

APPROVED 6/18/2019

**MINUTES
BOARD OF COMMISSIONERS
BUDGET WORK SESSION
May 30, 2019
7:00 p.m.**

The Orange County Board of Commissioners met in regular session on Thursday, May 30, 2019 at 7:00 p.m. at the Southern Human Services Center in Chapel Hill, N.C.

COUNTY COMMISSIONERS PRESENT: Chair Penny Rich and Commissioners Jamezetta Bedford, Mark Dorosin, Sally Greene, Earl McKee, Mark Marcoplos and Renee Price

COUNTY COMMISSIONERS ABSENT: None

COUNTY ATTORNEYS PRESENT: John Roberts

COUNTY STAFF PRESENT: County Manager Bonnie Hammersley, Deputy County Manager Travis Myren, and Clerk to the Board Donna Baker (All other staff members will be identified appropriately below)

Chair Rich called the meeting to order at 7:00 p.m.

Travis Myren reviewed the following items at the Commissioners' places:

- Blue sheet: a listing of the draft amendments to the budget from Commissioners staff has received so far. This is a living document that will be amended throughout the budget process.
- White sheet: sent out this last week, and contains answers to questions that were raised during the CIP Discussion:

1. Prioritization of Facility Projects

The facility repair and improvement projects were scored based on consistent scoring criteria described in the attachment. In general, projects intended to address known failures or facility deficiencies that pose significant risk are scored above preventative maintenance items.

2. Prioritization of the Parks Facility and Renovation Project

Individual elements of the Parks Facility Repair and Renovation Project were scored using the facility scoring criteria. We did not attempt to score the other parks projects such as improvements to Cedar Grove Park or continued investment in the Mountains to Sea Trail. Each of those projects has its own intrinsic value and purpose, so they are not easily prioritized against one another.

3. HVAC Recommendations

This list is an inventory of the HVAC systems recommended for replacement along with an explanation of each system's current status and age. New units are listed separately with a justification for their addition.

4. Responses to CIP Questions

This memo responds to specific questions raised by the Board during the CIP work session. It addresses the cost and benefit of geothermal systems, building envelope work, LED lighting plans, and the sustainability evaluation process that is now applied to all new construction.

1. FY 2019-20 Fire District Tax Rates, Pgs. 261-266
Damascus Fire District and Southern Triangle Fire Service District, Pg. 262
White Cross Fire District, Pg. 266

BACKGROUND: During tonight's work session, Commissioners will have the opportunity to dialogue with Damascus Fire District and Southern Triangle Fire Service District, as well as White Cross Fire District who have requested tax rate increases for FY 2019-20. As in the past, fire districts requesting tax rate increases present their needs for a tax increase to the Commissioners at a work session. Staff has invited representatives from the departments listed above to tonight's work session to answer any questions and/or provide additional information to the Board regarding their increase.

Attachment A provides information regarding tax rate requests from all twelve (12) fire districts and/or fire service districts in Orange County for FY 2019-20, the amount of funds one cent on the tax rate generates, fund balance information, as well as information detailing the reasons for the requested tax rate increases. Information regarding all fire districts is located in the Fire District section of the FY 2019-20 Manager Recommended Budget beginning on page 261.

Attachment B reflects historical Fire District tax rates dating back to FY 2004-05. The Fire Districts requesting tax rate increases in FY 2019-20 are as follows:

- Damascus Fire District and Southern Triangle Fire Service District (Page 262) – increase of .50 cents, going from a current tax rate of 10.30 cents to 10.80 cents, for FY 2019-20. This rate increase is to continue to meet the needs of operations and replacement of aging apparatus. This rate is consistent with the Chatham County tax rate.
- White Cross Fire District (Page 266) – increase of 1.00 cents, going from a current tax rate of 11.37 cents to 12.37 cents, for FY 2019-20. This rate increase will be used to add staff for 24 hours day/5 days a week coverage. The district is also requesting \$40,000 from their available fund balance to help install a training tower as part of a grant received.

