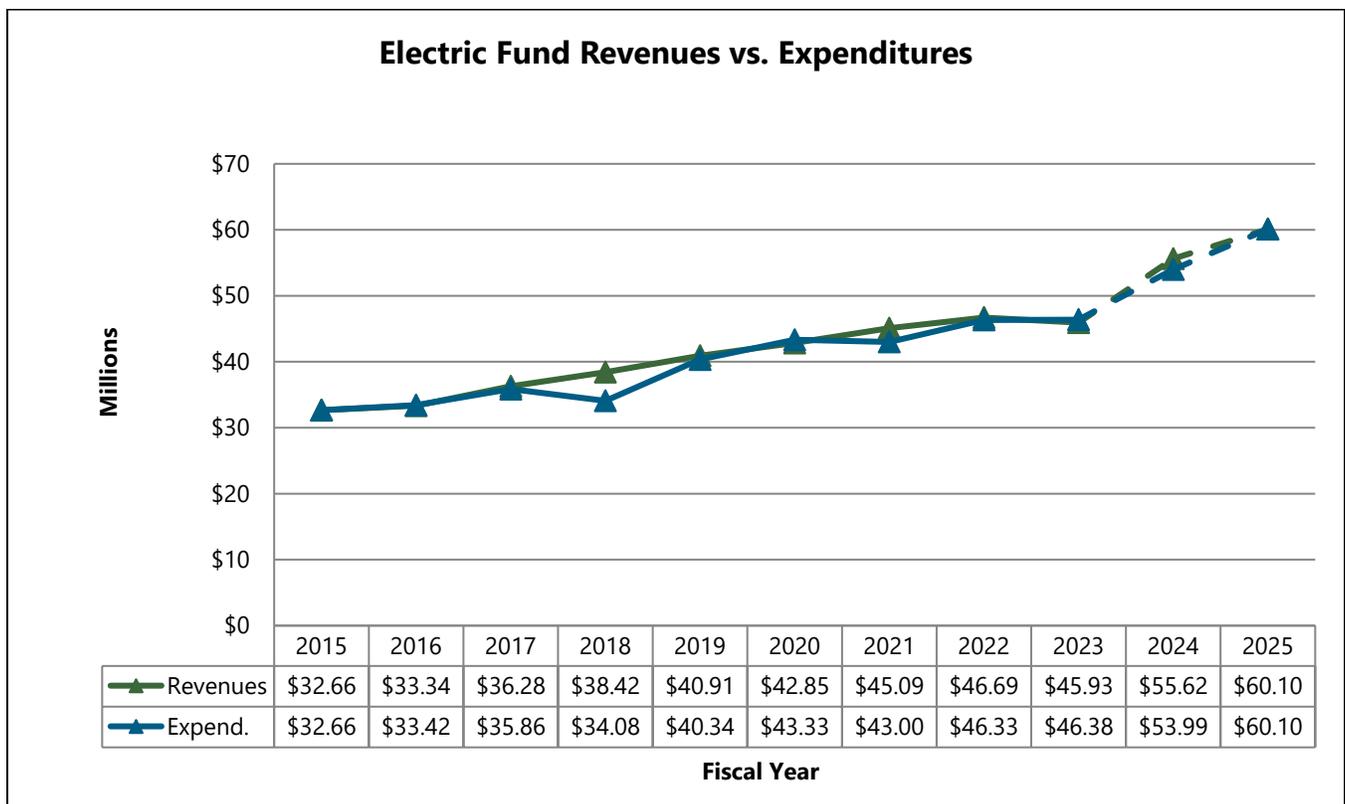
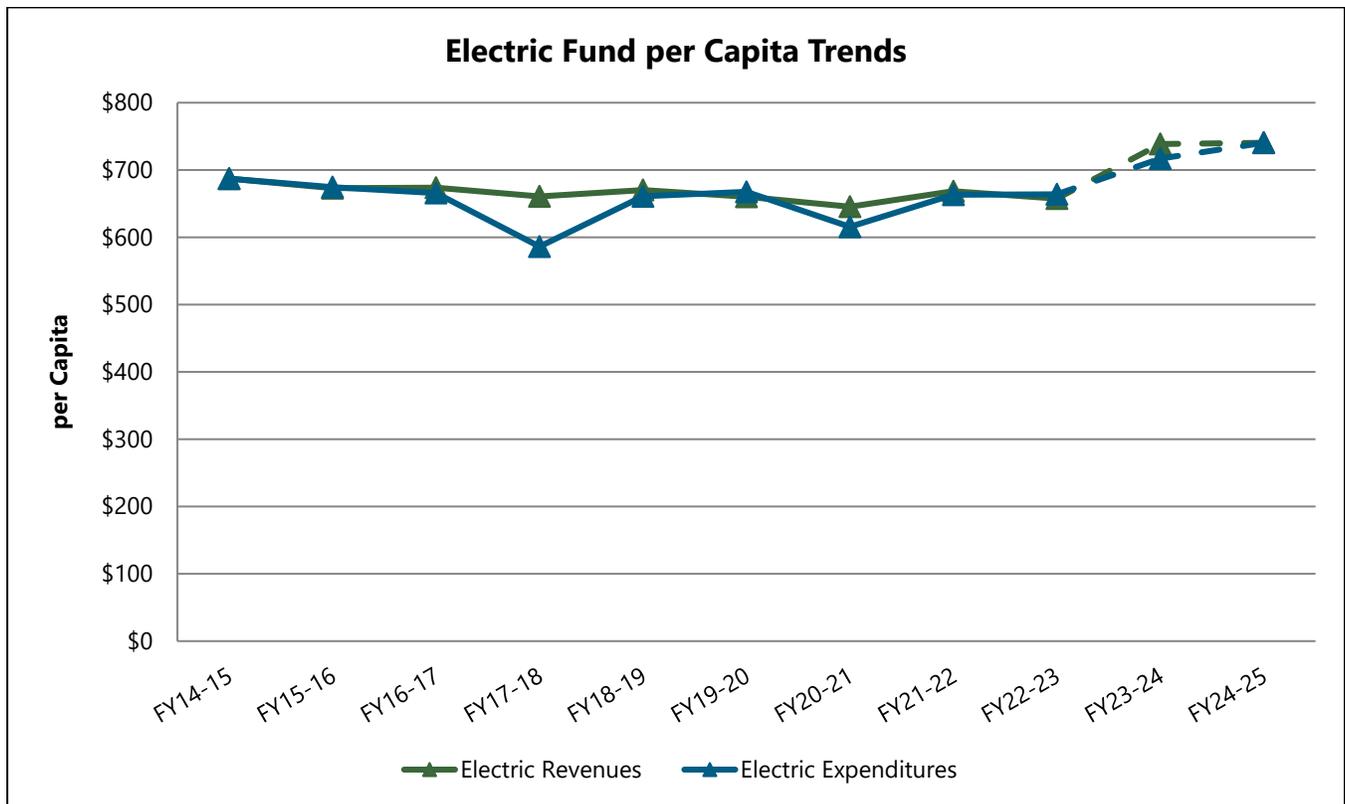
Expenditure Trends



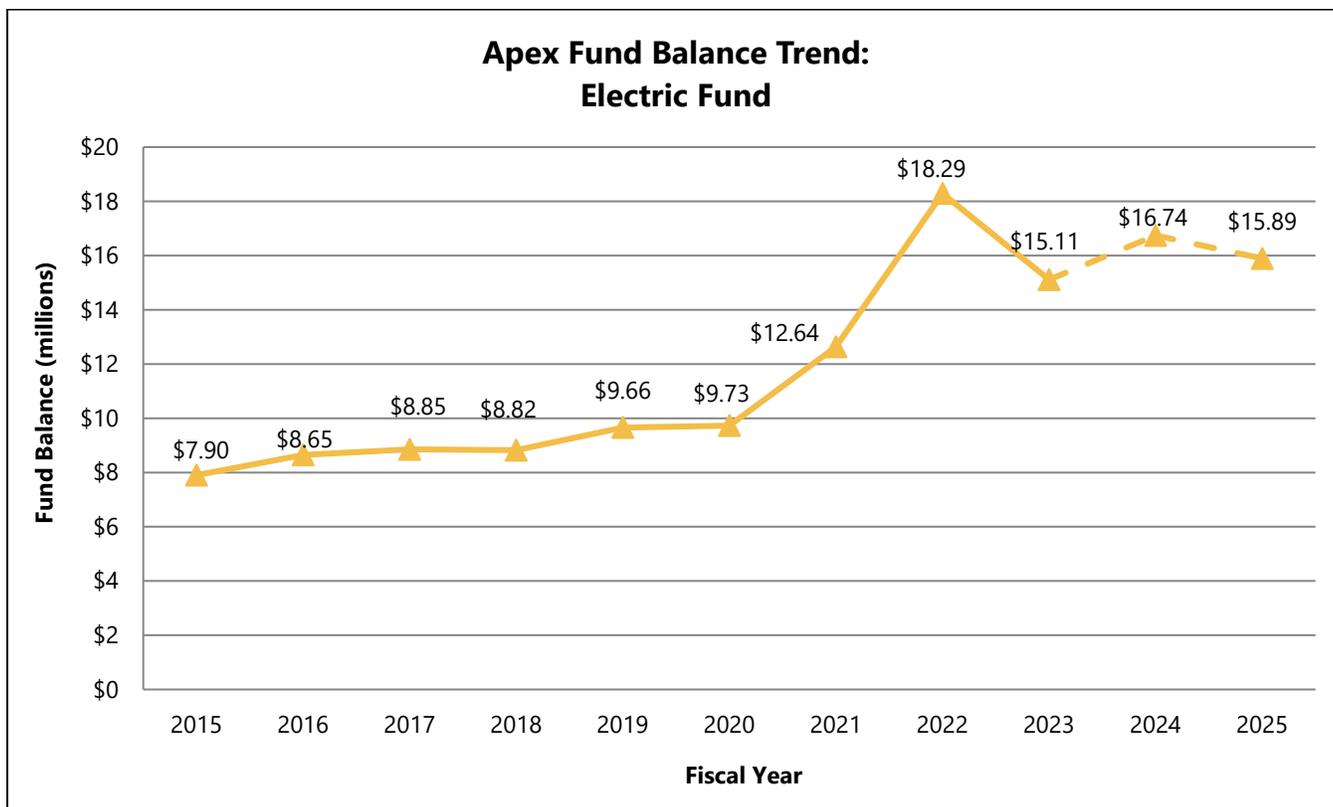
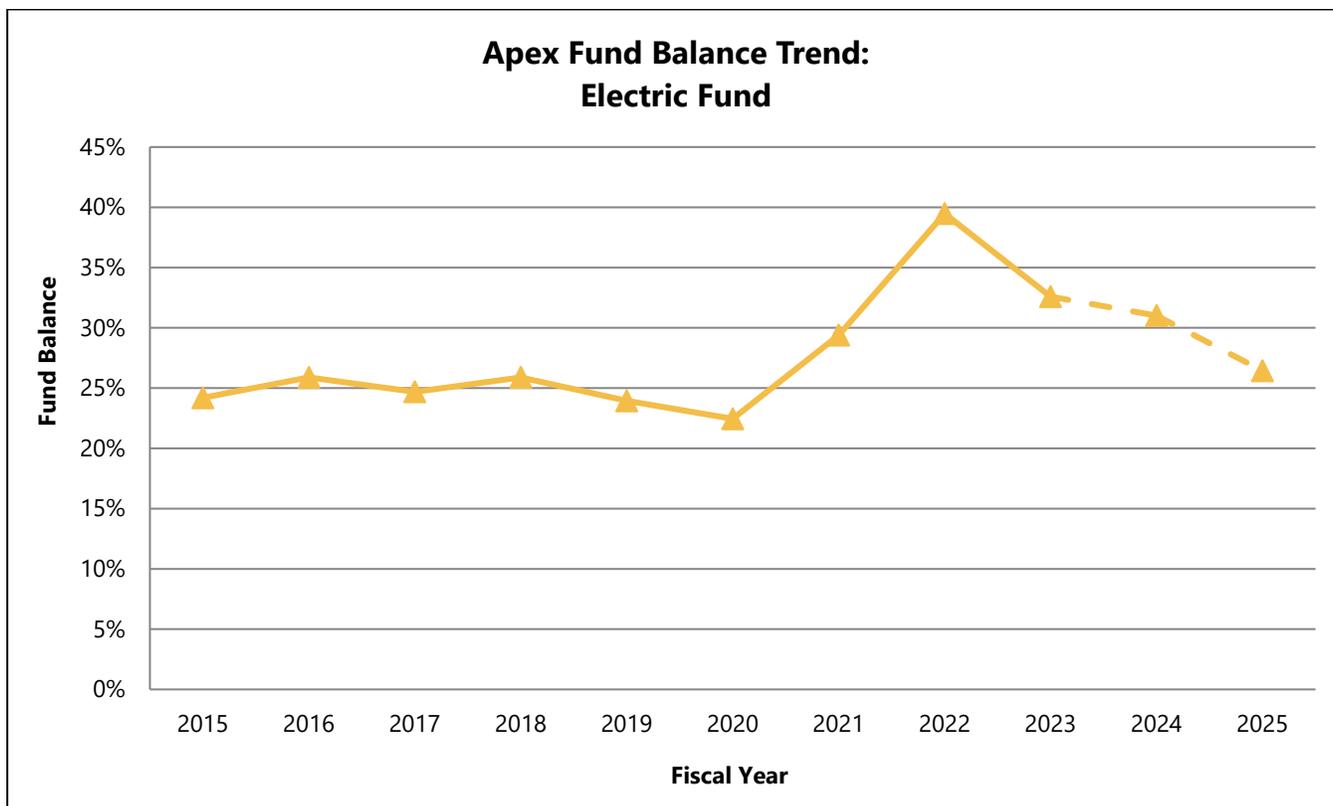
CPI = consumer price index



Revenues vs. Expenditures

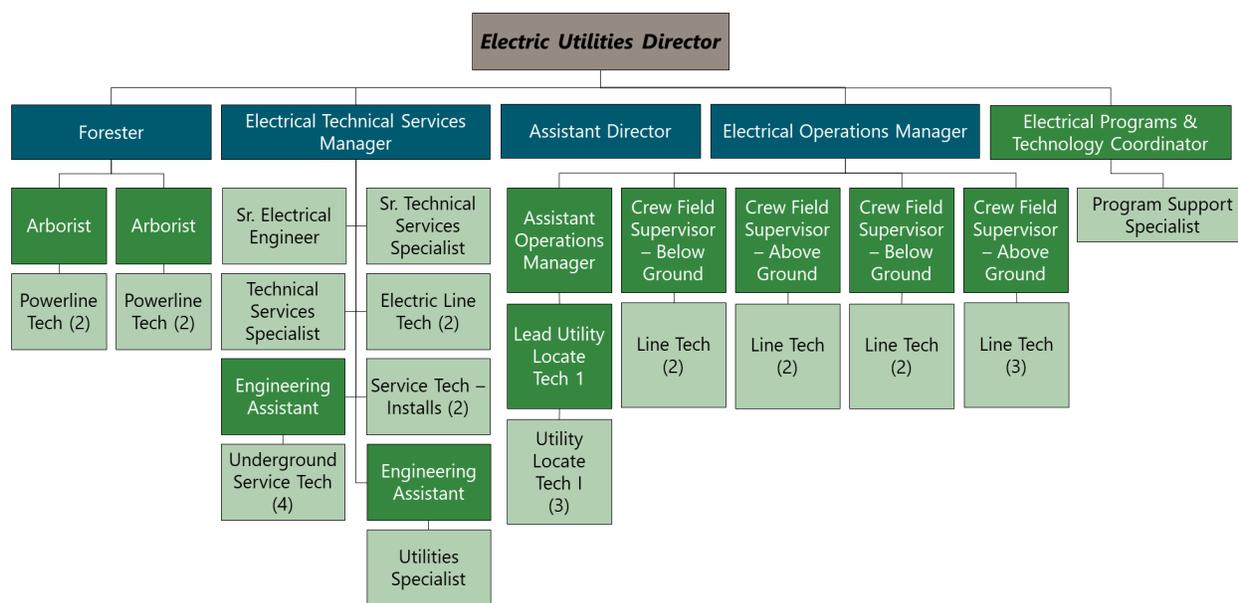


Fund Balance



ELECTRIC UTILITY

Reports to Assistant Town Manager



Description

The Town of Apex owns and operates an electric distribution system that supplies power to over 27,000 residential and commercial customers. The Electric Department develops electrical engineering designs, coordinates material purchases and deliveries, constructs electrical projects, performs electric system maintenance and necessary upgrades, monitors and tests substations, and restores outages.

Recent Accomplishments

- Participated in various public education events, including Peak Fest and Touch-A-Truck
- Continued replacing street lights with energy-saving light emitting diode (LED) lights
- Studied how to reintroduce biodiversity to selected rights-of-way areas

FY 2024-2025 Strategic Goal Actions

Responsible Development

- Replace the Laura Duncan Substation breakers

High Performing Government

- Prioritize and encourage proactive maintenance to minimize downtime
- Develop and conduct an Electric Customer Satisfaction Survey

FY 2024-2025 Budget Highlights

- The Electric Utility Fund budget as a whole increased by 10.91 percent in FY24-25. Within the fund, the Electric Utility department budget increased by 14.13 percent in FY24-25.
- The Electric Utility department budget is equivalent to \$2,693.20 per electric utility account.
- The Town plans to spend \$768.26 per capita for the Electric Utility department in FY24-25.
- Major budget changes include adding two new positions (an assistant director and an electric line technician) and the associated onboarding costs.

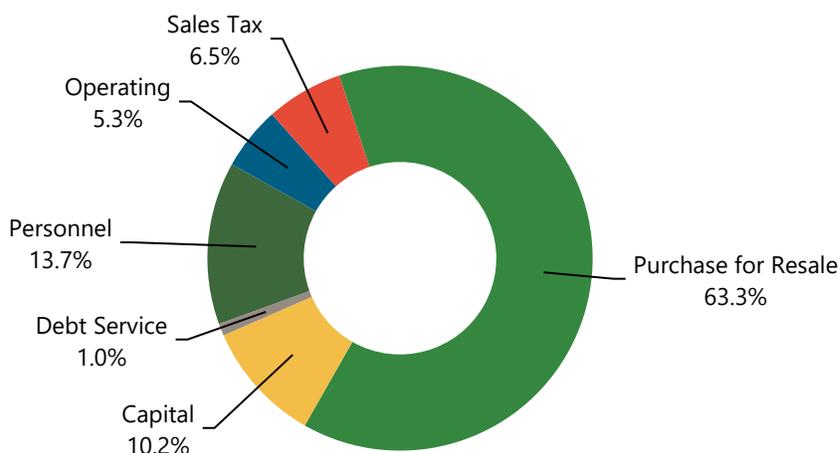


- Electric capital costs include a new vehicle, a vehicle replacement, a pulling rig, a dump trailer, a replacement all-terrain vehicle, fault locators, a tree bucket truck replacement, and a \$4,150,000 capital improvement to expand the electric system.

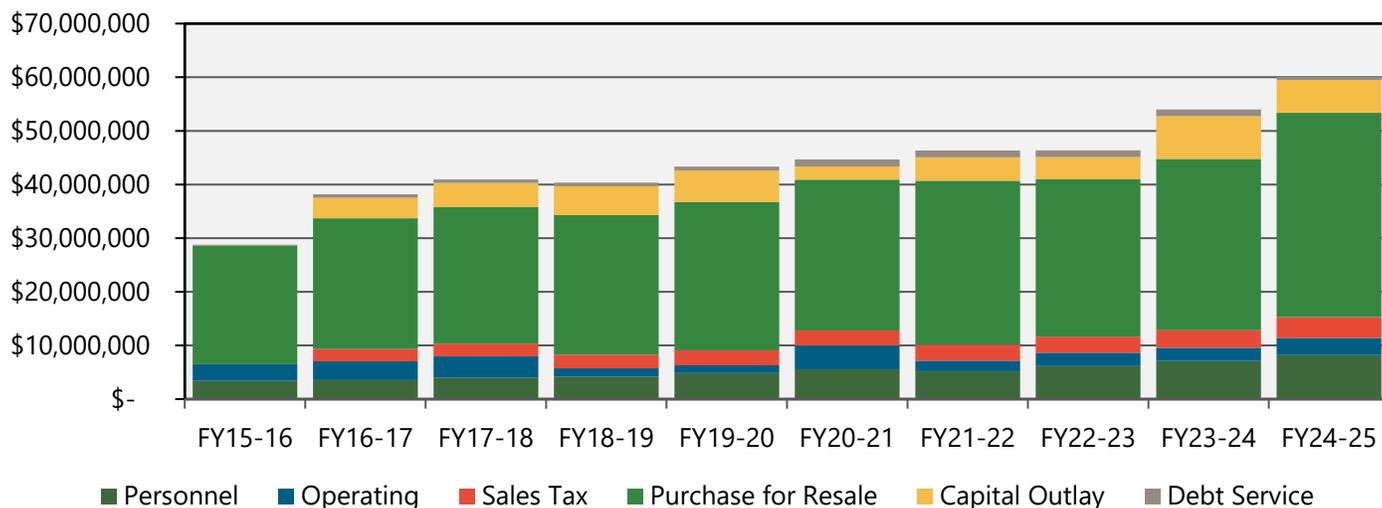
Budget Summary

Electric Fund Expenditures by Type					
Type	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Personnel	6,148,789	7,147,900	7,106,384	8,215,700	14.94%
Operating	2,492,167	2,715,074	2,456,064	3,200,900	17.89%
Sales Tax	3,015,809	3,054,300	3,258,544	3,882,600	27.12%
Purchase for Resale	29,307,764	32,150,000	31,946,512	38,064,000	18.40%
Capital	4,162,879	7,874,285	7,971,800	6,131,000	-22.14%
Debt Service	1,248,731	1,249,800	1,249,800	609,700	-51.22%
Total	\$46,376,138	54,191,359	53,989,104	60,103,900	10.91%

Electric Fund Expenditures by Type



Electric Fund Expenditure History



Line Item Expenditures

Electric Expenditures					
Line Item	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Salaries	4,349,165	4,964,300	4,959,579	5,639,200	13.60%
Part-Time Salaries	14,710	56,100	25,063	79,100	41.00%
FICA	315,480	378,000	381,325	436,300	15.42%
Group Insurance	564,942	678,300	683,543	821,600	21.13%
OPEB Expense	49,000	49,000	49,000	49,000	0.00%
Retiree Insurance	8,314	8,000	9,000	10,000	25.00%
General Retirement	517,240	642,100	638,794	774,600	20.64%
401K General	220,053	249,300	247,979	284,200	14.00%
Workers Comp	109,886	122,800	112,100	121,700	-0.90%
Postage	289	100	100	100	0.00%
Telephone & Communication	28,287	37,500	32,000	32,400	-13.60%
Printing	3,656	10,100	9,100	12,500	23.76%
Utilities	37,169	50,500	49,800	64,000	26.73%
Travel and Training	52,498	84,000	52,500	94,200	12.14%
Maintenance & Repair - Building	21,470	25,000	23,500	32,000	28.00%
Maintenance & Repair - Equipment	39,812	30,000	27,000	45,000	50.00%
Maintenance & Repair - Vehicle	48,670	50,000	50,000	50,000	0.00%
Maintenance & Repair - Utility System	491,972	393,000	450,000	455,000	15.78%
Rental - Equipment	10,177	15,000	4,000	15,000	0.00%
Automotive Supplies	22,962	22,000	25,000	22,000	0.00%
Motor Fuel	122,610	101,000	103,000	100,500	-0.50%
Office Supplies	934	1,500	1,500	1,800	20.00%
Janitorial Supplies	879	1,000	600	1,000	0.00%
Departmental Supplies	103,152	151,557	148,000	164,600	8.61%
Technology Hardware & Accessories	5,528	25,800	22,500	36,500	41.47%
Safety Supplies	6,717	46,800	42,000	30,600	-34.62%
Medical Supplies	159	1,000	300	1,000	0.00%
Meeting & Event Provisions	4,155	9,000	7,200	8,900	-1.11%
Community Outreach Materials/Activities	2,176	3,000	3,000	7,000	133.33%
Uniforms	30,375	45,900	44,000	52,500	14.38%
Sales Tax	3,015,809	3,054,300	3,258,544	3,882,600	27.12%
Customer Rebates	800	5,000	500	5,000	0.00%
Contracted Services	109,139	165,500	135,500	117,800	-28.82%
Personal Protective Equipment	12,715	17,400	17,400	22,100	27.01%
Bank/Transaction Fees	216,534	300,000	240,000	800,000	166.67%
Software License & Maintenance	132,642	410,500	380,500	391,800	-4.56%
Contracted Services - Billing/Collections	143,606	155,000	142,550	148,100	-4.45%
Professional Services	194,341	197,317	182,317	85,000	-56.92%
Purchases for Resale	29,307,764	32,150,000	31,946,512	38,064,000	18.40%
Dues and Subscriptions	76,506	93,300	93,300	107,300	15.01%
Special Programs	-	51,800	51,800	55,200	6.56%
Insurance - General Liability	93,875	108,500	108,097	132,000	21.66%
Insurance - Deductible	2,037	10,000	9,000	10,000	0.00%
Capital Outlay - Easements	-	15,000	15,000	15,000	0.00%
Capital Outlay - Improvements	3,386,084	5,102,421	5,200,000	4,150,000	-18.67%
Capital Outlay - Equipment	120,395	706,864	706,800	543,000	-23.18%
Total	\$43,994,682	\$50,794,559	\$50,689,304	\$57,971,200	14.13%



Electric Fund Non-Departmental

Other Uses

Other uses in the Electric Fund typically represent transfers to capital project and debt service funds. For FY24-25, these transfers include \$500,000 for LED replacements, \$175,000 for System Fault Indicators, \$230,000 for Mount Zion Upgrades, \$518,000 for the Enterprise Resource Planning (ERP) Transition & Extension, and \$609,700 for debt service.

Electric Fund Other Uses					
Account Description	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Transfer to General Capital Projects	656,400	2,050,000	2,050,000	518,000	-74.73%
Transfer to Debt Service Fund	1,248,731	1,249,800	1,249,800	609,700	-51.22%
Transfer to Electric Capital Project	-	-	-	905,000	-
Total	\$1,905,131	\$3,299,800	\$3,299,800	\$2,032,700	-38.40%

Contingency

The contingency account for the Electric Fund is a budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted. For FY24-25, \$100,000 is allocated to the Electric Fund contingency.

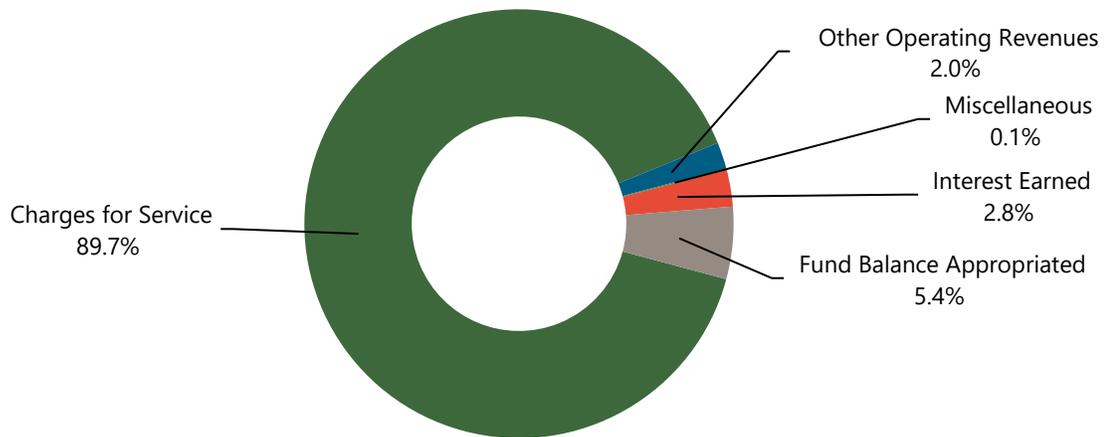
Electric Fund Contingency					
Account Description	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Contingency	-	97,000	-	100,000	3.09%
Total	\$ -	\$97,000	\$ -	\$100,000	3.09%



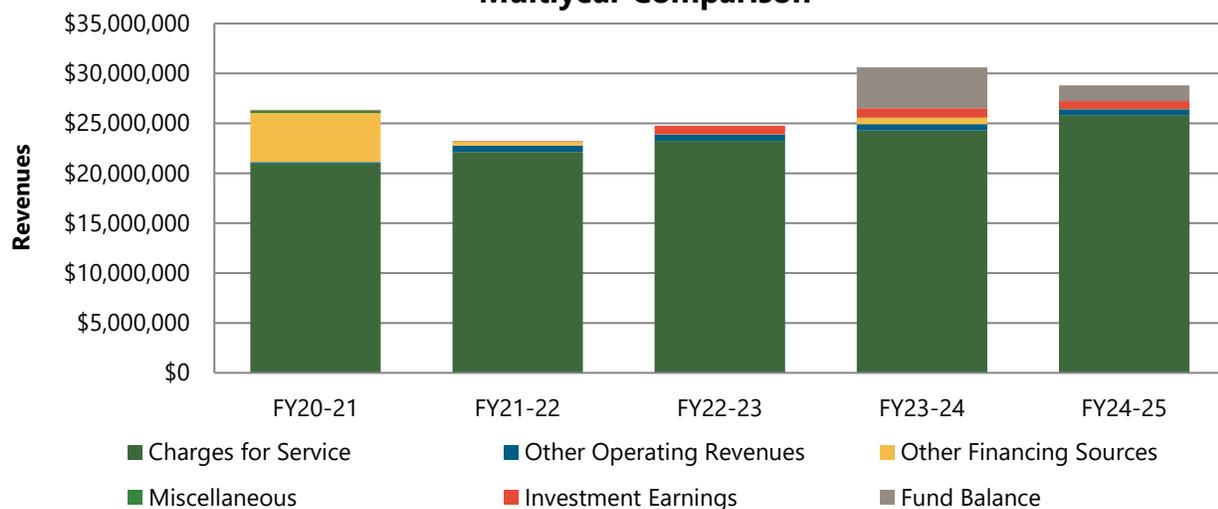
Water & Sewer Fund Revenues by Source

Water & Sewer Fund Revenues by Source					
Source	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Charges for Service	23,241,622	23,846,200	24,279,611	25,833,900	8.34%
Other Operating Revenues	607,078	513,000	648,108	574,000	11.89%
Other Financing Sources	-	206,716	616,716	-	-100.00%
Miscellaneous	59,340	40,000	25,000	30,000	-25.00%
Interest Earned	860,375	475,000	940,800	800,000	68.42%
Fund Balance Appropriated	-	6,878,221	4,100,000	1,568,000	-77.20%
Total	\$24,768,415	\$31,959,137	\$30,610,235	\$28,805,900	-9.87%

Water & Sewer Fund Revenues by Source FY24-25



Water & Sewer Fund Revenues by Source: Multiyear Comparison



Source Descriptions

Charges for Service

Water and sewer charges account for 89.68 percent of Water & Sewer Fund revenues. Water consumption and sewer usage by residents 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 \$6.24 for residents. Tier 1 is \$4.60 for 0-6,000 gallons of consumption, tier 2 is \$5.29 for 6,001-12,000 gallons, and tier 3 is \$7.13 for consumption above 12,000 gallons. Sewer has a base rate of \$11.63 and a volumetric rate of \$8.06 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 \$25.8 million in the FY24-25 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 \$574,000 in the FY24-25 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 FY24-25 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 \$30,000 in the FY24-25 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 certificates of deposit (CDs) and money market accounts. Investment earnings account for \$800,000 in the FY24-25 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. \$1,568,000 of fund balance is appropriated in the FY24-25 Water & Sewer Fund budget for the Old Raleigh Road Water Line Replacement, Wimberly Road Water Supply Vault, Enterprise Resource Planning (ERP) Transition & Expansion, and Add-ons.

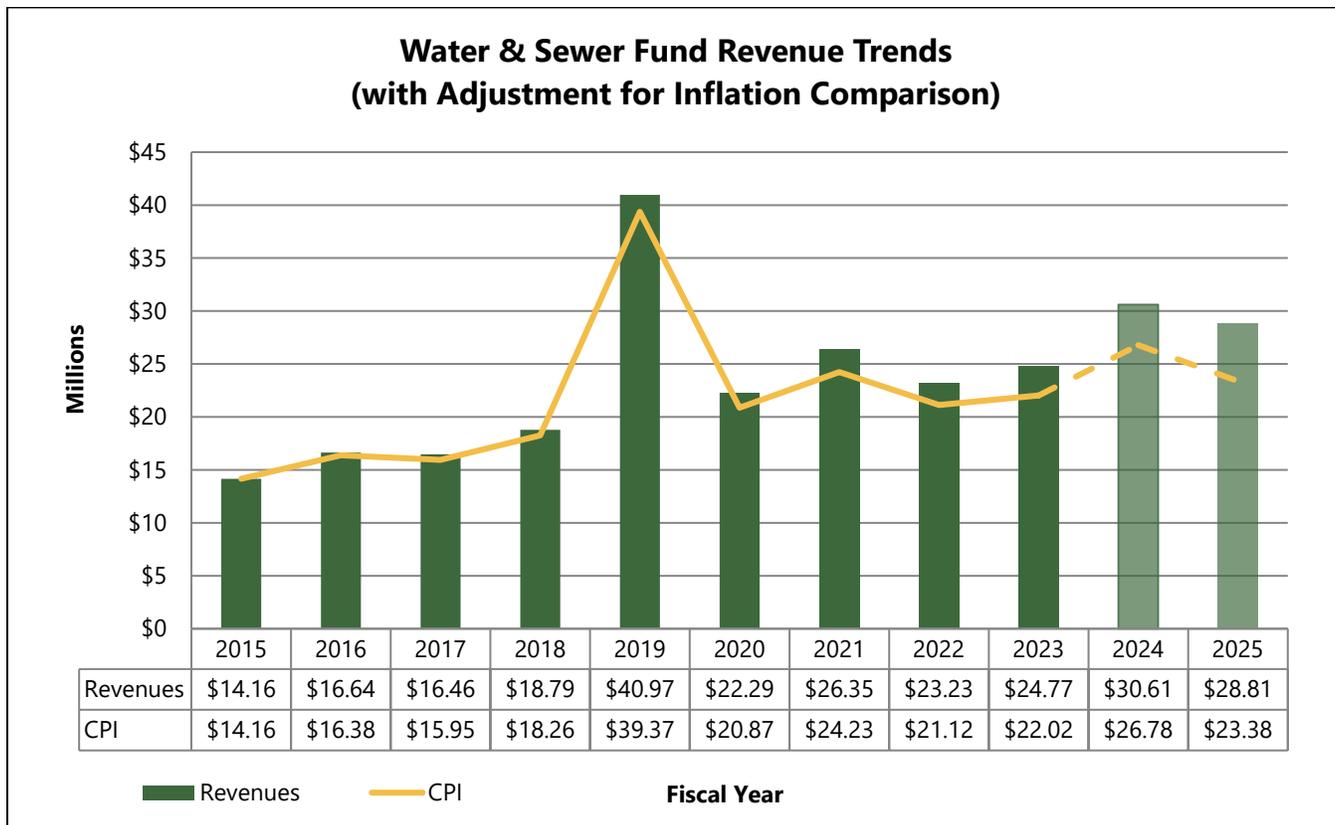


Revenues by Line Item

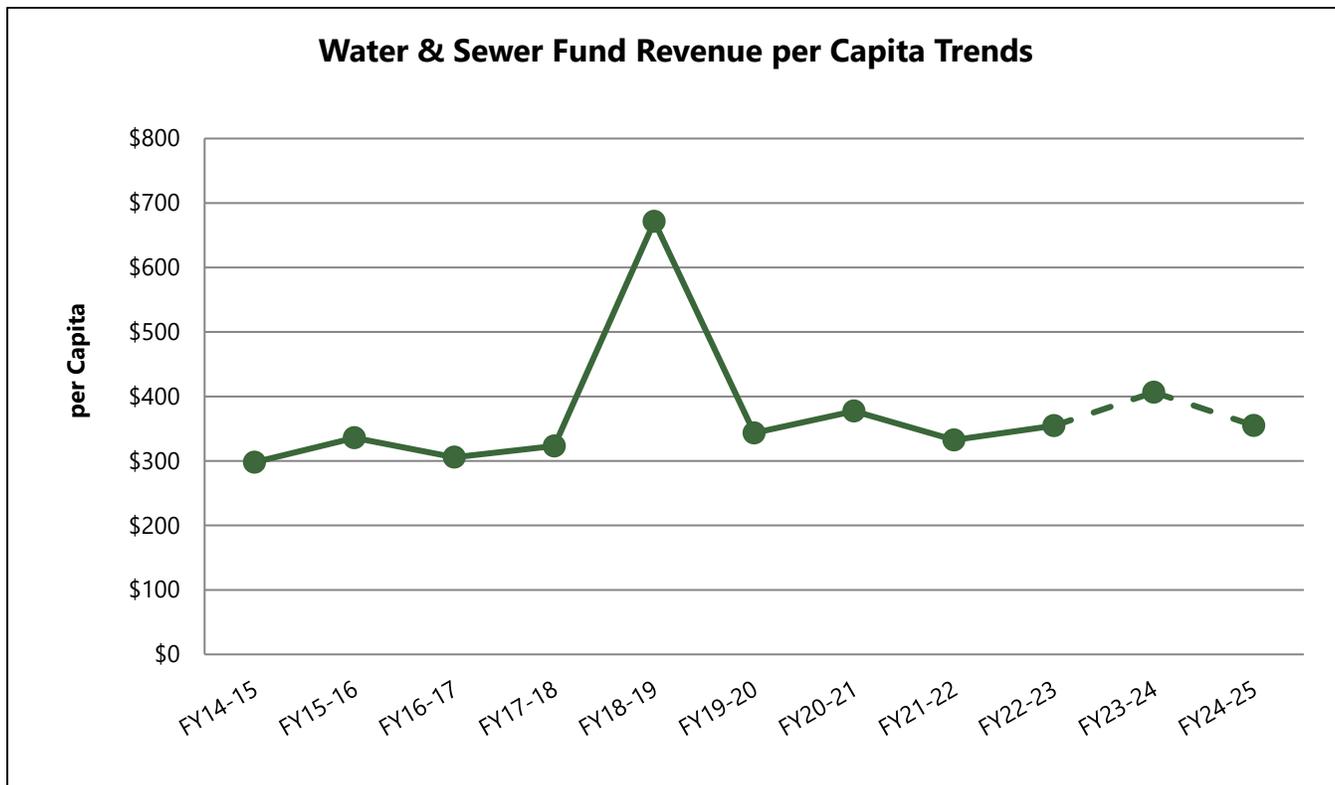
Water & Sewer Fund Revenues					
Line Item	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Recommend	Percent Change
FEMA	-	-	(617)	-	-
Re-inspection Fees	123,272	100,000	115,000	105,000	5.00%
Water Quality Testing	7,325	8,000	16,525	14,000	75.00%
Unearned Revenue	3,727	-	-	-	-
Water Sales	8,879,468	9,748,400	9,713,952	10,544,000	8.16%
Sales of Bulk Water	288,196	250,000	320,000	300,000	20.00%
Sewer Charges	14,073,958	13,847,800	14,245,659	14,989,900	8.25%
Water Taps	314,472	260,000	358,000	300,000	15.38%
Sewer Taps	6,300	-	4,200	-	-
Rentals - Water Tanks	155,709	145,000	155,000	155,000	6.90%
Interest Earned	860,375	475,000	940,800	800,000	68.42%
Miscellaneous Revenue	50,911	25,000	20,000	20,000	-20.00%
Insurance Refunds	4,702	-	-	-	-
Sale of Capital Assets	-	15,000	5,000	10,000	-33.33%
Installment Purchase Agreement	-	-	410,000	-	-
Transfer from Water Sewer HB463 Reserve	-	206,716	206,716	-	-100.00%
Fund Bal Appropriated - Budget	-	4,100,000	4,100,000	1,568,000	-61.76%
Fund Bal Appropriated - Amend	-	1,330,100	-	-	-100.00%
Fund Bal App - PO Carryover	-	1,448,121	-	-	-100.00%
Total	\$24,768,415	\$31,959,137	\$30,610,235	\$28,805,900	-9.87%



Revenue Trends



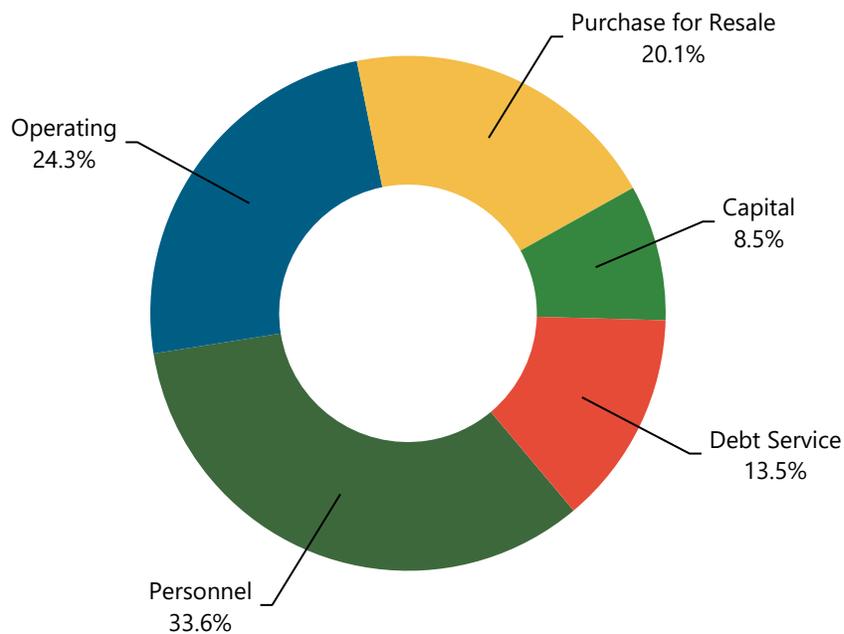
CPI = consumer price index



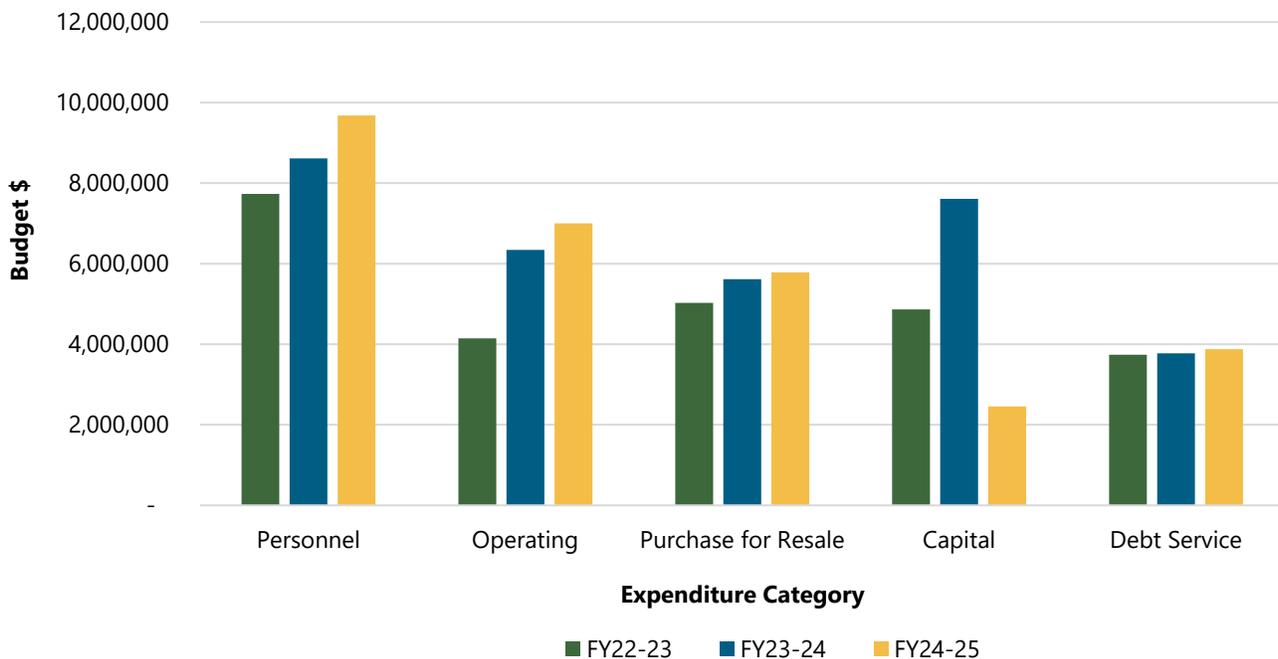
Water & Sewer Fund Expenditures by Type

Water & Sewer Fund Expenditures by Type					
Type	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Personnel	7,731,514	8,615,400	8,260,356	9,681,600	12.38%
Operating	4,148,285	6,343,239	5,527,012	7,004,000	10.42%
Purchase for Resale	5,029,231	5,614,600	5,319,800	5,786,000	3.05%
Capital	4,865,569	7,609,198	7,607,298	2,457,500	-67.70%
Debt Service	3,738,864	3,776,700	3,776,700	3,876,800	2.65%
Total	\$25,513,465	\$31,959,137	\$30,491,166	\$28,805,900	-9.87%

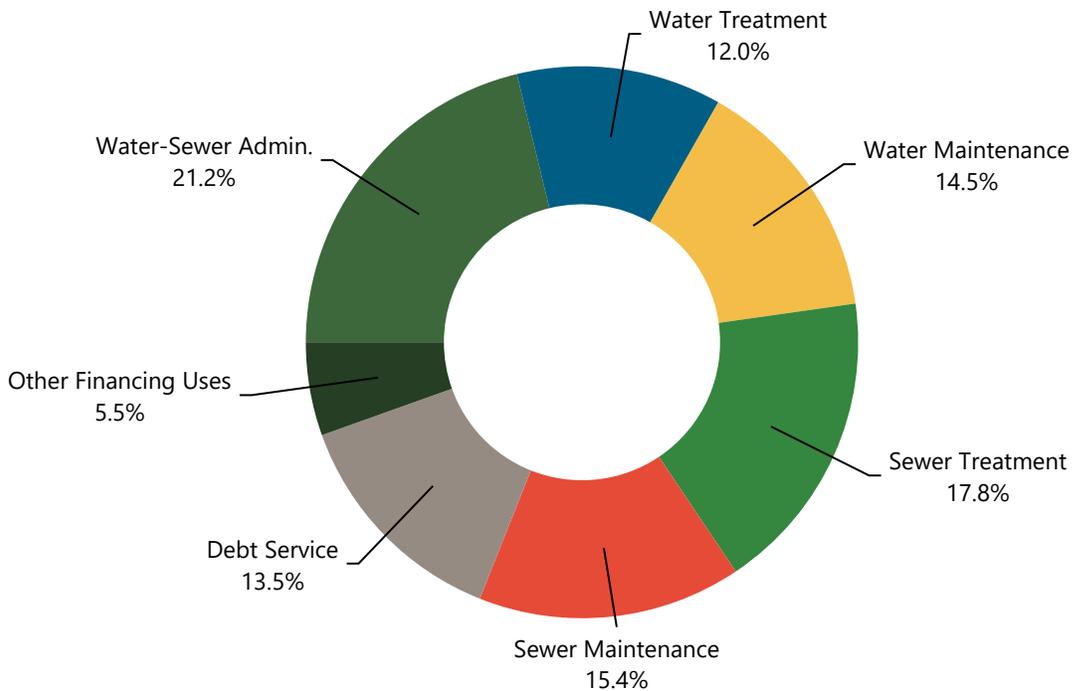
Water & Sewer Fund Expenditures by Type
FY24-25



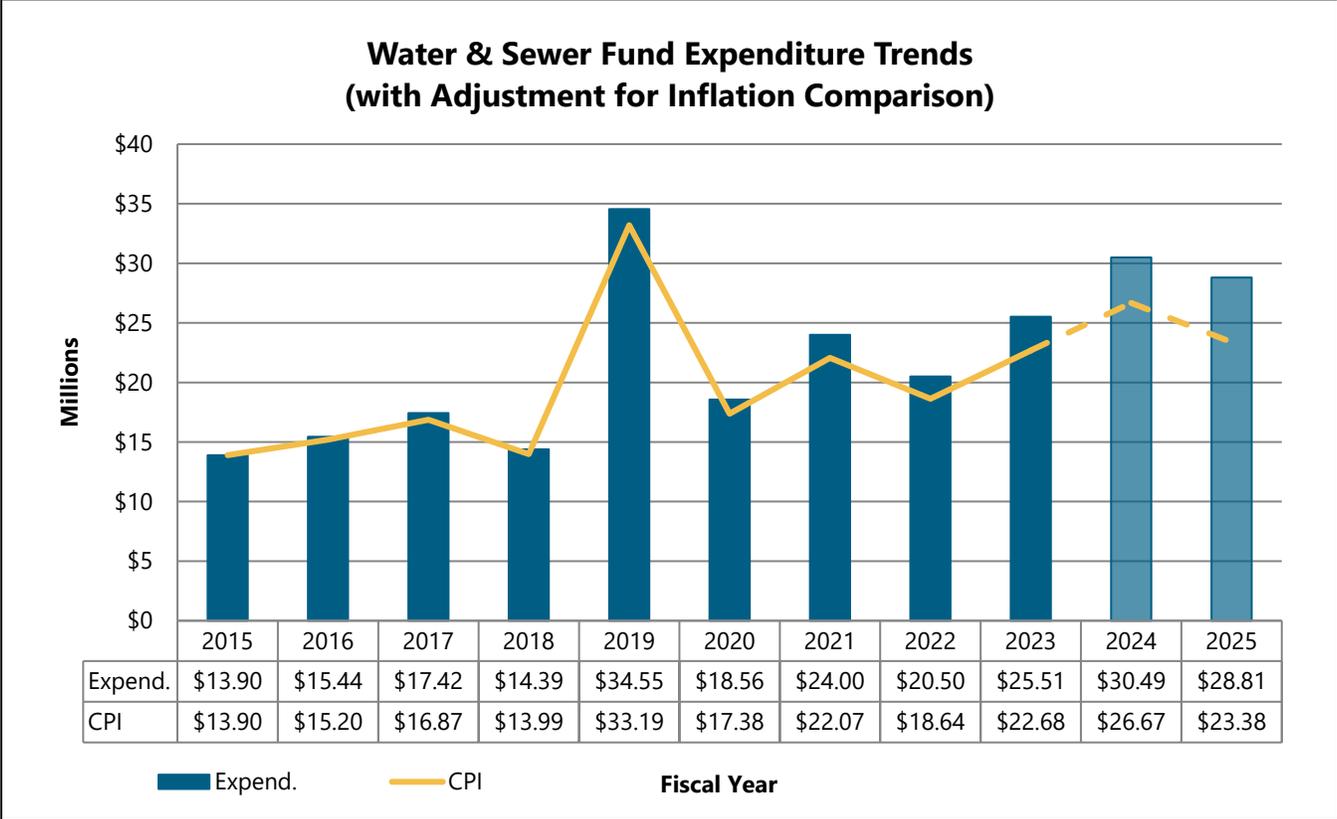
Water & Sewer Expenditures by Type



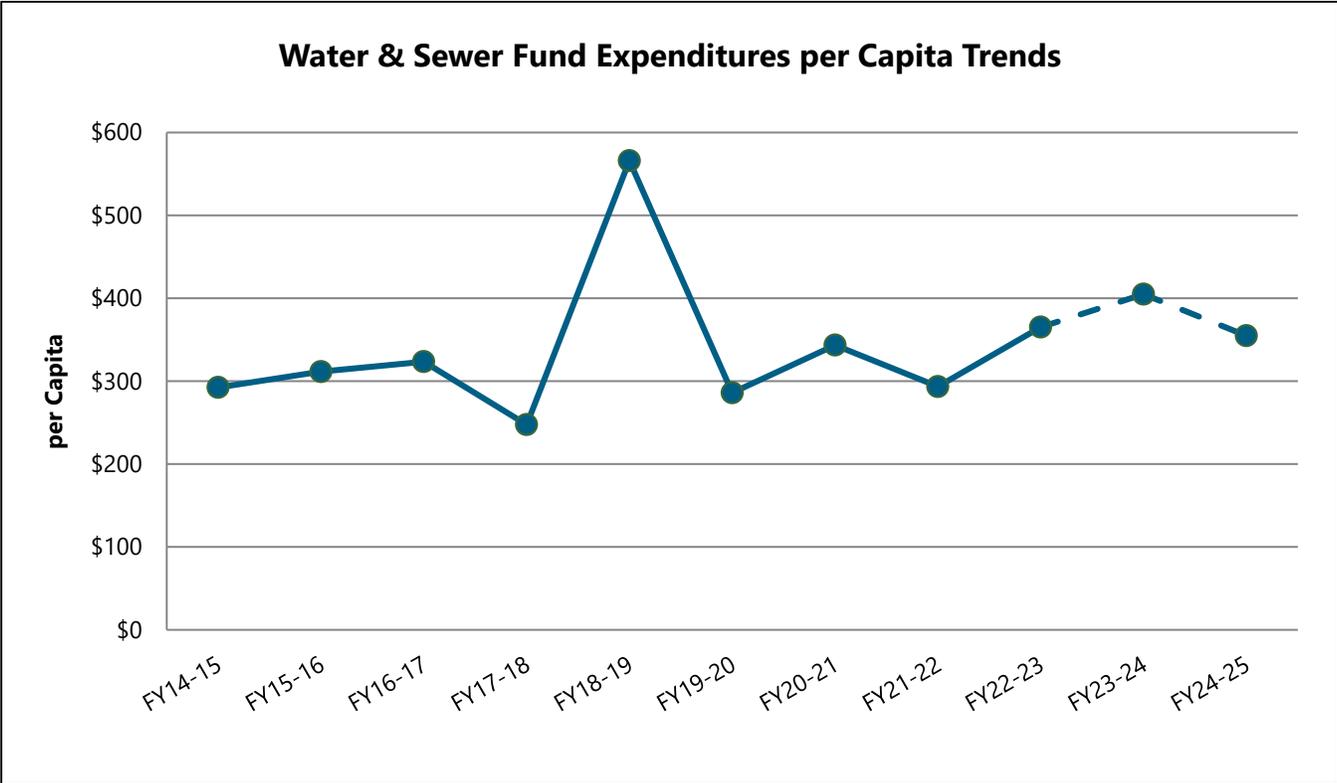
Water & Sewer Fund Expenditures by Division FY24-25



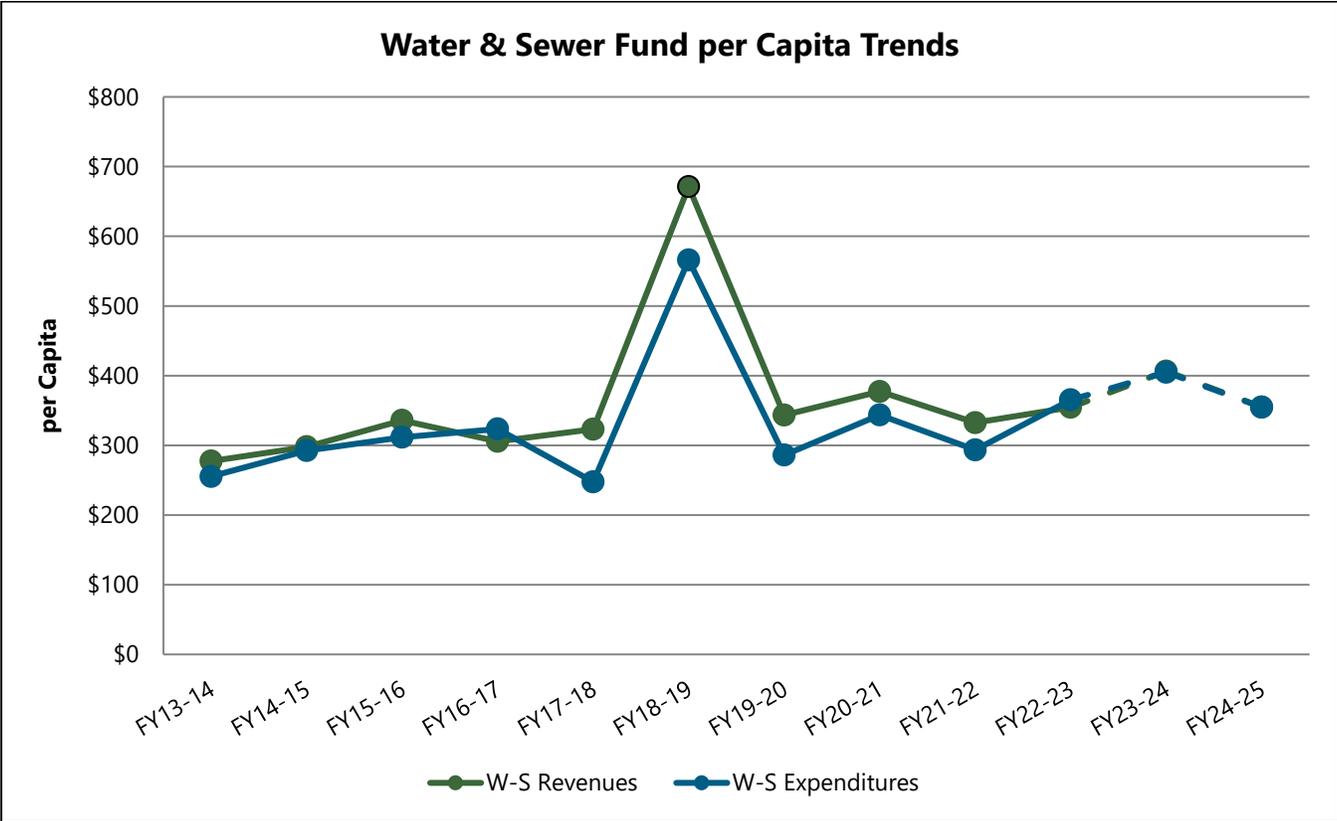
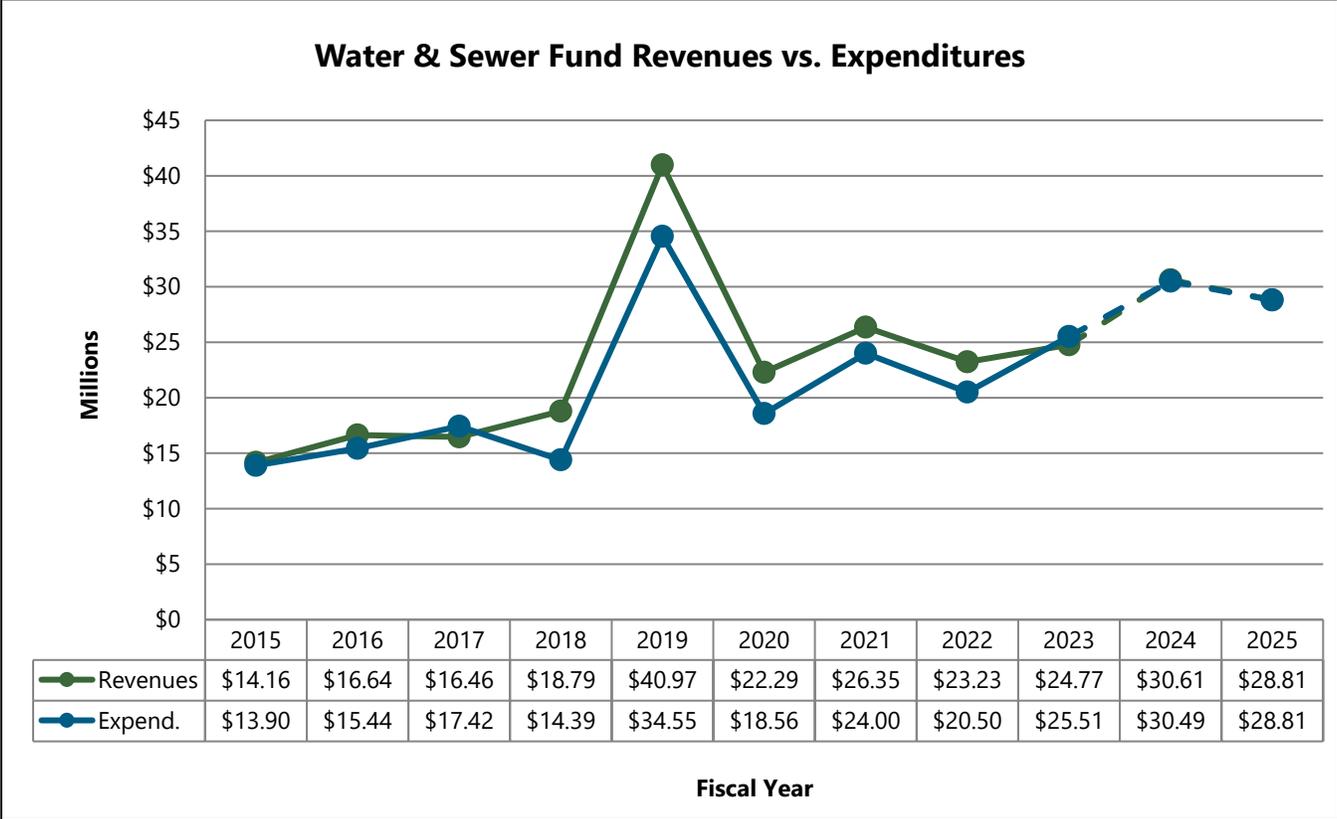
Expenditure Trends



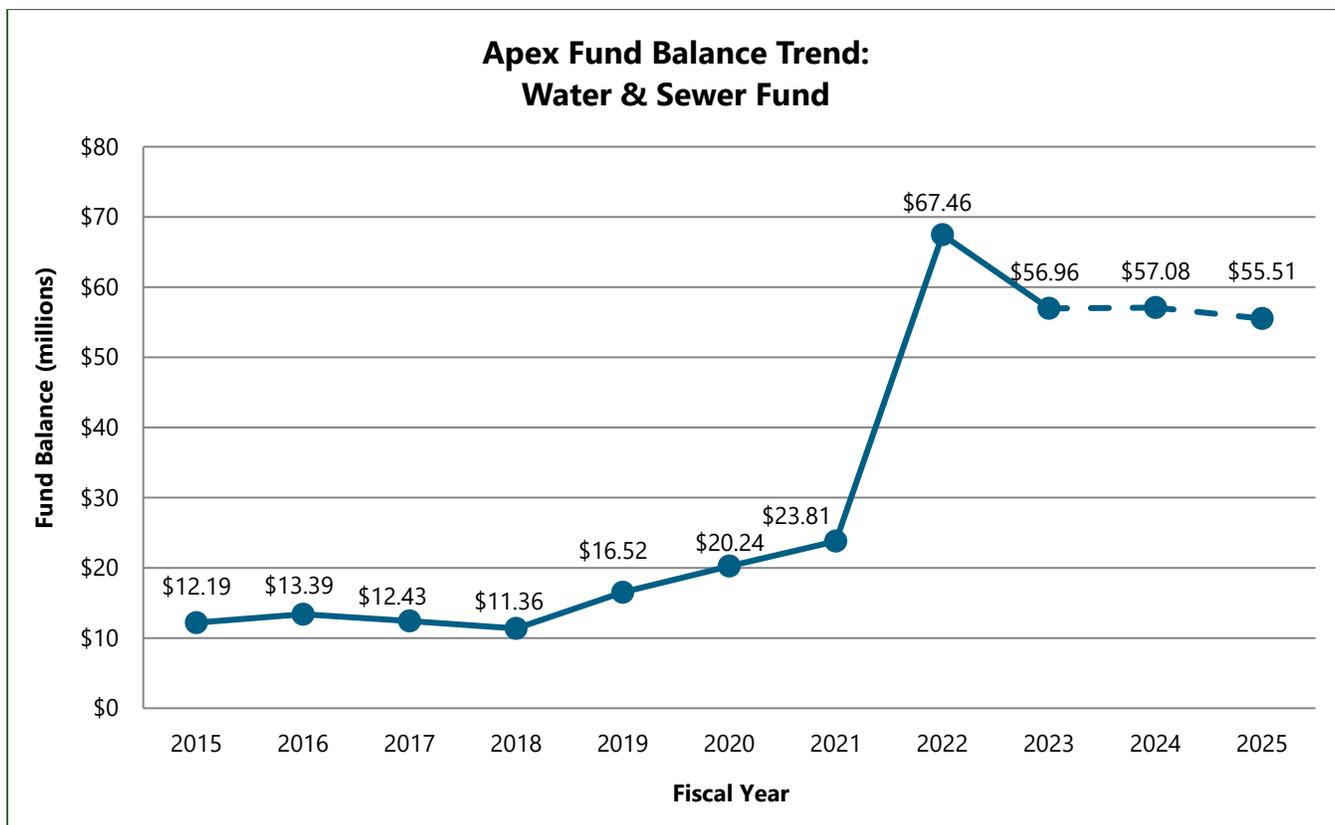
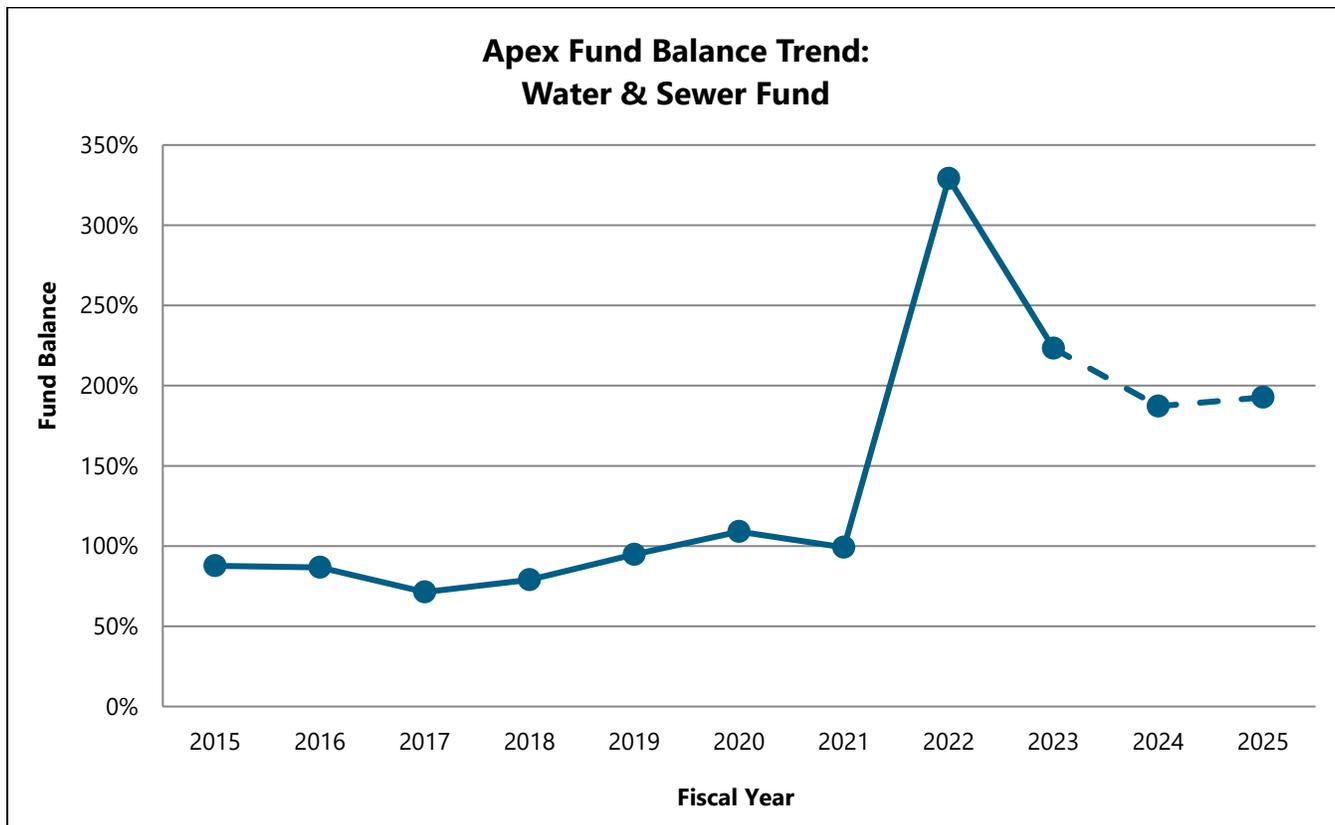
CPI = consumer price index



Revenues vs. Expenditures

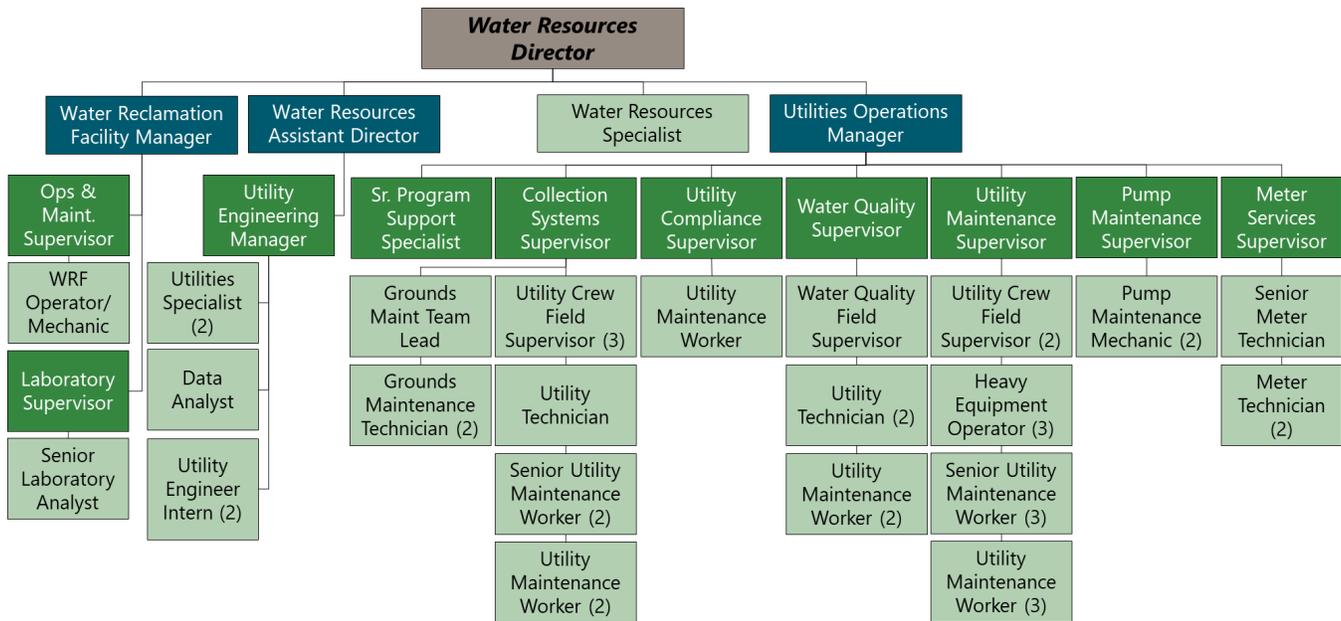


Fund Balance



WATER & SEWER UTILITY

Reports to Assistant Town Manager



Description

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

Recent Accomplishments

- Completed the Lawrence Crossing Sewer project by replacing approximately 2,300 linear feet of existing high-risk sanitary sewer at the end of its useful life
- Completed Phase I of the Western Transmission Water Main project by constructing over 4,000 feet of new 24" public waterline
- Completed a comprehensive update to the Water Distribution and Wastewater Collection System Engineering Specifications and Details

FY 2024-2025 Strategic Goal Actions

Responsible Development

- Stay abreast of Federal, State, and local standards and maintain partnerships and regional collaboration with neighboring communities and utilities
- Provide ample opportunities for professional development to maintain and develop a high-performing workforce and ensure career growth
- Master Plan water and sewer systems to ensure responsible growth
- Coordinate with partners to adequately plan for anticipated growth and future utility demands



Water Sewer Administration

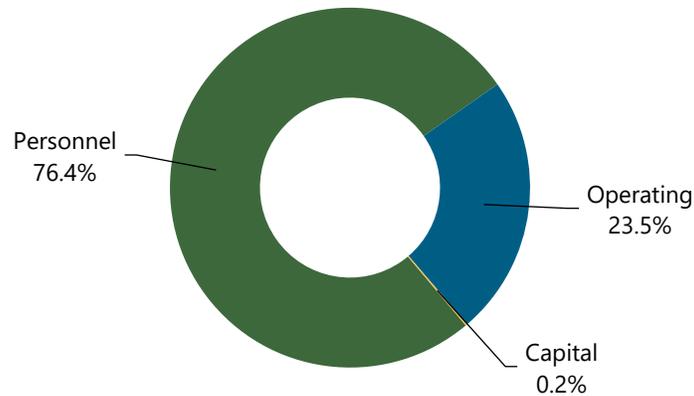
FY 2024-2025 Budget Highlights

- The Water Sewer Administration department budget increased 7.16 percent in FY24-25.
- The Water Sewer Administration budget accounts for 21.14 percent of the Water & Sewer Fund budget and is equivalent to \$202.96 per utility account.
- The Town plans to spend \$80.69 per capita for Water-Sewer Administration in FY24-25.
- Major budget changes include adding a utilities engineering manager and the associated onboarding costs.

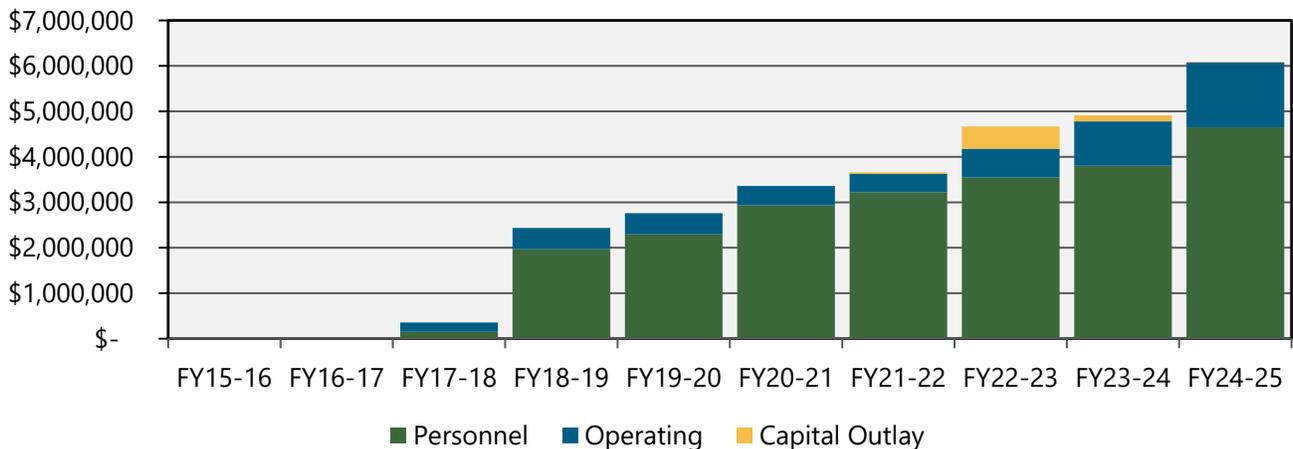
Budget Summary

Water Sewer Administration Expenditures by Type					
Type	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Personnel	3,544,109	4,147,500	3,803,971	4,650,300	12.12%
Operating	632,474	1,402,428	975,809	1,429,000	1.89%
Capital	491,655	132,124	133,224	9,500	-92.81%
Total	\$4,668,238	\$5,682,052	\$4,913,004	\$6,088,800	7.16%

Water Sewer Administration Expenditures by Type



Water Sewer Administration Expenditure History



Line Item Expenditures

Water Sewer Administration Expenditures					
Line Item	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Salaries	2,518,466	2,909,100	2,676,000	3,214,500	10.50%
Part-Time Salaries	14,710	21,000	19,300	51,300	144.29%
FICA	182,626	218,400	206,190	248,200	13.64%
Group Insurance	316,704	388,000	357,581	448,600	15.62%
OPEB	35,000	35,000	35,000	35,000	0.00%
Retiree Insurance	9,974	20,000	11,500	18,000	-10.00%
General Retirement	299,224	376,500	335,000	442,200	17.45%
401K General	130,261	146,200	136,000	162,300	11.01%
Workers Comp	37,145	33,300	27,400	30,200	-9.31%
Postage	107	400	400	500	25.00%
Telephone & Communication	48,127	84,600	85,000	88,400	4.49%
Printing	4,554	6,000	3,800	5,900	-1.67%
Utilities	1,104	44,700	38,000	34,000	-23.94%
Travel and Training	8,572	22,000	16,000	32,800	49.09%
Maintenance & Repair - Building	4,655	2,000	800	2,000	0.00%
Maintenance & Repair - Equipment	-	2,500	500	1,500	-40.00%
Maintenance & Repair - Vehicle	1,278	1,000	400	1,000	0.00%
Advertising	-	1,000	800	1,500	50.00%
Automotive Supplies	1,509	600	2,100	600	0.00%
Motor Fuel	3,693	3,100	3,100	3,100	0.00%
Office Supplies	685	600	600	1,000	66.67%
Janitorial Supplies	-	100	40	100	0.00%
Departmental Supplies	4,704	4,300	1,900	1,400	-67.44%
Technology Hardware & Accessories	6,027	3,300	3,000	7,400	124.24%
Meeting & Event Provisions	2,966	5,000	4,200	5,000	0.00%
Community Outreach Materials	2,178	5,278	2,277	1,500	-71.58%
Uniforms	1,508	3,200	3,000	7,000	118.75%
Contracted Services	18,911	54,500	46,500	36,100	-33.76%
Personal Protective Equipment	856	1,700	1,200	3,400	100.00%
Bank/Transaction Fees	70,681	98,000	98,000	300,000	206.12%
Software License & Maintenance	107,822	225,400	1,200	174,600	-22.54%
Contracted Services - Billing/Collections	47,560	73,922	56,600	80,500	8.90%
Professional Services	101,785	343,892	323,892	210,000	-38.93%
Professional Services - Legal	-	17,136	16,000	5,000	-70.82%
Dues and Subscriptions	73,436	207,400	92,000	215,600	3.95%
Special Programs	-	74,700	72,000	78,000	4.42%
Insurance - General Liability	114,915	102,300	102,500	122,100	19.35%
Insurance - Deductible	4,840	13,800	-	9,000	-34.78%
Capital Outlay - Improvements	480,932	132,124	122,124	-	-100.00%
Capital Outlay - Equipment	10,723	-	11,100	9,500	-
Total	\$4,668,238	\$5,682,052	\$4,913,004	\$6,088,800	7.16%



Water Treatment

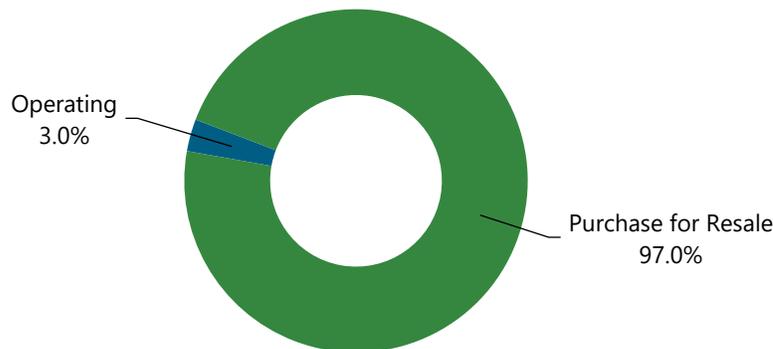
FY 2024-2025 Budget Highlights

- The Water Treatment department budget decreased 0.57 percent in FY24-25.
- The Water Treatment budget accounts for 11.96 percent of the Water & Sewer Fund budget and is equivalent to \$114.88 per utility account.
- The Town plans to spend \$45.67 per capita for Water Treatment in FY24-25.
- Major budget changes from last fiscal year include an increase in chemical supply costs.

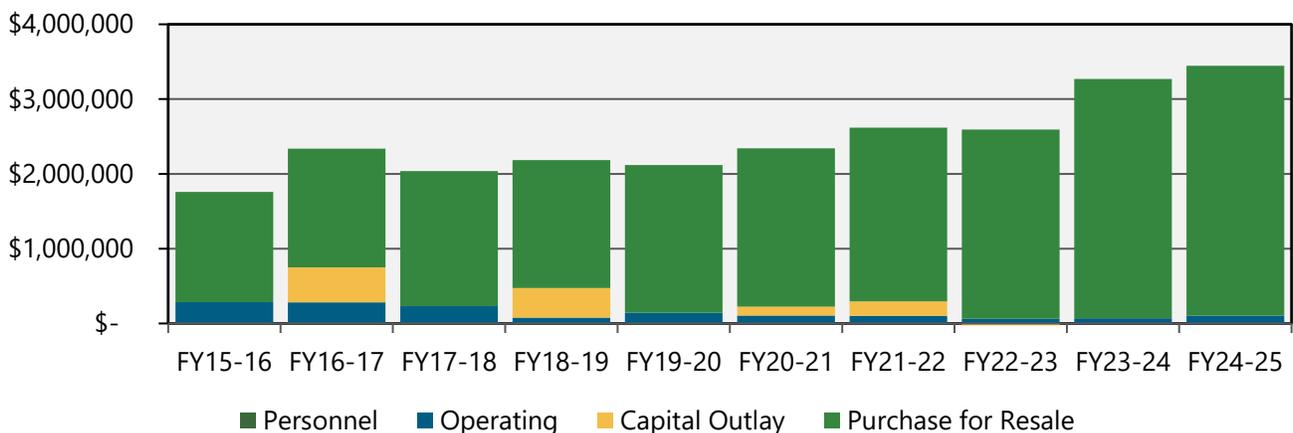
Budget Summary

Water Treatment Expenditures by Type					
Type	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Personnel	-	-	-	-	-
Operating	63,164	82,000	70,052	104,500	27.44%
Purchase for Resale	2,530,363	3,384,300	3,200,000	3,342,000	-1.25%
Capital	(62,469)	-	-	-	-
Total	\$2,531,058	\$3,466,300	\$3,270,052	\$3,446,500	-0.57%

Water Treatment Expenditures by Type



Water Treatment Expenditure History



Line Item Expenditures

Water Treatment Expenditures					
Line Item	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Printing	1,152	-	-	-	-
Departmental Supplies	49,870	50,000	52,765	55,000	10.00%
Professional Services - Lab Testing	12,142	32,000	17,287	49,500	54.69%
Purchases for Resale	2,530,363	3,384,300	3,200,000	3,342,000	-1.25%
Capital Outlay - Improvements	(62,469)	-	-	-	-
Total	\$2,531,058	\$3,466,300	\$3,270,052	\$3,446,500	-0.57%



Water Maintenance

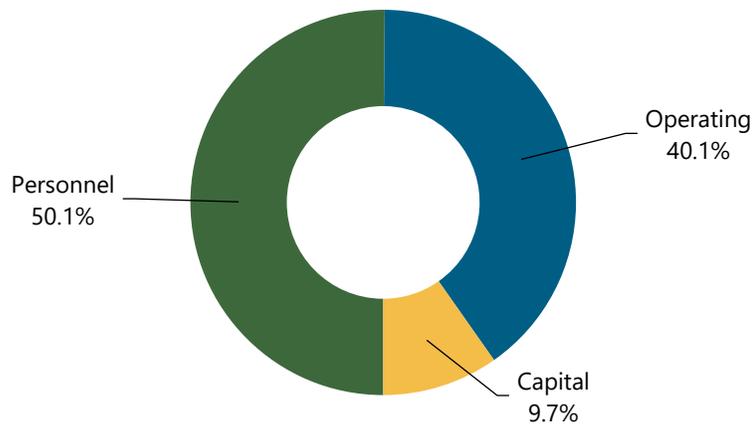
FY 2024-2025 Budget Highlights

- The Water Maintenance department budget decreased 0.11 percent in FY24-25.
- The Water Maintenance budget accounts for 14.49 percent of the Water & Sewer Fund budget and is equivalent to \$139.15 per utility account.
- The Town plans to spend \$55.32 per capita for Water Maintenance in FY24-25.
- Major Budget changes includes adding a utility crew field supervisor and the associated onboarding costs.