2. Discussion of County Departments' FY2019-20 Recommended Budgets within the Public Safety, General Government, and Support Services Functional Leadership Teams (including Operations, Capital, and Fee Schedule Changes):

Public Safety
Courts, Pg. 117
Criminal Justice Resources, Pg. 118
Emergency Services, Pg. 246
Sheriff, Pg. 371

BACKGROUND: The County Manager presented the FY 2019-20 Recommended Operating Budget on May 2, 2019. Since then, the Board has conducted two public hearings to receive residents' comments regarding the proposed funding plan. On May 23, 2019, the Board discussed recommended FY 2019-20 budgets for Durham Technical Community College – Orange County campus, Chapel Hill-Carrboro City Schools Board of Education and Orange County Schools Board of Education, as well as reviewed and discussed recommended FY 2019-20 funding for Outside Agencies.

Tonight's work session offers the Board an opportunity to review and discuss the recommended budgets directly with County departments within the structure of Functional Leadership Teams, including operations, capital, and department fee schedule change recommendations.

Functional Leadership Teams:

The following Functional Leadership Teams are scheduled to attend tonight's work session:

Public Safety:

- Courts
- Criminal Justice Resources
- Emergency Services
- Sheriff

General Government:

- Board of County Commissioners
- Board of Elections
- County Attorney
- County Manager
- Register of Deeds
- Tax Administration

Support Services:

- Asset Management Services
- Community Relations
- Finance and Administrative Services
- Human Resources, including Employee Pay and Benefits
- Employee Pay and Benefits - staff has provided information relating to FY 2019-20 employee pay and benefits in Appendix A of the Manager's Recommended Budget. The information provided includes background information on employee pay and benefits over recent years and information on specific pay and benefits plan elements. Key components of the recommended employee pay and benefits plan include:
 - A wage increase of 2% is recommended for all permanent employees hired on or before June 30, 2019, effective July 1, 2019. The maximum salary of each salary range shall also be increased to accommodate the wage adjustment. In addition, the Manager recommends maintaining \$15.00 per hour as the minimum salary rate for all permanent employees.
 - Employee Performance Awards – recommends continuing three levels, \$500 for proficient performance; \$750 for superior performance; or \$1,000 for exceptional performance. Employees will continue to receive merit pay on their current performance evaluation date, and it will continue to be added to an employee's base salary.
 - Continue the \$27.50 per pay period County contribution to non-law enforcement employees' supplemental retirement accounts and the County matching employees' contributions up to \$63.00 semi-monthly (for a maximum annual County contribution of \$1,512) for all general (non-sworn law enforcement officer) employees, and continue the mandated Law Enforcement Officer contribution of 5.0% of salary; and continue the County's required contribution to the Local Governmental Employees' Retirement System (LGERS) for all permanent employees.
 - Continue to participate in the North Carolina Health Insurance Pool (NCHIP), and continue medical and prescription third party administration with Blue Cross Blue Shield of North Carolina (BCBSNC) and Prime Therapeutics, a division of

- BCBSNC, respectively. No increase to health and dental appropriations, and no increase to employee premium equivalent for health, dental, or vision insurance.
- Living wage increase for temporary employees from \$14.25 per hour to \$14.95 per hour, effective July 1, 2019, consistent with the Orange County Living Wage formula.
 - The continuance of the additional eight hours of annual leave to be awarded at an employee's anniversary date, prorated for part time employees.
 - Continue the six-week paid parental leave policy.

Travis Myren, Deputy County Manager, made the following PowerPoint presentation:

Budget Work Session #2
County Fire Districts
Public Safety
General Government
Support Services
May 30, 2019
Southern Human Services Center

Fire District Requests – page 262 & 266

Fire District Recommendations

	Fire District Tax Rates		Difference
	FY2018-19 Tax Rate	FY2019-20 Rec. Tax Rate	
Cedar Grove	8.10	8.10	0.00
Chapel Hill	14.91	14.91	0.00
Damascus	10.30	10.80	0.50
Effand	6.78	6.78	0.00
Eno	9.68	9.68	0.00
Little River	5.92	5.92	0.00
New Hope	9.94	9.94	0.00
Orange Grove	6.81	6.81	0.00
Orange Rural	9.15	9.15	0.00
South Orange	9.68	9.68	0.00
Southern Triangle	10.30	10.80	0.50
White Cross	11.37	12.37	1.00