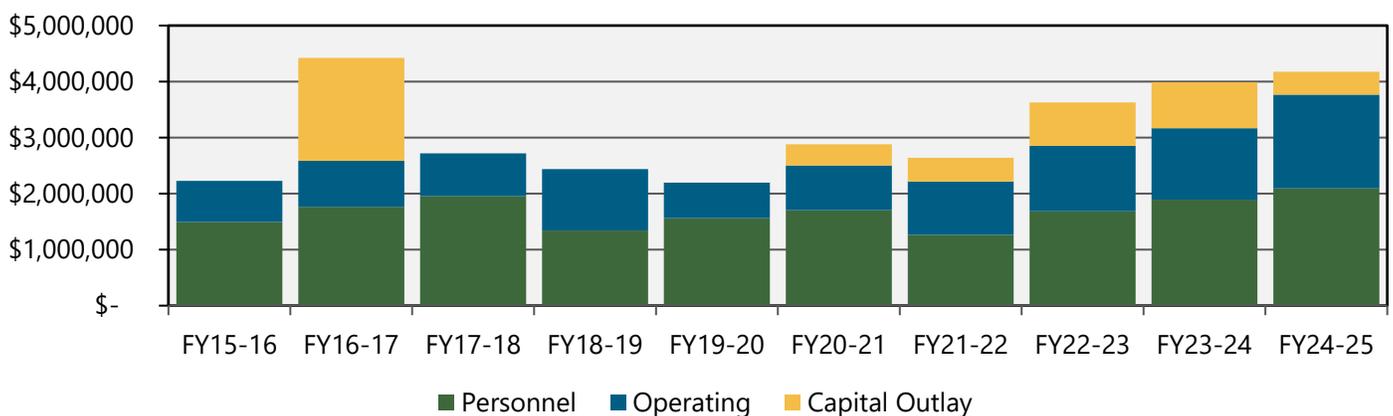
Budget Summary

Water Maintenance Expenditures by Type					
Type	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Personnel	1,685,566	1,851,100	1,890,662	2,092,400	13.04%
Operating	1,166,551	1,504,777	1,277,370	1,675,100	11.32%
Capital	776,305	823,260	820,260	407,000	-50.56%
Total	\$3,628,423	\$4,179,137	\$3,988,293	\$4,174,500	-0.11%

Water Maintenance Expenditures by Type



Water Maintenance Expenditure History



Line Item Expenditures

Water Maintenance Expenditures					
Line Item	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Salaries	1,178,447	1,269,200	1,323,815	1,436,800	13.21%
FICA	84,882	99,100	101,272	110,000	11.00%
Group Insurance	186,849	225,600	206,247	254,900	12.99%
General Retirement	140,293	166,700	170,110	195,900	17.52%
401K General	57,483	64,800	66,200	71,900	10.96%
Workers Comp	37,612	25,700	23,017	22,900	-10.89%
Postage	4,822	6,500	5,200	7,000	7.69%
Telephone & Communication	46,326	26,700	14,301	26,800	0.37%
Printing	4,624	5,000	1,200	12,800	156.00%
Utilities	-	5,000	5,000	4,700	-6.00%
Travel and Training	13,318	14,500	17,000	34,800	140.00%
Maintenance & Repair - Equipment	7,160	23,000	12,000	30,000	30.43%
Maintenance & Repair - Vehicle	19,198	15,000	15,000	15,000	0.00%
Maintenance & Repair - Utility System	342,808	662,838	524,000	540,000	-18.53%
Rental - Equipment	-	5,000	-	5,000	0.00%
Automotive Supplies	8,110	15,000	1,200	15,000	0.00%
Motor Fuel	78,403	66,400	61,800	71,700	7.98%
Office Supplies	1,237	1,500	1,200	2,000	33.33%
Departmental Supplies	95,945	104,550	98,500	113,300	8.37%
Technology Hardware & Accessories	10,572	9,500	8,000	21,500	126.32%
Safety Supplies	388	5,000	1,200	5,000	0.00%
Meeting & Event Provisions	776	1,800	1,800	3,300	83.33%
Community Outreach Materials	1,750	4,500	4,200	11,500	155.56%
Uniforms	19,386	25,500	22,000	29,700	16.47%
Contracted Services	256,182	303,500	302,500	269,400	-11.24%
Personal Protective Equipment	7,980	10,000	8,000	12,700	27.00%
Software License & Maintenance	6,320	103,800	99,870	57,500	-44.61%
Professional Services	146,821	12,879	12,089	280,000	2074.08%
Professional Services - Engineer/Survey	87,000	68,000	52,000	95,000	39.71%
Dues and Subscriptions	3,177	4,000	4,000	5,500	37.50%
Operating Licenses & Permits	4,250	5,310	5,310	5,900	11.11%
Capital Outlay - Improvements	612,304	318,460	317,460	310,000	-2.66%
Capital Outlay - Equipment	164,002	504,800	502,800	97,000	-80.78%
Total	\$3,628,423	\$4,179,137	\$3,988,293	\$4,174,500	-0.11%



Sewer Treatment

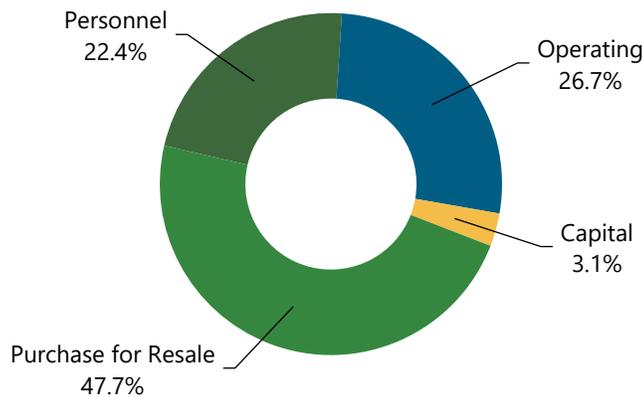
FY 2024-2025 Budget Highlights

- The Sewer Treatment department budget increased 14.91 percent in FY24-25.
- The Sewer Treatment budget accounts for 17.78 percent of the Water & Sewer Fund budget and is equivalent to \$170.70 per utility account.
- The Town plans to spend \$67.87 per capita for Sewer Treatment in FY24-25.
- Increase in personnel costs are due to vacancies in FY23-24.
- Major budget changes include an increase to purchases for resale and an increase in capital equipment for construction of a compactor and an odophos dosing system.

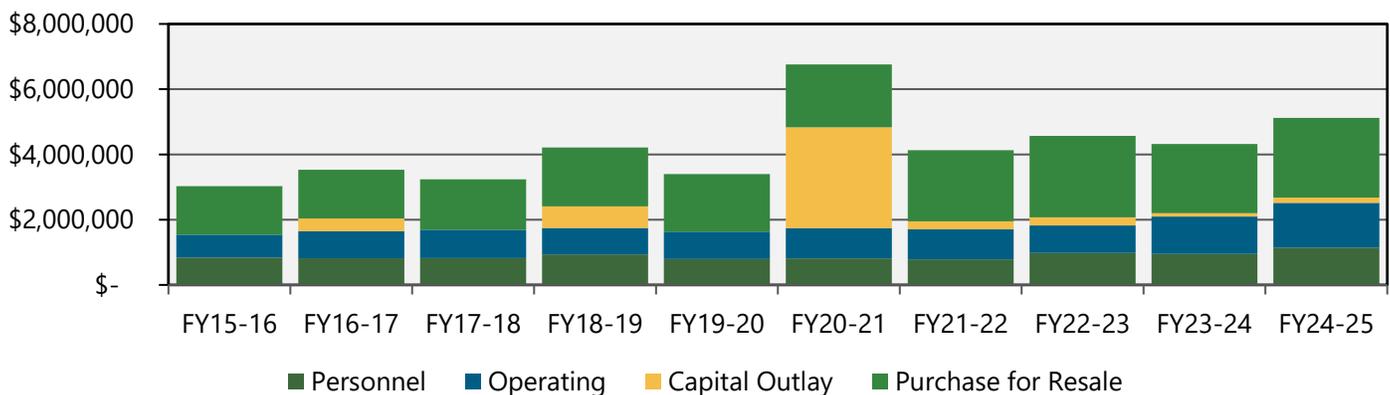
Budget Summary

Sewer Treatment Expenditures by Type					
Type	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Personnel	979,391	1,003,100	948,163	1,147,700	14.42%
Operating	841,868	1,121,561	1,149,122	1,369,300	22.09%
Capital	250,115	101,500	101,500	160,000	57.64%
Purchase for Resale	2,498,868	2,230,300	2,119,800	2,444,000	9.58%
Total	\$4,570,242	\$4,456,461	\$4,318,585	\$5,121,000	14.91%

Sewer Treatment Expenditures by Type



Sewer Treatment Expenditure History



Line Item Expenditures

Sewer Treatment Expenditures					
Line Item	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Salaries	694,785	694,300	666,654	785,200	13.09%
FICA	49,561	53,200	50,999	60,100	12.97%
Group Insurance	96,625	117,800	111,312	143,400	21.73%
General Retirement	82,837	89,500	85,865	107,100	19.66%
401K General	34,146	34,800	33,333	39,300	12.93%
Workers Comp	21,438	13,500	-	12,600	-6.67%
Postage	41	-	-	-	-
Telephone & Communication	4,209	5,300	5,100	4,000	-24.53%
Printing	4,974	3,900	38,000	3,900	0.00%
Utilities	331,468	348,500	340,000	494,500	41.89%
Travel and Training	3,702	6,000	6,000	6,000	0.00%
Maintenance & Repair - Building	3,777	13,474	13,474	5,500	-59.18%
Maintenance & Repair - Equipment	11	-	100	-	-
Maintenance & Repair - Vehicle	2,195	6,000	4,200	7,500	25.00%
Maintenance & Repair - Utility System	158,176	300,265	300,200	274,000	-8.75%
Rental - Equipment	285	1,000	300	2,500	150.00%
Automotive Supplies	1,220	3,500	3,500	5,000	42.86%
Motor Fuel	11,118	10,700	15,626	13,200	23.36%
Office Supplies	717	500	400	500	0.00%
Janitorial Supplies	228	500	300	500	0.00%
Departmental Supplies	119,899	133,322	133,322	245,000	83.77%
Technology Hardware & Accessories	2,303	5,500	5,500	4,500	-18.18%
Safety Supplies	330	1,000	1,000	2,000	100.00%
Meeting & Event Provisions	2,032	2,500	2,500	4,500	80.00%
Uniforms	4,550	6,000	6,000	7,300	21.67%
Contracted Services	37,732	45,000	45,000	51,000	13.33%
Personal Protective Equipment	1,285	2,000	2,000	6,500	225.00%
Software License & Maintenance	1,114	5,600	5,600	4,500	-19.64%
Professional Services	2,067	-	-	-	-
Pro. Services - Engineer/Survey	155	49,500	49,500	45,000	-9.09%
Professional Services - Lab Testing	20,594	35,000	35,000	25,000	-28.57%
Purchases for Resale	2,498,868	2,230,300	2,119,800	2,444,000	9.58%
Colvin Park Sewer	105,819	95,000	95,000	120,000	26.32%
White Oak TOC Sewer	8,119	26,000	26,000	18,000	-30.77%
Dues and Subscriptions	5,261	6,000	6,000	8,400	40.00%
Operating Licenses & Permits	8,489	9,500	9,500	10,500	10.53%
Capital Outlay - Improvements	250,115	99,494	99,494	160,000	60.81%
Capital Outlay - Equipment	-	2,006	2,006	-	-100.00%
Total	\$4,570,242	\$4,456,461	\$4,318,585	\$5,121,000	14.91%



Sewer Maintenance

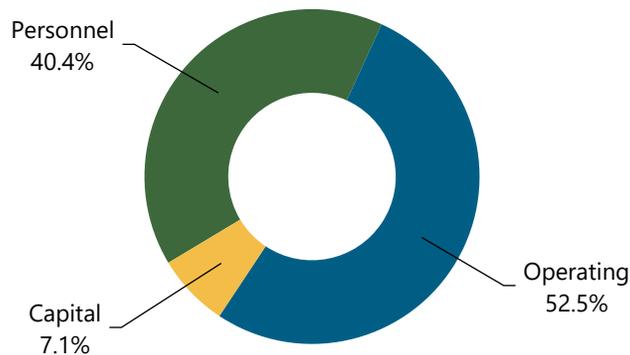
FY 2024-2025 Budget Highlights

- The Sewer Maintenance department budget decreased 10.47 percent in FY24-25.
- The Sewer Maintenance budget accounts for 15.38 percent of the Water & Sewer Fund budget and is equivalent to \$147.68 per utility account.
- The Town plans to spend \$58.71 per capita for Sewer Maintenance in FY24-25.
- Major budget changes include a decrease in capital outlay due to vehicle and equipment purchases and developer reimbursements paid in FY23-24 in addition to FY22-23 purchase order carryovers resulting from delayed delivery timelines for sewer easement clearing equipment, a specialty crane truck, and a heavy-duty combination sewer truck.

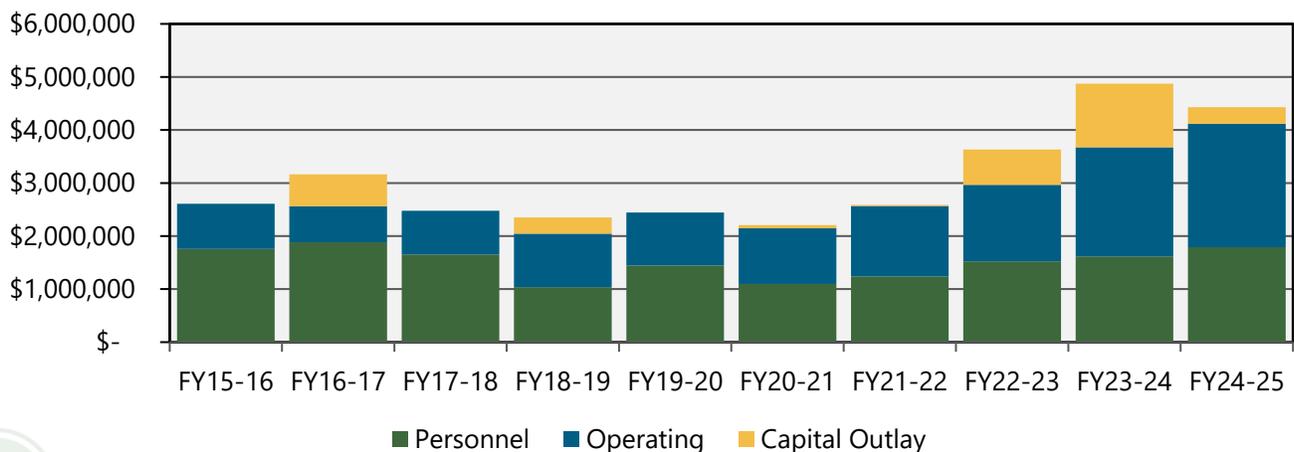
Budget Summary

Sewer Maintenance Expenditures by Type					
Type	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Personnel	1,522,448	1,613,700	1,617,560	1,791,200	11.00%
Operating	1,444,229	2,132,473	2,054,659	2,326,100	9.08%
Capital	664,554	1,202,314	1,202,314	313,000	-73.97%
Total	\$3,631,230	\$4,948,487	\$4,874,533	\$4,430,300	-10.47%

Sewer Maintenance Expenditures by Type



Sewer Maintenance Expenditure History



Line Item Expenditures

Sewer Maintenance Expenditures					
Line Item	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Salaries	1,052,958	1,100,400	1,105,036	1,220,600	10.92%
FICA	75,706	84,200	84,535	93,400	10.93%
Group Insurance	179,881	207,300	206,297	226,700	9.36%
General Retirement	125,289	141,800	142,329	166,400	17.35%
401K General	51,992	55,100	55,252	61,100	10.89%
Workers Comp	36,622	24,900	24,111	23,000	-7.63%
Postage	631	500	100	500	0.00%
Telephone & Communication	9,885	12,500	8,500	9,400	-24.80%
Printing	705	2,000	1,200	3,500	75.00%
Utilities	78,960	86,500	85,000	97,900	13.18%
Travel and Training	8,428	10,000	10,000	33,000	230.00%
Maintenance & Repair - Equipment	37,689	32,800	30,000	45,000	37.20%
Maintenance & Repair - Vehicle	59,273	55,000	55,000	43,000	-21.82%
Maintenance & Repair - Utility System	240,341	685,114	630,000	575,000	-16.07%
Maintenance & Repair - Pump Stations	336,720	503,109	503,109	512,500	1.87%
Rental - Equipment	-	5,000	5,000	15,000	200.00%
Automotive Supplies	11,755	18,000	18,000	18,000	0.00%
Motor Fuel	81,418	73,600	73,600	65,800	-10.60%
Office Supplies	600	500	500	1,500	200.00%
Departmental Supplies	37,678	41,550	41,550	105,800	154.63%
Technology Hardware & Accessories	8,214	7,500	7,500	10,000	33.33%
Safety Supplies	935	4,000	4,000	4,000	0.00%
Supplies-Unused Inventory	(4,075)	-	-	-	-
Meeting & Event Provisions	529	1,000	1,000	2,500	150.00%
Uniforms	10,496	18,200	17,000	18,000	-1.10%
Contracted Services	425,138	400,000	388,000	611,500	52.88%
Personal Protective Equipment	7,034	8,500	8,500	7,400	-12.94%
Software License & Maintenance	2,970	32,600	32,600	35,500	8.90%
Professional Services	-	-	-	75,000	-
Professional Services - Engineer/Survey	87,050	127,700	127,700	30,000	-76.51%
Dues and Subscriptions	1,854	3,300	3,300	4,500	36.36%
Operating Licenses & Permits	-	3,500	3,500	1,800	-48.57%
Capital Outlay - Improvements	594,395	251,860	251,860	-	-100.00%
Capital Outlay - Equipment	70,159	950,454	950,454	313,000	-67.07%
Total	\$3,631,230	\$4,948,487	\$4,874,533	\$4,430,300	-10.47%



Water & Sewer Fund Non-Departmental

Other Uses

Other uses in the Water & Sewer Fund typically represent transfers to capital project funds and special funds. For FY24-25, these transfers include \$850,000 for the Old Raleigh Road Water Line Replacement, \$200,000 for the Wimberley Road Water Supply Vault, \$518,000 for the Enterprise Resource Planning (ERP) Transition & Extension, and \$3,876,800 for debt service.

Water & Sewer Fund Other Financing					
Account Description	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Transfer to General Capital Projects	715,410	-	-	518,000	0.00%
Transfer to W/S Project Fund	2,030,000	4,100,000	4,100,000	1,050,000	-74.39%
Transfer to Debt Service Fund	3,738,864	3,776,700	3,776,700	3,876,800	2.65%
Transfer to - ARPA Fund	-	1,250,000	1,250,000	-	-100.00%
Total	\$6,484,274	\$9,126,700	\$9,126,700	\$5,444,80	-40.34%

Contingency

The contingency account for the Water & Sewer Fund is a budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted. For FY24-25, \$100,000 is allocated to the Water & Sewer Fund contingency.

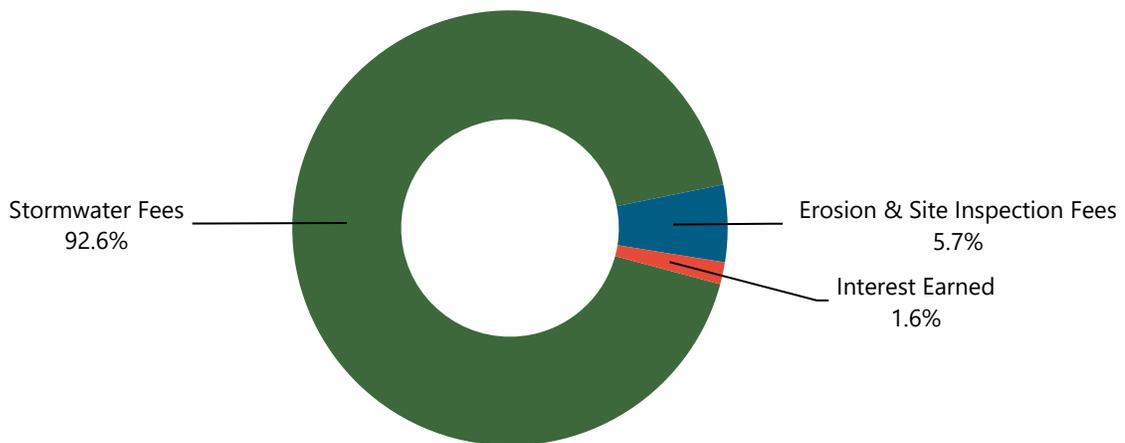
Water & Sewer Fund Contingency					
Account Description	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Contingency	-	100,000	-	100,000	0.00%
Total	\$ -	\$100,000	\$ -	\$100,000	0.00%



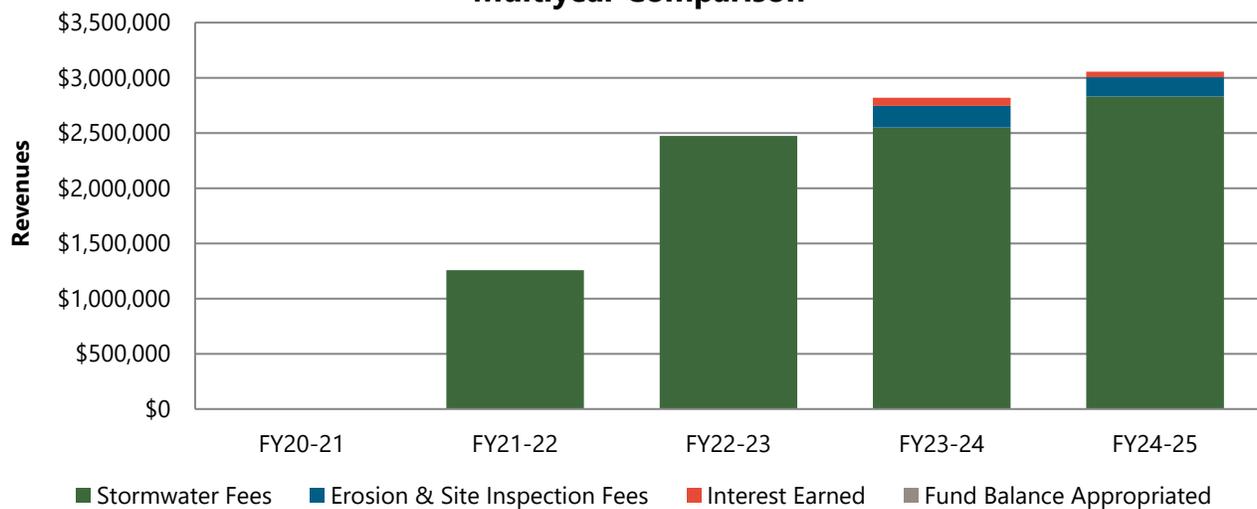
Stormwater Fund Revenues by Source

Stormwater Fund Revenues by Source					
Source	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Stormwater Fees	2,473,113	2,511,900	2,549,325	2,830,300	12.68%
Erosion & Site Inspection Fees	-	150,000	197,000	175,000	16.67%
Interest Earned	-	10,000	72,790	50,000	400.00%
Fund Balance Appropriated	-	125,976	-	-	-100.00%
Total	\$2,473,113	\$2,797,876	\$2,819,115	\$3,055,300	9.20%

Stormwater Revenues by Source FY24-25



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 reduce runoff and improve water quality. Stormwater fees account for \$2.83 million in the FY24-25 Stormwater Fund budget.

Erosion & Site Inspection Fees

Erosion and site inspection fees are review processing fees collected by the Town for each acre or part of an acre of disturbed land, which helps reduce runoff and improve water quality. Erosion & Site Inspection fees account for \$175,000 in the FY24-25 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 certificates of deposit (CDs) and money market accounts. Investment earnings account for \$50,000 in the FY24-25 Stormwater Fund budget.

Fund Balance Appropriated

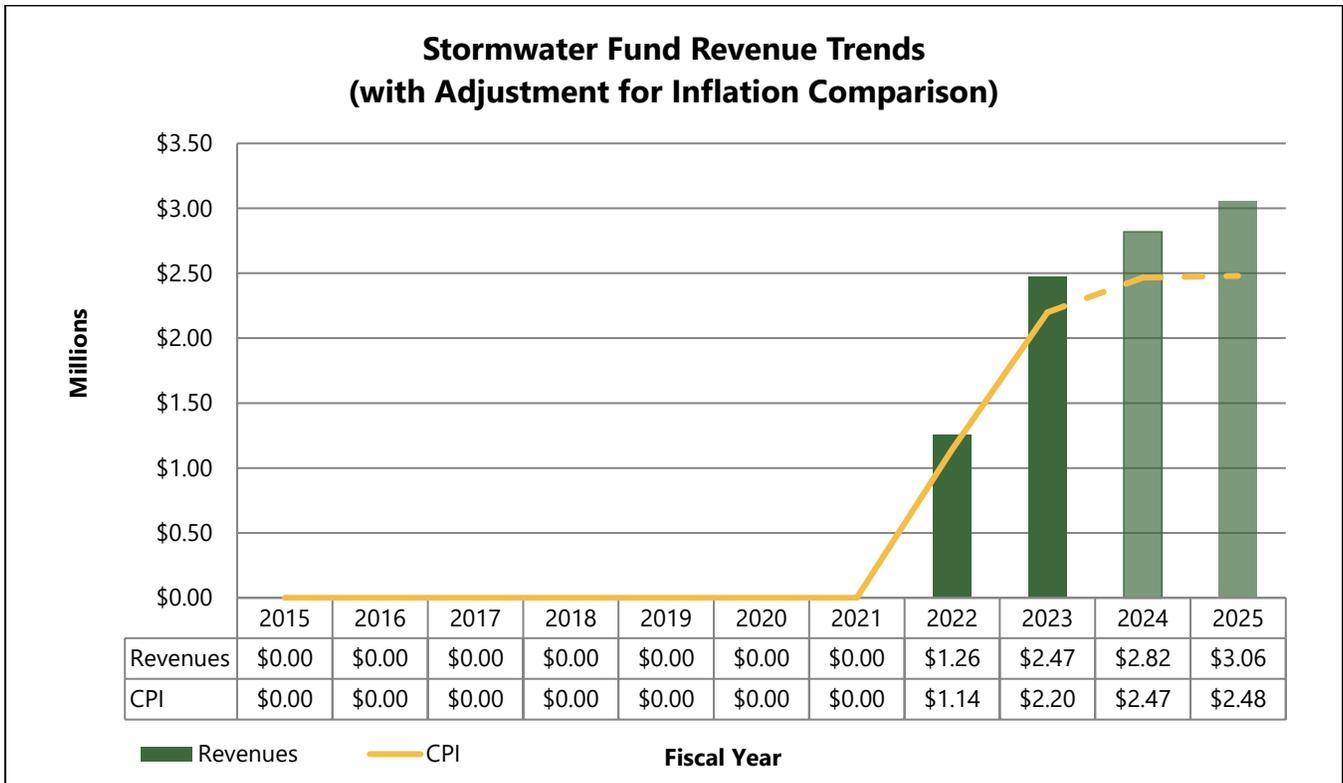
Allocations from fund balance represent the use of reserve funds. The Town typically uses reserves for specific capital projects, onetime opportunities, or emergency operations. No fund balance is appropriated in the FY24-25 Stormwater Fund budget.

Revenues by Line Item

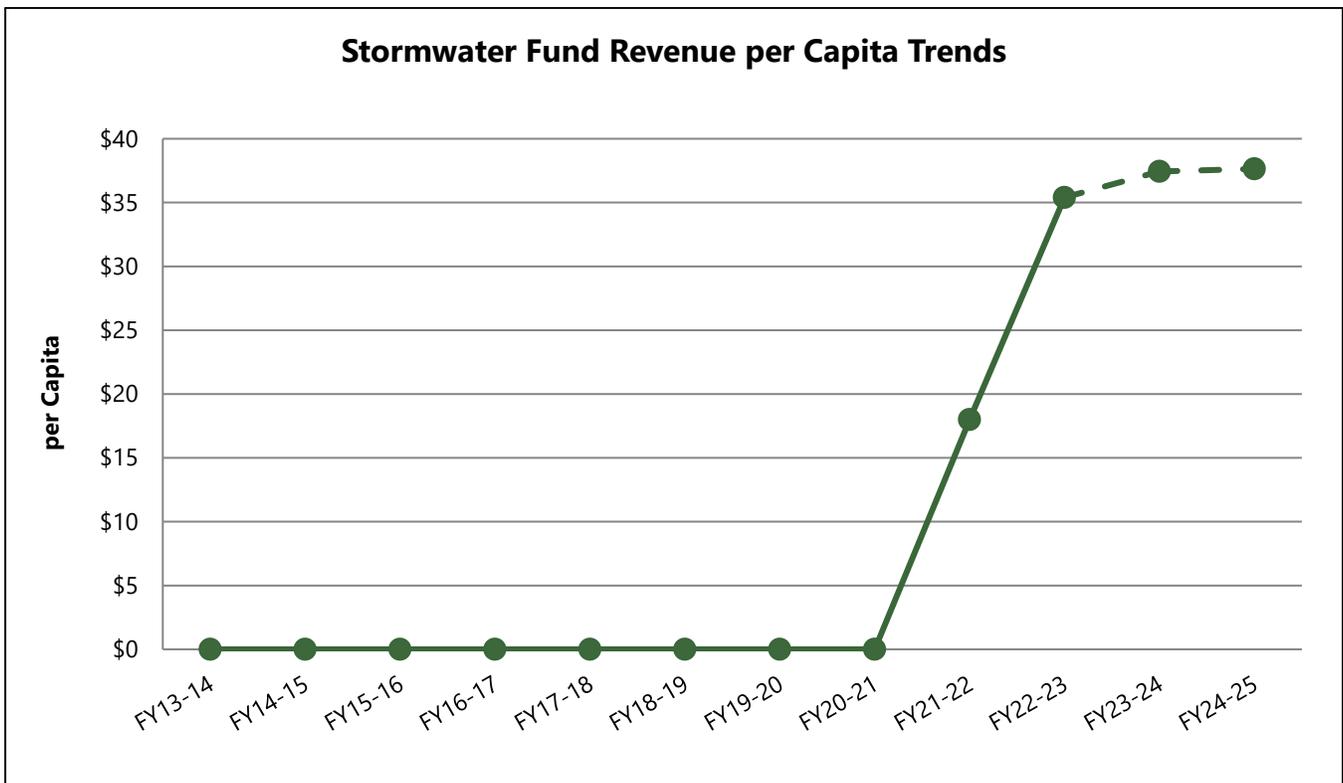
Stormwater Fund Revenues					
Line Item	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Recommend	Percent Change
Erosion and Site Inspection	-	150,000	197,000	175,000	16.67%
Stormwater Fees - Residential	1,484,659	1,415,600	1,554,060	1,238,900	-12.48%
Stormwater Fees - Commercial	988,454	1,096,300	995,265	1,591,400	45.16%
Interest Earned	-	10,000	72,790	50,000	400.00%
Fund Bal App - PO Carryover	-	125,976	-	-	-100.00%
Total	\$2,473,113	\$2,797,876	\$2,819,115	\$3,055,300	9.20%



Revenue Trends



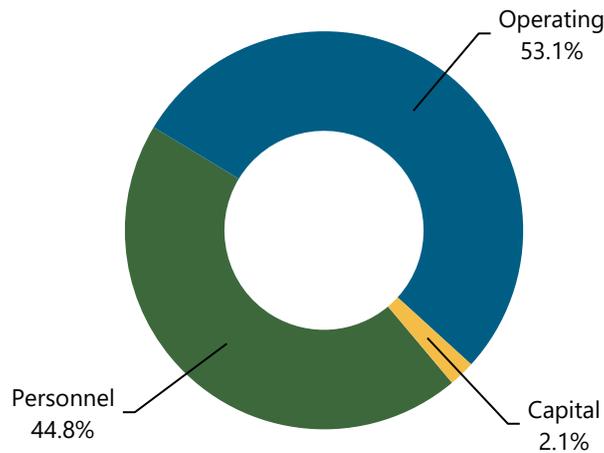
CPI = consumer price index



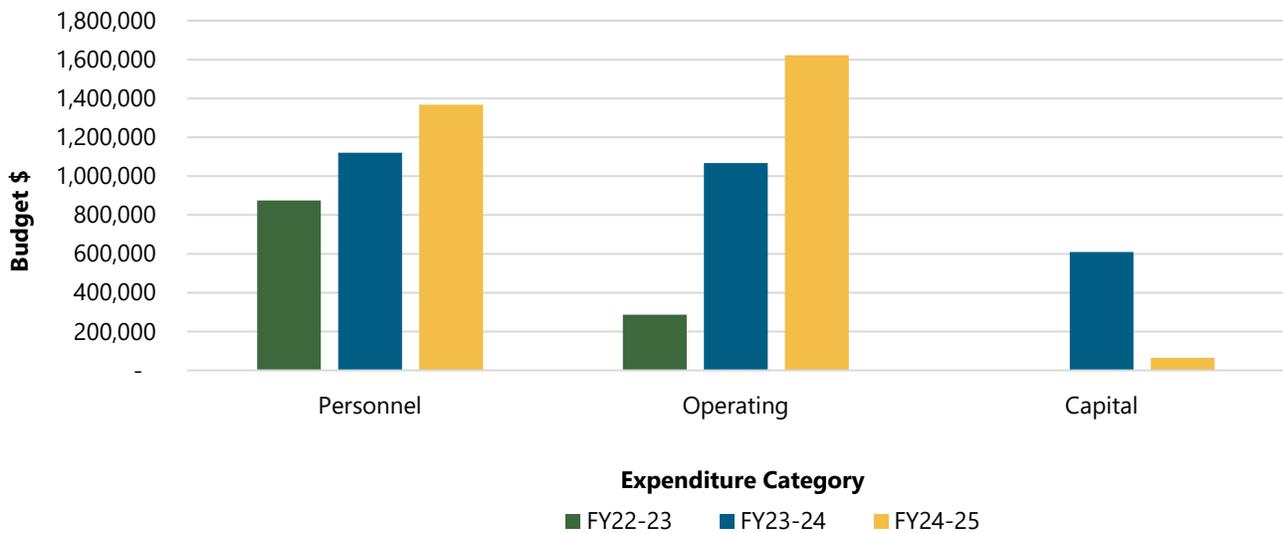
Stormwater Fund Expenditures by Type

Stormwater Expenditures by Type					
Type	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Personnel	875,191	1,120,900	1,030,820	1,368,000	22.04%
Operating	286,950	1,067,676	982,630	1,622,300	51.95%
Capital	2,520	609,300	234,300	65,000	-89.33%
Total	\$1,164,661	\$2,797,876	\$2,247,750	\$3,055,300	9.20%

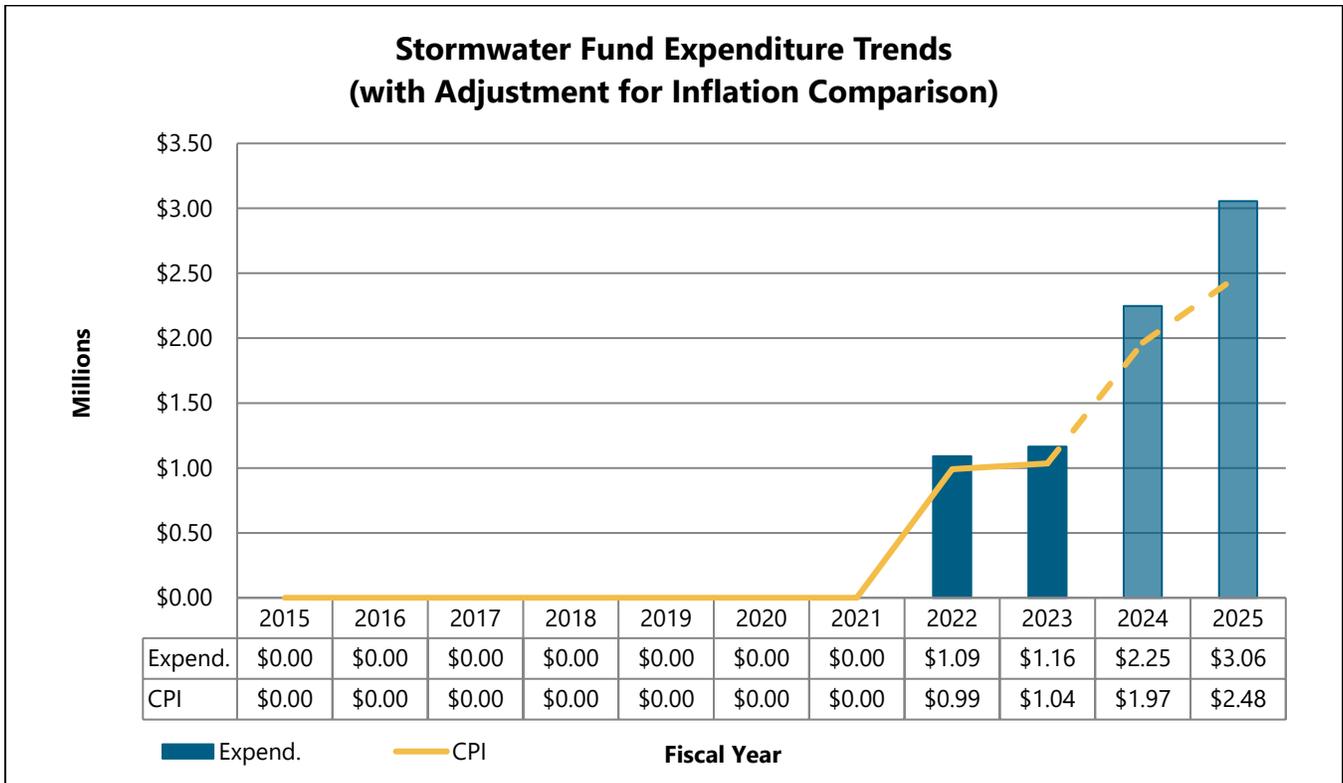
Stormwater Expenditures by Type
FY24-25



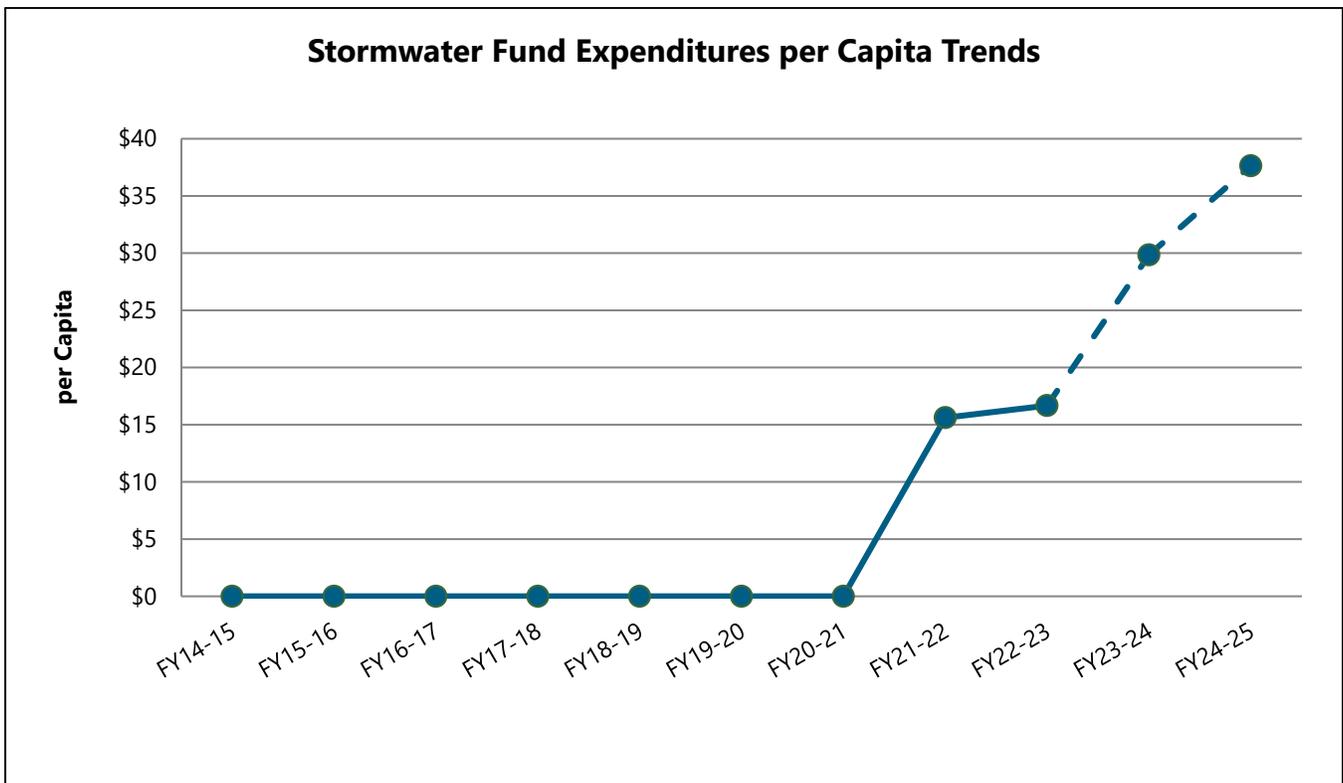
Stormwater Expenditures by Type



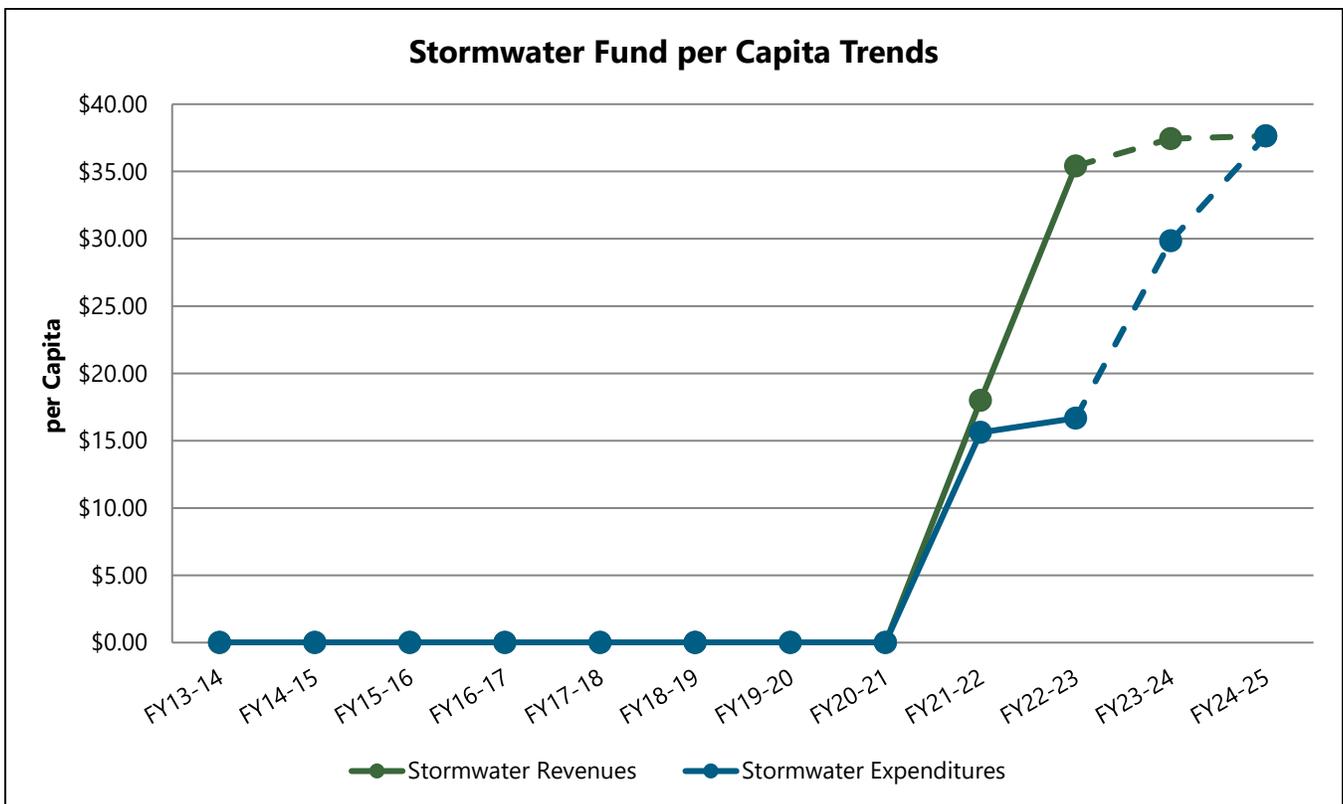
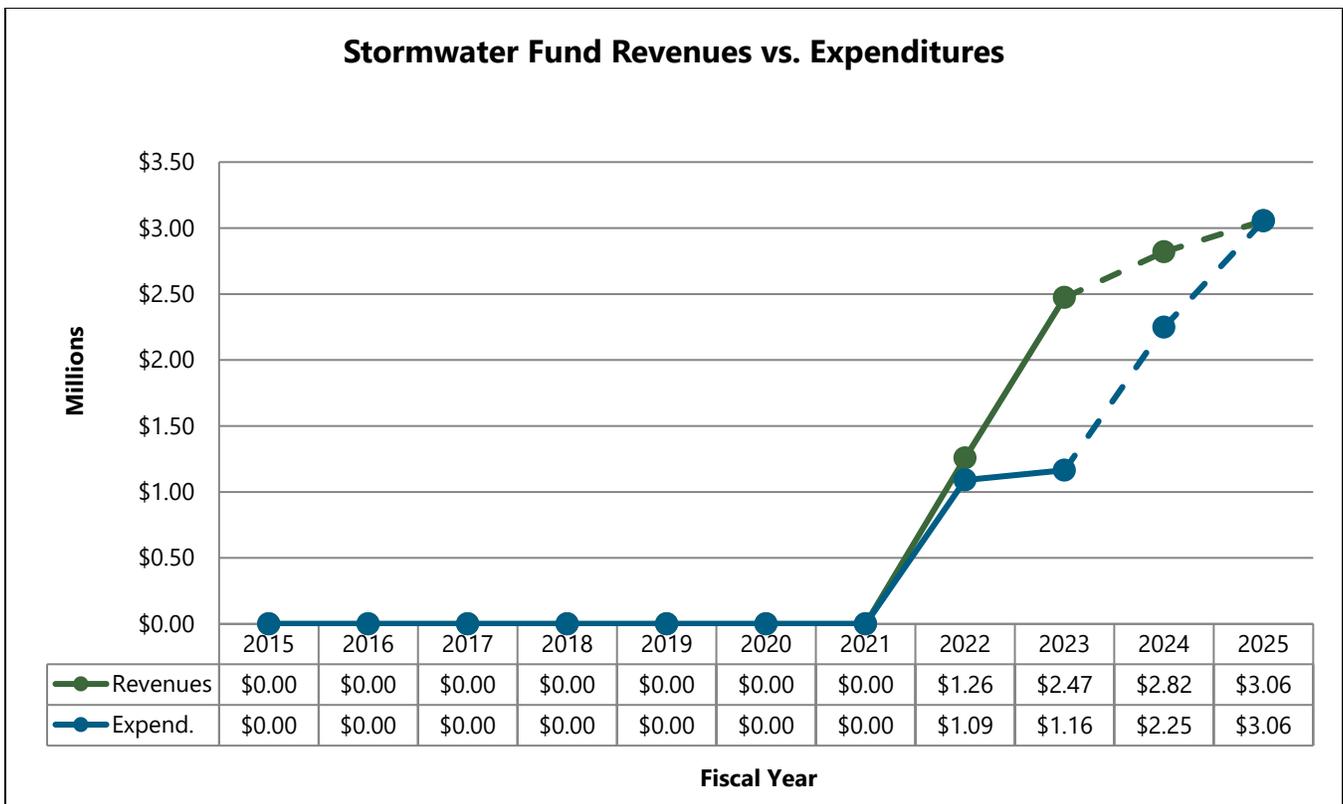
Expenditure Trends



CPI = consumer price index

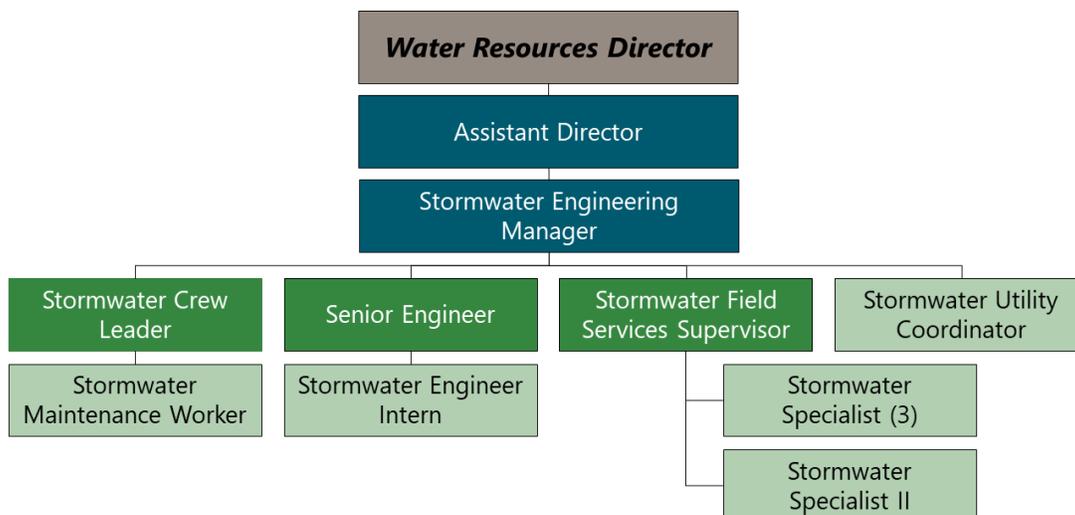


Revenues vs. Expenditures



STORMWATER UTILITY

Reports to Assistant Town Manager



Description

The Stormwater Utility ensures compliance with State and Federal environmental regulations and 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 Street and Olive Street
- Began the multi-year Stormwater System Condition Assessment

FY 2024-2025 Strategic Goal Actions

High Performing Government

- Maintain Watershed Protection and Stormwater Permit compliance
- Develop and implement a schedule to perform regular inspections and assessments of existing infrastructure to adequately plan for future needs

Environmental Leadership

- Participate and engage in regional collaborations to share knowledge and update regional requirements to better preserve natural resources and habitats

FY 2024-2025 Budget Highlights

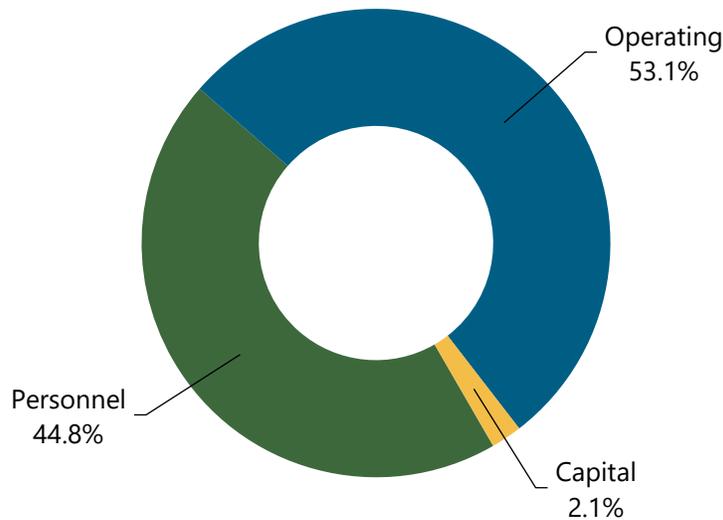
- The Stormwater Utility Fund budget as a whole increased by 9.2 percent in FY24-25.
- The Stormwater Utility budget is equivalent to 153.53 per utility account.
- The Town plans to spend \$40.49 per capita for the Stormwater Utility in FY24-25.
- Major budget changes include adding two new positions (a stormwater crew leader and a stormwater maintenance worker) and the associated onboarding costs.
- The budget includes \$1,190,000 for projects including a vehicle for a new position, phase 3 of the Stormwater System Condition Assessment, and system repairs and upgrades.



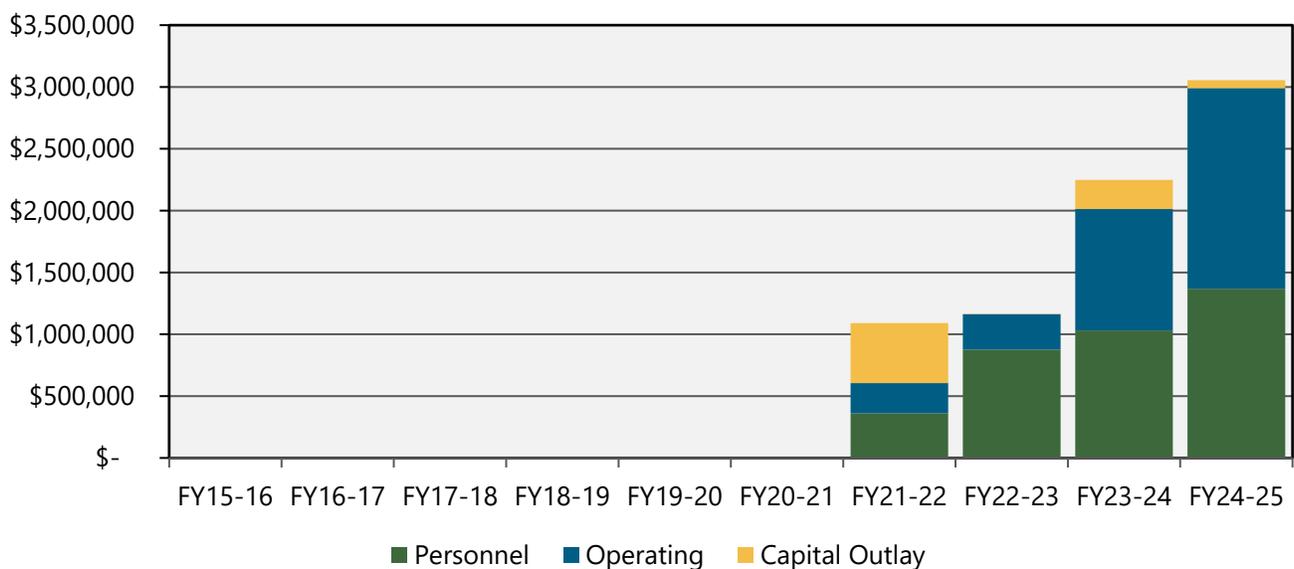
Budget Summary

Stormwater Expenditures by Type					
Type	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Personnel	875,191	1,120,900	1,030,820	1,368,000	22.04%
Operating	286,950	1,067,676	982,630	1,622,300	51.95%
Capital	2,520	609,300	234,300	65,000	-89.33%
Total	\$1,164,661	\$2,797,876	\$ 2,247,750	\$3,055,300	9.20%

Stormwater Expenditures by Type



Stormwater Expenditure History



Line Item Expenditures

Stormwater Expenditures					
Line Item	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Salaries	630,333	788,500	725,000	951,500	20.67%
FICA	45,062	60,400	55,470	72,800	20.53%
Group Insurance	82,536	116,700	108,900	143,900	23.31%
Retiree Insurance	-	6,790	-	7,000	3.09%
General Retirement	74,858	97,510	93,200	129,700	33.01%
401K General	30,915	39,000	36,250	47,600	22.05%
Workers Comp	11,487	12,000	12,000	15,500	29.17%
Postage	317	1,500	100	1,000	-33.33%
Telephone & Communication	947	2,600	2,200	3,200	23.08%
Printing	2,202	3,000	500	1,500	-50.00%
Utilities	-	8,200	8,200	9,000	9.76%
Travel and Training	9,371	12,500	8,500	18,000	44.00%
Maintenance & Repair - Building	-	1,500	1,000	1,500	0.00%
Maintenance & Repair - Vehicle	732	1,000	1,000	1,500	50.00%
Maintenance & Repair - Utility System	-	200,000	200,000	855,000	327.50%
Automotive Supplies	744	1,500	15,000	600	-60.00%
Motor Fuel	6,533	5,000	5,000	6,200	24.00%
Office Supplies	120	1,100	400	1,000	-9.09%
Departmental Supplies	3,828	25,500	12,000	13,000	-49.02%
Technology Hardware & Accessories	6,361	3,700	3,200	6,700	81.08%
Meeting & Event Provisions	577	2,000	700	3,000	50.00%
Community Outreach Materials/Activities	5,127	3,000	2,500	4,500	50.00%
Uniforms	3,103	5,400	5,400	7,600	40.74%
Contracted Services	175,850	225,000	220,000	275,000	22.22%
Personal Protective Equipment	899	1,800	600	2,500	38.89%
Bank/ Transaction Fees	-	-	-	24,000	-
Software License & Maintenance	2,723	23,000	23,000	18,400	-20.00%
Contracted Services - Billing/Collections	-	-	-	9,500	-
Professional Services	46,200	34,150	11,000	-	-100.00%
Pro. Services - Engineer/Survey	16,274	456,826	444,830	336,000	-26.45%
Dues and Subscriptions	5,044	39,700	7,800	8,200	-79.35%
Operating Licenses & Permits	-	-	-	1,600	-
Special Programs	-	9,700	9,700	9,700	0.00%
Insurance - General Liability	-	-	-	4,100	-
Capital Outlay - Land	2,520	-	-	-	-
Capital Outlay - Improvements	-	379,300	214,300	-	-100.00%
Capital Outlay - Equipment	-	230,000	20,000	65,000	-71.74%
Total	\$1,164,661	\$2,797,876	\$2,247,750	\$3,055,300	9.20%



Capital Reserve Funds

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

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 annually per vehicle. Municipalities can use \$5 of the motor vehicle tax for any general purpose, and the subsequent \$5 increments are restricted to street resurfacing, repairs, and maintenance up to \$20. Beginning in FY20-21, Apex implemented the full \$30 motor vehicle tax. \$5 of the tax are included in the General Fund for transit costs and the remaining \$25 of the tax go to transportation improvement projects. The FY24-25 Budget uses these funds for the Old US 1 Friendship Road Improvement Cost Share, Center Street & Chatham Street Railroad Crossing Improvements, Technology Drive Enhancements Cost Share, and Olive Chapel Road at Apex Barbeque Road Improvements.

Transportation Capital Reserve					
Revenues	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Motor Vehicle Licenses	1,353,554	1,400,000	1,400,000	1,400,000	0.00%
Payment in Lieu of Streets	190,055	-	47,870	-	-
Payment in Lieu of Sidewalks	9,084	-	-	-	-
Total	\$1,552,693	\$1,400,000	\$1,447,870	\$1,400,000	0.00%
Expenditures	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Transfer to General Fund	150,000	650,000	650,000	150,000	-76.92%
Transfer to Street Project	711,769	750,000	750,000	1,250,000	66.67%
Total	\$861,769	\$1,400,000	\$1,400,000	\$1,400,000	0.00%

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 the Eva Perry Library. This fund's revenue sources include transfers from the General Fund. The Town owns the Eva Perry Regional Library located at 2100 Shepherds Vineyard Drive. By an interlocal agreement with Wake County, the Town is responsible for all major facility repairs and renovations. Wake County is responsible for routine facility maintenance, upkeep, and operation. The FY24-25 Budget includes the use of these funds to replace the library's roof.

Eva Perry Library Fund					
Revenues	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Fund Bal Appropriated - Budget	-	200,000	200,000	650,000	225.00%
Transfer from General Fund	400,000	400,000	400,000	-	-100.00%
Total	\$400,000	\$600,000	\$600,000	\$650,000	8.33%
Expenditures	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Capital Outlay - Improvements	-	600,000	600,000	650,000	8.33%
Total	\$ -	\$600,000	\$600,000	\$650,000	8.33%



Recreation Capital Reserve

The Recreation Capital Reserve accounts for development fees that are restricted to constructing and improving parks and recreation facilities. This fund's primary revenue source is Subdivision Recreation Fees. 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. The FY24-25 Budget includes the use of these funds for the Environmental Education Center.

Recreation Capital Reserve					
Account Description	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Subdivision Recreation Fees	1,678,272	1,300,000	2,400,000	1,400,000	7.69%
Transfer from General Fund	1,073,600	-	-	-	-
Fund Bal Appropriated - Amend	-	2,108,000	2,108,000	-	-100.00%
Total	\$2,751,872	\$3,408,000	\$4,508,000	\$1,400,000	-58.92%
Expenditures	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Transfer to General Fund	630,316	-	600,000	-	-
Transfer to Recreation Project	947,320	2,108,000	2,786,212	1,000,000	-52.56%
Reserved for Future Expenditures	-	1,300,000	1,121,788	400,000	-69.23%
Total	\$1,577,636	\$3,408,000	\$4,508,000	\$1,400,000	-58.92%

Water & Sewer System Development Fee Capital Reserve

Most Water & Sewer Capital Reserve revenues are from Capital Reimbursement Fees, which are a one-time capital charge assessed against new development to provide for or cover a proportional share of the capital facility costs. 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 transition to the new collection method, the Town established a new capital reserve fund to account for the capital reimbursement fees. Transfers to the Water-Sewer Capital Project Fund are for expansion projects including the Little Beaver Creek Gravity Sewer Extension and the Town's commitment to its joint facilities with Cary.

Water & Sewer System Development Fee Capital Reserve					
Revenues	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Capital Reimbursement Fees - Water	1,568,619	1,000,000	1,600,000	1,600,000	60.00%
Capital Reimbursement Fees - Sewer	2,756,549	2,000,000	3,800,000	3,000,000	50.00%
Fund Bal Appropriated - Budget	-	20,000,000	161,226	-	-100.00%
Fund Bal Appropriated - Amend	-	161,226	161,226	-	-100.00%
Total	\$4,325,168	\$23,161,226	\$5,722,452	\$4,600,000	-80.14%
Expenditures	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Transfer to W/S Fund	-	161,226	161,226	-	-100.00%
Transfer to W/S Project Fund	-	20,620,000	5,620,000	1,216,500	-94.10%
Reserved for Future Expenditures	-	2,380,000	-	3,383,500	42.16%
Total	\$ -	\$23,161,226	\$5,781,226	\$4,600,000	-80.14%



Other Funds

The Town of Apex maintains ten "Other" or miscellaneous funds that include State & Federal Police Funds; Police & Fire Donations; Affordable Housing Fund; Cemetery Fund; Debt Service Funds for the General Fund, Electric Fund, and the Water & Sewer Fund; and 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					
Revenues	FY22-23	FY23-24	FY23-24	FY24-25	Percent Change
	Actual	Budget	Estimate	Budget	
Interest Earned	2,067	100	2,400	2,400	2300.00%
Police Revenues	29,205	1,500	1,500	1,500	0.00%
Total	\$31,272	\$1,600	\$3,900	\$3,900	143.75%
Expenditures	FY22-23	FY23-24	FY23-24	FY24-25	Percent Change
	Actual	Budget	Estimate	Budget	
Reserved for Future Expenditures	-	1,600	1,600	3,900	143.75%
Total	\$ -	\$1,600	\$1,600	\$3,900	143.75%

Police Federal Funds					
Revenues	FY22-23	FY23-24	FY23-24	FY24-25	Percent Change
	Actual	Budget	Estimate	Budget	
Interest Earned	759	100	750	800	700.00%
Police Revenues	(15,591)	500	-	-	-100.00%
Asset Seizures	15,591	-	-	-	-
Total	\$759	\$600	\$750	\$800	33.33%
Expenditures	FY22-23	FY23-24	FY23-24	FY24-25	Percent Change
	Actual	Budget	Estimate	Budget	
Supplies and Materials	-	600	750	800	33.33%
Total	\$ -	\$600	\$750	\$800	33.33%



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					
	FY22-23	FY23-24	FY23-24	FY24-25	Percent
Revenues	Actual	Budget	Estimate	Budget	Change
Interest Earned	1,421	100	1,300	1,000	900.00%
Police Contributions	6,665	5,000	7,000	11,000	120.00%
Total	\$8,086	\$5,100	\$8,300	\$12,000	135.29%
Expenditures	FY22-23	FY23-24	FY23-24	FY24-25	Percent
	Actual	Budget	Estimate	Budget	Change
Supplies and Materials	9,478	5,100	8,300	12,000	135.29%
Total	\$9,478	\$5,100	\$8,300	\$12,000	135.29%

Fire Donations					
	FY22-23	FY23-24	FY23-24	FY24-25	Percent
Revenues	Actual	Budget	Estimate	Budget	Change
Interest Earned	602	100	700	600	500.00%
Fire Dept. Donations	2,850	1,000	100	100	-90.00%
Total	\$3,452	\$1,100	\$800	\$700	-36.36%
Expenditures	FY22-23	FY23-24	FY23-24	FY24-25	Percent
	Actual	Budget	Estimate	Budget	Change
Supplies and Materials	-	1,100	-	700	-36.36%
Total	\$ -	\$1,100	\$ -	\$700	-36.36%

Affordable Housing Fund

Town Council created this fund in FY20-21 to dedicate revenue equivalent to one cent on the tax rate to fund various affordable housing projects and initiatives. For FY24-25, Town Council chose to utilize part of the transfer to offset affordable housing personnel and operating costs previously supported by General Fund revenues.

Affordable Housing Fund					
	FY22-23	FY23-24	FY23-24	FY24-25	Percent
Revenues	Actual	Budget	Estimate	Budget	Change
Interest Earned	45,182	15,000	70,000	71,500	376.67%
Developer Reimbursements	19,300	-	-	-	-
Transfer from General Fund	1,776,000	1,233,000	1,233,000	1,315,700	6.71%
Fund Bal Appropriated - PO Carryover	-	350,000	350,000	-	-100.00%
Total	\$1,840,482	\$1,598,000	\$1,653,000	\$1,387,200	-13.19%
Expenditures	FY22-23	FY23-24	FY23-24	FY24-25	Percent
	Actual	Budget	Estimate	Budget	Change
Contracted Services	200,000	250,000	208,000	250,000	0.00%
Capital Outlay - Improvements	-	-	-	-	-
Affordable Housing Grant	-	165,000	165,000	-	-100.00%
Affordable Housing Loan	1,665,000	185,000	185,000	-	-100.00%
Audit YE Contra Expense	(1,665,000)	-	1,665,000	-	-
Reserved for Future Expenditures	-	998,000	-	1,137,200	13.95%
Total	\$200,000	\$1,598,000	\$2,223,000	\$1,387,200	-13.19%



Cemetery Fund

The Cemetery Fund accounts 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					
Revenues	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Sale of Cemetery Plots	(1,600)	-	-	-	-
Interest Earned	15,783	8,000	15,000	15,000	87.50%
Total	\$14,183	\$8,000	\$15,000	\$15,000	87.50%
Expenditures	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Reserved for Future Expenditures	-	8,000	15,000	15,000	87.50%
Total	\$ -	\$8,000	\$15,000	\$15,000	87.50%

Debt Service Funds

Debt Service Funds are annual appropriations for paying the annual principal and interest payments for debts taken by the Town. The Town maintains a General Fund Debt Service fund, which is tax-base supported, and two Utility Debt Service Funds, which are supported by water and wastewater revenue sources and electric revenue sources. The Town established these funds by ordinance in June of 2023 and completes transfers to them annually.

General Debt Service Fund					
Revenues	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Tax Revenue	-	-	9,804,200	-	-
Transfer from General Fund	3,900,000	9,463,000	-	8,835,800	-6.63%
Fund Balance Appropriated	-	-	-	1,935,850	-
Total	\$3,900,000	\$9,463,000	\$9,804,200	\$10,771,650	13.83%
Expenditures	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Principal	-	7,077,600	7,077,600	7,306,600	3.24%
Interest	-	2,385,400	2,385,400	3,465,000	45.26%
Reserved for Future Expenditures	3,900,000	-	341,200	-	-
Total	\$3,900,000	\$9,463,000	\$9,804,200	\$10,771,600	13.83%



Electric Debt Service Fund					
Revenues	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Transfer from Electric Fund	50,000	1,249,800	1,249,800	609,700	-51.22%
Total	\$50,000	\$1,249,800	\$1,249,800	\$609,700	-51.22%
Expenditures	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Principal	-	1,053,000	1,053,000	444,000	-57.83%
Interest	-	196,800	196,800	165,700	-15.80%
Reserved for Future Expenditures	50,000	-	-	-	-
Total	\$50,000	\$1,249,800	\$1,249,800	\$609,700	-51.22%

Water & Sewer Debt Service Fund					
Revenues	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Transfer from Water/Sewer Fund	250,000	3,776,700	3,776,700	3,876,800	2.65%
Total	\$250,000	\$3,776,700	\$3,776,700	\$3,876,800	2.65%
Expenditures	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Principal	-	3,073,700	3,073,700	3,203,200	4.21%
Interest	-	703,000	703,000	673,600	-4.18%
Reserved for Future Expenditures	250,000	-	-	-	-
Total	\$250,000	\$3,776,700	\$3,776,700	\$3,876,800	2.65%



Health & Dental Fund

The Town of Apex self-insures routine health and dental claims for employees, spouses, dependents, and certain retirees, and the Town uses this fund to centralize costs and allocate them to various departments and funds based on the number of employees and on a full-cost reimbursement basis. The Health & Dental Fund operates as an internal service fund because it provides services to other Town funds and departments. In accordance with N.C.G.S. 159-13.1, the Town adopts a financial plan for the Health & Dental Fund with the budget ordinance. Payments to the fund are included in the annual budgets of the other funds, and the annual stop loss policy premium is included with administrative fees.

Revenues

Health & Dental Fund Revenues					
Source	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Health Premiums	5,538,887	6,258,100	6,258,100	7,249,200	15.84%
Spouse/Dependent Health	1,203,540	1,199,000	1,199,000	1,442,400	20.30%
Retiree Contribution	25,612	35,000	35,000	35,000	0.00%
Dental Premiums	300,295	357,500	357,500	350,500	-1.96%
Spouse/Dependent Dental	183,532	175,000	175,000	218,300	24.74%
Vision Premiums	84,705	78,100	78,100	90,000	15.24%
Total	\$7,336,570	\$8,102,700	\$8,102,700	\$9,385,400	15.83%

Expenditures

Health & Dental Fund Expenditures					
Source	FY22-23 Actual	FY23-24 Budget	FY23-24 Estimate	FY24-25 Budget	Percent Change
Health Claims	5,439,977	6,173,400	6,173,400	6,978,200	13.04%
Dental Claims	458,739	509,700	509,700	543,900	6.71%
Admin Fees - Health	928,241	809,600	802,502	1,020,900	26.10%
Admin Fees - Dental	22,593	22,800	22,800	24,900	9.21%
Health Claims - Retirees	631,919	464,700	464,700	669,400	44.05%
Contracted Services	-	-	7,098	-	-
Admin Fees - Retiree	61,986	44,400	44,400	58,100	30.86%
Vision	78,514	78,100	78,100	90,000	15.24%
Total	\$7,621,970	\$8,102,700	\$8,102,700	\$9,385,400	15.83%



Supplemental Information



Town of Apex, North Carolina
FY 2024 – 2025 Annual Budget
New Position Recommendations

General Fund					
Department	Position	Rec.	Annual Salary & Benefits	Operating & Capital Costs	Total Costs
4110 - Town Clerk	Public Records Coordinator	1	123,230	10,725	133,955
4200 - Administration	Diversity, Equity, and Inclusion Specialist	1	123,230	4,700	127,930
4220 - Information Technology	IT Specialist - Public Safety	1	123,230	3,775	127,005
	IT Specialist	1	123,230	1,575	124,805
4230- Legal Services	Assistant Town Attorney	1	170,103	6,025	176,128
4800 - Community Development & Neighborhood Connections	Community Engagement Specialist	1	114,252	13,675	127,927
	Customer Service Representative	4	340,671	48,100	388,771
4900 - Planning	Environmental Programs Coordinator	1	123,230	8,725	131,955
	Planner II	1	123,230	8,025	131,255
	Planner II	1	123,230	7,725	130,955
5100 - Police	Police Officer-Detective (Mental Health & DV)	1	113,260	95,000	208,260
	Police Officer-K-9 Handler	1	113,260	131,400	244,660
	Police Officer-School Resource Officer	1	110,078	123,850	233,928
	Civilian Traffic Crash Investigator	2	43,060	167,200	210,260
	Police Officer-Recruitment & Training Officer	1	155,235	124,300	279,535
	Intelligence Analyst	1	114,252	9,800	124,052
	Police Officer	3	330,233	367,200	697,433
5110 - Emergency Communications	Telecommunicator	2	183,055	11,300	194,355
5300 - Fire	Accreditation Specialist	1	106,015	6,950	112,965
5400 - Transportation & Infrastructure Development	Capital Projects Inspector	1	114,252	73,825	188,077
5700 - Solid Waste Services	Heavy Equipment Operator	1	85,168	69,500	154,668
5800 - Fleet Services	Fleet Service Mechanic	1	91,528	8,400	99,928
5900 - Building Inspections & Permitting	Senior Plans Examiner	1	133,016	17,525	150,541
	Building Code Official 1	1	106,015	10,800	116,815
6200 - Parks & Recreation	Plarks Planning & Project Coordinator	1	123,230	1,200	124,430
	Athletics & Grounds Worker -Athletics	1	79,332	1,580	80,912
	Park Operations Logistics Specialist 30Hr	1	85,168	68,080	153,248
	30 hr Facility Attendant	1	79,332	1,280	80,612
	Recreation Program Specialist	1	106,015	31,940	137,955
	Special Events Specialist	1	106,015	4,753	110,768
Fund Total		37	\$3,865,158	\$1,438,933	\$5,304,091

Enterprise Funds					
8010 - Water & Sewer Admin	Utilities Engineering Manager	1	170,103	8,400	178,503
8130 - Water Maintenance	Utility Crew Field Supervisor	1	114,252	72,700	186,952
8300 - Electric Utility	Assistant Director	1	170,103	11,025	181,128
	Electric Line Technician (I,II,III)	1	114,252	8,800	123,052
8020 - Stormwater	Stormwater Crew Leader	1	114,252	75,750	190,002
	Stormwater Maintenance Worker	1	91,528	7,600	99,128
Fund Total		6	\$774,490	\$184,275	\$958,765



4-Year Staffing Plan

General Fund Department	Position	Grade	FY24-25		FY25-26		FY 26-27		FY 27-28	
			Count	Est. Cost	Count	Est. Cost	Count	Est. Cost	Count	Est. Cost
Administration	Administrative Assistant	M05	-	-	-	-	-	-	1	84,534
	Management Analyst	M10	-	-	1	121,824	-	-	-	-
	Assistant to the Town Manager	M13	-	-	-	-	1	154,521	-	-
Legal	Assitant Attorney	M14	1	167,747	-	-	-	-	-	-
Diversity Equity & Inclusion	DEI Specialist	M10	1	121,824	-	-	-	-	-	-
Town Clerk's Office	Public Records Coordinator	M07	1	97,556	-	-	-	-	-	-
Human Resources	HR Analyst	M10	-	-	1	121,824	-	-	1	121,824
	Training Specialist	M08	-	-	-	-	-	-	-	-
	Process Analyst (Business/Data)	M11	-	-	-	-	1	131,412	-	-
Information Technology	IT Specialist	M10	2	243,648	1	121,824	-	-	-	-
	GIS Analyst	M10	-	-	-	-	-	-	1	121,824
	IT Services Manager (Innovation)	M12	-	-	-	-	-	-	-	-
	IT Supervisor	M12	-	-	1	142,442	-	-	-	-
Finance	Assistant Finance Director	M15	-	-	-	-	-	-	-	-
	Contracting Specialist	M06	-	-	-	-	-	-	-	-
	Accounting Technician	M07	-	-	1	97,556	-	-	-	-
	Buyer - warehouse	M07	-	-	-	-	1	97,556	-	-
Communications	Public Information Officer	M10	-	-	-	-	-	-	-	-
	Media Specialist	M09	-	-	-	-	-	-	1	113,028
Budget & Performance	Budget & Performance Analyst	M10	-	-	1	121,824	-	-	-	-
Community Development & Neighborhood Connections	Community Engagement Specialist	M09	1	113,028	-	-	-	-	-	-
	Neighborhood Improvement Specialist	M08	-	-	1	104,959	-	-	1	104,959
	311 Manager	M10	-	-	-	-	-	-	-	-
	311 Customer Service Representative	M05	4	338,137	-	-	1	84,534	-	-
Planning	Environmental Programs Coordinator	M10	1	121,824	-	-	-	-	-	-
	Planner I	M09	-	-	-	-	-	-	1	113,028
	Planner II	M09	1	113,028	1	113,028	-	-	-	-
Police	Police Officer	P200	5	545,413	3	327,248	3	327,248	2	218,165
	Detective (Mental Health & DV)	P203	1	122,660	-	-	1	122,660	-	-
	Intelligence Analyst	M09	1	113,028	-	-	-	-	-	-
	Community Policing Officer (CPO)/SRO	P200	1	109,083	2	218,165	-	-	-	-
	Support Services Specialist (Training, Fleet & Facility)	M08	-	-	-	-	-	-	1	104,959
	Traffic Crash Investigator (Civilian)	M06	2	181,530	-	-	1	90,765	1	90,765
	Telecommunicator	M07	2	195,113	-	-	-	-	1	97,556

General Fund Department	Position	Grade	FY24-25		FY25-26		FY 26-27		FY 27-28	
			Count	Est. Cost	Count	Est. Cost	Count	Est. Cost	Count	Est. Cost
Fire	Emergency Management Coordinator	M12	-	-	-	-	-	-	-	-
	Accreditation Specialist	M08	1	104,959	-	-	-	-	-	-
	Firefighter	F100	-	-	1	97,045	1	97,045	1	97,045
Transportation & Infrastructure Devpmt	Infrastructure Inspector	M09	1	113,028	-	-	-	-	-	-
	Property Acquisition Specialist	M10	-	-	1	121,824	-	-	-	-
	Capital Project Coordinator	M11	-	-	1	131,412	-	-	1	131,412
Public Works - Facilities	Facilities Maintenance Mechanic / Tech	M07	-	-	1	97,556	-	-	-	-
	Facilities Maintenance Mechanic / Tech	M07	-	-	1	97,556	-	-	-	-
Public Works - Fleet	Fleet Services Manager	M08	-	-	-	-	-	-	-	-
	Fleet Services Mechanic	M06	1	90,765	-	-	-	-	1	90,765
Public Works - Streets	Field Crew Supervisor	M07	-	-	-	-	-	-	1	97,556
	Streets Maintenance Worker	M04	-	-	-	-	1	78,817	-	-
Public Works - Solid Waste	Heavy Equipment Operator	M05	1	84,534	-	-	-	-	-	-
Inspections & Permits	Development Customer Service Representative	M05	-	-	1	84,534	1	84,534	-	-
	Plans Examiner	M05	1	84,534	-	-	-	-	-	-
	Building Code Official	M05	1	84,534	-	-	1	84,534	-	-
Parks, Recreation & Cultural Resources	30-hr. Camp Director w/ Benefits	M07	-	-	-	-	-	-	-	-
	Recreation Program Specialist	M08	1	104,959	-	-	-	-	-	-
	Park Operations Worker	M05	-	-	-	-	2	169,068	-	-
	Park Operations Supervisor	M08	-	-	-	-	1	104,959	-	-
	Recreation Customer Service Specialist	M06	-	-	-	-	1	90,765	-	-
	Recreation Program Supervisor	M08	-	-	1	104,959	1	104,959	-	-
	Recreation Center Manager	M11	-	-	-	-	1	131,412	-	-
	Parks Planning & Project Coordinator	M12	1	142,442	-	-	-	-	-	-
	Athletics & Grounds Worker	M04	1	78,817	-	-	-	-	-	-
	Special Events Technician	M06	1	90,765	-	-	-	-	-	-
	Business Development Coordinator	M09	-	-	1	113,028	-	-	-	-
	Facility Attendant	M07	1	97,556	-	-	1	97,556	-	-
	Parks Operations Logistics Specialist	M04	-	-	1	78,817	-	-	-	-
	Marketing Supervisor	M10	-	-	-	-	-	-	1	121,824
Assistant Director of Parks	M15	-	-	-	-	-	-	1	182,229	

Stormwater Fund		Grade	FY24-25		FY25-26		FY 26-27		FY 27-28	
Department	Position		Count	Est. Cost						
Stormwater	Professional Engineer	M12	-	-	-	-	-	-	1	142,442
Stormwater	Stormwater Field Supervisor	M09	1	113,028	-	-	-	-	-	-
Stormwater	Stormwater Maintenance Worker	M05	1	84,534	-	-	1	84,534	-	-
Stormwater	Stormwater Specialist (I,II,II)	M10	-	-	1	121,824	-	-	-	-
Water/Sewer Fund		Grade	FY24-25		FY25-26		FY 26-27		FY 27-28	
Department	Position		Count	Est. Cost						
Water/Sewer	Assistant Director	M15	-	-	-	-	-	-	-	-
Water/Sewer	Utility Engineering Manager	M14	1	167,747	-	-	-	-	-	-
Water/Sewer	Capital Project Coordinator	M11	-	-	1	131,412	-	-	-	-
Water/Sewer	Utility Engineer	M13	-	-	1	154,521	1	154,521	1	154,521
Water/Sewer	Utility Field Supervisor	M09	1	113,028	1	113,028	-	-	-	-
Water/Sewer	Utility Maintenance Worker	M05	-	-	1	84,534	1	84,534	-	-
Water/Sewer	Utility Specialist (I,II,III, Sr.)	M11	-	-	-	-	1	131,412	1	131,412
Electric Fund		Grade	FY24-25		FY25-26		FY 26-27		FY 27-28	
Department	Position		Count	Est. Cost						
Administration	Assistant Director	M15	1	182,229	-	-	-	-	-	-
Operations	Electric Line Technician	E8	1	104,959	1	104,959	1	104,959	1	104,959
Forestry	Assistant Arborist	M09	-	-	-	-	-	-	-	-
Count / Estimated Personnel Cost (does nto incl. operatin & capital)			41	\$4,603,078	28	\$3,252,812	25	\$2,716,797	21	\$2,521,799