3



- **Damascus & Southern Triangle Fire Service District**
 - Service Provided by North Chatham Fire Department Under Contract
 - 0.5 cent Increase Requested for Each District to 10.80 cents
 - » \$4,837 for Damascus
 - » \$11,548 for Southern Triangle
 - Consistent with the Tax Rate in Chatham County
 - Operational Costs and Equipment Replacement
- **White Cross Fire District**
 - One cent increase from 11.37 cents to 12.37 cents
 - » \$44,197 for White Cross
 - Add Staff to Provide 24 Hour Coverage Five (5) Days per Week
 - Apply \$40,000 from Fund Balance to Offset Fire Training Tower Installation

Commissioner Dorosin said all of the information is helpful, but in the future he would like staff to provide more information about the districts themselves, such as how many structures in their districts, the scope the community that is served, etc.

Commissioner Marcoplos said White Cross is going to apply \$40,000 from its fund balance towards the fire training tower installation, and asked if other districts are contributing to the fire tower.

Deputy Chief Moody said the grant was secured through the Fire Chief's Council, and the tower will be temporarily located on Millhouse Road. He said the training tower will arrive in August, and the Town of Chapel Hill has given the land, and the White Cross funds will help do some of the grading work, and ensure that the grant is not lost. He said this is combination effort from all of the departments.

Commissioner Marcoplos asked if the cost is equally distributed.

Deputy Chief Moody said this tower will benefit everyone, and no one is worried about equal distribution of cost at this point.

Travis Myren said there is a Memorandum of Understanding (MOU) in place.

Tony Blake, Board of Directors' President, said there is an MOU in place to cover cost sharing, and this is just a contingency in order to make sure the funds are there to get the portable tower in time before the grant runs out.

Commissioner Marcoplos said he appreciated all of the work that went into getting this tower and siting it.

Chair Rich referred to the MOU, and asked if there is language for White Cross to recoup some of the monies.

Travis Myren said the MOU is between the fire districts.

Tony Blake said the cost sharing will be determined by district, as well as the maintenance; for example: there is hope to get a hydrant out there, and all will share in the costs of that.

Travis Myren resumed the PowerPoint presentation:

CIP Questions

- Project Prioritization – Scoring System (*See Handouts*)

Travis Myren said the Board asked about Installation and Pay-Back in reference to geothermal wells: The County currently has 3 geothermal HVAC systems, which serve 6 facilities. Geothermal systems are often 20% more expensive than traditional HVAC systems, and this difference in cost can be justified through avoided costs of energy and maintenance.

- Category of Project
 - 5 Points for Repair
 - 3 Points for Replacement
 - 1 Point for Improvement
- Ranking Within Multi-Project Proposals
 - 3 Points for Critical (Known Failures, Significant Risk)
 - 1 Point for Less Critical
- Stakeholder Awareness
 - 3 Points for Most Visible
 - 1 Point for Least Visible
- Project Prioritization – 11 Point Scale; 57 Projects; \$6,674,449 Recommended Investment
 - Project Scores 9-11
 - 11 Projects; \$2,662,828 Investment
 - Critical Repairs; Known Failures
 - Project Scores 7-8
 - 31 Projects; \$3,271,543 Investment

- Accessibility Improvements; Scheduled Replacements
- Project Scores 3-6
 - 15 Projects; \$740,078 Investment
 - Improvements; Adding Functionality to Existing Systems
- Project Questions
 - Geothermal Evaluation – HVAC Projects p. 39 CIP
 - 5 Replacements in Years 1-2 of CIP
 - **Amend Recommended CIP to Add \$75,000 for Geothermal Feasibility Studies**
 - » Technical Feasibility
 - » Cost Estimates
 - » Payback and Environmental Analyses
 - Review Study Results and Propose CIP Budget Amendments for Geothermal Cost Difference

Commissioner McKee asked if there is any information on payback rates from past geothermal projects.

Travis Myren said staff has this information from the system installed at the Link building and the Justice Center, and the payback schedule is about 13-15 years.

Chair Rich asked if there is a timeline for the Board to make a decision.

Travis Myren said tonight would be great, and staff can add it to the amendment list; but it can be added later, if preferable.