By Department



General Government	FY21-22			FY22-23			FY23-24			FY24-25			
	FT	PT	FTE	Grade									
Town Clerk													
Town Clerk	1	-	1	1	-	1	1	-	1	1	-	1	SL300
Deputy Town Clerk	1	-	1	1	-	1	1	-	1	1	-	1	M09
Public Records Coordinator	-	-	-	-	-	-	-	-	-	1	-	1	M09
Legislative Assistant	1	-	1	1	-	1	1	-	1	1	-	1	M07
Legislative Procedures & Policy Coordinator	-	-	-	1	-	1	1	-	1	1	-	1	TBD
Total	3	-	3	4	-	4	4	-	4	5	-	5	
Administration													
Town Manager	1	-	1	1	-	1	1	-	1	1	-	1	N/A
Deputy Town Manager	-	-	-	1	-	1	1	-	1	1	-	1	SL305
Assistant Town Manager	2	-	2	2	-	2	2	-	2	2	-	2	SL304
Senior Capital Projects Manager	1	-	1	1	-	1	1	-	1	1	-	1	M13
Senior Executive Assistant (Town Administration)	1	-	1	1	-	1	1	-	1	1	-	1	M09
Receptionist	1	-	1	1	-	1	1	-	1	1	-	1	M05
Administrative Assistant	-	-	-	-	-	-	1	-	1	1	-	1	M05
Total	6	-	6	7	-	7	8	-	8	8	-	8	
Diversity Equity & Inclusion													
Diversity, Equity, & Inclusion Director	1	-	1	1	-	1	1	-	1	1	-	1	SL301
DEI Consultant (Senior)	1	-	1	1	-	1	1	-	1	1	-	1	M12
DEI Specialist	-	-	-	-	-	-	-	-	-	1	-	1	M10
Total	2	-	2	2	-	2	2	-	2	3	-	3	
Human Resources													
Human Resources Director	1	-	1	1	-	1	1	-	1	1	-	1	SL302
Assistant Human Resources Director	1	-	1	1	-	1	1	-	1	1	-	1	M15
Compensation & Benefits Manager	1	-	1	1	-	1	1	-	1	1	-	1	M13
Talent Acquisition Manager	1	-	1	1	-	1	1	-	1	1	-	1	M13
Safety & Risk Manager	1	-	1	1	-	1	1	-	1	1	-	1	M13
Senior Training & Development Consultant	1	-	1	1	-	1	1	-	1	1	-	1	M12
Human Resources Data & Systems Administrator	1	-	1	1	-	1	1	-	1	1	-	1	M10
Talent Acquisition Consultant	1	-	1	1	-	1	1	-	1	1	-	1	M09
Human Resources Consultant	2	-	2	2	-	2	2	-	2	2	-	2	M09
Executive Assistant	-	-	-	1	-	1	1	-	1	1	-	1	M07
Human Resources Technician	1	-	1	1	-	1	1	-	1	1	-	1	M07
Total	11	-	11	12	-	12	12	-	12	12	-	12	
Information Technology													
Information Technology Director	1	-	1	1	-	1	1	-	1	1	-	1	SL302
Information Technology Manager	1	-	1	1	-	1	1	-	1	1	-	1	M13
GIS Administrator	1	-	1	1	-	1	1	-	1	1	-	1	M12
Information Technology Supervisor	1	-	1	2	-	2	3	-	3	3	-	3	M12
IT Security & Compliance Analyst	-	-	-	1	-	1	1	-	1	1	-	1	M11
Information Technology Analyst	5	-	5	5	-	5	5	-	5	5	-	5	M11
Information Technology Specialist	3	-	3	4	-	4	5	-	5	7	-	7	M10
GIS Analyst	-	-	-	-	-	-	2	-	2	2	-	2	M10
GIS Specialist	1	-	1	1	-	1	1	-	1	1	-	1	M09
GIS Technician	-	-	-	1	-	1	1	-	1	1	-	1	M08
Total	13	-	13	17	-	17	21	-	21	23	-	23	
Legal Services													
Town Attorney	1	-	1	1	-	1	1	-	1	1	-	1	N/A
Deputy Town Attorney	1	-	1	1	-	1	1	-	1	1	-	1	M16
Assistant Town Attorney	1	-	1	1	-	1	1	-	1	2	-	2	M14
Legal Assistant	1	-	1	1	-	1	1	-	1	1	-	1	M07
Total	4	-	4	4	-	4	4	-	4	5	-	5	

By Department



General Government Continued	FY21-22			FY22-23			FY23-24			FY24-25			
	FT	PT	FTE	FT	PT	FTE	FT	PT	FTE	FT	PT	FTE	Grade
Communications													
Communications Director	1	-	1	1	-	1	1	-	1	1	-	1	SL301
Communications Coordinator	1	-	1	1	-	1	1	-	1	1	-	1	M10
Public Safety Public Information Officer	-	-	-	-	-	-	1	-	1	1	-	1	M10
Multimedia Specialist	1	-	1	1	-	1	1	-	1	1	-	1	M08
Digital Media Specialist	-	-	-	1	-	1	1	-	1	1	-	1	M08
Total	3	-	3	4	-	4	5	-	5	5	-	5	
Budget & Performance Management													
Budget & Performance Management Director	1	-	1	1	-	1	1	-	1	1	-	1	SL301
Lead Budget & Performance Analyst	-	-	-	1	-	1	1	-	1	1	-	1	M11
Budget & Performance Analyst	2	-	2	3	-	3	3	-	3	3	-	3	M10
Sustainability Program Coordinator	1	-	1	1	-	1	1	-	1	1	-	1	M09
Sustainability Specialist	1	-	1	1	-	1	1	-	1	1	-	1	M08
Total	5	-	5	7	-	7	7	-	7	7	-	7	
Finance													
Finance Director	1	-	1	1	-	1	1	-	1	1	-	1	SL302
Assistant Finance Director	-	-	-	-	-	-	1	-	1	1	-	1	M15
Accounting Manager	1	-	1	1	-	1	1	-	1	1	-	1	M12
Purchasing & Contracts Manager	1	-	1	1	-	1	1	-	1	1	-	1	M11
Customer Service & Billing Manager	1	-	1	1	-	1	1	-	1	1	-	1	M11
Accountant	1	-	1	1	-	1	2	-	2	1	-	1	M10
Customer Service & Billing Coordinator	1	-	1	1	-	1	1	-	1	1	-	1	M08
Payroll Administrator	1	-	1	1	-	1	1	-	1	1	-	1	M08
Accounting Specialist	1	-	1	1	1	1.75	-	1	0.75	1	1	1.75	M07
Buyer	1	-	1	1	-	1	1	-	1	1	-	1	M07
Senior Utility Customer Service Specialist	5	-	5	5	-	5	5	-	5	5	-	5	M06
Purchasing Agent	-	-	-	-	-	-	1	-	1	1	-	1	M09
Accounts Payable Technician	1	-	1	1	-	1	1	-	1	1	-	1	M05
Utility Customer Service Specialist	3	-	3	3	-	3	3	-	3	3	-	3	M05
Inventory & Warehouse Specialist	2	-	2	2	-	2	2	-	2	2	-	2	M05
Utility Billing Clerk	-	-	-	-	1	0.50	-	1	0.50	-	1	0.50	M04
Total	20	-	20	20	2	21.25	22	2	23.25	22	2	23.25	
Community & Neighborhood Connections													
Comm. Development & Neighborhood Connections Director	1	-	1	1	-	1	1	-	1	1	-	1	SL302
Housing Program Manager	1	-	1	1	-	1	1	-	1	1	-	1	M13
Senior Housing Specialist	1	-	1	1	-	1	1	-	1	1	-	1	M12
Community Engagement Manager	1	-	1	1	-	1	1	-	1	1	-	1	M12
Community Engagement Specialist	-	-	-	-	-	-	-	-	-	1	-	1	M8
Community Connection Center Manager	-	-	-	-	-	-	1	-	1	1	-	1	M12
Housing Specialist	-	-	-	1	-	1	1	-	1	1	-	1	M08
Customer Service Representative	-	-	-	-	-	-	1	-	1	3	2	4.50	M05
Total	4	-	4	5	-	5	7	-	7	10	2	11.50	
Total General Government	69	-	69	80	2	81	92	2	93.25	100	4	102.75	

By Department



Planning & Development		FY21-22			FY22-23			FY23-24			FY24-25			
Economic Development		FT	PT	FTE	Grade									
Economic Development Director		1	-	1	1	-	1	1	-	1	1	-	1	SL301
Small Business Manager		1	-	1	1	-	1	1	-	1	1	-	1	M10
Small Business Specialist		1	-	1	1	-	1	1	-	1	1	-	1	M07
Economic Development Specialist		1	-	1	1	-	1	1	-	1	1	-	1	M05
Total		4	-	4										
Planning														
Planning Director		1	-	1	1	-	1	1	-	1	1	-	1	SL302
Planning Manager		1	-	1	1	-	1	1	-	1	1	-	1	M13
Long Range Planning Manager		1	-	1	1	-	1	1	-	1	1	-	1	M13
Planner/Planner II/Senior Planner		6	-	6	7	-	7	7	-	7	9	-	9	M09/M10/M12
Senior GIS Analyst		1	-	1	1	-	1	1	-	1	1	-	1	M11
Environmental Programs Coordinator		-	-	-	-	-	-	-	-	-	1	-	1	M10
Zoning Compliance Supervisor		1	-	1	1	-	1	1	-	1	1	-	1	M11
Zoning Compliance Officer-Landscaping (Senior)		1	-	1	1	-	1	1	-	1	1	-	1	M10
Lead Planning Technician		1	-	1	1	-	1	1	-	1	1	-	1	M09
GIS Specialist		1	-	1	1	-	1	1	-	1	1	-	1	M09
Zoning Compliance Officer/Senior Zoning Compliance Officer		3	-	3	3	-	3	3	-	3	3	-	3	M08/M09
Planning Technician		2	-	2	2	-	2	2	-	2	2	-	2	M08
GIS Technician		1	-	1	1	-	1	1	-	1	1	-	1	M08
Total		20	-	20	21	-	21	21	-	21	24	-	24	
Building Inspections & Permits														
Inspections & Permits Director		1	-	1	1	-	1	1	-	1	1	-	1	SL301
Building Code Supervisor		2	-	2	2	-	2	2	-	2	2	-	2	M12
Plans & Permits Supervisor		1	-	1	1	-	1	1	-	1	1	-	1	M12
Building Code Official I/II/III		13	-	13	13	-	13	13	-	13	14	-	14	M08/M10/M11
Plans Examiner (Senior)		4	-	4	4	-	4	4	-	4	5	-	5	M08/M11
Permit Specialist (Senior)		2	-	2	2	-	2	3	-	3	3	-	3	M06
Program Support Specialist (Senior)		1	-	1	1	-	1	1	-	1	1	-	1	M06
Total		24	-	24	24	-	24	25	-	25	27	-	27	
Transportation & Infrastructure Development														
Transportation & Infrastructure Development Director		1	-	1	1	-	1	1	-	1	1	-	1	SL302
Transportation Engineering Manager		1	-	1	1	-	1	1	-	1	1	-	1	M14
Traffic Engineering Manager		1	-	1	1	-	1	1	-	1	1	-	1	M14
Professional Engineer/Traffic Safety Engineer		1	-	1	2	-	2	2	-	2	2	-	2	M12
Development Services Manager		1	-	1	1	-	1	1	-	1	1	-	1	M12
Infrastructure Inspections Manager		1	-	1	1	-	1	1	-	1	1	-	1	M12
Utilities Acquisition Specialist		1	-	1	1	-	1	1	-	1	1	-	1	M11
Engineering Projects Coordinator		1	-	1	1	-	1	1	-	1	1	-	1	M10
Infrastructure Inspector/Senior		5	-	5	5	-	5	5	-	5	5	-	5	M09/M10
Engineering Specialist		1	-	1	1	-	1	1	-	1	1	-	1	M10
Development Specialist		1	-	1	1	-	1	1	-	1	1	-	1	M09
Development Technician		-	-	-	1	-	1	1	-	1	1	-	1	M06
Program Support Specialist/Senior		1	-	1	2	-	2	2	-	2	2	-	2	M05/M06
Capital Projects Inspector		1	-	1	2	-	2	2	-	2	3	-	3	M11
Total		17	-	17	21	-	21	21	-	21	22	-	22	
Total Planning & Development		65	-	65	70	-	70	71	-	71	77	-	77	

By Department



Public Safety	FY21-22			FY22-23			FY23-24			FY24-25			
Police	FT	PT	FTE	FT	PT	FTE	FT	PT	FTE	FT	PT	FTE	Grade
Police Chief	1	-	1	1	-	1	1	-	1	1	-	1	SL303
Deputy Police Chief	1	-	1	1	-	1	1	-	1	1	-	1	M16
Police Captain	4	-	4	4	-	4	4	-	4	4	-	4	P207
Police Lieutenant	3	-	3	5	-	5	6	-	6	7	-	7	P206
Police Sergeant	13	-	13	13	-	13	16	-	16	16	-	16	P205
Police Corporal	7	-	7	7	-	7	3	-	3	3	-	3	P204
Police Officers (I/II/Master/Senior)	68	-	68	68	-	68	74	-	74	80	-	80	P200/P201/P202/P203
Compliance Manager	1	-	1	1	-	1	1	-	1	1	-	1	M12
Compliance Specialist	1	-	1	1	-	1	1	-	1	1	-	1	M10
Digital Forensics Technician	1	-	1	1	-	1	1	-	1	1	-	1	M09
Accreditation Specialist	1	-	1	1	-	1	1	-	1	1	-	1	M08
Police Records Supervisor	1	-	1	1	-	1	1	-	1	1	-	1	M08
Police Crisis Counselor	1	-	1	1	-	1	1	-	1	1	-	1	M08
Crime Analyst	1	-	1	1	-	1	1	-	1	1	-	1	M08
Intelligence Analyst	-	-	-	-	-	-	-	-	-	1	-	1	M09
Victim Advocate	1	-	1	1	-	1	1	-	1	1	-	1	M08
Executive Assistant	1	-	1	1	-	1	1	-	1	1	-	1	M07
Program Support Specialist (Senior)	-	-	-	-	1	0.375	-	1	0.75	-	1	0.75	M07
Evidence Tech/Quartermaster	1	-	1	2	-	2	2	-	2	2	-	2	M06
Traffic Crash Investigator (Civilian)	-	-	-	-	-	-	-	-	-	-	2	1	M09
Police Records Technician	3	-	3	3	-	3	3	-	3	3	-	3	M05
Total	110	-	110	113	1	113.375	119	1	119.75	127	3	128.75	
Emergency Communications													
Communications Center Manager	1	-	1	1	-	1	1	-	1	1	-	1	M12
Communications Shift Supervisor	4	-	4	4	-	4	4	-	4	4	-	4	M07
Telecommunicator I, II, Senior	8	-	8	8	-	8	8	-	8	10	-	10	M06/M07
Total	13	-	13	13	-	13	13	-	13	15	-	15	
Fire													
Fire Chief	1	-	1	1	-	1	1	-	1	1	-	1	SL303
Assistant Fire Chief	2	-	2	3	-	3	3	-	3	3	-	3	M14
Emergency Management Coordinator	-	-	-	-	-	-	1	-	1	1	-	1	F107
Admin Logistics Coordinator	1	-	1	1	-	1	1	-	1	1	-	1	M07
Accreditation Specialist	-	-	-	-	-	-	-	-	-	1	-	1	F102
Fire Battalion Chief	6	-	6	6	-	6	6	-	6	6	-	6	F109
Fire Captain I/II	24	-	24	24	-	24	24	-	24	24	-	24	F104/F107
Fire Marshal	1	-	1	1	-	1	1	-	1	1	-	1	F109
Deputy Fire Marshal	1	-	1	1	-	1	1	-	1	1	-	1	F107
Fire Training Coordinator	2	-	2	2	-	2	2	-	2	2	-	2	F107
Fire Engineer	24	-	24	24	-	24	24	-	24	24	-	24	F103
Cadet/Firefighter/Senior Firefighter	48	-	48	48	-	48	48	-	48	48	-	48	F100/F102
Fire Inspector	1	-	1	1	-	1	1	-	1	1	-	1	F101
Community Risk Reduction Coordinator	-	-	-	-	-	-	1	-	1	1	-	1	F102
Program Support Specialist	2	-	2	2	-	2	1	-	1	1	-	1	M05
Systems & Performance Analyst	1	-	1	-	-	-	-	-	-	-	-	-	-
Total	114	-	114	114	-	114	115	-	115	116	-	116	
Total Public Safety	237	-	237	240	1	240.38	247	1	247.75	258	3	260	

By Department



Public Works & Infrastructure	FY21-22			FY22-23			FY23-24			FY24-25			
Streets	FT	PT	FTE	FT	PT	FTE	FT	PT	FTE	FT	PT	FTE	Grade
Public Works Director	1	-	1	1	-	1	1	-	1	1	-	1	SL301
Public Works Operations Manager	1	-	1	1	-	1	1	-	1	1	-	1	M12
PW Data Operations Analyst	1	-	1	1	-	1	1	-	1	1	-	1	M10
Streets Operations Supervisor	1	-	1	1	-	1	1	-	1	1	-	1	M10
PW Data Operations Specialist	1	-	1	1	-	1	1	-	1	1	-	1	M08
Street Maintenance Field Crew Supervisor	3	-	3	3	-	3	3	-	3	3	-	3	M07
Street Signs Technician	1	-	1	1	-	1	1	-	1	1	-	1	M06
Program Support Specialist (Senior)	1	-	1	2	-	2	2	-	2	2	-	2	M05/M06
Street Maintenance Worker/Senior	9	-	9	9	-	9	9	-	9	9	-	9	M04/M05
Street Signs Worker	1	-	1	1	-	1	1	-	1	1	-	1	M04
Total	20	-	20	21	-	21	21	-	21	21	-	21	
Solid Waste													
Solid Waste Operations Supervisor	1	-	1	1	-	1	1	-	1	1	-	1	M10
Solid Waste Field Crew Supervisor	1	-	1	1	-	1	1	-	1	1	-	1	M07
Solid Waste Equipment Operator	12	-	12	12	-	12	12	-	12	13	-	13	M05
General Maintenance Worker	5	-	5	5	-	5	4	-	4	4	-	4	M04
Public Works Attendant	-	-	-	-	-	-	-	1	0.5	-	1	0.5	M04
Total	19	-	19	19	-	19	18	1	18.5	19	1	20	
Facility Services													
Facilities & Grounds Manager	1	-	1	1	-	1	1	-	1	1	-	1	M11
Facility Services Supervisor	1	-	1	1	-	1	1	-	1	1	-	1	M10
Grounds Maintenance Supervisor	1	-	1	1	-	1	1	-	1	1	-	1	M08
Facility Maintenance Mechanic (Senior)	6	-	6	6	-	6	6	-	6	6	-	6	M06/M07
Total	9	-	9	9	-	9	9	-	9	9	-	9	
Fleet Services													
Fleet Services Supervisor	1	-	1	1	-	1	1	-	1	1	-	1	M10
Fleet Services Manager	-	-	-	1	-	1	1	-	1	1	-	1	M13
Fleet Crew Leader	1	-	1	1	-	1	1	-	1	1	-	1	M07
Fleet Services Mechanic I/Senior	3	-	3	3	-	3	3	-	3	4	-	4	M06/M07
Total	5	-	5	6	-	6	6	-	6	7	-	7	
Total Public Works & Infrastructure	53	-	53	55	-	55	54	1	54.5	56	1	57	

By Department



Parks & Recreation				FY21-22			FY22-23			FY23-24			FY24-25			
Parks, Recreation, & Cultural Resources				FT	PT	FTE	FT	PT	FTE	FT	PT	FTE	FT	PT	FTE	Grade
Parks, Recreation & Cultural Resources Director				1	-	1	1	-	1	1	-	1	1	-	1	SL301
Assistant Parks, Recreation, & Cultural Resources Director				-	-	-	1	-	1	1	-	1	1	-	1	M15
Park Manager				1	-	1	1	-	1	1	-	1	1	-	1	M12
Parks Operations Manager				1	-	1	1	-	1	1	-	1	1	-	1	M12
Parks Planning & Project Manager				1	-	1	1	-	1	1	-	1	1	-	1	M13
Park Project Supervisor (Senior)				-	-	-	-	-	-	-	-	-	1	-	1	M12
PRCR Center Manager (Community, Senior, Cultural Arts)				3	-	3	3	-	3	3	-	3	3	-	3	M11
Parks Operations Supervisor				1	-	1	1	-	1	1	-	1	1	-	1	M10
Special Events Manager				1	-	1	1	-	1	1	-	1	1	-	1	M12
Special Events Specialist				-	-	-	-	-	-	-	-	-	1	-	1	M08
Athletics & Grounds Supervisor				1	-	1	1	-	1	1	-	1	1	-	1	M09
Recreation Program Supervisor				3	-	3	3	-	3	4	-	4	4	-	4	M09
Parks & Greenways Planning Tech				-	1	0.75	1	-	1	1	-	1	1	-	1	M08
Cultural Arts Specialist				1	-	1	1	-	1	1	-	1	1	-	1	M08
Recreation Program Specialist				-	-	-	-	-	-	1	-	1	2	-	2	M08
Executive Assistant				1	-	1	1	-	1	1	-	1	1	-	1	M07
Athletics & Grounds Team Leader				3	-	3	3	-	3	3	-	3	3	-	3	M07
Cultural Arts Marketing & Event Specialist				1	-	1	1	-	1	1	-	1	1	-	1	M07
Parks Operations Team Leader				4	-	4	3	-	3	3	-	3	3	-	3	M07
Parks Attendant Team Leader				-	-	-	1	-	1	1	-	1	1	-	1	M07
Marketing & Programs Coordinator				1	-	1	1	-	1	1	-	1	1	-	1	M07
Volunteer Coordinator				-	-	-	-	-	-	1	-	1	1	-	1	M07
Camp Director				-	-	-	-	-	-	-	2	1.50	-	2	1.50	M07
Recreation Customer Service Specialist				4	4	7	4	4	7	5	4	8	5	4	8	M06
Athletic & Grounds Technician				-	-	-	1	-	1	1	-	1	1	-	1	M05
Parks Operations Worker I/II/Senior				6	-	6	6	-	6	7	-	7	7	-	7	M05/M06
Parks Operations Logistics Specialist				-	-	-	-	-	-	-	-	-	-	1	0.75	M05
Parks Attendant				6	-	6	8	-	8	10	2	11.50	10	2	11.50	M04
Facility Attendant				-	-	-	-	1	0.75	-	1	0.75	-	2	1.50	M04
Athletics & Grounds Worker				5	-	5	5	-	5	5	-	5	6	-	6	M04
Total				45	5	48.75	50	5	53.75	57	9	63.75	61	11	69.25	
Total Parks & Recreation				45	5	49	50	5	54	57	9	63.75	61	11	69	

By Department



Public Utilities	FY21-22			FY22-23			FY23-24			FY24-25			
Electric	FT	PT	FTE	Grade									
Electric Utilities Director	1	-	1	1	-	1	1	-	1	1	-	1	SL302
Assistant Electric Utilities Director	-	-	-	-	-	-	-	-	-	1	-	1	E15
Electric Programs & Tech Coordinator	1	-	1	1	-	1	1	-	1	1	-	1	M07
Program Support Specialist	1	-	1	1	-	1	1	-	1	1	-	1	M05
Electric Line Technician Apprentice/I/II/III/Journey	15	-	15	15	-	15	17	-	17	18	-	18	E6/E8/E9/E10/E11
Utility Locate Technician - Lead	1	-	1	1	-	1	1	-	1	1	-	1	E7
Powerline Right of Way Technician	4	-	4	4	-	4	4	-	4	4	-	4	E7
Utility Locate Technician	3	-	3	3	-	3	3	-	3	3	-	3	E6
Senior Electrical Engineer	1	-	1	1	-	1	1	-	1	1	-	1	E14
Electric Technical Services Manager	-	-	-	1	-	1	1	-	1	1	-	1	E14
Electric Operations Manager	1	-	1	1	-	1	1	-	1	1	-	1	E14
Electric Crew Field Supervisor	4	-	4	4	-	4	4	-	4	4	-	4	E12
Electric Engineering Assistant	2	-	2	2	-	2	2	-	2	2	-	2	E12
Electric Operations Assistant	1	-	1	1	-	1	1	-	1	1	-	1	E12
Electric Technical Services Specialist I/II	2	-	2	2	-	2	2	-	2	2	-	2	E10/E11
Electric Utilities Specialist	1	-	1	1	-	1	1	-	1	1	-	1	E11
Powerline Forester	-	-	-	1	-	1	1	-	1	1	-	1	E11
Powerline Trainee/Arborist	2	-	2	2	-	2	2	-	2	2	-	2	E9/E10
Total	40	-	40	42	-	42	44	-	44	46	-	46	
Water Resources													
Water Resources Director	1	-	1	1	-	1	1	-	1	1	-	1	SL303
Assistant Water Resources Director	-	-	-	-	-	-	1	-	1	1	-	1	M15
Utilities Engineering Manager	1	-	1	1	-	1	-	-	-	1	-	1	M14
Utilities Operations Manager	1	-	1	1	-	1	1	-	1	1	-	1	M13
Utilities Specialist	2	-	2	2	-	2	2	-	2	2	-	2	M11
Utility Engineer Intern	2	-	2	2	-	2	2	-	2	2	-	2	M11
GIS Specialist	1	-	1	1	-	1	1	-	1	1	-	1	M09
Meter Services Supervisor	1	-	1	1	-	1	1	-	1	1	-	1	M09
Meter Technician (Senior)	4	-	4	4	-	4	4	-	4	4	-	4	M05/M06
Program Support (Senior)	2	-	2	2	-	2	2	-	2	2	-	2	M06
Total	15	-	15	15	-	15	15	-	15	16	-	16	
Water Maintenance													
Water Quality Supervisor	1	-	1	1	-	1	1	-	1	1	-	1	M11
Utility Maintenance Supervisor	1	-	1	1	-	1	1	-	1	1	-	1	M10
Water Resources Program Coordinator	1	-	1	1	-	1	1	-	1	1	-	1	M09
Utility Field Crew Supervisor	3	-	3	3	-	3	3	-	3	4	-	4	M09
Heavy Equipment Operator	2	-	2	2	-	2	2	-	2	2	-	2	M07
Utility Maintenance Worker/Senior/Technician	13	-	13	14	-	14	14	-	14	14	-	14	M05/M06
Total	21	-	21	22	-	22	22	-	22	23	-	23	
Sewer Treatment													
WRF Manager	1	-	1	1	-	1	1	-	1	1	-	1	M13
WRF Supervisor	1	-	1	1	-	1	1	-	1	1	-	1	M11
Water Resources Specialist	1	-	1	1	-	1	1	-	1	1	-	1	M11
Laboratory Supervisor	1	-	1	1	-	1	1	-	1	1	-	1	M10
WRF Operator/Mechanic I/II/III/IV	4	-	4	4	-	4	4	-	4	4	-	4	M07/M08/M09
Senior Laboratory Analyst	1	-	1	1	-	1	1	-	1	1	-	1	M07
Total	9	-	9										

By Department



Public Utilities	FY21-22			FY22-23			FY23-24			FY24-25			
Sewer Maintenance	FT	PT	FTE	Grade									
Collections System Supervisor	1	-	1	1	-	1	1	-	1	1	-	1	M10
Pump Maintenance Supervisor	1	-	1	1	-	1	1	-	1	1	-	1	M10
Utility Field Crew Supervisor	1	-	1	1	-	1	2	-	2	2	-	2	M09
Pump Maintenance Mechanic	3	-	3	3	-	3	3	-	3	3	-	3	M07
Grounds Maintenance Team Lead	-	-	-	1	-	1	1	-	1	1	-	1	M06
Utility Maintenance Worker/Senior/Technician	5	-	5	6	-	6	6	-	6	6	-	6	M05/M06
Grounds Maintenance Technician	-	-	-	2	-	2	2	-	2	2	-	2	M04
Total	11	-	11	15	-	15	16	-	16	16	-	16	
Stormwater													
Stormwater Engineering Manager	1	-	1	1	-	1	1	-	1	1	-	1	M14
Stormwater Field Services Supervisor	1	-	1	1	-	1	1	-	1	1	-	1	M12
Stormwater Engineer/Intern Senior	1	-	1	1	-	1	2	-	2	2	-	2	M11//M12/M14
Stormwater Specialist I/II	3	-	3	3	-	3	4	-	4	4	-	4	M09/M10
Stormwater Maintenance Crew Leader	-	-	-	-	-	-	-	-	-	1	-	1	M09
Stormwater Maintenance Worker	-	-	-	-	-	-	-	-	-	1	-	1	M06
Stormwater Utility Coordinator	-	-	-	1	-	1	1	-	1	1	-	1	M09
Total	6	-	6	7	-	7	9	-	9	11	-	11	
Public Utilities Total	62	-	62	68	-	68	71	-	71	75	-	75	

By Fund



Total Funds	FY21-22			FY22-23			FY23-24			FY24-25			
	FT	PT	FTE	FT	PT	FTE	FT	PT	FTE	FT	PT	FTE	
Total General Fund	469	5	473	495	8	500	521	13	530.25	552	19	565	
Total Electric Fund	40	-	40	42	-	42	44	-	44	46	-	46	
Total Water & Sewer Fund	56	-	56	61	-	61	62	-	62	64	-	64	
Total Stormwater Fund	6	-	6	7	-	7	9	-	9	11	-	11	
Total Funds	571	5	575	605	8	610	636	13	645	673	19	686	

Town of Apex, North Carolina
FY 2024 – 2025 Annual Budget

Non - Profit Funding

Entity	Meets Public Purpose & Statutory Authority Test	FY 24-25 Request	Finance Committee Recommendation	24-25 Requested Funding Purpose
Carolina Swims Foundation	Yes (Public Health & Safety / Human Relations)	\$10,000	\$9,275	To Support Carolina Swims Foundation (CSF) targeted water safety education initiatives aimed to reduce residents' risk of drowning. The grant funds would be used for the "Give the Gift of Swim" program providing lessons for underserved children of the Town of Apex. Information regarding classroom water safety lesson materials will delivered by CSF in partnership with 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.
InterAct	Yes (Health & Welfare)	\$3,000	\$3,000	Funding 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)	\$15,000	\$15,000	The SAFEChild Advocacy Center (SAC) 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 increasing capacity that enables SAFEChild to reduce or eliminate the wait list. Apex Police Department has referred over 200 children to the SAC.
Western Wake Crisis Ministries	Yes (Community Development / Low income support)	\$20,000	\$13,275	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)	\$15,900	\$13,275	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.
Note In The Pocket	Possible (Low income support)	\$5,000	\$4,275	Note in the Pocket's (NITP) mission is focused on enhancing a child's educational opportunities and personal confidence by addressing the issue of clothing insecurity. NITP provides children with well-fitting, high quality appropriate clothing for school. In partnership with our school district and social service agencies, students are referred to us; we then provide a 2-week wardrobe specific for the referred individual;
Shield NC	Yes (Public Health & Safety / Human Relations)	\$8,700	\$8,700	Shield NC partners with communities to protect vulnerable individuals from human trafficking through empowerment, prevention, and advocacy. Requested funding will be used to support monthly community outreach and specialized/ customized human trafficking training for businesses based on their potential exposure to human trafficking and relevant signs. This includes training, handout and material design and printing, and empowerment packets for all participants (will include literature, Red Flag retractable scroll pens, car magnets, hotline number stickers, whistle keychains, tote bags and shirts)
White Oak Foundation	Yes (Senior Programs / Transit)	\$10,000	\$10,000	The requested funding will be used for motor fuel & maintenance, kitchen supplies, and sanitation supplies in support of Food Pantry Distribution, Senior Citizen, and Child Enrichment Programs. Food Pantry Distribution: drivers to pick up and deliver food 7 days/week from 15 area business locations; Child Enrichment: provide transportation to and from the White Oak campus and field trips; Senior Program: 2 meals provided (1 consumed on site, 1 taken home) and transportation provided upon request.
Total		\$88,800	\$78,000	

Glossary



Glossary

Accrual Basis of Accounting (or Full Accrual): An 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: The process of paying the principal amount of a debt issue through periodic payments. Amortization payments include interest and any payment on the 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 are intended to be used by the Town for specific purposes but do not meet the criteria to be classified as restricted or committed.

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 (GAAP). Audits are conducted annually in accordance with State law.

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

Balanced Budget: A budget with planned expenditures equaling anticipated revenues. North Carolina state law requires municipalities to adopt a balanced operating budget.

Base Budget: The resources necessary to meet the established and existing service level.

Basis of Accounting: An 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: A process of comparing process and performance metrics with similar organizations (e.g., peer municipalities) and identifying best practices of the "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. The Town may issue an obligation as a method of borrowing large amounts of resources for capital projects. Bonds are issued for fixed terms and have fixed interest rates.

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



Bonds Authorized and Unissued: Bonds that have been legally authorized but not issued. These bonds may be issued and sold by the Town Council following public meetings and approval from the Local Government Commission (LGC).

Bond Rating: A grade indicating a governmental unit's investment qualities or creditworthiness. A higher bond rating typically implies less risk for investors to assume, which often results in a lower interest rate and cost for financing the governmental unit's capital projects.

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 the upcoming fiscal year by 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.

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.

Budget Calendar: The schedule of key dates that Town departments follow to prepare, adopt, and administer the budget.

Budget Message: A written overview of the proposed budget from the Town Manager to the Mayor, Town Council, and 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.

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, expected financing source(s), and impact on future annual operating budgets.

Capital Outlay: An 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 continuing financial commitment in the form of operating costs.

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

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: A fund that permits the Town 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 expenses in the period 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 (CD): 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.

Computer-aided Dispatch (CAD): A computerized method of dispatching emergency services, couriers, field service technicians, and mass transit vehicles. This system assists 911 operators to prioritize and record incident calls.

Consumer Price Index (CPI): A way to measure inflation by measuring the average prices of certain goods and observing how this average price changes over time.

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, which is responsible for overall management of a major governmental function.

Depreciation: The process of estimating and recording the lost usefulness, expired useful life, or reduced 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: The 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 the unit cost.

Encumbrance: A financial commitment of appropriated funds for a service, contract, or good that has not yet been delivered but will be delivered by a specified time, usually the end of the fiscal year.

Enterprise Fund: A type of fund used in governmental accounting to account for activities that are supported primarily with user fees or charges and operated using business principles. The Town of Apex has three Enterprise Funds: Electric, Water & Sewer, and Stormwater.

Estimated Revenue: The amount of projected revenue, or income, 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 Taxes 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: A financial plan outlining the general goals and acceptable procedures for managing the Town's financial resources.

Fiscal Year (FY): A one-year period used for recording financial transactions, financial planning, and budgeting. In North Carolina, a municipal government fiscal year begins July 1 and ends June 30.

Fixed Asset: A long-term tangible property that is not expected to be consumed or converted into cash in less than 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 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.

Full-time Equivalent (FTE): A unit of measurement that 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.

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, and cultural activities.

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

Fund Balance: The amount of assets in excess of the liabilities or appropriations for expenditures. Fund balance is also known as surplus funds. North Carolina General Statutes (N.C.G.S.) 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.

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."

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



General Ledger: A file that lists various accounts necessary to reflect the Town's financial position.

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 Obligation (GO) Bond: A bond issued by a government that is backed by the full faith and credit of the government's taxing authority.

Goal: A statement of broad direction, purpose, or intent based on the community's needs. 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: A fund type that accounts for the financing of goods or services provided by one department or agency to other departments or agencies of the same government 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 with payments spread over time and the purchased equipment serving 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 1,000 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 an organization's or 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 of North Carolina'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 benchmarking or the 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 and analysis 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 (input used per unit of output) and effectiveness (outcome quality) measures into a single factor.

Program: An organized set of related work activities that are directed towards 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, such as property taxes, user fees, beginning fund balance, and working capital, that can be used to fund expenditures.

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: A tax based on the consumption of goods and services that the State collects for local governments and distributes to local governments 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 total amount of funds a local government may collect on a tax rate, which is equal to the tax rate per one-hundred dollars valuation 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 (funds for a service, contract, or good that has not yet been delivered). 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/Indicator: A performance measure identifying how much or how many products or services were produced.



Common Acronyms

ABC	Alcohol Beverage Control	FTE	Full-time Equivalent
ACFR	Annual Comprehensive Financial Report	FY	Fiscal Year
ACR	Annual Contribution Rate	GAAP	Generally Accepted Accounting Principles
ADA	Americans with Disabilities Act	GASB	Government Accounting Standards Board
AFIR	Annual Financial Information Report	GF	General Fund
AMI	Advanced Metering Infrastructure	GFOA	Government Finance Officers Association
APA	American Planning Association	GIS	Geographic Information Systems
ASAP	Apex Sustainability Action Plan	GO Bond	General Obligation Bond
BPM	Budget & Performance Management	GS	General Statutes
CAD	Computer-Aided Dispatch	NCCMT	North Carolina Capital Management Trust
CALEA	Commission on Accreditation for Law Enforcement Agencies	NCEMPA	North Carolina Eastern Municipal Power Agency
CAP	Customer Assistance Program	N.C.G.S.	North Carolina General Statutes
CAPA	Citizens Assisting Police in Apex	NCLEAP	North Carolina Law Enforcement Assistance Program
CATV	Community Antenna Television	NCLM	North Carolina League of Municipalities
CD	Certificate of Deposit	NPDES	National Pollution Discharge Elimination System
CDBG	Community Development Block Grant	HB	House Bill (North Carolina)
CDNC	Community Development and Neighborhood Connections	HVAC	Heating, Ventilation, and Air Conditioning
CIP	Capital Improvement Plan	IACP	International Association of Chiefs of Police
CIPP	Certified Information Privacy Professional	ICMA	International City/County Management Association
CLM	Contract Lifecycle Management	IoT	Internet of Things
CO	Certificate of Occupancy	IP	Installment Purchase
COP	Certificate of Participation	IT	Information Technology
COVID-19	Coronavirus Disease	JMBCC	John M. Brown Community Center
CPI	Consumer Price Index	LAPP	Locally Administered Projects Program
CPO	Community Policing Officer	LCRR	Lead and Copper Rule Revisions
CRM	Customer Relationship Management	LED	Light Emitting Diode
CSF	Carolina Swims Foundation	LEO	Law Enforcement Officer
CY	Cubic Yard	LGBFCA	Local Government Budget and Fiscal Control Act
CZC	Certificate of Zoning Compliance	LGC	Local Government Commission
DCOH	Days Cash on Hand	LSE	Limited Service Employee
DEI	Diversity, Equity, & Inclusion	LWCF	Land and Water Conservation Fund
DFD	Downtown Festival District	MDT	Mobile Data Terminal
DV	Domestic Violence	MGD	Millions of Gallons per Day
EEO	Equal Employment Opportunity	MSA	Metropolitan Statistical Area
EMS	Emergency Management Services	MVA	Mega Volt Amp
EO	Executive Order	MWBE	Minority and Woman-Owned Business Enterprises
EPA	Environmental Protection Agency		
ERP	Enterprise Resource Planning		
ERU	Equivalent Residential Unit		
ETJ	Extra Territorial Jurisdiction		
EV	Electric Vehicle		
FICA	Federal Insurance Contributions Act		
FEMA	Federal Emergency Management Administration		
FT	Full-time		



N/A	Not Applicable
NC	North Carolina
NCCMA	North Carolina City/County Management Association
NCCMT	North Carolina Capital Management Trust
NCDEQ	North Carolina Department of Environment Quality
NCDMV	North Carolina Division of Motor Vehicles
NCDOT	North Carolina Department of Transportation
NCDWQ	North Carolina Division of Water Quality
NCGA	North Carolina General Assembly
NC-LEAP	North Carolina Law Enforcement Assistance Program
NCLM	North Carolina League of Municipalities
NFPA	National Fire Protection Agency
NITP	Note in the Pocket
NPV	Net Present Value
OPEB	Other Post-Employment Benefits
OSHA	Occupational Safety and Health Act
OTPM	On-time Preventative Maintenance
PD	Police Department
PIL	Payment in Lieu
PO	Purchase Order
PIO	Public Information Officer
PRCR	Parks, Recreation, & Cultural Resources

PSS	Public Safety Station
PT	Part-time
PW	Public Works
RCA	Resources Conservation Act
RDU	Raleigh-Durham International Airport
RFP	Request for Proposals
RMS	Record Management System
SAC	SAFEchild Advocacy Center
SCADA	Supervisory Control and Data Acquisition
SCBA	Self-contained Breathing Apparatus
SCM	Stormwater Control Measure
SF	Square Foot/Feet
SOP	Standard Operating Procedure
SRO	School Resource Officer
TIA	Traffic Impact Analysis
TIF	Tax Increment Financing
TIP	Transportation Improvement Program
TO	Track Out
TP	Transportation Plan
UG	Underground
UDO	Unified Development Ordinance
WCPSS	Wake County Public School System
WS	Water Sewer
WWCM	Western Wake Crisis Ministry
WWRWRF	Western Wake Regional Water Reclamation Facility
YTD	Year-to-date





CAPITAL IMPROVEMENT PLAN

*Fiscal Years
2025-2029*



APEX
NORTH CAROLINA

Table of Contents

Section 1: Overview of the Capital Improvement Plan	1
Relationship to the Annual Operating Budget.....	1
CIP Structure.....	2
Capital Improvement Funding.....	2
The CIP Process	3
Resident Budget Priorities Survey.....	5
CIP Practices.....	8
Planning By Fund	9
Section 2: General Fund	10
Transportation Element Projects	11
Parks, Recreation, & Cultural Resources Element Projects.....	18
Public Safety Element Projects	22
Public Facilities Element Projects.....	25
Public Works & Environmental Services Element Projects.....	29
General Fund Summary.....	32
Section 3: CIP Financial Impact Analysis on General Fund	34
Projections and Estimates	34
Debt Ratios.....	34
Tax Rate Analysis.....	37
Section 4: Electric Utility Fund	40
Electric Utility Element Projects.....	41
Electric Utility Fund Summary.....	44
Section 5: Water & Sewer Utility Fund	45
Water & Sewer Element Projects.....	46
Water & Sewer Utility Fund Summary.....	51
Section 6: Stormwater Utility Fund	52
Stormwater Element Projects.....	53
Stormwater Utility Fund Summary.....	55
Section 7: General Fund Project Funding Detail	56

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, Recreation, Greenways and Open Space 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, and 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 considers the long-term priorities and direction set by Town Council and submits formal requests through the CIP process. A formal request includes the project description, how the project aligns with established goals, estimated project cost, and estimated recurring costs associated with the 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 to repair, replace, and acquire 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 project coordination, evaluation, and planning 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. Analyzes capital needs systematically and comprehensively to increase the probability of making rational budgetary judgments because improvements are identified, prioritized, and matched to the Town's projected fiscal resources.

Relationship to the Annual Operating Budget

Some CIP projects are funded through annual operating funds, such as the General Fund, Electric Fund, Water & Sewer Fund, and Stormwater Fund. In these cases, the CIP and the Annual Operating Budget are directly linked as CIP projects are authorized when the Annual Operating Budget is adopted. 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 due to ongoing staff and other operating costs.



CIP Structure

To group similar projects, the CIP is organized into eight functional categories or elements:

- **Transportation Element** funds new roadway construction; existing roadway, sidewalk, bicycle, and pedestrian improvements; transit projects; and railroad crossing improvements. This element supports the Advance Apex: The 2045 Transportation Plan, Bike Apex, and the Downtown Master Plan and Parking Study.
- **Parks, Recreation, and Cultural Resources Element** funds new park and greenway facilities land acquisition, park and recreation amenities construction, and current facilities major maintenance. This element supports the Parks, Recreation, Greenways, and Open Space Master Plan.
- **Public Safety Element** funds capital equipment acquisition to support the operations of the Town's three public safety departments (Fire, Police, and Emergency Communications). Public safety facilities are considered in the public facilities element.
- **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.
- **Public Works and Environmental Services Element** funds projects to manage the collection and disposal of solid waste and to maintain streets. These projects include structural improvements and major maintenance of this infrastructure. They also include equipment needed to manage solid waste collection and maintain Town streets.
- **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.
- **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 infrastructure maintenance, and the equipment necessary to maintain the system.
- **Stormwater Utility Element** funds stormwater infrastructure construction and improvements to manage and mitigate the effects of stormwater runoff. This element also funds vehicle additions and replacements necessary to maintain and repair stormwater infrastructure.

Capital Improvement Funding

The Town of Apex's capital improvements are funded by various sources that are broadly categorized as cash or debt financing. For debt financing, the Town uses several types of mechanisms, including general obligation bonds, revenue bonds, and traditional lease-purchase or installment financing. The selection of these mechanisms depends on the level of funding, term of the need, and current debt market conditions. General obligation bonds are approved by voters and backed by the Town's taxing authority while revenue bonds pledge the revenue generated by specific enterprise (water, sewer, stormwater, and/or electric) charges.

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 funding sources, such as State revenue from the Powell Bill and Town recreation fees, 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 PAYGO funds for the CIP include:

- **General Fund Revenue** is generated in large part by ad valorem (property) taxes along with sales taxes, intergovernmental revenues from the State and County, development permits and fees, waste collection fees, recreation participation and facility user fees, and other similar revenues. Compared to other funding sources, General Fund resources are a flexible revenue source without restrictions on their use. These revenues fund Town operations

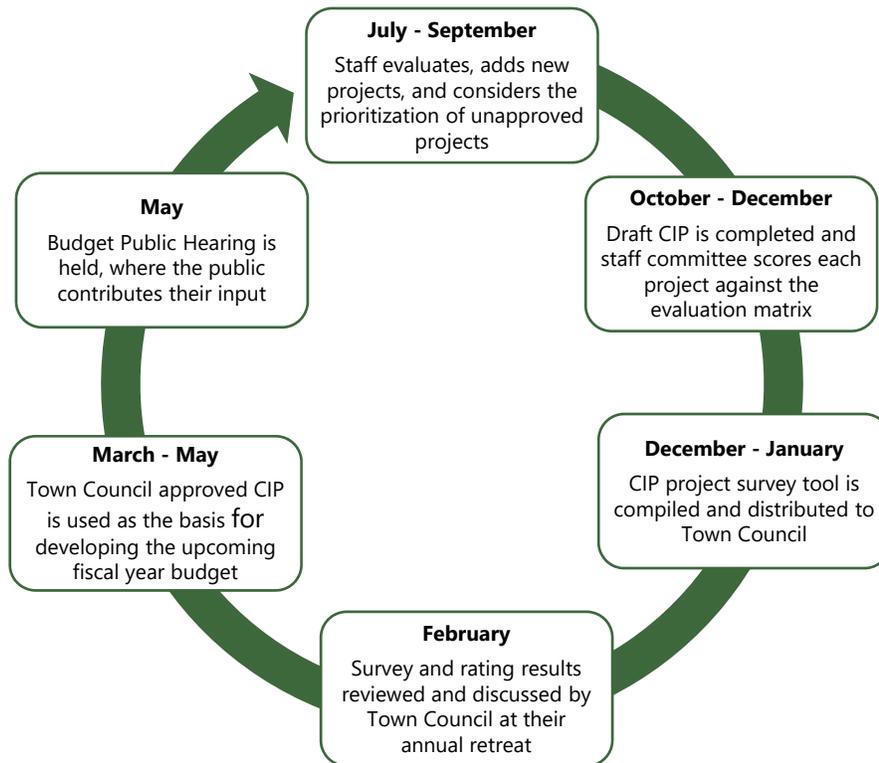


and may fund capital projects, such as transportation system improvements, park additions and renovations, public safety vehicles and equipment, facility improvements, and other similar projects.

- **Enterprise Fund Fees** are user fees collected as part of the operation of the Town’s enterprise funds, which include the Water & Sewer Fund, Stormwater Fund, and Electric Fund. The Town invests a portion of this revenue into corresponding capital enterprise projects. For instance, the Electric Fund pays for projects related to the electric system, not for projects related to water, sewer, stormwater, or the General Fund.
- **Water & Sewer Capital Reimbursement 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 can only be used for capital improvements to the water and sewer systems or to fund the debt service for these system improvements.
- **Subdivision Fee-in-Lieu of Dedication** are charged, based on a Town Council-approved Development Fee Schedule, to developers of land within the Town of Apex and its Extraterritorial Jurisdiction (ETJ). This revenue may only be used for park and recreation system expansion and improvements or to fund related debt service.
- **Capital Reserves** may include unspent budgeted amounts for completed capital projects in prior years that are now available to fund future projects. Capital reserves may build up when the Town collects revenue in excess of the amount budgeted for the 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. Following an evaluation of current projects and needs, new projects are proposed to the 5-year plan.



For each project, staff in the requesting department complete a CIP project request form and compile supporting documentation by mid-October of each year. After new project requests are submitted, a selection of senior staff from various departments uses an evaluation matrix to score the pre-existing and newly-requested projects across the following eight categories.



Staff Evaluation Categories

Public Health and Safety

- Prevents or corrects an imminent or potential health or safety hazard that is significant
- Improves the community's feeling of safety

Legal Mandate

- Mandated by State and/or Federal Law, Town Council, legal settlement, and/or contractual obligation or regulation
- Corrects a violation of Town or State code that would result in fines

Business Plan and Existing Project

- Prioritized in existing Business Plan or required to complete an existing project

Deferred Maintenance or Existing Infrastructure and Facilities

- Major infrastructure repair consequences will result if not done
- Major/minor financial, physical, or personnel consequence will result if not done

Economic Development

- Increases Town revenues or community wealth (jobs, cultural attractions, business retention, etc.) significantly
- Expands infrastructure to accommodate planned increase in capacity

Funding and Budget Impact

- Reduces operating costs immediately and significantly or will generate significant revenue to offset operating costs
- Project costs covered by non-Town funding sources or has dedicated funding sources other than General Fund

Governmental Services

- Essential to maintain the Town's current level of service for a core function to the public
- Improves the Town's systems or facilities to enhance service delivery, productivity, or public access to information

Extent of Primary Service Area

- Serves the entire Town or is primarily the interest of a specific population

To prepare for the Town Council Annual Retreat in February, the Mayor and Town Council Members complete a survey to rank the General Fund projects. This ranking excludes projects that are necessary for operations, such as leaf truck and public safety radio replacements. While the staff scores focus on technical factors, the Mayor and Town Council rank the projects while considering the Town Council's five strategic goals:

A Welcoming Community	High Performing Government	Environmental Leadership	Responsible Development	Economic Vitality
				
Create a safe and welcoming environment fostering community connections and high-quality recreational and cultural experiences supporting a sense of belonging.	Deliver exceptional service valuing an engaged workforce with an emphasis on efficiency, collaboration, innovation, and inclusion.	Commit to sustaining natural resources and environmental well-being.	Encourage equitable and sustainable development that provides accessibility and connectivity throughout the community.	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.

In addition to the average Council ranking, the level of agreement between rankings (or standard deviation) is also analyzed. Projects are assigned quartiles based on their average Council ranking and level of agreement. This quartile system highlights projects where the Town Council agrees on ranking (high or low) and supports further discussion on projects that have higher than average disagreement.

<p>1. Above Average Ranking, Above Average Agreement</p> <ul style="list-style-type: none"> - GoApex Transit Program - Salem Street Downtown Streetscape and Resurfacing - Safe Routes to School - Olive Chapel Road Improvements - Vision Zero - Intersection Upgrades - Hunter Street Park Renovation - Station 3 Renovations - Yard Waste Transfer Station 	<p>2. Above Average Ranking, Below Average Agreement</p> <ul style="list-style-type: none"> - South Salem Street Bicycle Connection - Tingen Road Pedestrian Bridge - Reedy Branch Greenway - Jessie Drive Phase II - KidsTowne Playground Renovation (+1)
<p>3. Below Average Ranking, Below Average Agreement</p> <ul style="list-style-type: none"> - Davis Drive at Salem Church Road Realignment - Apex Peakway Southeast Connector - Environmental Education Center - Beaver Creek Greenway Extension - Jaycee Park Expansion - Middle Creek Greenway - Fire Administration Building - Repurpose Depot Parking Lot 	<p>4. Below Average Ranking, Above Average Agreement</p> <ul style="list-style-type: none"> - Big Branch Greenway - Seymour Athletic Fields/Nature Park Maintenance & Operations Building - Apex Community Park Parking Lot Expansion - Community Park Renovations - Seymour Athletic Fields/Nature Park Parking Lot Expansion - Seymour Athletic Fields Renovation

The table above reflects the project distribution based on Town Council’s input. Quartile 1, the green block, contains projects that are considered the highest relative priority by Town Council because they have above average rankings and general agreement. Quartile 4, the red block, represents projects with below average rankings and general agreement. Quartiles 2 and 3, the yellow and orange blocks, represent the middle ground where there is more disagreement and typically more Town Council discussions. During this year’s budget retreat, Town Council requested that the KidsTowne Playground Renovations be moved to a higher quartile based on their discussions, and this is indicated with (+1) after this project was moved from Quartile 3 to Quartile 2 on the table above.

Following Town Council’s input, the CIP informs the Town’s budgeting and financial forecasts for the coming fiscal year. Before Town Council approves the CIP, public input is solicited through two public hearings held during the budget process and the annual Resident Budget Priorities Survey.

Resident Budget Priorities Survey

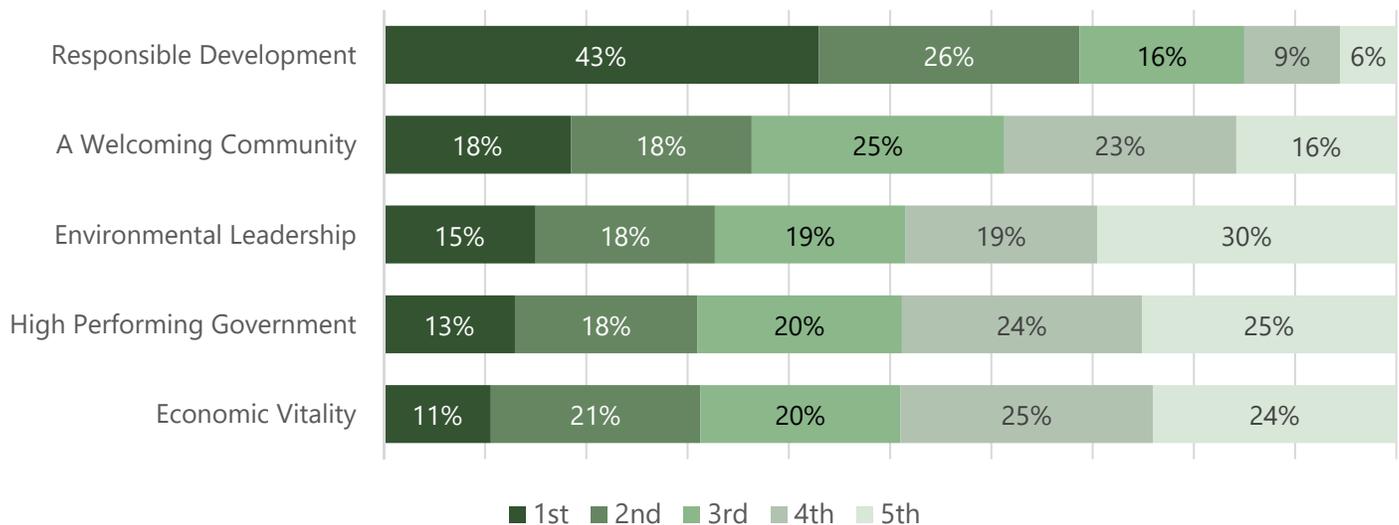
The Town of Apex’s Resident Budget Priorities Survey invites the community to share their input on budgetary decisions. For Fiscal Year (FY) 25, the online survey was redesigned to align with the Town’s strategic goals. Consequently, the broad categories from the FY24 survey were combined, divided, and added to during this transformation as different topics within each FY24 category apply to different strategic goals. The following table compares the FY25 and FY24 rankings:



FY25 RANKING	FY24 RANKING
1st Responsible Development	- Transportation & Infrastructure (1 st) - Housing Affordability (7 th)
2nd A Welcoming Community	- Public Safety (2 nd) - Recreation & Cultural Opportunities (3 rd) - Vibrant & Accessible Downtown (4 th)
3rd Environmental Leadership	- Environmental Sustainability (5 th)
4th High Performing Government	- N/A
5th Economic Vitality	- Transportation & Infrastructure (1 st) - Vibrant & Accessible Downtown (4 th) - Economic Stability & Growth (6 th)

For the FY25 survey, community members were given a summary of the Town’s five strategic goals and were then asked to rank these five strategic goals from 1st to 5th. In the table below, the darkest shade of green represents community members’ highest ranked strategic goal, and the lightest shade of green represents community members’ lowest ranked strategic goal.

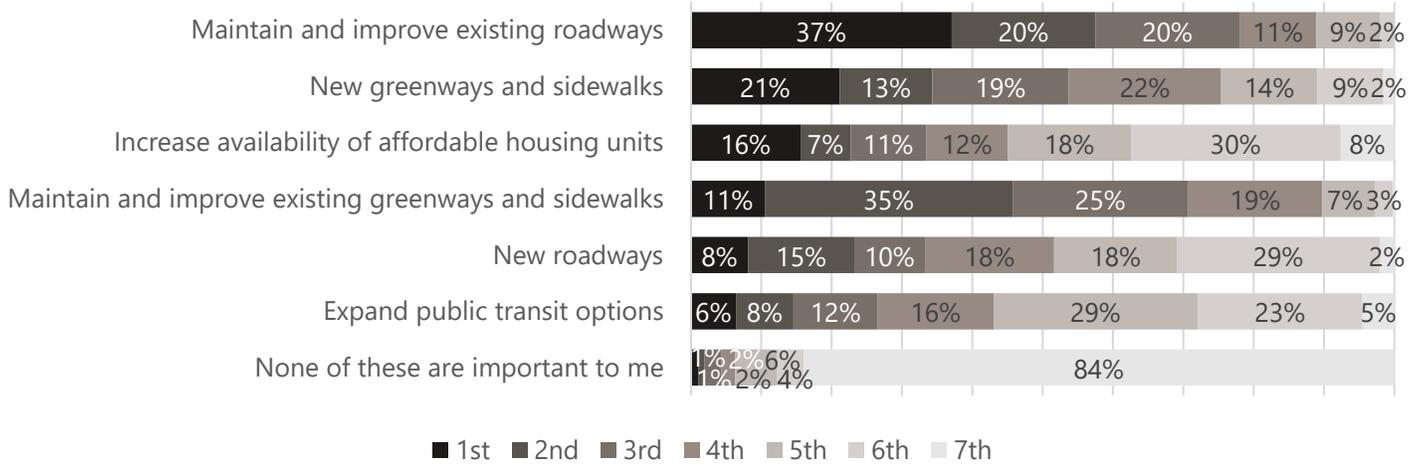
STRATEGIC GOALS RANKING



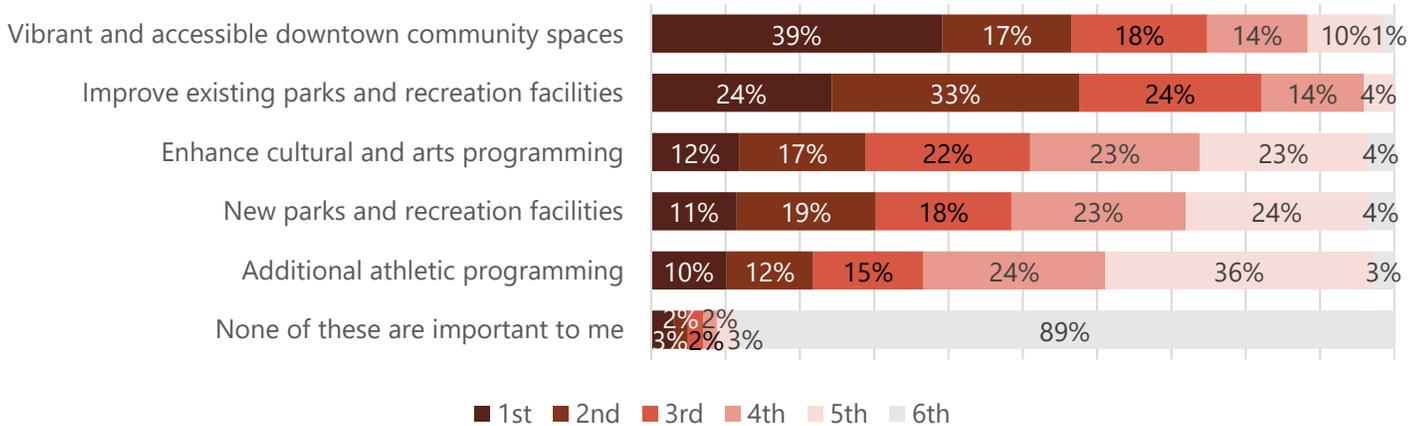
The next section of the survey asked community members to rank focus areas under each strategic goal as 1st, 2nd, 3rd, etc. By moving these focus areas into their preferred order, community members indicated which items within the broader goals they feel are most and least important to fund. All focus areas were required to be ranked, but community members could indicate that none of the focus areas listed are important to them. In the end, the vast majority of community members (at least 80%) chose “None of these are important to me” as their lowest ranked focus area under each strategic goal which indicates that all focus areas listed had some significance to them. The following is a breakdown of the results within each strategic goal:



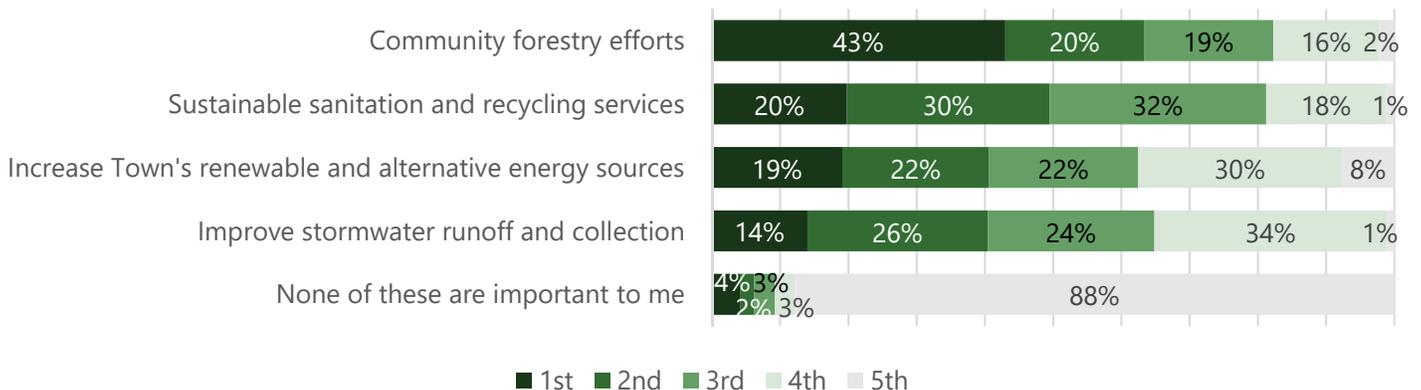
RESPONSIBLE DEVELOPMENT RANKING



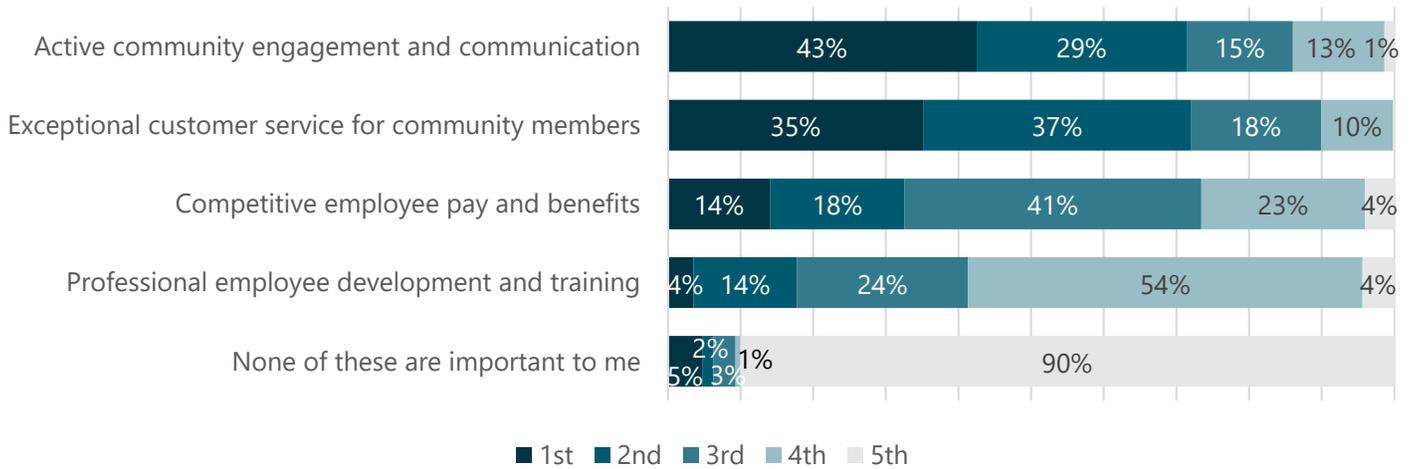
A WELCOMING COMMUNITY RANKING



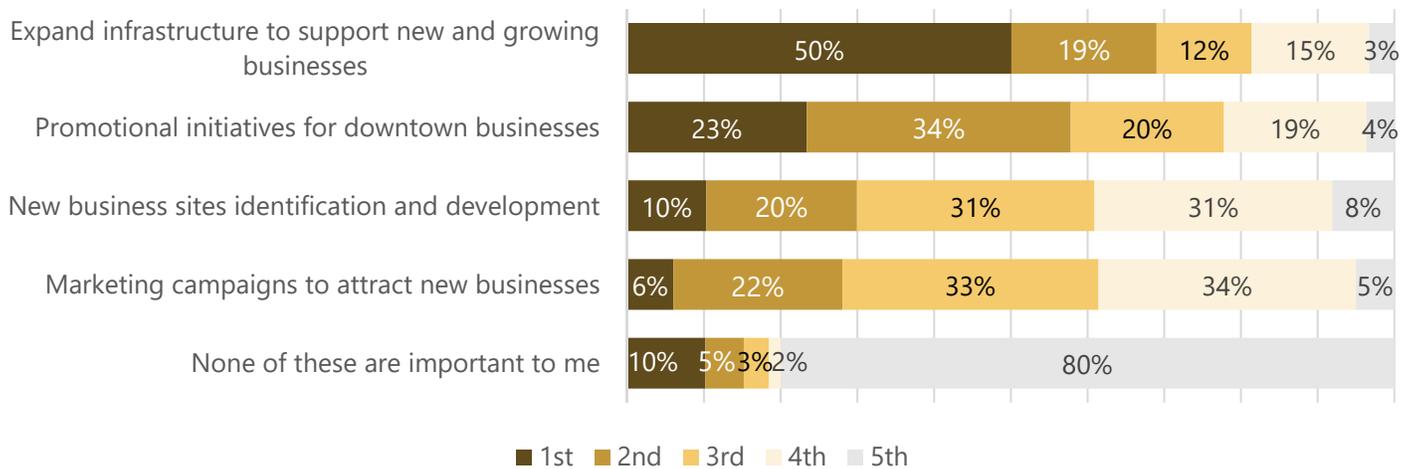
ENVIRONMENTAL LEADERSHIP RANKING



HIGH PERFORMING GOVERNMENT RANKING



ECONOMIC VITALITY RANKING



The Town’s goal for the Resident Budget Priorities Survey is to gather input from more community members than is typically reached during the two annual budget hearings. With 633 survey responses, the Town has gained a more comprehensive picture of what is important to the community, and this knowledge will help the Mayor and Town Council ensure Town actions are aligned with residents’ needs and preferences in the coming fiscal year.

CIP Practices

To ensure consistency and accuracy, Town staff use the following practices during the CIP process:

- **Long-Range Cost Estimates** allow staff to use the upcoming fiscal year as the base and apply cost escalators to more accurately estimate future construction costs. Staff apply the escalator to new construction and significant building rehabilitations. In some elements, such as public utilities and transportation, staff apply other escalators developed for those specific service areas.



- **Project Closing** occurs when the project’s approved scope of work is complete. Staff review project statuses periodically to identify finished projects that can be closed. If a finished project’s budget is not fully spent, generally, the project’s budget is closed, and the remaining balance may be allocated to future projects.
- **Future Years** indicates projects beyond the proposed CIP’s five-year timeframe. To ensure the Town’s needs are prioritized during this timeframe, staff review and analyze the business case supporting each project and considers whether it is ready to move forward. However, the Town may identify a future need on the horizon that has not yet undergone a detailed analysis, options consideration, or design. These projects include facilities, capital maintenance, and business systems that will be needed in the future but are 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. After individual project descriptions, a summary table shows 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, Stormwater, 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 table at the start of each element below shows each project submitted during this year's CIP process and its estimated cost in each fiscal year of the plan. Section 12 of this document provides the proposed funding source for each project.

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 Element

Capital Project Types: construction and improvement of roadway, sidewalk, bicycle, and pedestrian infrastructure in addition to the Town's public transportation program

Plan Alignment: Peak Plan 2030: The Apex Comprehensive Plan, Advance Apex: The 2045 Transportation Plan, Vision Zero Action Plan, Bike Apex, and the Downtown Master Plan and Parking Study



Parks, Recreation and Cultural Resources Element

Capital Project Types: construction, improvement, and major maintenance of the Town's parks, greenways, recreation facilities, and cultural resources

Plan Alignment: Peak Plan 2030: The Apex Comprehensive Plan; Parks, Recreation, Greenways, and Open Space Master Plan; and Bike Apex



Public Safety Element

Capital Project Types: capital equipment supporting the Town's Fire, Police, and Emergency Communications Departments and their operations (Please reference the Public Facilities Element for public safety facility projects.)

Plan Alignment: Peak Plan 2030: The Apex Comprehensive Plan



Public Facilities Element

Capital Project Types: construction and major maintenance of general government and public safety facilities and infrastructure and improvements to communications and technology infrastructure

Plan Alignment: Peak Plan 2030: The Apex Comprehensive Plan



Public Works & Environmental Services Element

Capital Project Types: structural improvements and major maintenance of the infrastructure needed to manage solid waste collection and disposal and to maintain streets in addition to the equipment needed to support these operations

Plan Alignment: Peak Plan 2030: The Apex Comprehensive Plan





Transportation Element Projects

Transportation	FY24-25	FY25-26	FY26-27	FY27-28	FY28-29	Future Years	Total Capital Cost
Annual Pavement Management	4,000,000	3,625,000	3,750,000	3,875,000	4,000,000	4,125,000	23,375,000
Annual Miscellaneous Road & Sidewalk Improvements	450,000	300,000	300,000	300,000	300,000	300,000	1,950,000
Annual GoApex Transit Improvements	200,000	200,000	200,000	200,000	200,000	200,000	1,200,000
Apex Peakway North Widening	900,000	1,200,000	3,650,000	-	-	-	5,750,000
Center Street Railroad Crossing Improvements	150,000	50,000	800,000	-	-	-	1,000,000
Chatham Street Railroad Crossing Improvements	150,000	50,000	800,000	-	-	-	1,000,000
Felton Grove High School Improvements Cost Share	300,000	-	-	-	-	-	300,000
GoApex Transit Program	100,000	690,000	-	-	-	-	790,000
Jessie Drive Phase 1	1,500,000	4,350,000	-	-	-	-	5,850,000
Old US 1 at Friendship Road Improvements Cost Share	200,000	-	-	-	-	-	200,000
Olive Chapel Rd at Apex Barbecue Road Improvements	450,000	550,000	1,800,000	-	-	-	2,800,000
Safe Routes to School	5,000,000	1,642,330	1,207,160	1,245,220	1,074,710	994,800	11,164,220
South Salem Street Bicycle Connection	740,000	890,000	2,970,000	-	-	-	4,600,000
Technology Drive Enhancements Cost Share (HL-0007)	300,000	-	-	-	-	-	300,000
Vision Zero - Intersection Upgrades	150,000	850,000	850,000	850,000	850,000	850,000	4,400,000
Wayfinding Signage Fabrication & Installation	400,000	500,000	500,000	-	-	-	1,400,000
West Williams Street Sidewalk	150,000	50,000	750,000	-	-	-	950,000
Apex Peakway Southwest Landscaping	-	75,000	250,000	-	-	-	325,000
GPS Emergency Vehicle Preemption	-	205,000	220,000	235,000	-	-	660,000
Jones Street Improvements	-	300,000	-	-	-	-	300,000
Pavement Management Backlog	-	5,000,000	-	-	-	-	5,000,000
S-line Mobility Hub	-	460,000	-	-	-	-	460,000
Salem Street Downtown Streetscape, Gathering Space, & Alleys	-	2,350,000	2,765,000	2,430,000	-	-	7,545,000
Center Street and Chatham Street Sidewalk Phase 2	-	-	260,000	205,000	1,300,000	-	1,765,000
Jessie Drive Phase 2	-	-	2,330,000	3,000,000	-	9,300,000	14,630,000
Davis Drive at Salem Church Road Realignment	-	-	-	800,000	2,700,000	3,500,000	7,000,000
Tingen Road Pedestrian Bridge	-	-	-	4,000,000	-	-	4,000,000
Traffic Signal System Partnership	-	-	-	180,000	160,000	2,200,000	2,540,000
Vision Zero – Bike & Pedestrian	-	-	-	600,000	400,000	2,000,000	3,000,000
NC 55 Sidewalk & Enhancement Cost Share (U-2901)	-	-	-	-	2,000,000	-	2,000,000
US 64 Sidewalk & Enhancement Cost Share (U-5301)	-	-	-	-	2,000,000	-	2,000,000
Apex Peakway Southeast Connector	-	-	-	-	-	27,320,700	27,320,700
Element Total	\$15,140,000	\$23,337,330	\$23,402,160	\$17,920,220	\$14,984,710	\$50,790,500	\$145,574,920





Continuous Projects

Annual Pavement Management

\$3,625,000+
Annually

The Town is responsible for maintaining 240 miles of municipal streets with an annual resurfacing contract providing for most pavement maintenance needs. Street mileage is growing annually with ongoing development. A recent survey of our streets revealed that deferred maintenance needs to be addressed. This ongoing program focuses on deficiencies in pavement condition throughout Apex and addresses issues, such as potholes, alligator cracking, and rutting, to provide a safe and reliable transportation system. This program also includes lower cost pavement preservation tools to extend pavement life cycle and reduce long term resurfacing costs while ensuring curb ramps on all resurfacing projects comply with state and federal mandates. Powell Bill funding is allocated from the State for road maintenance, but current and future resurfacing costs continue to exceed Powell Bill allocations, requiring General Fund revenues to be allocated.

Annual Miscellaneous Road & Sidewalk Improvements

\$300,000+
Annually

This ongoing program addresses various deficiencies throughout Apex’s municipal street system with accessible ramps and crosswalks, sidewalk maintenance, short sidewalks gap connections, traffic control and warning device upgrades, and other related requests to provide a safe and accessible transportation system for all users.

Annual GoApex Transit Improvements

\$200,000
Annually

This annual allocation enhances bus stop amenities (shelters, benches, trash cans, bike racks, lighting, signage, informational materials, etc.) and improves 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.

FY24-25

Apex Peakway North Widening

(Center Street to Old Raleigh Road)

\$5,750,000
Three-year Total

This project widens the existing Apex Peakway from a two-lane median-divided road to a four-lane median-divided road. Peak hour traffic exceeds the existing roadway’s capacity, so this widening will reduce queue lengths and delays. Without it, the road will continue to cause longer delays, make access difficult for commuters and emergency vehicles, cause more drivers to divert to other local routes, and increase congestion elsewhere.

Center Street Railroad Crossing Improvements

\$1,000,000
Three-year Total

This project improves and expands the crossing surface to accommodate sidewalks crossing along both sides of Center Street. With this project, sidewalk will cross the railroad tracks on the south side of Center Street and extend from the Depot frontage to Elm Street. The project upgrades four-quadrant gates and the associated railroad equipment, and these safety enhancements could create a potential quiet zone at this crossing.

Chatham Street Railroad Crossing Improvements

\$1,000,000
Three-year Total

This project improves and expands the crossing surface to accommodate sidewalks crossing along both sides of Chatham Street. With this project, sidewalk will extend along the north side of Chatham Street to the east corner of Elm Street with a crosswalk to the south side of Chatham Street where sidewalk connects today. The project upgrades four-quadrant gates and the associated railroad equipment, and these safety enhancements could create a potential quiet zone at this crossing.





Felton Grove High School Improvements Cost Share

\$300,000

This project contributes funds toward intersection improvements for the proposed Felton Grove High School (2025 anticipated opening) that would not otherwise be constructed because they are beyond the required improvements for Wake County Public School System (WCPSS). Without this project, potential capacity and safety issues would exist at multiple access points to the school. Funding is being prioritized at this time due to an agreement with WCPSS and to ensure the expected 2025 payment is funded.

GoApex Transit Program

\$790,000

Two-year Total

This project improves GoApex Route 1 and expands local public transportation services to offer a second route, GoApex Route 2. The first local transit route, GoApex Route 1, began operating in 2022. After several years of operating, ridership will be quantified, and priority locations for shelters and other enhancements for GoApex Route 1 will be identified.

Jessie Drive Phase 1

\$5,850,000

Two-year Total

This project upgrades an existing section of Jessie Drive from west of Ten Ten Road to the Horton Park development boundary using half of a 4-lane divided roadway with 10' side path on both sides and increasing to the ultimate 4-lane width in advance of Ten Ten Road. The Horton Park development will extend Jessie Drive west to the future Production Drive and a collector street south to Colby Chase Drive. The Apex Commerce Center project will extend Production Drive south to Jessie Drive, providing local connectivity north and south.

Old US 1 at Friendship Road Improvements Cost Share

\$200,000

This project contributes funds toward the construction of a 150' westbound left turn lane on Old US 1 currently in design and a northbound left turn lane on Friendship Road as part of the Holland Road mixed-use development ("The Summit").

Olive Chapel Road at Apex Barbecue Road Improvements

\$2,800,000

Three-year Total

This project addresses traffic congestion and reduces potential crashes at the intersection of Olive Chapel Road at Apex Barbecue Road by adding a 150-foot westbound left turn lane, 6-foot paved shoulders allowing for future bike lanes, rumble strips along the edge lines, a wider eastbound right turn radius, and a wood-pole traffic signal on Olive Chapel Road at Apex Barbecue Road. This project completes a sidewalk gap with 500' 10-foot side path eastward along the north side of Olive Chapel Road.

Safe Routes to School

\$11,164,200

Six-year Total

These projects improve and expand the Town's existing infrastructure for pedestrian and bicycle traffic to and/from schools. After analyzing safe routes to school needs, this project was designed to add sidewalks, pedestrian facilities, and safe crosswalks near 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 projects fill gaps in the sidewalk network and other deficiencies in the transportation system that will improve that ability to walk and bike to schools.

South Salem Street Bicycle Connection

(Downtown to Pleasant Park)

\$4,600,000

Three-year Total

This project includes sharrows (road markings that indicate a shared environment for bicycles and vehicles) along Salem Street from Apex Peakway to Hunter Street and bike lanes along South Salem Street from Pleasant Park to Apex Peakway. This project was the second highest priority identified in Bike Apex: The Comprehensive Bicycle Plan.





Technology Drive Enhancements Cost Share (HL-0007)

\$300,000

This project is a cost share for NC Department of Transportation project HL-0007 Reduced Conflict Intersection design plans which provides enhancements the Town has requested, which include landscaping grass medians on NC 55. NCDOT will not provide an enhanced streetscape unless the Town shares a portion of the costs.

Vision Zero – Intersection Upgrades

\$4,400,000

Six-year Total

This project implements safety upgrades for high-injury network intersection and segment priorities (e.g., Ten Ten Road at Lufkin Road, US 64 east bound ramps at NC 55, Lake Pine Drive at Pine Plaza Drive, Perry Road at NC 55, Vision Drive at NC 55, and Beaver Creek Commons Drive at NC 55). Vision Zero improvements assist in creating a significant reduction in potential serious injuries and fatalities in the high-injury network.

Wayfinding Signage Fabrication & Installation

\$1,400,000

Three-year Total

This project fabricates and installs 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 and Parking Study and is an extension of the Community Branding Study. The Wayfinding Signage Program provides consistent and attractive information to help residents and visitors discover and navigate to key destinations in town.

West Williams Street Sidewalk

\$950,000

Three-year Total

This project completes sidewalk gaps from in front of the Beaver Creek Commons shopping center, crossing the US 64 eastbound off ramp, connecting across the bridge over US 64, and extending to the Vision Drive intersection. Signalized crosswalks would be installed at the existing traffic signals on both ends of this project. This project allows pedestrians to no longer travel along the road's shoulder.

FY25-26

Apex Peakway Southwest Landscaping

\$325,000

Two-year Total

This project includes street trees around the loop and along S. Salem Street, subject to NC Department of Transportation (NCDOT) review and approval, as well as landscaping within the connector street loop area at the Peakway bridge project, scheduled for completion in 2027.

GPS Emergency Vehicle Preemption

\$660,000

Three-year Total

This project installs GPS emergency vehicle preemption at 10 traffic signals each year, which allow emergency vehicles to interrupt normal traffic signal timing during an emergency. This project prioritizes major corridors (NC 55, Salem Street, Center Street, Ten Ten Road, Apex Peakway, etc.) and various signals adjacent to those major corridors.

Jones Street Improvements

\$300,000

This project adds a curb along both sides of Jones Street, sidewalk on one side, and grading of the ditch along Holleman Street. This will meet or exceed 20' minimum street width in compliance with the Fire Code, provide a new pedestrian route from W. Chatham Street to Holleman Street, and address drainage complaints by capturing and directing storm water into the public system.





Pavement Management Backlog

\$5,000,000

This project helps reduce the Town's backlog of needed street rehabilitation over a two-year period. This supplements the Town's ongoing pavement management program by optimizing pavement management strategies to ensure serviceable road condition at the lowest cost and provide a safe and reliable transportation system. Without this project, the Town's street maintenance needs would continue to lag behind, overall street conditions would degrade, and maintenance costs would increase substantially over time.

S-line Mobility Hub

\$460,000

In September of 2023, the Apex Town Council agreed to participate in the S-Line Rail Corridor development and to provide funding to match a federal grant opportunity for mobility hub design and project developmental activities. If awarded this federal grant, the Town's funding along with grant funding would cover the preliminary design, final design, and National Environmental Policy Act compliance for a mobility hub in Apex for a future passenger rail.

Salem Street Downtown Streetscape, Gathering Space, & Alleys

\$7,545,000
Three-year Total

This project funds the Saunders Lot with Smart Parking, the Williams Lot parking expansion, curbless Salem Streetscape, Saunders Street gathering space, and Commerce, Seaboard, and Peak Alley improvements. These plans are based on schematic designs approved by Town Council in 2021. Improving these spaces was identified as a "Top 10" priority in the downtown plan.

FY26-27

Center Street and Chatham Street Sidewalk Phase 2

\$1,765,000
Three-year Total

This project completes additional sidewalk gaps across the Center Street and Chatham Street railroad crossings where prior projects upgraded the crossings and completed the sidewalk gaps on one side of each road. This project includes sidewalk along the north side of Center Street from N. Salem Street to N. Mason Street and sidewalk along the south side of Chatham Street from S. Salem Street to S. Elm Street and from N. Mason Street to the cul-de-sac and existing sidewalk in front of Clairmont Park. The project serves Safe Routes to School needs for Apex Middle School. Without it, sidewalk connectivity along both sides of these streets remains incomplete.

Jessie Drive Phase 2

\$14,630,000
Three-year Total

This project provides a contiguous major thoroughfare route between Ten Ten Road and NC 55 south of US 1 by completing a 4-lane divided missing gap in Jessie Drive between Production Drive and the Jessie Commons development project boundary. This assumes private development will make the connection to the NC 55 stubbing east of Middle Creek. This road would serve development of adjacent land, including industrial and commercial areas. If there were a major closure or delay on NC 55 or Ten Ten Road, it would provide an east-west detour.

FY27-28

Davis Drive at Salem Church Road Realignment

\$7,000,000
Three-year Total

This project realigns 1000' of Davis Drive north of Jenks Road to improve the horizontal curvature and widens that section of road to 4-lane divided. This project also widens Salem Church Road across the CSX tracks to a 3-lane section and installs new gates and lights. This intersection would have a traffic signal and railroad gate arms installed, and this intersection would be shifted west, away from the CSX railroad freight line, allowing vehicle stacking beyond the tracks. This project





alleviates the need for Salem Church Road needing to convert to right in-right out and alleviates safety concerns 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.

Tingen Road Pedestrian Bridge **\$4,000,000**

This project constructs 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. This 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.

Traffic Signal System Partnership **\$2,540,000**
Three-year Total

This project proposes an annual traffic signal system operation and maintenance agreement with the Town of Holly Springs and the Town of Fuquay-Varina. This regional partnership opportunity was identified in the Western Wake Traffic Signal System Integration Study. The Town of Apex currently has limited traffic signal maintenance responsibilities in a few locations. However, as new signals are added to Town-maintained roads and Town-maintained mileage and pedestrian facilities expand, this responsibility along with potential safety and service benefits will continue increase.

Vision Zero – Bike & Pedestrian **\$3,000,000**
Three-year Total

This project implements countermeasures at 12 locations along both thoroughfares and local streets throughout Apex to improve infrastructure where severe or fatal bicycle or pedestrian crashes have occurred. These locations are based on bicycle and pedestrian crash data for 2015 – 2020 that was consolidated and analyzed as part of the Vision Zero Action Plan. The Town will conduct an updated safety analysis of each location to evaluate the specific infrastructure improvements needed.

FY28-29

NC 55 Sidewalk & Enhancement Cost Share (U-2901) **\$2,000,000**

Transportation Improvement Program Project U-2901 will widen NC 55 from US 1 to Olive Chapel Road. This project provides enhancements the Town has requested, which include pedestrian facilities (sidewalk and path), aesthetic treatments at the new CSX Bridge, and median and landscaping enhancements. 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.