Commissioner Price referred to the Southern Human Services Center, noting that it is a 22-year-old building, and asked if the County is facing high maintenance costs.

Travis Myren said this is a pneumatic system, and they are experiencing failures now and it is quite inefficient.

Commissioner Price asked if this is the same at Central Rec.

Travis Myren said there have not been as many repairs there, but it is reaching its 20-year life.

Commissioner Price asked if the location for the well has been determined.

Travis Myren said it is in the back of the building. He said eventually the entire Whitted campus could be served by a well field behind the building, or in one of the parking lots.

Commissioner Marcoplos asked if the cost savings are known for these systems.

Travis Myren said staff can get those dollar figures for any amendment.

Commissioner Marcoplos said it would be interesting to know if the \$25,000 per project could be easily recouped in the life cycle of the project.

Commissioner Dorosin asked if there is a basis for the “\$25,000 per project” figure.

Commissioner Marcoplos said there are three studies, totaling \$75,000, which leads to \$25,000 per project.

Commissioner Price said the \$25,000 is just for the study.

Travis Myren said the Board wants to know what the payback projections would be if the study costs were added to the building costs.

Commissioner Dorosin asked if the study is for more than one project.

Travis Myren said it was for three projects.

Chair Rich said to add this item to the amendment list, and staff can provide more information.

Commissioner Dorosin asked if staff is proposing to add this into the CIP, or if there will be an offset reduction for it.

Travis Myren said there is no offset at this time.

Commissioner McKee asked if taxes will be affected, if there is not an offset.

Travis Myren said \$75,000 will not tip the scales one way or another, and will be borrowed over 10 or 20 years. He said it could affect 2020-21 tax rates, and it could be added to the debt model and be brought back for Board consideration.

Chair Rich said the systems will need to be fixed, and money will have to be spent at some point.

Commissioner McKee said he is aware of that, but he is trying to understand the budget as compared to available funds, and available funds going forward.

Commissioner Price asked if the feasibility studies were done in 2020, when would projects go online?

Travis Myren said probably next fiscal year - 20-21. He resumed the PowerPoint presentation:

- Project Questions
 - Sealing Building Envelopes – p. 49 CIP
 - Ongoing Inspections and Evaluations
 - Building Façade Study (\$25,000 per year for 3 Years Recommended)
 - Cedar Grove Plumbing and Shower Timing – p. 44 & 81 CIP
 - Shower Project would Use Septic Line
 - Repair Septic Line First
 - **Amend Recommended CIP to Delay Shower Project to FY21**

Commissioner McKee asked if the gym floor will be torn out, or if there is another option.

Travis Myren said staff would look at both options, but right now it looks as if they will need to remove the gym floor. He resumed the PowerPoint presentation:

- LED Lighting Projects
 - Retrofits Require Ballast Replacement and Lighting Redesign
 - Remodeling Projects and New Construction
 - Part of Lighting Strategy – Occupancy Sensors, Daylight Harvesting, etc.
- Project Questions
 - HVAC Replacement Projects - \$862,000 – p. 39 CIP
 - Age of Systems
- Project Questions
 - HVAC Improvement Projects - \$345,500 – p. 39 CIP
 - Improvements to Current Systems

PUBLIC SAFETY

- **Courts** – page 117
 - Increase of \$7,500 for the Jury Master List which is Funded Every Other Year
 - CIP Projects for Justice Facility - p. 41 CIP
 - Mural Courtroom – \$21,078
 - Replace Recessed Lighting with LED
 - Clerk of Courts Office - \$22,143
 - Install Counter in Juvenile Section
 - Improve Furniture in Probate for Privacy
 - Install Glass Partition at Main Counter for Security

Commissioner Greene asked what data is used to create the jury master list.

Travis Myren said he would find out for her. He resumed the PowerPoint presentation:

- **Criminal Justice Resource Department** – page 118
 - Total Recommended Expenditure Budget - \$700,654
 - Misdemeanor Diversion Program Transition
 - Law Enforcement Assisted Diversion
 - Program Referral Instead of Arrest/Charges
 - Originally Designed to Serve 16 and 17 Year Olds in Adult System
 - Transition to Orange County Pre-Arrest Diversion (OC-PAD)
 - Redesign Program to Serve 18+ Year Olds
 - Provides Immediate and Targeted Programming and Collateral Consequence Education
 - Prevent Criminal History
- **Criminal Justice Resource Department** – page 118
 - Restoration Program Legal Counsel - \$69,978
 - 1.0 FTE Starting October 1, 2019
 - Restore Driving Privileges
 - Means Tested Service Eligibility
 - Free Legal Services to Reduce or Eliminate a Traffic Fee or Fine
 - Expunction Relief to Purge Criminal Record
 - Population Served
 - 16,000 Orange County Residents with Suspended Drivers Licenses
 - 3,000 of those Suspensions Result from Failure to Comply with Traffic Fines and Court Fees
 - Program Outcomes
 - License Restorations or Expungements
 - Employment Rates and Housing
 - Access to Health Care and Education Resources
 - Increase in Family Stability and Reduction in Recidivism

Cycle of Revocation

Criminal Justice Resource Department – page 118 (page 18 of PPT)

Criminal Justice Resource Department – page 118

Chair Rich asked if this is being done in other areas.

Cait Fenhagen said Wake, Durham and New Hanover, but all are a little bit different. She said it is guided by the District Attorney's office, and it is important to note that Orange County is only offering relief for failure to pay/comply, as opposed to failure to appear.

Commissioner Bedford asked if the court fees and fines go somewhere in particular and how is the money made up.

Cait Fenhagen said it is not being collected at all right now. She said it is important to limit this to those who really cannot ever pay, and Orange County judges have expressed concern about this. She said there is an affidavit of indigency, which is similar to the right to counsel (but that is a constitutional right), and one judge has asked for a closer examination of financial means.

Commissioner McKee asked, of those that have not paid, if it is known how many may have the means to pay.

Cait Fenhagen said it is important at intake to thoroughly determine who cannot pay and those who can pay. She said ultimately the issue goes before the District Attorney, who must

consent to the motion, and is then presented to the Judge, who reviews the driving record and reasons for relief.

Commissioner McKee asked if there is any percentage data.

Cait Fenhagen said no, but staff is finding that most people who avail themselves of this program genuinely cannot pay.

Commissioner Dorosin said he is thrilled this is in the budget, and he appreciates the work that Cait Fenhagen has done; and while it is not a constitutional right, there is clear constitutional issue in the racial disparities and discrimination in how the penalties are impacting people of color. He said he expects there are a percentage of people failing to appear because they know they cannot pay the fees. He said he looks forward to an update next year.

Chair Rich asked if there is a timeline for when this program will begin.

Cait Fenhagen said there is a start date of October 1st. She said there are several interested and capable candidates already.

Commissioner Price asked if there is a timeline to start looking at the failure to appear issue. She said sometimes in an issue of the wrong phone number, address, etc.

Cait Fenhagen said this is an important issue for the entire court system, and they are working systematically to address these issues, including free text reminders of court dates, etc., and finding ways to help clients make their court date. She said she hoped there will be a broader look at addressing some of those cases within the driver's license restoration program. She said having a staff person in place to focus on this will be very effective.

Travis Myren resumed the PowerPoint presentation:

- **Public Safety - CIP**

- CJRD Expansion and Remodeling - \$216,300 (CIP page 34)
 - Currently Located in Lower Level of 1954 Courthouse
 - Remodel Space to Current Design and Functionality Standards
 - Accommodate Program Expansion

Commissioner Price referred to the ABC Board revenue, and said there was a mistake of \$17,500. She asked if this could be clarified.

Cait Fenhagen said last year, the County asked the ABC Board for an additional amount to cover GPS monitoring, and the ABC Board declined. She said this funding was found elsewhere, but the budget was never adjusted.

Commissioner Greene referred to the ongoing funding for the reentry counsel, and said there is a second grant proposal. She asked if this will be the ongoing source of funding for that position, or will the County be expected to pick it up at some point.

Cait Fenhagen said staff just received notice of having been granted the \$150,000 for next year, and it is for up to three years so she would expect another year of full funding. She said after that it is unclear what funding will be available.