US 64 Sidewalk & Enhancement Cost Share (U-5301) **\$2,000,000**

This project converts the intersections of US 64 at Lake Pine Drive and US 64 at Laura Duncan Road into an interchange, and it converts US 64 from Laura Duncan Road to US 1 into a superstreet. This project funds enhancements the Town requests as part of the widening project, and these 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.





Future Years

Apex Peakway Southeast Connector (NC 55 to Center Street)

\$27,320,700

This project completes the final gap in the Apex Peakway, provides a full loop around downtown Apex, and is consistent with the 2018 Apex Peakway Southeast Connector Feasibility Study. Apex Peakway construction has been identified as a high priority and will become increasingly important given anticipated delays to NCDOT's widening of the NC 55 corridor between US 1 and Olive Chapel Road. This project would provide a needed alternative to the NC 55 corridor through Apex. This project creates an intuitive relief valve for NC 55 and handles the anticipated traffic volume.





Parks, Recreation & Cultural Resources Element Projects



Parks, Recreation & Cultural Resources	FY24-25	FY25-26	FY26-27	FY27-28	FY28-29	Future Years	Total Capital Cost
Annual Greenway Feasibility and Development	500,000	400,000	400,000	400,000	400,000	400,000	2,500,000
Environmental Education Center	1,000,000	4,165,000	-	-	-	-	5,165,000
KidsTowne Playground Renovation	250,000	2,000,000	750,000	-	-	-	3,000,000
Pleasant Park Baseball and Softball Complex	14,350,000	-	-	-	-	-	14,350,000
Street Hockey Rink & Inclusive Playground	650,000	1,000,000	800,000	-	-	-	2,450,000
Beaver Creek Greenway Extension	-	250,000	2,386,000	2,256,500	2,256,500	8,340,000	15,489,000
Hunter Street Park Renovation	-	125,000	775,000	-	-	-	900,000
Big Branch Greenway	-	-	-	639,000	150,000	4,260,000	5,049,000
Jaycee Park Expansion	-	-	-	500,000	-	2,500,000	3,000,000
Middle Creek Greenway	-	-	-	450,000	150,000	4,000,000	4,600,000
Reedy Branch Greenway	-	-	-	972,000	350,000	6,480,000	7,802,000
Seymour Athletic Fields/Nature Park Operations & Maintenance Building	-	-	-	-	1,250,000	15,450,000	16,700,000
Apex Community Park Parking Lot Expansion	-	-	-	-	-	950,000	950,000
Olive Farm Park	-	-	-	-	-	44,750,000	44,750,000
Seymour Athletic Fields/Nature Park Parking Lot Expansion & Turf Renovation	-	-	-	-	-	3,575,000	3,575,000
Wimberly Road Park	-	-	-	-	-	97,500,000	97,500,000
Element Total	\$16,750,000	\$7,940,000	\$5,111,000	\$5,217,500	\$4,556,500	\$188,205,000	\$227,780,000





Continuous Projects

Annual Greenway Feasibility and Development

\$400,000+
Annually

This annual allocation funds feasibility studies for greenway trail corridors with the highest scores in the annual prioritization metric that was adopted with the Parks, Recreation, Greenways, and Open Space Master Plan. Projects may include new trail segments, existing trail corridor extensions, or existing trail corridor gap filling. This allocation funds the design development and construction document plan for the highest prioritized greenways.

FY24-25

Environmental Education Center

\$5,165,000
Two-year Total

This project includes the design and development of a 7,000+ square foot facility at the Nature Park. This design will focus on providing space for nature and environmental education, connecting with the shelter and restroom, and supporting amphitheater programming.

KidsTowne Playground Renovation

\$3,000,000
Three-year Total

This project replaces the KidsTowne Playground equipment, improves the surfacing, and adds a secondary rental shelter. This treated lumber, community-built playground is 24 years old, so the structure's life is limited despite routine maintenance and component replacements. Renovations with long-lasting composite or metal components will increase this facility's longevity for another 20+ years and allow for a more inclusive play facility to be constructed. Poured in place surfacing increases its accessibility and longevity, and will reduce the time and replacement costs for mulch safety surfacing. The highly-used shelter is often not available for public use due to rentals, so adding a larger secondary rental shelter would provide additional protected space for resident use.

Pleasant Park Baseball & Softball Complex

\$14,350,000

This project adds a baseball and softball complex to Pleasant Park. There are four lighted synthetic turf fields of ranging sizes, a fieldhouse with restrooms, offices, meeting space, concession space, a maintenance storage building, a concourse with seating, two signature fields with stadium type seating, four batting cages, and support facilities. This project also includes a large picnic shelter with restrooms and associated amenities, a sand volleyball court, and grading, sodding, and irrigation for an open play lawn.

Street Hockey Rink & Inclusive Playground

\$2,450,000
Three-year Total

In partnership with the NHL Carolina Hurricanes, this project will 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. This project also removes the existing play equipment and constructs an inclusive playground with accessible ramps and walkways. It includes new poured in place safety surfacing and sidewalks. This project constructs a roof, lighting, and IT equipment to monitor games and tournaments for the street hockey rinks.





FY25-26

Beaver Creek Greenway Extension

(Jaycee Park to NC 55, Nature Park to Richardson Road, Richardson Road to American Tobacco Trail)

\$15,489,000

Five-year Total

This project extends the Beaver Creek Greenway from Jaycee Park to the NC 55 Right of Way. During the NC 55 widening, the Town will cost share with NCDOT to extend the greenway under NC 55 with a grade separated crossing. This project also extends the 10' asphalt trail, including boardwalk and bridge sections, within the Nature Park to Richardson Road, providing connections to Bella Casa, Arcadia Ridge/West, and Buckhorn Preserve. Additionally, the Beaver Creek Greenway will extend west of Richardson Road on the south side of Beaver Creek along the southern edge of Army Corps of Engineers land for Jordan Lake to the American Tobacco Trail north of the New Hill-Olive Chapel Road Wake County trailhead.

Hunter Street Park Renovation

\$900,000

Two-Year Total

This project includes the replacement of the turf field at Hunter Street Park from 2016 due to use in addition to various other park improvements. 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 approximately 10 years of all-weather field use. Additional improvements include increasing paved surfaces for visitors, installing a retaining wall and slope stabilization to reduce erosion on the field surface, addressing stormwater, and adding accessible areas for visitors.

FY26-27

Big Branch Greenway

(James Street to US 1)

\$5,049,000

Three-year Total

This project completes the Big Branch Greenway corridor from James Street south to US. This 10' asphalt trail will provide connectivity to transit routes and side paths that extends to S. Salem Street along Tingen Road. It will also provide connectivity to Irongate, Lexington, Bradley Terrace, Perry Farms, other subdivisions, Apex Elementary School, and potentially Veridea Parkway after coordinating with the Grace Christian School project.

Jaycee Park Expansion

\$3,000,000

Two-year Total

This project develops the west side of Jaycee Park adjacent to the Apex Peakway. Plans include an open play field, shelter with restroom, hillside playground, adaptive court space for pickleball or tennis, and additional parking serving multiple subdivisions within walking distance and more that would have access from the Peakway. This will connect to the Beaver Creek Greenway and existing Jaycee Park amenities.

Middle Creek Greenway

(Gladstone North to Center Street)

\$4,600,000

Three-year Total

This project extends the bike and pedestrian facilities north of Jessie Drive to a crossing of Ten Ten Road, and it ultimately connects to Swift Creek Greenway at Regency Park in the Town of Cary. This project connects six subdivisions, two schools, downtown Holly Springs, Pinnacle Park, Apex Commerce Center and Meridian at Ten Ten Apartments, and other commercial and office spaces.

Reedy Branch Greenway

(Kelly Road to Goliath Lane)

\$7,802,000

Three-year Total

This project extends the 10' asphalt Reedy Branch Greenway from Kelly Road to Goliath Lane to complete the gap between the American Tobacco Trail to Kelly Road. From the existing greenway at Goliath Lane, the proposed greenway runs east along the north side of Reedy Branch before crossing to the south side of the creek and continuing east to Kelly Road. A





mid-block crossing proposed at Kelly Road would connect to the existing side path on the east side of the road. Neighborhood connections are proposed at Rothwood Way, Homestead Park Drive, Evening Star Drive, and Windy Creek Lane. This project provides connectivity to transit stops, Abbington, Stratford at Abbington, Sweetwater, Homestead Park, Creekside, and other connected subdivisions, schools, commercial spaces, and office spaces.

FY27-28

Seymour Athletic Fields/Nature Park Operations & Maintenance Building	\$16,700,000 Two-year Total
---	---------------------------------------

This project replaces the current Operation and Maintenance Building with a 2-story 30,000 square foot office with a warehouse and sign shop and adds a 2-acre yard with staff parking to Town owned property on the eastern side of Evans Road. The existing Maintenance Building has continuing moisture issues and the department has outgrown the space. This new Operations and Maintenance Building will have both storage space requires for the Operations team as well as office space for the expanding department.

Future Years

Apex Community Park Parking Lot Expansion	\$950,000
---	------------------

This project reconfigures the existing parking area and adds approximately 30 parking spaces to service the greenway, shelters, fitness course, tennis courts, playgrounds, basketball courts, and special events.

Olive Farm Park	\$44,750,000
-----------------	---------------------

This project includes the design and development of approximately 25 acres with a 40,000+ square foot recreation center. Preliminary project features, per public input, include indoor staffed and programmed recreation space (gymnasium/classrooms), trails, street-side greenway, greenway connectivity to surrounding subdivisions, passive open space, and adaptive multi-use fields and sport courts.

Seymour Athletic Fields/Nature Park Parking Lot Expansion & Turf Renovation	\$3,575,000
---	--------------------

This project would add approximately 50 parking spaces near the Seymour Athletic Fields, renovate the existing synthetic turf fields, and address drainage issues. The Parks, Recreation, Greenways, and Open Space Master Plan update identified the need for additional parking. With the conversion of the Seymour Athletic Fields to synthetic turf and the current volume of use, additional parking is needed to discourage patrons from parking on Evans Road.

Wimberly Road Park	\$97,500,000
--------------------	---------------------

This project includes the design and development of nearly 50 acres with a 70,000+ square foot. recreation center, maintenance facility, and yard. Preliminary project features, per public input, include indoor staffed and programmed recreation space (gymnasium/multi-functional spaces/classrooms), trails, passive open space, adaptive multi-use fields and sport courts, community gardens, and environmental education and conservation opportunities which will require a park operations facility and yard.





Public Safety Element Projects



Public Safety	FY24-25	FY25-26	FY26-27	FY27-28	FY28-29	Future Years	Total Capital Cost
Engine (Pumper) - Replacement	1,019,000	-	-	-	-	-	1,019,000
Radio Replacement	764,050	764,050	764,050	-	-	-	2,292,150
Self-Contained Breathing Apparatus Replacement	325,000	325,000	325,000	325,000	-	-	1,300,000
Driving Simulator	-	279,000	-	-	-	-	279,000
Engine (Pumper) - Replacement	-	1,019,000	-	-	-	-	1,019,000
Ladder (Aerial) - Replacement	-	-	1,688,000	-	-	-	1,688,000
Rescue Retrieval Van	-	-	194,000	-	-	-	194,000
Rescue Fire Vehicle - Replacement	-	-	-	936,000	-	-	936,000
Fire Pumper for Station 7	-	-	-	-	-	1,125,000	1,125,000
Fire Pumper for Station 8	-	-	-	-	-	1,324,000	1,324,000
Element Total	\$2,108,050	\$2,387,050	\$2,971,050	\$1,261,000	\$ -	\$2,449,000	\$11,176,150





FY24-25

Engine (Pumper) - Replacement

\$1,019,000

This project replaces Unit 148, a fire engine pumper, following the replacement schedule for engines, ladders, and rescues at the 15-year timeframe. This fire engine is 17 years old with over 130,000 miles.

Public Safety Radio Replacement

\$2,292,150

Three-year Total

This project replaces all mobile and portable radios for Public Safety. Current radios will begin to go end-of-life in 2024, and repair costs will exceed device costs. This three-year replacement schedule allows radio replacement as their warranties expire.

Self-Contained Breathing Apparatus Replacement

\$1,300,000

Four-year Total

This project replaces the Fire Department's self-contained breathing apparatus (SCBAs). Due to changing National Fire Protection Association (NFPA) standards and technological advancements, the current SCBAs will no longer meet the updated NFPA 1981 Standard on Open-Circuit Self-Contained Breathing Apparatus for Emergency Services within the next 5-7 years. This project includes a full complement of SCBA equipment include the airpack itself, air bottles, Bluetooth option, and a remote monitoring system.

FY25-26

Driving Simulator

\$279,000

The Police Department currently has limited access to a quality, driving simulator. This project can benefit staff in every department and improve employee safety. A modern, driving simulator is realistic and can simulate most equipment in a Town vehicle. Trainers can program real life scenarios staff will encounter during the simulation and integrate challenges into the course. A quality simulator's life expectancy is at least 10 years, based on continued maintenance and proper use.

Engine (Pumper) - Replacement

\$1,019,000

This project replaces Unit 189, a fire engine pumper, following the replacement schedule for engines, ladders, and rescues at the 15-year timeframe. This fire engine is 13 years old with over 113,000 miles.

FY26-27

Ladder (Aerial) - Replacement

\$1,688,000

This project replaces Unit 154, an aerial ladder fire truck, following the replacement schedule for engines, ladders, and rescues at the 15-year timeframe. This fire engine is 18 years old with over 98,000 miles.

Rescue Retrieval Van

\$194,000

The Police Department has limited access to a ruggedized rescue retrieval vehicle that can move civilians away from hostile environments safely and efficiently. This vehicle enhances the Police Department's ability to respond to a victim rescue situation and safely insert police officers into a critical incident. This vehicle would support Fire, Police, and Medic responses





to rapidly evolving events. This inconspicuous vehicle would primarily serve as a rescue/medical transport and police response to a hostile environment.

FY27-28

Rescue Fire Vehicle- Replacement \$936,000

This rescue fire vehicle supports the need for a reserve rescue or support apparatus. The current rescue vehicle transports a large assortment of equipment, rescue tools, and breathing air supply for fire and rescue operations. There is only one vehicle with these capabilities in the fleet, which is problematic when it is out of service. Unit 87 is a 2017 rescue fire vehicle will become a reserve vehicle until it meets the 15-year time frame.

Future Years

Fire Pumper for Station 7 \$1,125,000

This fire pumper is needed for the fire station slated to be built near Olive Farm Road and Humie Olive Road. This new station is needed according to a third-party station distribution assessment by EnviroSAFE.

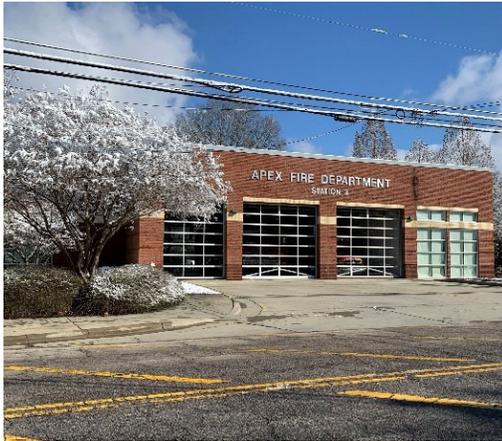
Fire Pumper for Station 8 \$1,324,000

This fire pumper will be needed for Fire Station 8 to service to Apex's western areas, including potential annexations into Chatham County.





Public Facilities Element Projects



Public Facilities	FY24-25	FY25-26	FY26-27	FY27-28	FY28-29	Future Years	Total Capital Cost
Brine Equipment Relocation	150,000	-	-	-	-	-	150,000
Fire Station 3 Renovation	500,000	3,000,000	-	-	-	-	3,500,000
Mechanical (HVAC/Chiller) Upgrades to Town Facilities	405,000	-	-	-	-	-	405,000
Town Hall Remodel	900,000	900,000	900,000	-	-	-	2,700,000
Town Facility Solar Initiative	670,000	670,000	670,000	-	-	-	2,010,000
Yard Waste Transfer & Processing Center Feasibility Study	250,000	-	-	-	-	-	250,000
Fire Department Administration Building	-	500,000	6,000,000	-	-	-	6,500,000
Parking Lot and Internal Street Maintenance	-	350,000	500,000	250,000	180,000	600,000	1,880,000
Warehouse/Storage Building	-	1,080,000	-	-	-	-	1,080,000
Depot Parking Lot Repurposing	-	-	-	250,000	-	2,000,000	2,250,000
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 7	-	-	-	-	-	10,640,000	10,640,000
Public Safety Station 8	-	-	-	-	-	10,940,000	10,940,000
Element Total	\$2,875,000	\$6,500,000	\$8,070,000	\$500,000	\$180,000	\$31,380,000	\$49,505,000





FY24-25

Brine Equipment Relocation **\$150,000**

This project re-locates existing brine equipment and replaces the existing tanks to meet double wall standards. This need has been elevated due an existing tank failure.

Fire Station 3 Renovation **\$3,500,000**
Two-year Total

This project renovates Fire Station 3, so Fire Station 1’s engine company and crew can move to Fire Station 3 when Fire Station 1 closes. Current Fire Station 3 has insufficient kitchen, living room, bedroom, locker, and bathroom space for nine personnel per shift. This project includes needed renovations due to the station’s age (flooring, paint, fixtures, plumbing, etc.). If not funded, Fire Station’1 engine company and crew will continue operating out of Fire Station 1 which does not have suitable living conditions.

Mechanical (HVAC/Chiller) Upgrades to Town Facilities **\$405,000**

This project replaces two Heating, Ventilation, and Air Conditioning (HVAC) units for the Police Department (PD) server room and upgrades the HVAC system for Public Safety Station 4 (PSS#4). These two PD HVAC units need to operate 24/7 to ensure there are no issues with the servers. These units have had numerous repairs over the last three years and are reaching the end of their useable life. The PD units use R22 refrigerant which is being phased out with limited to no replacements available, and when replacements can be found, it is extremely expensive and timely to replace or repair. Replacement unit lead times are 3-6 months, so these units should be replaced before a critical failure. PSS#4 has struggled to maintain a comfortable temperature and humidity level for years. The HVAC system at PSS#4 is not appropriate for such a large facility and has caused inconsistent and uncomfortable temperatures as the seasons change. By adding equipment to the PSS#4 distribution system, the system will operate correctly, create a more comfortable work environment, and improve the system’s energy efficiency.

Town Hall Remodel **\$2,700,000**
Three-year Total

With the opening of Mason Street Municipal Building, the Planning and Building Inspections Departments have relocated out of Town Hall. This project funds Town Hall design changes following the FY19-20 space needs study recommendations, which has identified areas to renovate or change to improve and increase the building’s physical capacity. This project will anticipate growth and changes for each department and consider interactions between departments.

Town Facility Solar Initiative **\$2,010,000**
Three-year Total

In alignment with the Town’s strategic goal of environmental leadership, this project funds the design and construction of solar panels on Town facilities over a three-year period. Prioritization of solar projects are informed by the Town’s Solar Panel Assessment. The budget for this project is for twelve Town facilities that meet the criteria for potential solar panel locations identified in the assessment.

Yard Waste Transfer & Processing Center Feasibility Study **\$250,000**

This project studies the feasibility for a permitted transfer and/or processing center to adequately and sustainably offer curbside yard waste collection in addition to a location for resident to drop off their yard waste. This supports the future migration to containerized yard waste which improves workers safety, stormwater compliance, water quality, and community aesthetics.





FY25-26

Fire Department Administration Building

\$6,500,000
Two-year Total

The current Fire Department Administration Building occupies an old Apex EMS station with 2,400 square feet of office space for 13 full-time employees and is currently shared with Wake County Emergency Medical Services (EMS) staff and one ambulance. This building is scheduled to be demolished during the NC 55 construction project in the coming years. A new Fire Department Administration Building, at current Fire Station 1 property will address insufficient space available for offices, meetings, training, parking, and storage.

Parking Lot and Internal Street Maintenance

\$1,880,000
Five-year Total

This project funds the maintenance and repair of the Town of Apex parking lots and streets internal to Town based on the schedule created as a result of the Parking Lot and Internal Street Assessment and Long Maintenance Plan. First-year funds replace and repair Public Safety Station 4's rear parking lot and drive due to near complete failure in spots and expanding depressions.

Warehouse/Storage Building

\$1,080,000

This project constructs an outside warehouse and storage building at Fire Station 3. The Fire Department currently stores multiple trailers, response vehicles, and equipment outside unprotected from weather and unsecured from possible theft and vandalism. Multiple vehicles, equipment, and stored supplies currently housed at Fire Station 1 and the Fire Department Administration Building may also be stored in this new warehouse and storage building.

FY27-28

Depot Parking Lot Repurposing

\$2,250,000
Two-year Total

Converting the Depot parking lot to a premier space for people to gather downtown was identified as a "Top 10" priority project in the Downtown Plan. The final design includes a durable curbsless environment with sunny and shaded areas, lighting, and movable interactive furnishings. Conceptual plans include space for a farmer's market, splash pad, ice skating rink, and seating and space to host various activities.

Future Years

Fleet Fluid Pumps/Reclamation

\$100,000

This project relocates a motor oil, hydraulic, coolant, and reclamation reservoir. Currently, vehicle and equipment fluids are in a small room with limited size drums, which increases how often vendors must refill or remove used fluids and increases the risk of spills and overflows. Currently, a mechanic hand pours or pumps old fluids into an open drum, which can be hazardous. With this project, the reservoir will be relocated to a larger area with larger tanks for new fluids and reclamation tanks using pneumatic pumps to safely and efficiently remove used fluids.

Land Purchase for Affordable Housing

\$500,000

This project funds a land purchase for future development of affordable housing.





Police Department Addition & Renovation

\$6,600,000

This project adds 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). The first added level would align with the building's existing second story and be finished into office space for administrative functions. The second added level would be unfinished shell space to allow for future growth. The existing administrative office space would be renovated to double the existing Communications Center's size and add office and work space.

Public Safety Station 7

\$10,640,000

(Olive Chapel Road and Richardson Road Area)

This project would create Public Safety Station 7 to serve the Olive Chapel Road area which supports the Apex Fire Department's standard of coverage including a goal of a 5-minute travel time for the first arriving fire apparatus 90% of the time. The specific needs and location of this station depends on many factors including PSS#6 response time data, Station 1 plans, and results of the Master Facility Plan Study.

Public Safety Station 8

\$10,940,000

This project would create Public Safety Station 8 which supports the Apex Fire Department's standard of coverage including a goal of a 5-minute travel time for the first arriving fire apparatus 90% of the time. The specific needs and location of this station depends on many factors including PSS#6 response time data, future PSS#7 location, and Station 1 plans.





Public Works & Environmental Services Element Projects



Public Works & Environmental Services	FY24-25	FY25-26	FY26-27	FY27-28	FY28-29	Future Years	Total Capital Cost
Fleet Services Field Response Truck - Replacement	-	240,000	-	-	-	-	240,000
Grapple Truck - Addition	-	386,000	-	-	-	-	386,000
Rear Loader - Addition	-	640,000	-	-	-	-	640,000
Leaf Truck - Addition	-	-	325,000	-	355,000	-	680,000
Right of Way Mowing Tractor - Replacement	-	-	160,000	-	-	-	160,000
Leaf Truck - Replacement	-	-	-	340,000	-	360,000	700,000
Tandem Semi Tractor w/ Wet Line - Addition	-	-	-	-	210,000	-	210,000
Dump Truck - Replacement	-	-	-	-	-	185,000	185,000
Element Total	\$ -	\$1,266,000	\$485,000	\$340,000	\$565,000	\$545,000	\$3,201,000





FY25-26

Fleet Services Field Response Truck – Replacement \$240,000

This project replaces a pickup truck (Unit #61) that will be 17 years old with over 50,000 miles at the replacement time. This project is required because the existing truck's crane is unsafe and its welder and air compressors are broken.

Grapple Truck - Addition \$386,000

This project adds a grapple truck to the fleet to support the Town's yard waste program by providing large limb and tree stump removal service. This truck also supports the bulk item pickup program; collecting oversized items that cannot be lifted by hand.

Rear Loader – Addition \$640,000

This project adds a zero-emissions battery-electric rear loader to the Town's solid waste fleet. This truck can conduct small pile collection which is currently manually collected with F-450 dump trucks without compaction. Additionally, this truck can reduce chipper usage that would increase safety and reduce noise.

FY26-27

Leaf Truck – Addition \$325,000

An additional leaf truck is needed to meet the expanding service area resulting from residential growth. This truck will be a motor pool vehicle to support leaf removal along curb and gutter lines and to remove light debris along catch basins.

Right of Way Mowing Tractor – Replacement \$160,000

This project replaces a right of way mower (Unit #556) that will be 24 years old with over 1,672 hours of use at the replacement time.

FY27-28

Leaf Truck – Replacement \$340,000

This project replaces leaf truck Unit #212. This vehicle will be 8 years old with over 75,000 miles at the time of replacement.

FY28-29

Leaf Truck – Addition \$355,000

An additional leaf truck is needed to meet the expanding service area resulting from residential growth. This truck will be a motor pool vehicle to support leaf removal along curb and gutter lines and to remove light debris along catch basins.

Tandem Semi Tractor w/ Wet Line – Addition \$210,000

This project adds a Class 8 semi-truck trailer to the Town's solid waste fleet. This vehicle can pull heavy equipment trailer and a solid waste walking floor trailer that transports yard waste debris.





Future Years

Leaf Truck – Replacement

\$360,000

This project replaces leaf truck Unit #108. This vehicle will be 10 years old with over 85,000 miles at time of replacement.

Dump Truck – Replacement

\$185,000

This project replaces a tandem dump truck (Unit #62) that will be 20 years old at the replacement time.



General Fund Summary

The table below shows the total capital need for each CIP element supported by the General Fund and the revenue sources proposed to support these needs. An overview of grant and fee revenues is in Section 1 of this document. Local revenue indicates the need for current year revenue to fund some projects or purchases in each year. Section 12 of this document details each project's proposed funding source(s).

The level of capital need reflected in this document necessitates the issuance of additional debt. In the table below, new debt service, which includes bonds and installment purchases, is shown as a total amount proposed in each fiscal year. Bond debt is issued for long-term, high-cost projects. A bond may be issued to cover one or multiple projects. Installment purchase is used primarily for debt issues that are short term and/or relatively small projects. For the estimates shown, an interest rate of four percent for installment and bond debt issues is assumed. Although bond debt carries a lower interest rate, this illustration is simpler by using a common interest rate.

For items, such as fire apparatus purchases, replacement vehicles, and minor renovations, the Town uses PAYGO financing to avoid interest costs and uses accumulated fund balance for these one-time purchases. For all other issues in the General Fund, a twenty-year term is used this illustration. Length of these issues' term would result in a lower annual payment but a higher over-all interest cost over the life of the borrowing.

General Fund Project Costs	FY24-25	FY25-26	FY26-27	FY27-28	FY28-29	Future Years	Total Capital Cost
Transportation	15,140,000	23,337,330	23,402,160	17,920,220	14,984,710	50,790,500	145,574,920
Parks, Recreation & Cultural Resources	16,750,000	7,940,000	5,111,000	5,217,500	4,556,500	188,205,000	227,780,000
Public Safety	2,108,050	2,387,050	2,971,050	1,261,000	-	2,449,000	11,176,150
Public Facilities	2,875,000	6,500,000	8,070,000	500,000	180,000	31,380,000	49,505,000
Public Works & Environmental Services	-	1,266,000	485,000	340,000	565,000	545,000	3,201,000
Total	\$36,873,050	\$41,430,380	\$40,039,210	\$25,238,720	\$20,286,210	\$273,369,500	\$437,237,070

General Fund Project Revenues	FY24-25	FY25-26	FY26-27	FY27-28	FY28-29	Future Years	Total Revenue
General Fund / Capital Outlay	6,254,050	12,455,380	19,086,210	19,367,720	15,321,210	6,494,800	78,979,370
General Obligation Bonds	7,550,000	10,650,000	7,980,000	320,000	-	229,175,700	255,675,700
Limited Obligation Bonds	15,250,000	-	-	-	-	-	15,250,000
Grants	100,000	3,370,000	750,000	100,000	100,000	100,000	4,520,000
Installment Purchase / Capital Lease	1,019,000	10,530,000	8,173,000	1,276,000	565,000	33,174,000	54,737,000
Designated Capital Funds	4,542,800	2,159,940	1,671,687	1,677,771	1,677,910	1,671,805	13,401,914
Intergovernmental Funds	2,157,200	2,265,060	2,378,313	2,497,229	2,622,090	2,753,195	14,673,086
Total	\$36,873,050	\$41,430,380	\$40,039,210	\$25,238,720	\$20,286,210	\$273,369,500	\$437,237,070



After capital assets are acquired or constructed, most will entail ongoing expenses for routine operation, repair, and maintenance, which are accounted in the annual operating budget.

- **Transportation Element:** New road and parking lot construction requires future maintenance work, including pothole repair, crack sealing, road marking repair, and resurfacing. Downtown improvements, such as the Salem Street Downtown Streetscape, Gathering Space, and Alleys, have future costs such as landscaping, electrical work, and repainting. Sidewalk construction, such as those in the Safe Routes to School project, require regular pavement repair, crosswalk marking repainting, and crosswalk signal maintenance. Lastly, the GoApex Transit Program has future costs, including operating personnel wages and routine vehicle maintenance and repair work.
- **Parks, Recreation, and Cultural Resources Element:** New greenway connections require future maintenance work, including brush clearing, sign and bench replacement, and trail reconstruction. Once constructed and operational, the Environmental Education Center has ongoing costs, such as staff wages, educational materials, and regular cleaning and building maintenance. Parking lot expansions have future costs, including sweeping and asphalt treatment. New park construction includes annual operating costs, such as landscaping, irrigation system maintenance, restroom and public facility cleaning, and maintenance and programming staff wages.
- **Public Safety Element:** Replacement fire engines and a new rescue retrieval van require regular costs, such as fuel purchases, operating personnel wages, repairs, and maintenance. Once acquired, the driving simulator has annual repair and maintenance costs.
- **Public Facilities Element:** New public safety and fire stations require future costs, including staff wages, building cleaning, facility maintenance, and utility services. Once complete, the Regional Yard Waste Center and Fire Warehouse/Storage Building have costs for routine maintenance and repairs. The repurposed downtown Depot parking lot involves future operational costs, including street sweeping, landscaping, furniture and lighting replacement, and programming. Town facility HVAC and chiller upgrades require routine maintenance and repair costs.
- **Public Works and Environmental Services Element:** New and replacement vehicles and equipment, such as grapple trucks, leaf trucks, and dump trucks, have regular maintenance and repair costs over the course of their useful lives.



Section 3: CIP Financial Impact Analysis on General Fund

The CIP's financial impact analysis discusses how capital spending affects the Town's operation costs, debt capacity, and other important debt ratios. Understanding how capital spending affects these indicators is essential because the Local Government Commission (LGC) and bond rating agencies use these indicators to evaluate the Town's financial condition and issue ratings. Bond rating agencies may consider other factors when assessing the Town's financial condition, including the community's wealth, tax base, revenue sources, and other economic indicators. Apex has a AAA bond rating with the Standard & Poor's Corporation and Aaa bond rating with Moody's Investors Service. These ratings represent strong financial standing and are the highest possible ratings.

Projections and Estimates

Proper financial planning requires projections and estimates for expenditures, revenues, and other financial indicators. Forecasts for population, assessed property value, and other changing factors, such as economic indicators, impact expenditure and revenue estimates. This CIP's projections assume a 7.76 percent growth factor for operations expenditures throughout the five-year scope. This growth factor represents the Town's three-year rolling average for personnel and operating expenditure increases. The Town has benefited from sustained property value growth with a three-year rolling average of 6.09 percent not including revaluation years. Wake County performed a revaluation in 2024 that affected the assessed value and revenue neutral tax rate for Apex. The CIP includes an adjustment in FY24-25 for the revenue neutral rate in response to the revaluation plus a 3.8 cent increase. The CIP includes an overall revenue growth rate of eight percent beyond FY24-25 except for property tax revenues. For projects financed in FY24-25, the debt model includes a four percent interest rate. For future years, a half percent has been added to the interest rate per year beginning in FY25-26. That rate may vary depending on the project size and term length. Financing recommendations in this CIP include use of general obligation (GO) bonds, limited obligation bonds, and installment financing in the General Fund and revenue bonds in the enterprise funds.

General Fund Debt Ratios

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 debt using three metrics:

- **Net debt per assessed valuation** measures both debt capacity and debt burden by focusing on the Town's largest revenue source and greatest means for repaying debt. This ratio divides the Town's net debt by its total assessed value of taxable property, 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. For FY24-25, Apex's expected net debt-to-assessed valuation ratio is .51 percent. The .51 percent is well below the Town policy'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, 2024, audited valuation is \$1,557,041,230. The CIP includes a maximum debt obligation of \$120,391,281 in FY26-27.
- **Aggregate ten-year payout ratio** measures the amount of principal being retired in the next ten years. This indicator determines if debt is back-loaded, which can cause concern for long-term financial stability. Apex's policy establishes a minimum ten-year payout ratio of 55 percent. The CIP includes previously authorized debt, new bond debt, and new installment purchase financing producing a payout ratio of 75.29 percent in FY24-25. The lowest ratio of 61.57 in FY26-27 remains above the Town's minimum.
- **Debt service expenditures as a percent of total fund 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, so they should be monitored to ensure acceptable levels. Too much debt service may indicate excessive debt and fiscal strain. Bond rating agencies consider net debt service between 15 and 20 percent of a fund's total expenditures 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 FY24-25, the General Fund debt service ratio is 7.59 percent. Without significant changes to the CIP, the debt service ratio will remain below 12 percent for the length of the current CIP.

To ensure key debt ratios remain within an acceptable range, pay-as-you-go financing may be used to reduce or eliminate new debt obligations and annual debt service payments. The proposed CIP indicates differences in pay-as-go financing over the five-year period due to the significant costs associated with some larger projects, such as new roads or a 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.



Summary of CIP Impact on General Fund (GF) Debt Ratios and Fiscal Indicators

Debt Obligations	FY23-24	FY24-25	FY25-26	FY26-27	FY27-28	FY28-29
GO Bond Debt	\$56,235,000	\$82,060,000	\$88,985,000	\$91,765,000	\$87,090,000	\$82,090,000
Installment Purchase and Lease Debt	\$16,651,138	\$15,727,449	\$24,150,865	\$28,626,281	\$26,110,321	\$21,139,984
Total Net Debt Obligations	\$72,886,138	\$97,787,449	\$113,135,865	\$120,391,281	\$113,200,321	\$103,229,984
Debt Service	FY23-24	FY24-25	FY25-26	FY26-27	FY27-28	FY28-29
GO Bond Principal	\$3,725,000	\$5,200,000	\$4,995,000	\$5,000,000	\$5,005,000	\$5,180,000
GO Bond Interest	\$2,189,147	\$3,036,031	\$2,819,181	\$2,595,181	\$2,370,931	\$2,154,931
Total GO Bond Debt Service	\$5,914,147	\$8,236,031	\$7,814,181	\$7,595,181	\$7,375,931	\$7,334,931
IP and Lease Principal	\$1,942,689	\$2,106,584	\$3,697,584	\$3,791,960	\$5,535,337	\$6,531,744
IP and Lease Interest	\$348,351	\$328,878	\$579,013	\$549,497	\$930,387	\$1,145,462
Total IP Debt Service	\$2,291,040	\$2,435,462	\$4,276,597	\$4,341,457	\$6,465,724	\$7,677,206
Total GF Debt Service	\$8,205,187	\$10,671,493	\$12,090,778	\$11,936,638	\$13,841,655	\$15,012,137
General Fund Debt Ratios and Fiscal Indicators	FY23-24	FY24-25	FY25-26	FY26-27	FY27-28	FY28-29
Fund Balance	\$33,619,642	\$34,265,251	\$24,604,363	\$11,679,613	\$97,863	\$3,129,833
Fund Balance Percentage	28.44%	\$31,959,642	\$23,924,695	\$12,677,168	\$2,823,228	\$4,050,203
Impact on Capital Designated Funds	\$1,400,000	27.07%	17.63%	8.40%	1.74%	2.38%
Impact on Operating Budget	\$0	\$0	\$0	\$0	\$0	\$0
Revenue per Capita	\$1,318.14	\$1,347	\$1,352	\$1,373	\$1,394	\$1,450
% Property Tax Revenue	46.43%	55.94%	57.39%	57.96%	58.49%	60.01%
10-year Principal Payout (>55%)	78.39%	75.29%	66.72%	61.57%	63.47%	65.68%
Net Debt per Assessed Valuation (<2.5%)	0.589%	0.502%	0.544%	0.546%	0.484%	0.384%
Net Debt Service to Expenditures Less Transfers-in (<12%)	8.33%	7.59%	8.91%	7.91%	8.51%	8.83%
PAYGO %	88.68%	35.40%	48.88%	59.66%	93.68%	97.21%



Tax Rate Analysis

The CIP's impact on the operating budget is illustrated by its effects on 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 depends on the Town's assessed value and the revenue generated by a penny on the tax rate. Because this formula illustrates funding gaps solely in terms of the tax rate, it does not consider substantial changes in revenues from other sources, such as sales tax or service fees.

The FY24-25 Recommended Budget includes a tax rate of \$0.34, which is a \$0.038 increase over the revenue neutral tax rate calculation. For this analysis, the Town's capital expenditures do not include grant-funded projects except for the required local contributions. 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 10.97 percent of the FY24-25 Recommended General Fund Budget. The five-year tax rate assessment table on page 39 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" used reflects the \$.016 increase for the 2021 Transportation Bond in FY26, with an additional .015 increase in subsequent two fiscal years recommended per last year's CIP analysis and discussion, this path would return the Town to 12.0 percent capital expenditures around FY29. While the \$.015 increase was previously enough to guide the Town back to 12.0 percent capital expenditures by FY26, the significant increase in goods and services as well as new capital needs extended this timeline. The "zero-balance" tax rate line reflects the tax rate adjusted to generate revenue to offset the funding gap for the corresponding year.

The total CIP costs have increased this fiscal year by 51 percent over the FY24 CIP. There are two main catalysts for the significant increase year of over year in the CIP; the growth of the capital needs in Apex and the significant increases to goods and services. The FY25 CIP submission cycle identified eight new projects totaling \$29 million, an increase of 9.95 percent to the CIP. While the new additions were a relatively small increase for Transportation, Parks, Recreation & Cultural Resources, and Public Facilities, the substantial increase in Public Safety is due to the aging of the fire engine fleet and subsequent implementation of the 15-year replacement schedule. Approximately 80 percent of the \$147 million increase to the CIP comes from the increases to the cost of existing projects. Project costs are updated annually based on the most recently completed comparable project.

CIP Increases Over FY24

CIP Element	New Additions	% Increase	Existing Project Increases	% Increase	Total Increase	% Increase
Transportation	\$3,585,000	2.64%	\$7,934,920	5.84%	\$11,519,920	8.48%
Parks, Recreation, & Cultural Resources	\$18,500,000	16.72%	\$98,924,000	89.48%	\$117,424,000	106.21%
Public Safety	\$4,662,000	75.23%	\$317,150	5.12%	\$4,979,150	80.35%
Public Facilities	\$2,260,000	6.14%	\$10,411,000	28.26%	\$12,671,000	34.40%
Public Works & Environmental Services	\$-	0.00%	\$1,093,000	51.85%	\$1,093,000	51.85%
General Fund Total	\$29,007,000	9.95%	\$118,680,070	40.71%	\$147,187,070	50.66%

Staff had to move several costly projects to future years to decrease the gap in funding. 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 (\$9.3 million), SE Peakway (\$27.3 million), Davis Drive and Salem Church Road Realignment (\$3.5 million), Beaver Creek Greenway extension (\$8.3 million), Big Branch Greenway (\$4.3 million), Jaycee Park Expansion (\$2.5 million), Reedy Branch Creek Greenway (\$6.5 million), Seymour Athletic Fields/Nature Park Operations and Maintenance Building and Parking Lot Expansion & Turf Renovation (\$15.5 million and \$3.6 million respectively), Middle Creek Greenway (\$4 million), and Wimberly Road Park (\$97.5 million). Staff will continue to seek alternate funding sources as well as plans to reduce project costs.



If projections are accurate, CIP projects will create a funding gap each year beyond FY24-25 until FY28-29, with potential shortfalls ranging from \$8.03 million in FY25-26 to \$11.25 million in FY26-27. These funding gaps represent potential policy decisions for Town Council regarding using fund balance, setting the tax rate, delaying projects, and considering operational cuts. The funding gaps 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 \$94.78 million in transportation projects over the next five years, plans \$7.54 million for downtown projects, and identifies \$50.79 million in projects on the horizon. Total cost estimates for twenty-one transportation projects exceed \$1 million over the next five years. The CIP programs four of these large projects, which cost \$21.93 million, to correspond with bond sales from the November 2021 bond referendum. Overall, the CIP includes debt service for general obligation bonds to cover \$42 million in transportation projects – \$17 million reflected in FY22-23 and \$25 million reflected in FY24-25 through FY27-28. The impact model includes a tax rate increase to accompany the proposed general obligation debt with the tax rate increasing \$.016 in FY26-27 to cover the annual debt service for this bond. Significant parks and recreation projects include an environmental education center (\$5.17 million), Beaver Creek Greenway Extension (\$7.15 million), Pleasant Park Baseball and Softball Complex (\$14.35 million), and maintenance and renovations at KidsTowne Playground (\$3 million). Pleasant Park Baseball and Softball complex have been identified to be funded along with Town Hall Renovations with a limited obligation bond. Aside from Pleasant Park Baseball and Softball Complex, these parks and recreation projects currently do not have funding identified beyond typical General Fund revenues.

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 \$.044 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. Although the recommended tax rates included in model would not generate sufficient funding for all projects included in the CIP, they do present an increase to allow for more capital projects. The lack of sufficient funding in the future signifies decisions for Town Council regarding using fund balance, setting the tax rate, delaying projects, additional debt obligations such as general obligation bonds, and considering operational cuts in order to meet the future capital needs of the Town of Apex.