Cait Fenhagen said the misdemeanor diversion program is still going on through December 1st, and any 16 or 17 year olds can be referred. She said the Orange County pre-arrest diversionary program, for 18 and older, has already started.

Travis Myren resumed the PowerPoint presentation:

- **Emergency Services** – page 246

- Total expenditure budget - \$11,380,019
 - Total County Costs Increased by \$637,534 from FY2018-19 Budget
 - Program Budget – Division Breakdown for Increased Visibility
 - EMS Revenue Budgeted to Recognize Reduction of Delinquent Bill Backlog

- Recurring Capital - \$194,890
 - Ambulance Outfitting, Equipment Replacement
 - Increase from FY2018-19 Recurring Capital of \$104,816
- Comprehensive Emergency Management Plan
 - Streamline Local Response Process Across Jurisdictions
 - Involve All Stakeholders in Emergency Management Response
 - Costs Shared with Municipalities
- EMS Revenue – Collected by Tax Administration - graph

Commissioner Dorosin asked if, given that every year the actual revenue exceeds the budget, there is a reason to not increase the budgeted amount.

Travis Myren said, upon review, he notified Dwane Brinson (Tax Administrator) that staff would add another \$200,000 in additional revenue for this.

Commissioner Price said the recommendation for Operations is about \$140,000 less, and asked if there is a reason for this.

Travis Myren said he does not recall the reason for the decrease in operations, but believes it to be based on the department's requests, as opposed to budget cuts.

Commissioner Price said there seems to be more calls and more activity, yet the budget is lower.

Bonnie Hammersley said it was not cut, but is based on departmental requests.

Dinah Jeffries, Emergency Services Director, said the department prioritized needs, and there were choices for equipment for the EMS division. She said staff stayed focus on needs and not wants.

Commissioner Price said she just wants to make sure the departments have what they need, especially as natural disasters seem to be on the rise.

Dinah Jeffries said she would love to have everything they ask for, but her staff tries to focus on the priorities for service to the community.

Travis Myren resumed the PowerPoint presentation:

- Emergency Services
 - Community Paramedic - \$55,204
 - 1.0 FTE Starting July 1, 2019
 - Included in the FY2018-19 Budget Contingent on Revenue
 - FY2019-20 Budget Lifts the Revenue Contingency
 - Population Served
 - Falls at Home
 - Congestive Heart Failure & Chronic Obstructive Pulmonary Disease (COPD/Emphysema)
 - Substance Abuse/Overdose Follow-up
 - Program Outcomes
 - Reduce Falls
 - Decrease 911 Calls and Emergency Dispatch for Falls
 - Reduce Transports to the Emergency Room for Falls
 - Reduce Hospital Readmission Rates for Heart Failure & COPD
 - Connect Residents with Recent Overdose Experience with Treatment Resources

Commissioner Greene asked if there are examples of other counties that have the Community Paramedic position in place, and if the is impact known.

Dinah Jeffries said Orange County is kicking off this program with one position only, and the hope is this person will serve many people. She said currently, the County is calling people

in on their off days to help, and this is making an impact. She said she is very hopeful that a dedicated staff person will make a large impact.

Kim Woodward said many EMS systems across the State have community paramedicine programs. She said Orange County has led the way in the creation of this program, and is working with Durham County to implement the “Stay Active” program there. She said the program has been very successful due to the partnership with the Department on Aging, and this position will help greatly in getting resources to those isolated in the community.

Commissioner Bedford asked if WPPRs could be defined.

Travis Myren said that is the employee performance system that the County uses. He said there has been concerted effort countywide to get these reviews done on time as it affects the employee’s base salaries.

Dinah Jeffries said doing WPPRs on time shows that the department values the employee.

Travis Myren resumed the PowerPoint presentation:

- Emergency Services – graph – 2018 EMS Call Volume by Dispatch
 - 911 Communications Performance Measures
 - Emergency Medical Services Performance Measures
 - Emergency Medical Services Wheels Rolling Time

Chair Rich asked if there is a reason that calls are trending up again.

Kim Woodward said overdose numbers are slightly up from the previous year, but are still a small percentage of the total calls. She said the population is aging, and the elderly population calls with falls. She said a fall is the number 2 reason for calls.

Dinah Jeffries said they still experience population in the outlying areas, who do not have access to a General Practitioner so they call 911, who transports them to the hospital. She said this is one of the main reasons her department is pushing hard for the community paramedic.

Commissioner Price said the community paramedic position is one FTE, and asked if it is known how the time will be scheduled.

Kim Woodward said staff did an analysis, and most of the “fall calls” go out between 8:00 a.m. and 8:00 p.m. She said the community paramedic’s hours are being determined as analysis continues.

Dinah Jeffries said EMS will still respond by ambulance for a person that calls at 2 a.m., but the community paramedic can follow up with the patient to prevent future falls and future calls.

Travis Myren resumed the PowerPoint presentation:

PUBLIC SAFETY - CIP

- Waterstone Substation Colocation with Orange Rural - \$400,000 – p. 63 CIP
 - Supplemental Funding of \$350,000 for Construction Costs
 - \$50,000 for Furniture, Fixtures, and Equipment
 - Interlocal Agreement Pending with Orange Rural Fire Department
 - Orange Rural to Serve as Project Lead and Majority Building Occupant
 - Public Safety - CIP
- Efland Standalone Station - \$50,000 – p. 63 CIP
 - \$1.5 million Appropriated in FY2018-19 for Purchase and Remodel – Architectural Contract Executed
 - Additional \$50,000 Requested in FY2019-20 for Furniture, Fixtures, and Equipment
 - 24 hour station; Replaces Mt. Willing Road

- Leased until 2019 for \$1 from Efland Volunteer Fire Company, Inc.

Commissioner Dorosin asked if Mt. Willing Road is leased until the end of 2019.

Travis Myren said yes.

Commissioner Dorosin asked if the lease ends after that time.

Dinah Jeffries said May 9, 2019; but it is an agreement that she feels like Efland Fire Department will work with her on, as they are aware of the remodeling project at the Krazy Karts building.

Travis Myren resumed the PowerPoint presentation:

- Solar Photovoltaic (PV) Demonstration
 - Roof mounted, 61kW system
 - 11-13 year payback of County investment

Commissioner Price asked if there is a reason that solar is only being installed on the Efland building, and not on Waterstone.

Travis Myren said they may do it on Waterstone, and that is a budget conversation with Orange Rural, as it is the primary occupant of the facility.

Chair Rich referred to the Comprehensive Emergency Management Plan (CEMP), and said she and Dinah Jeffries talked about this today. She said this is important, and asked if a brief description could be provided.

Kirby Saunders, EMS Coordinator, said this plan has been on the priority list for three years, with a goal to further enhance coordination efforts between the other municipal emergency management teams. He said all EMS providers work very closely together, with the County responding to the entire County, and the municipalities taking the lead in their locales. He said the plan aligns responsibilities, planning assumptions, coordination etc. He said it is a very collaborative approach to make them all stronger and reduce duplicative efforts.

Chair Rich asked if the University of North Carolina (UNC) is a part of this conversation.

Kirby Saunders said UNC has a system plan, and is not a cost-sharing partner, but is a partner in operations and emergency response.

Commissioner Marcoplos asked if Mebane is included in this plan.

Kirby Saunders said Mebane belongs to Alamance County for reporting requirements, but there is still a close partnership with these providers.

Commissioner Greene asked if there is a timeline for the creation of this plan.

Kirby Saunders said about 6 to 8 months, and they are looking for a consultant to guide them. He said staff will come back to the Board of County Commissioners about their hazard mitigation plan. He said this plan focuses on mitigating the impact of disasters, and is up for renewal in 2020.

Commissioner Dorosin said it would be wise to have a readiness plan for disasters, since staff knows the vulnerable areas.

Kirby Saunders said that is part of the hazard mitigation plan, and there is also a Triangle Resiliency Plan, which focuses on future hazards and threats. He said the information from the latter plan is being wrapped into the hazard mitigation plan, which has not been done previously.

Commissioner Dorosin asked if the hazard mitigation plan is a regional plan or an Orange County plan.