Five-Year Tax Rate Assessment

Forecasted Expenditures (Including CIP Projects)	FY24-25	FY25-26	FY26-27	FY27-28	FY28-29
Operating Budget	\$99,679,350	\$107,653,698	\$116,265,994	\$125,567,273	\$135,612,655
Capital Outlay	\$12,954,050	\$16,880,380	\$23,136,210	\$23,542,720	\$19,621,210
Debt Service	\$8,835,800	\$12,090,778	\$11,936,638	\$13,841,655	\$15,012,137
Capital Reserve Coverage	-\$4,542,800	-\$2,159,940	-\$1,671,687	-\$1,677,771	-\$1,677,910
Transfers Out	\$1,137,200	\$1,225,447	\$1,320,541	\$1,423,015	\$1,533,441
Total Expenditures	\$118,063,600	\$135,690,363	\$150,987,697	\$162,696,893	\$170,101,534
Total Capital and Debt	\$17,247,050	\$26,811,218	\$33,401,161	\$35,706,604	\$32,955,437
Capital and Debt Expenditures %	14.61%	19.76%	22.12%	21.95%	19.37%
Forecasted Revenues	FY24-25	FY25-26	FY26-27	FY27-28	FY28-29
Property Tax	\$66,041,904	\$73,264,784	\$80,998,287	\$89,401,720	\$102,811,978
Other Taxes, Fees, Charges	\$50,361,696	\$54,390,632	\$58,741,882	\$63,441,233	\$68,516,531
Available Capital Funds	\$1,660,000	\$0	\$0	\$0	\$0
Transfers In	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$118,063,600	\$127,655,416	\$139,740,169	\$152,842,953	\$171,328,509
Forecasted Expenditures vs. Forecasted Revenues	FY24-25	FY25-26	FY26-27	FY27-28	FY28-29
Total Revenues – Total Expenditures	\$0	(\$8,034,947)	(\$11,247,527)	(\$9,853,940)	\$1,226,975
Projected Fund Balance	\$31,959,642	\$23,924,695	\$12,677,168	\$2,823,228	\$4,050,203
Capital Impact on Fund Balance	\$0	(\$8,034,947)	(\$11,247,527)	(\$9,853,940)	\$1,226,975
Fund Balance Impact Percentage	27.07%	17.63%	8.40%	1.74%	2.38%
Assessed Property Value	\$19,463,015,380	\$20,787,874,133	\$22,052,951,693	\$23,395,017,463	\$26,904,270,082
\$.01 Property Tax Increase	\$1,942,557	\$2,058,000	\$2,183,242	\$2,316,107	\$2,663,523
Tax Rate	\$0.340	\$0.356	\$0.371	\$0.386	\$0.386
Change in Tax Rate Needed for Difference	\$0.000	\$0.039	\$0.052	\$0.043	(\$0.005)
Zero-Balance Tax Rate	\$0.340	\$0.395	\$0.423	\$0.429	\$0.381
Projected Fund Balance with Tax Rate Adjustment	\$31,959,642	\$15,970,097	\$1,542,116	(\$6,932,173)	\$5,264,909
Projected Fund Balance % with Tax Rate Adjustment	27.07%	11.77%	1.02%	-4.26%	3.10%
Proposed Tax Rate Plan for Capital Expenditures	FY24-25	FY25-26	FY26-27	FY27-28	FY28-29
Proposed Tax Rate	\$0.340	\$0.356	\$0.371	\$0.386	\$0.386
Estimated Range of % Capital Expenditures*	10.97% – 11.1%	6.9% – 8.4%	8.5% – 9.9%	8.9% – 10.3%	12.2% – 13.5%

*Assumes balanced budget based on estimated revenue projections



Section 4: Electric Utility Fund

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, Stormwater, or the General Fund.

Capital Project Types: 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.

Plan Alignment: Peak Plan 2030: The Apex Comprehensive Plan

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



The table below shows each project submitted during this year's CIP process and its estimated cost in each fiscal year of the plan.

Electric Utility	FY24-25	FY25-26	FY26-27	FY27-28	FY28-29	Future Years	Total Capital Cost
Bucket Truck – Replacement	275,000	-	-	-	-	-	275,000
Green Level Substation	1,800,000	-	200,000	1,500,000	-	-	3,500,000
LED Replacement	500,000	750,000	750,000	-	-	-	2,000,000
Mount Zion Upgrades	230,000	-	-	-	-	-	230,000
System Expansion	4,200,000	4,000,000	4,000,000	3,500,000	3,500,000	-	19,200,000
System Fault Indicators - SCADA	175,000	-	-	-	-	-	175,000
East Williams Substation	-	775,000	3,000,000	-	-	-	3,775,000
Service Truck - Replacement	-	250,000	-	-	-	-	250,000
Veridea System Expansion	-	3,000,000	3,000,000	3,000,000	3,000,000	-	12,000,000
Service Truck - Replacement	-	-	250,000	-	-	-	250,000
Bucket Truck - Replacement	-	-	-	400,000	-	-	400,000
Total	\$7,180,000	\$8,775,000	\$11,200,000	\$8,400,000	\$6,500,000	\$ -	\$42,055,000





FY24-25

Bucket Truck – Replacement

\$275,000

This project replaces a tree bucket truck (Unit #200), which is a specialized vehicle required for tree management surrounding electrical equipment. At the replacement time, the truck will be over 10 years old.

Green Level Substation

\$3,500,000

Three-year Total

This project includes the land, transformer, design work, and construction for the Green Level Substation. As population growth in Apex continues, the electrical load on the Laura Duncan and Mount Zion substations will require a new substation to serve this demand, especially in the northwest corner of Town. The proposed Green Level Substation location will increase reliability by reducing feeder exposure. Not funding this project will impede additional Town growth and revenue opportunities and remove imperative system redundancy.

LED Replacement

\$2,000,000

Three-year Total

This project replaces the remainder of the Town’s decorative fixtures with LED technology. This effort will reduce the Town’s energy usage for lighting significantly, thus reducing overall energy purchases from Duke Energy. This project would carry out a Town Council directive and will create long-term cost reductions of LED technology.

Mount Zion Upgrades

\$230,000

This project upgrades equipment at the Mount Zion Substation due to age. Regulators need an overhaul every ten years to ensure the oil’s insulating capabilities remain intact. The controls for all regulators will be replaced because they are no longer supported and have caused operational issues. This vital maintenance ensures the substation’s continuous operation.

System Expansion

\$19,200,000

Five-year Total

This project includes system expansion based on Apex’s continued growth and development to continue providing reliable Electric service.

System Fault Indicators - SCADA

\$175,000

This project replaces existing battery-operated fault indicators with supervisory control and data acquisition (SCADA) enabled cellular fault indicators. This new technology allows for faster outage response and increases available information for addressing system issues before an outage. The project creates the opportunity to increase customer satisfaction and service reliability.

FY25-26

East Williams Substation

\$3,775,000

Two-year Total

This project adds electrical capacity to the existing East Williams Substation to improve the Town’s ability to serve the future Veridea development and other residents in the surrounding area. To support the large Veridea development, the Town needs to add a 40-MVA power transformer to the East Williams Substation for additional capacity in the area.





Service Truck - Replacement

\$250,000

This project replaces an electric service truck (Unit #307), which is utilized daily and for on-call responses within Town. The vehicle will be 8 years old and has over 120,000 miles at time of replacement.

Veridea System Expansion

\$12,000,000
Four-year Total

This project funds system expansion for the development of Veridea, a proposed sustainable, mixed-use urban community on 1,100 acres within the Town of Apex. In order to support a development of this size, considerable expansion to the existing Electric infrastructure will be required.

FY26-27

Service Truck - Replacement

\$250,000

This project replaces an electric service truck (Unit #331), which is utilized daily and for on-call responses within Town. At time of replacement, the truck will be 9 years old with over 100,000 miles.

FY27-28

Bucket Truck – Replacement

\$400,000

This project replaces an electric line bucket truck (Unit #183), which is a specialized vehicle required to install overhead electrical equipment. At time of replacement, the truck will be over 10 years old.



Electric Utility Fund Summary

The table below shows the Electric Utility Element's total capital needs and the revenue sources proposed to support these needs. Local revenue indicates the need for current year revenue to fund some projects or purchases in each year. At this time, additional debt issuance in the form of a revenue bond is required to meet the capital needs described above.

Electric Utility	FY24-25	FY25-26	FY26-27	FY27-28	FY28-29	Future Years	Total Capital Cost
Bucket Truck - Replacement	275,000	-	-	-	-	-	275,000
Green Level Substation	1,800,000	-	200,000	1,500,000	-	-	3,500,000
LED Replacement	500,000	750,000	750,000	-	-	-	2,000,000
Mount Zion Upgrades	230,000	-	-	-	-	-	230,000
System Expansion	4,200,000	4,000,000	4,000,000	3,500,000	3,500,000	-	19,200,000
System Fault Indicators - SCADA	175,000	-	-	-	-	-	175,000
East Williams Substation	-	775,000	3,000,000	-	-	-	3,775,000
Service Truck - Replacement	-	250,000	-	-	-	-	250,000
Veridea System Expansion	-	3,000,000	3,000,000	3,000,000	3,000,000	-	12,000,000
Service Truck - Replacement	-	-	250,000	-	-	-	250,000
Bucket Truck - Replacement	-	-	-	400,000	-	-	400,000
Total	\$7,180,000	\$8,775,000	\$11,200,000	\$8,400,000	\$6,500,000	\$ -	\$42,055,000

Electric Utility Project Revenues	FY24-25	FY25-26	FY26-27	FY27-28	FY28-29	Future Years	Total Revenue
Capital Outlay	5,380,000	8,775,000	11,000,000	6,900,000	6,500,000	-	38,555,000
Designated Capital Funds	-	-	200,000	1,500,000	-	-	1,700,000
Revenue Bonds	1,800,000	-	-	-	-	-	1,800,000
Total Revenue	\$7,180,000	\$8,775,000	\$11,200,000	\$8,400,000	\$6,500,000	\$ -	\$42,055,000



Section 5: Water & Sewer Utility Fund

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, Stormwater Fund, or any General Fund related project.

Capital Project Types 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.
construction, major maintenance, and improvement of water and sewer infrastructure

Plan Alignment: Peak Plan 2030: The Apex Comprehensive Plan

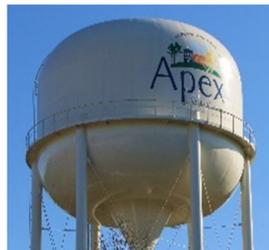
The icon below signifies the Water and Sewer Utility element, and is located on the top right corner of the pages that are associated with these projects.





Water & Sewer Utility Element Projects

Water & Sewer Utility	FY24-25	FY25-26	FY26-27	FY27-28	FY28-29	Future Years	Total Capital Cost
Little Beaver Creek Gravity Sewer Extension	300,000	1,000,000	-	-	-	-	1,300,000
Old Raleigh Road Water Line Replacement	850,000	3,500,000	-	-	-	-	4,350,000
Pump Mechanic Truck with 7-ton Crane	180,000	-	-	-	-	-	180,000
Wimberly Road Water Supply Vault	200,000	-	-	-	-	-	200,000
Abbingtion Gravity Sewer Extension	-	450,000	-	-	-	-	450,000
Apex Elementary Gravity Sewer Extension	-	70,000	330,000	-	-	-	400,000
Gateway	-	220,000	220,000	220,000	220,000	1,320,000	2,200,000
Green Level West Water Line Connection	-	100,000	300,000	-	-	-	400,000
NC 55 South Utility Relocation	-	1,000,000	-	-	-	-	1,000,000
Shearon Harris Road Water Line Connection	-	100,000	400,000	-	-	-	500,000
UV System Replacement	-	1,500,000	-	-	-	-	1,500,000
2.0 MG Elevated Water Storage Tank	-	-	100,000	350,000	7,350,000	-	7,800,000
Crossroads Water Line Connection	-	-	400,000	-	-	-	400,000
Green Level Church Water Line Connection	-	-	120,000	500,000	-	-	620,000
US 64 & New Hill Olive Chapel Water Loop	-	-	330,000	1,400,000	-	-	1,730,000
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
Richardson Road Water Line Connection	-	-	-	60,000	600,000	-	660,000
US 64 Off Ramp Water Line Connection	-	-	-	100,000	225,000	-	325,000
Villages of Apex Water Line Connection	-	-	-	50,000	250,000	-	300,000
Castlewood & Orchard Villas Water Line Connection	-	-	-	-	200,000	1,000,000	1,200,000
NC 55 North Utility Relocation	-	-	-	-	-	2,225,000	2,225,000
SR 1010 Utility Relocation	-	-	-	-	-	3,000,000	3,000,000
US 64 Utility Relocation	-	-	-	-	-	2,500,000	2,500,000
Cary Projects Sub-Total	287,500	695,750	465,750	2,967,000	57,500	747,500	5,221,000
WWRWRF Sub-Total	629,000	782,000	4,437,000	119,000	29,452,500	425,000	35,844,500
Total	\$2,446,500	\$9,417,750	\$7,177,750	\$6,266,000	\$38,355,000	\$13,217,500	\$76,880,500





FY24-25

Little Beaver Creek Gravity Sewer Extension

\$1,300,000
Two-year Total

Due to recent sewer extensions along Little Beaver Creek, the existing pump station at the Friendship Elementary School site may be taken offline. In order to do so, a gravity sewer is needed to extend from the Friendship Elementary School site to the existing Little Beaver Creek outfall. Abandoning this pump station reduces the funding needed for its maintenance and eventual upgrades and reduces the noises and odors from the site.

Old Raleigh Road Water Line Replacement

\$4,350,000
Two-year total

This project replaces the water main in Old Raleigh Road that has surpassed its 50-year life expectancy. Improvements to Old Raleigh Road has increased the vibrations and stress on this pipe from vehicle traffic. Research shows that expansive clay soil contributes to pipe failure, particularly in smaller diameters pipes, like the existing 10-inch line. Despite system redundancy, a pipe failure here would require many other valves and loops to be closed.

Pump Mechanic Truck with 7-ton Crane

\$180,000

This project replaces a 2008 Ford F550 (Unit #36) with a new pump mechanic truck that has a 7-ton crane. The vehicle will be 8 years of age with over 75,000 miles at time of replacement.

Wimberly Road Water Supply Vault

\$200,000

This project installs a third water meter vault to assist in water supply quantification to support shared Water Plant distribution with the Town of Cary. This vault ensures that Apex can receive enough water to meet our demand and provides a redundancy if other transmission lines from Cary are disrupted.

FY25-26

Abbington Gravity Sewer Extension

\$450,000

Due to constant overtime and emergency maintenance at the Abbington Pump Station, approximately 2,400 linear feet of gravity sewer is needed to connect the sewer flowing into the station to the outfall along Reedy Branch. Not funding this project will require continued pump station maintenance. Abandoning this pump station reduces the funding needed for maintenance and eventual upgrades and reduces the noise and odors from the site.

Apex Elementary Gravity Sewer Extension

\$400,000
Two-year Total

This project installs a gravity sewer extension from the planned Townes on Tingen development. This allows the Town to abandon the Apex Elementary Pump Station which suffers from wear due to high operations and maintenance costs for its size. The small station can only service the school at a low flowrate.

Gateway

\$2,200,000
Three-year Total

This project involves constructing utility infrastructure as part of an Economic Development Agreement entered into in 2022. This project is expected to directly and indirectly benefit the Town through needed infrastructure, job creation, economic diversification, and stimulus in technology and manufacturing skills. In exchange for completing sewer and water line extensions, the Town will reimburse costs associated with the extension and installation of public utilities, specifically water and sewer.





Green Level West Water Line Connection

\$400,000

Two-year Total

This project connects The Pointe and Weddington subdivision along Green Level West Road with a ductile iron water line and by crossing the American Tobacco Trail.

NC 55 South Utility Relocation

\$1,000,000

This project relocates water and sewer utilities, including water lines, fire hydrants, valve, sewer lines, and manholes, to accommodate NCDOT's widening of NC 55. Utilities in conflict have to be relocated to prevent disrupting customer utility service within the construction corridor.

Shearon Harris Road Water Line Connection

\$500,000

Two-year Total

This project installs a water line that would extend from the stubbed line at the intersection of Reclamation Road and Shearon Harris Road north to where it would connect to the existing waterline along Old US 1. This provides a looped connection and a second water feed to the Western Water Regional Water Reclamation Facility.

UV System Replacement

\$1,500,000

This project replaces the UV system at the Apex Water Reclamation Facility. The current UV system was installed in 1998. Its core electronic components are reaching the end of their useful life and becoming increasingly difficult to stock and replace. Given the advances in lamp and driver technologies and smart reactor design in the past 20 years, a new UV system requires less energy to disinfect compared to the current UV systems.

FY26-27

2.0 MG Elevated Water Storage Tank

\$7,800,000

Three-year Total

This project includes a preliminary engineering report, design, land acquisition, and construction of a 2.0-million-gallon elevated storage tank to satisfy elevated storage requirements as Apex demand grows.

Crossroads Water Line Connection

\$400,000

This project uses a ductile iron pipe to connect five dead end lines in the Crossroads area to improve water quality and redundancy for two neighborhoods and the Crossroads Ford.

Green Level Church Water Line Connection

\$620,000

Two-year Total

This project installs a water line tie in that helps redundancy in the Green Level Church area. This ductile iron pipe will run north from the Ellsworth development and parallel to Green Level Church Road before tying into the newly extended and stubbed line from the Freedom Square development at Green Level West Road.

US 64 & New Hill Olive Chapel Water Loop

\$1,730,000

Two-year Total

This project extends a water line along US 64, starting at the Legacy Development and routing west to New Hill Olive Chapel Road, and connects to the existing water line from Deer Creek. This project provides a critical redundant feed to Deer Creek and loops the waterline to remove the dead end at Deer Creek and dead end along US 64.





Zeno Road Water Line Connection

\$225,000
Two-year total

This project connects two stubbed lines along Zeno Road with a ductile iron water line.

FY27-28

Davis Drive & North Salem Street Water Line Connection

\$2,350,000
Two-year total

This project provides a connection from the southern piece of the Davis Drive water line to the last western segment of the water line on N. Salem Street connecting above US 64. This project will then bore underneath US 64 and connect to the stubbed water line on the other side of the highway.

Richardson Road Water Line Connection

\$660,000
Two-year total

This project provides three stubbed connections at the Richardson Road and Mt. Zion Church Road intersection above Friendship Station with a water line parallel to Richardson Road south to the Mt. Zion Church Road intersection and a water line from Mt. Zion Church Road south to the Y intersection connection point.

US 64 Off Ramp Water Line Connection

\$325,000
Two-year Total

This project connects the stubbed end of the Villages of Apex subdivision, runs parallel to US 64, and crosses the railroad with a ductile iron pipe. This waterline continues west along US 64 to tie into the N. Salem Street ramp.

Villages of Apex Water Line Connection

\$300,000
Two-year total

This project provides a connection crossing the Apex Peakway to help connect the Villages of Apex South to the Villages of Apex with a ductile iron pipe.

FY28-29

Castlewood & Orchard Villas Water Line Connection

\$1,200,000
Two-year total

This project provides a connection between the Castlewood and the Orchard Villa subdivisions with a ductile iron water line and an additional encasement pipe for the boring underneath US 64.

Future Years

NC 55 North Utility Relocation

\$2,250,000

This project relocates existing water and sewer utilities to accommodate NCDOT's widening of NC 55. The Town has existing water and sewer utilities within the right-of-way, including water and sewer lines, fire hydrants, valves, and manholes, that conflict with NCDOT's proposed road widening. These utilities must be relocated to prevent customer utility service disruptions within the construction corridor. This project also extends a line down NC 55 under the railroad trestle to create a new loop in the distribution system.





SR1010 Utility Relocation

\$3,000,000

This project relocates existing water and sewer utilities to accommodate NCDOT'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 water lines, fire hydrants, valves, water service lines, and force mains that conflict with the NCDOT's proposed road widening.

US 64 Utility Relocation

\$2,500,000

This project extends a water line down Laura Duncan Road, under US 64, and ties into the existing water line running parallel with US 64. Utilities, including water lines, a force main, and gravity sewers, need to be relocated to accommodate US 64 improvements.





Water & Sewer Utility Fund Summary

The table below shows the Water & Sewer Utility Element's total capital needs and the revenue sources proposed to support these needs. Local revenue indicates the need for current year revenue to fund some projects or purchases in each year.

Water & Sewer Utility	FY24-25	FY25-26	FY26-27	FY27-28	FY28-29	Future Years	Total Capital Cost
Little Beaver Creek Gravity Sewer Extension	300,000	1,000,000	-	-	-	-	1,300,000
Old Raleigh Road Water Line Replacement	850,000	3,500,000	-	-	-	-	4,350,000
Pump Mechanic Truck with 7-ton Crane	180,000	-	-	-	-	-	180,000
Wimberly Road Water Supply Vault	200,000	-	-	-	-	-	200,000
Abbington Gravity Sewer Extension	-	450,000	-	-	-	-	450,000
Apex Elementary Gravity Sewer Extension	-	70,000	330,000	-	-	-	400,000
Gateway	-	220,000	220,000	220,000	220,000	1,320,000	2,200,000
Green Level West Water Line Connection	-	100,000	300,000	-	-	-	400,000
NC 55 South Utility Relocation	-	1,000,000	-	-	-	-	1,000,000
Shearon Harris Road Water Line Connection	-	100,000	400,000	-	-	-	500,000
UV System Replacement	-	1,500,000	-	-	-	-	1,500,000
2.0 MG Elevated Water Storage Tank	-	-	100,000	350,000	7,350,000	-	7,800,000
Crossroads Water Line Connection	-	-	400,000	-	-	-	400,000
Green Level Church Water Line Connection	-	-	120,000	500,000	-	-	620,000
US 64 & New Hill Olive Chapel Water Loop	-	-	330,000	1,400,000	-	-	1,730,000
Zeno Road Water Line Connection	-	-	75,000	150,000	-	-	225,000
Davis Dr. & N. Salem Street Water Line Connection	-	-	-	350,000	-	2,000,000	2,350,000
Richardson Road Water Line Connection	-	-	-	60,000	600,000	-	660,000
US 64 Off Ramp Water Line Connection	-	-	-	100,000	225,000	-	325,000
Villages of Apex Water Line Connection	-	-	-	50,000	250,000	-	300,000
Castlewood & Orchard Villas Water Line Connection	-	-	-	-	200,000	1,000,000	1,200,000
NC 55 North Utility Relocation	-	-	-	-	-	2,225,000	2,225,000
SR 1010 Utility Relocation	-	-	-	-	-	3,000,000	3,000,000
US 64 Utility Relocation	-	-	-	-	-	2,500,000	2,500,000
Cary Projects Sub-Total	287,500	695,750	465,750	2,967,000	57,500	747,500	5,221,000
WWRWRF Sub-Total	629,000	782,000	4,437,000	119,000	29,452,500	425,000	35,844,500
Total	\$2,446,500	\$9,417,750	\$7,177,750	\$6,266,000	\$38,355,000	\$13,217,500	\$76,880,500

Water & Sewer Utility Project Revenues	FY24-25	FY25-26	FY26-27	FY27-28	FY28-29	Future Years	Total Revenue
Capital Outlay	1,530,000	7,940,000	2,275,000	3,180,000	1,495,000	12,045,000	28,465,000
Designated Capital Funds	916,500	1,477,750	4,902,750	3,086,000	36,860,000	1,172,500	48,415,500
Total Revenue	\$2,446,500	\$9,417,750	\$7,177,750	\$6,266,000	\$38,355,000	\$13,217,500	\$76,880,500



Section 6: Stormwater Utility Fund

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.

Capital Project Types: construction and improvement of stormwater infrastructure. These projects include vehicle additions and replacements necessary to maintain and repair stormwater infrastructure.

Plan Alignment: Stormwater Condition Assessment

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



Stormwater	FY24-25	FY25-26	FY26-27	FY27-28	FY28-29	Future Years	Total Capital Cost
Street Sweeper - Replacement	-	334,000	-	-	-	-	334,000
Excavator - Addition	-	-	-	225,000	-	-	225,000
Total	\$ -	\$334,000	\$ -	\$225,000	\$ -	\$ -	\$559,000





FY25-26

Street Sweeper – Replacement

\$334,000

This project replaces the Town’s only street sweeper (Unit #96) that will be over 22 years old at the replacement time. This vehicle is needed to reduce debris wash-off for stormwater management.

FY27-28

Excavator - Addition

\$225,000

This excavator will significantly increase the Town’s stormwater maintenance repair capabilities.



Stormwater Utility Fund Summary

The table below shows Stormwater Utility Element's total capital needs and the revenue sources proposed to support these needs. Local revenue indicates the need for current year revenue to fund some projects or 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 Project Costs	FY24-25	FY25-26	FY26-27	FY27-28	FY28-29	Future Years	Total Capital Cost
Street Sweeper - Replacement	-	334,000	-	-	-	-	334,000
Excavator - Addition	-	-	-	225,000	-	-	225,000
Total	\$ -	\$334,000	\$ -	\$225,000	\$ -	\$ -	\$559,000

Stormwater Utility Project Revenues	FY24-25	FY25-26	FY26-27	FY27-28	FY28-29	Future Years	Total Revenue
Capital Outlay	-	334,000	-	225,000	-	-	559,000
Total Revenue	\$ -	\$334,000	\$ -	\$225,000	\$ -	\$ -	\$559,000



Section 7: General Fund Project Funding

The following pages contain project funding details.

Transportation	FY24-25	FY25-26	FY26-27	FY27-28	FY28-29	Future	Total
Annual Pavement Management	4,000,000	3,625,000	3,750,000	3,875,000	4,000,000	4,125,000	23,375,000
- Intergovernmental Funds (Powell Bill Revenues)	2,157,200	2,265,060	2,378,313	2,497,229	2,622,090	2,753,195	14,673,087
- Designated Capital Funds	1,842,800	1,359,940	1,371,687	1,377,771	1,377,910	1,371,805	8,701,913
Annual Miscellaneous Road & Sidewalk Improvements	450,000	300,000	300,000	300,000	300,000	300,000	1,950,000
- Designated Capital Funds	450,000	300,000	300,000	300,000	300,000	300,000	1,950,000
Annual GoApex Transit Improvements	200,000	200,000	200,000	200,000	200,000	200,000	1,200,000
- Grants	100,000	100,000	100,000	100,000	100,000	100,000	600,000
- General Fund / Capital Outlay	100,000	100,000	100,000	100,000	100,000	100,000	600,000
Apex Peakway North Widening	900,000	1,200,000	3,650,000	-	-	-	5,750,000
- General Obligation Bonds	900,000	1,200,000	3,300,000	-	-	-	5,400,000
- General Fund / Capital Outlay	-	-	350,000	-	-	-	350,000
Center Street Railroad Crossing Improvements	150,000	50,000	800,000	-	-	-	1,000,000
- Designated Capital Funds	150,000	-	-	-	-	-	150,000
- General Obligation Bonds	-	50,000	800,000	-	-	-	850,000
Chatham Street Railroad Crossing Improvements	150,000	50,000	800,000	-	-	-	1,000,000
- Designated Capital Funds	150,000	-	-	-	-	-	150,000
- General Obligation Bonds	-	50,000	800,000	-	-	-	850,000
Felton Grove High School Improvements Cost Share	300,000	-	-	-	-	-	300,000
- General Fund / Capital Outlay	300,000	-	-	-	-	-	300,000
GoApex Transit Program	100,000	690,000	-	-	-	-	790,000
- Grants	100,000	690,000	-	-	-	-	790,000
Jessie Drive Phase 1	1,500,000	4,350,000	-	-	-	-	5,850,000
- General Obligation Bonds	1,500,000	4,350,000	-	-	-	-	5,850,000
Old US 1 at Friendship Road Improvements Cost Share	200,000	-	-	-	-	-	200,000
- Designated Capital Funds	200,000	-	-	-	-	-	200,000
Olive Chapel Rd at Apex Barbecue Road Improvements	450,000	550,000	1,800,000	-	-	-	2,800,000
- Designated Capital Funds	450,000	-	-	-	-	-	450,000
- General Fund / Capital Outlay	-	550,000	1,800,000	-	-	-	2,350,000
Safe Routes to School	5,000,000	1,642,330	1,207,160	1,245,220	1,074,710	994,800	11,164,220
- General Obligation Bonds	5,000,000	-	-	-	-	-	5,000,000
- General Fund / Capital Outlay	-	1,642,330	1,207,160	1,245,220	1,074,710	994,800	6,164,220
South Salem Street Bicycle Connection	740,000	890,000	2,970,000	-	-	-	4,600,000
- General Fund / Capital Outlay	740,000	890,000	2,970,000	-	-	-	4,600,000
Technology Drive Enhancements Cost Share (HL-0007)	300,000	-	-	-	-	-	300,000
- Designated Capital Funds	300,000	-	-	-	-	-	300,000
Vision Zero - Intersection Upgrades	150,000	850,000	850,000	850,000	850,000	850,000	4,400,000
- General Fund / Capital Outlay	150,000	850,000	850,000	850,000	850,000	850,000	4,400,000
Wayfinding Signage Fabrication & Installation	400,000	500,000	500,000	-	-	-	1,400,000
- General Fund / Capital Outlay	400,000	500,000	500,000	-	-	-	1,400,000



Transportation (Cont.)	FY24-25	FY25-26	FY26-27	FY27-28	FY28-29	Future	Total
West Williams Street Sidewalk	150,000	50,000	750,000	-	-	-	950,000
- General Obligation Bonds	150,000	-	750,000	-	-	-	900,000
- General Fund / Capital Outlay	-	50,000	-	-	-	-	50,000
Apex Peakway Southwest Landscaping	-	75,000	250,000	-	-	-	325,000
- General Fund / Capital Outlay	-	75,000	250,000	-	-	-	325,000
GPS Emergency Vehicle Preemption	-	205,000	220,000	235,000	-	-	660,000
- General Fund / Capital Outlay	-	205,000	220,000	235,000	-	-	660,000
Jones Street Improvements	-	300,000	-	-	-	-	300,000
- General Fund / Capital Outlay	-	300,000	-	-	-	-	300,000
Pavement Management Backlog	-	5,000,000	-	-	-	-	5,000,000
- General Obligation Bonds	-	5,000,000	-	-	-	-	5,000,000
S-line Mobility Hub	-	460,000	-	-	-	-	460,000
- Grants	-	230,000	-	-	-	-	230,000
- General Fund / Capital Outlay	-	230,000	-	-	-	-	230,000
Salem Street Downtown Streetscape, Gathering Space, & Alleys	-	2,350,000	2,765,000	2,430,000	-	-	7,545,000
- Grants	-	2,350,000	650,000	2,430,000	-	-	5,430,000
- General Fund / Capital Outlay	-	-	2,115,000	-	-	-	2,115,000
Center Street and Chatham Street Sidewalk Phase 2	-	-	260,000	205,000	1,300,000	-	1,765,000
- General Fund / Capital Outlay	-	-	260,000	205,000	-	-	465,000
- To Be Determined	-	-	-	-	1,300,000	-	1,300,000
Jessie Drive Phase 2	-	-	2,330,000	3,000,000	-	9,300,000	14,630,000
- General Obligation Bonds	-	-	2,330,000	320,000	-	9,300,000	11,950,000
- To Be Determined	-	-	-	2,680,000	-	-	2,680,000
Davis Drive at Salem Church Road Realignment	-	-	-	800,000	2,700,000	3,500,000	7,000,000
- General Fund / Capital Outlay	-	-	-	800,000	-	-	800,000
- General Obligation Bonds	-	-	-	-	-	3,500,000	3,500,000
- To Be Determined	-	-	-	-	2,700,000	-	2,700,000
Tingen Road Pedestrian Bridge	-	-	-	4,000,000	-	-	4,000,000
- To Be Determined	-	-	-	4,000,000	-	-	4,000,000
Traffic Signal System Partnership	-	-	-	180,000	160,000	2,200,000	2,540,000
- General Fund / Capital Outlay	-	-	-	180,000	160,000	-	340,000
- General Obligation Bonds	-	-	-	-	-	2,200,000	2,200,000
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
- General Obligation Bonds	-	-	-	-	-	2,000,000	2,000,000
NC 55 Sidewalk & Enhancement Cost Share (U-2901)	-	-	-	-	2,000,000	-	2,000,000
- General Fund / Capital Outlay	-	-	-	-	2,000,000	-	2,000,000
US 64 Sidewalk & Enhancement Cost Share (U-5301)	-	-	-	-	2,000,000	-	2,000,000
- To Be Determined	-	-	-	-	2,000,000	-	2,000,000
Apex Peakway Southeast Connector	-	-	-	-	-	27,320,700	27,320,700
- General Obligation Bonds	-	-	-	-	-	27,320,700	27,320,700



Parks, Recreation & Cultural Resources	FY24-25	FY25-26	FY26-27	FY27-28	FY28-29	Future	Total
Annual Greenway Feasibility and Development	500,000	400,000	400,000	400,000	400,000	400,000	2,500,000
- General Fund / Capital Outlay	500,000	400,000	400,000	400,000	400,000	400,000	2,500,000
Environmental Education Center	1,000,000	4,165,000	-	-	-	-	5,165,000
- Designated Capital Funds	1,000,000	-	-	-	-	-	1,000,000
- Installment Purchase / Capital Lease	-	4,165,000	-	-	-	-	4,165,000
KidsTowne Playground Renovation	250,000	2,000,000	750,000	-	-	-	3,000,000
- General Fund / Capital Outlay	250,000	2,000,000	750,000	-	-	-	3,000,000
Pleasant Park Baseball and Softball Complex	14,350,000	-	-	-	-	-	14,350,000
- Limited Obligation Bonds	14,350,000	-	-	-	-	-	14,350,000
Street Hockey Rink & Inclusive Playground	650,000	1,000,000	800,000	-	-	-	2,450,000
- General Fund / Capital Outlay	650,000	1,000,000	800,000	-	-	-	2,450,000
Beaver Creek Greenway Extension	-	250,000	2,386,000	2,256,500	2,256,500	8,340,000	15,489,000
- General Fund / Capital Outlay	-	250,000	2,386,000	2,256,500	2,256,500	-	7,149,000
- General Obligation Bond	-	-	-	-	-	8,340,000	8,340,000
Hunter Street Park Renovation	-	125,000	775,000	-	-	-	900,000
- General Fund / Capital Outlay	-	125,000	775,000	-	-	-	900,000
Big Branch Greenway	-	-	-	639,000	150,000	4,260,000	5,049,000
- General Fund / Capital Outlay	-	-	-	639,000	150,000	-	789,000
- General Obligation Bond	-	-	-	-	-	4,260,000	4,260,000
Jaycee Park Expansion	-	-	-	500,000	-	2,500,000	3,000,000
- General Fund / Capital Outlay	-	-	-	500,000	-	-	500,000
- General Obligation Bond	-	-	-	-	-	2,500,000	2,500,000
Middle Creek Greenway	-	-	-	450,000	150,000	4,000,000	4,600,000
- General Fund / Capital Outlay	-	-	-	450,000	150,000	-	600,000
- General Obligation Bond	-	-	-	-	-	4,000,000	4,000,000
Reedy Branch Greenway	-	-	-	972,000	350,000	6,480,000	7,802,000
- General Fund / Capital Outlay	-	-	-	972,000	350,000	-	1,322,000
- General Obligation Bond	-	-	-	-	-	6,480,000	6,480,000
Seymour Athletic Fields/Nature Park Operations & Maintenance Building	-	-	-	-	1,250,000	15,450,000	16,700,000
- General Fund / Capital Outlay	-	-	-	-	1,250,000	-	1,250,000
- General Obligation Bond	-	-	-	-	-	15,450,000	15,450,000
Apex Community Park Parking Lot Expansion	-	-	-	-	-	950,000	950,000
- General Fund / Capital Outlay	-	-	-	-	-	950,000	950,000
Olive Farm Park	-	-	-	-	-	44,750,000	44,750,000
- General Obligation Bond	-	-	-	-	-	44,750,000	44,750,000
Seymour Athletic Fields/Nature Park Parking Lot Expansion & Turf Renovation	-	-	-	-	-	3,575,000	3,575,000
- General Obligation Bond	-	-	-	-	-	3,575,000	3,575,000
Wimberly Road Park	-	-	-	-	-	97,500,000	97,500,000
- General Obligation Bond	-	-	-	-	-	97,500,000	97,500,000



Public Safety	FY24-25	FY25-26	FY26-27	FY27-28	FY28-29	Future	Total
Engine (Pumper) - Replacement	1,019,000	-	-	-	-	-	1,019,000
- Installment Purchase / Capital Lease	1,019,000	-	-	-	-	-	1,019,000
Radio Replacement	764,050	764,050	764,050	-	-	-	2,292,150
- General Fund / Capital Outlay	764,050	764,050	764,050	-	-	-	2,292,150
Self-Contained Breathing Apparatus Replacement	325,000	325,000	325,000	325,000	-	-	1,300,000
- General Fund / Capital Outlay	325,000	325,000	325,000	325,000	-	-	1,300,000
Driving Simulator	-	279,000	-	-	-	-	279,000
- General Fund / Capital Outlay	-	279,000	-	-	-	-	279,000
Engine (Pumper) - Replacement	-	1,019,000	-	-	-	-	1,019,000
- Installment Purchase / Capital Lease	-	1,019,000	-	-	-	-	1,019,000
Ladder (Aerial) - Replacement	-	-	1,688,000	-	-	-	1,688,000
- Installment Purchase / Capital Lease	-	-	1,688,000	-	-	-	1,688,000
Rescue Retrieval Van	-	-	194,000	-	-	-	194,000
- General Fund / Capital Outlay	-	-	194,000	-	-	-	194,000
Rescue - Replacement	-	-	-	936,000	-	-	936,000
- Installment Purchase / Capital Lease	-	-	-	936,000	-	-	936,000
Fire Pumper for Station 7	-	-	-	-	-	1,125,000	1,125,000
- Installment Purchase / Capital Lease	-	-	-	-	-	1,125,000	1,125,000
Fire Pumper for Station 8	-	-	-	-	-	1,324,000	1,324,000
- Installment Purchase / Capital Lease	-	-	-	-	-	1,324,000	1,324,000



Public Facilities	FY24-25	FY25-26	FY26-27	FY27-28	FY28-29	Future	Total
Brine Equipment Relocation	150,000	-	-	-	-	-	150,000
- General Fund / Capital Outlay	150,000	-	-	-	-	-	150,000
Fire Station 3 Renovation	500,000	3,000,000	-	-	-	-	3,500,000
- General Fund / Capital Outlay	500,000	-	-	-	-	-	500,000
- Installment Purchase / Capital Lease	-	3,000,000	-	-	-	-	3,000,000
Mechanical (HVAC/Chiller) Upgrades to Town Facilities	405,000	-	-	-	-	-	405,000
- General Fund / Capital Outlay	405,000	-	-	-	-	-	405,000
Town Hall Remodel	900,000	900,000	900,000	-	-	-	2,700,000
- General Fund / Capital Outlay	-	900,000	900,000	-	-	-	1,800,000
- Limited Obligation Bonds	900,000	-	-	-	-	-	900,000
Town Facility Solar Initiative	670,000	670,000	670,000	-	-	-	2,010,000
- General Fund / Capital Outlay	670,000	670,000	670,000	-	-	-	2,010,000
Yard Waste Transfer & Processing Center Feasibility Study	250,000	-	-	-	-	-	250,000
- General Fund / Capital Outlay	250,000	-	-	-	-	-	250,000
Fire Department Administration Building	-	500,000	6,000,000	-	-	-	6,500,000
- Designated Capital Funds	-	500,000	-	-	-	-	500,000
- Installment Purchase / Capital Lease	-	-	6,000,000	-	-	-	6,000,000
Parking Lot and Internal Street Maintenance	-	350,000	500,000	250,000	180,000	600,000	1,880,000
- General Fund / Capital Outlay	-	350,000	500,000	250,000	180,000	600,000	1,880,000
Warehouse/Storage Building	-	1,080,000	-	-	-	-	1,080,000
- Installment Purchase / Capital Lease	-	1,080,000	-	-	-	-	1,080,000
Depot Parking Lot Repurposing	-	-	-	250,000	-	2,000,000	2,250,000
- General Fund / Capital Outlay	-	-	-	250,000	-	-	250,000
- Installment Purchase / Capital Lease	-	-	-	-	-	2,000,000	2,000,000
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 7	-	-	-	-	-	10,640,000	10,640,000
- Installment Purchase / Capital Lease	-	-	-	-	-	10,640,000	10,640,000
Public Safety Station 8	-	-	-	-	-	10,940,000	10,940,000
- Installment Purchase / Capital Lease	-	-	-	-	-	10,940,000	10,940,000



Public Works and Environmental Services	FY24-25	FY25-26	FY26-27	FY27-28	FY28-29	Future	Total
Fleet Services Field Response Truck - Replacement	-	240,000	-	-	-	-	240,000
- Installment Purchase / Capital Lease	-	240,000	-	-	-	-	240,000
Grapple Truck - Addition	-	386,000	-	-	-	-	386,000
- Installment Purchase / Capital Lease	-	386,000	-	-	-	-	386,000
Rear Loader - Addition	-	640,000	-	-	-	-	640,000
- Installment Purchase / Capital Lease	-	640,000	-	-	-	-	640,000
Leaf Truck - Addition	-	-	325,000	-	355,000	-	680,000
- Installment Purchase / Capital Lease	-	-	325,000	-	355,000	-	680,000
Right of Way Mowing Tractor - Replacement	-	-	160,000	-	-	-	160,000
- Installment Purchase / Capital Lease	-	-	160,000	-	-	-	160,000
Leaf Truck - Replacement	-	-	-	340,000	-	360,000	700,000
- Installment Purchase / Capital Lease	-	-	-	340,000	-	360,000	700,000
Tandem Semi Tractor w/ Wet Line - Addition	-	-	-	-	210,000	-	210,000
- Installment Purchase / Capital Lease	-	-	-	-	210,000	-	210,000
Dump Truck - Replacement	-	-	-	-	-	185,000	185,000
- Installment Purchase / Capital Lease	-	-	-	-	-	185,000	185,000