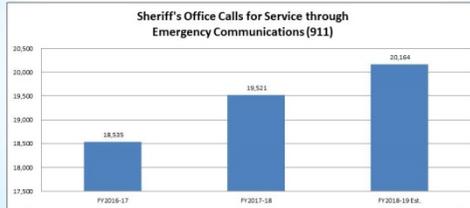
Kirby Saunders said the Eno-Haw Regional Hazard Mitigation plan is the official name, and it is done in coordination with Orange County municipalities, Alamance, Durham and Person County will be added this year. He said this plan and process is paid for by the State via federal FEMA dollars. He said acquisition and elevation are standard mitigation actions.

Travis Myren resumed the PowerPoint presentation:

- **Sheriff – page 371**
 - Total expenditure budget - \$14,076,091
 - Increase of \$626,898 over FY2018-19 Budget
 - Five (5) New Deputy Sheriff I Positions - \$283,547
 - Court Ordered Involuntary Commitment Transports from UNC Hospital
 - » Number of Transports Increased by 28% Over Last Two Years
 - Increase in Service Demand
 - » Calls for Service through 911
 - » Average Time on Scene
 - » Average Response Time
 - Overtime Control and Mitigation

Public Safety

- Sheriff – page 371

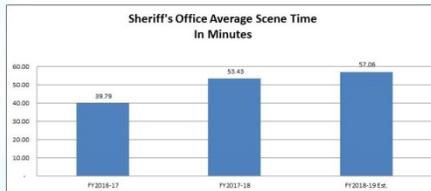


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Public Safety

- Sheriff – page 371

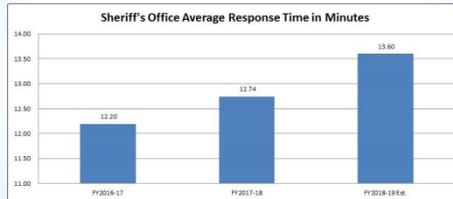


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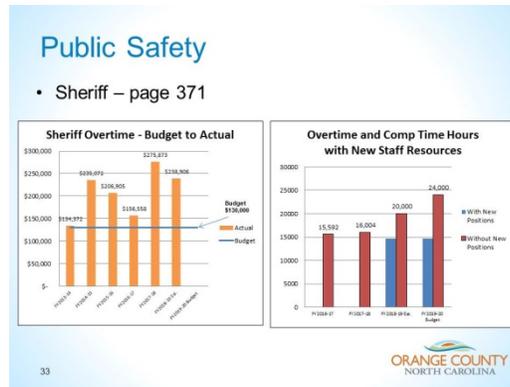
Public Safety

- Sheriff – page 371



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Commissioner McKee asked if the difference in the overtime is without the additional five positions.

Travis Myren said yes.

Commissioner McKee asked if the blue bar is with the five new positions.

Travis Myren said the blue bar is tied back to the original request for 10 new positions, and with 5 new positions, it would be somewhere between the two colors on the bar graph.

Commissioner McKee asked if, given the differential in the hours, it would be worth it to fund a few more positions instead of paying overtime.

Travis Myren said the budget is not currently at a level that can pay for all the overtime, and it runs over by around \$100,000. He said the recommendation is to try adding 5 more positions first, and then come back and review.

Travis Myren said this recommendation can hold the overtime budget where it is, and bring in new positions, as opposed to moving money from the overtime account into the personnel account to fund new positions, as there are not funds in the overtime account to do this.

Commissioner McKee said there are 4 out of 6 years of major overtime costs, which would almost equal two positions. He said if they are consistently running in the \$100,000 in overtime costs, and would it not be prudent to hire two more positions, and hopefully have less wear and tear on the current employees?

Travis Myren said the 10,000 hours equates to about 5 FTEs.

Commissioner McKee said he is not suggesting 5, and at some point he would like to look at the alternatives to overtime.

Commissioner Dorosin asked if the overtime is equal to five positions, and therefore is being recommended to alleviate the overtime.

Bonnie Hammersley said yes.

Commissioner McKee said the money is being spent either way, and asked the Sheriff if this amount of overtime is affecting employees.

Sheriff Blackwood said that is a hard question to answer, and he said they allow their employees to work overtime for other entities (e.g.: UNC sporting events), and the overtime pay that goes out comes back to the County from these overtime entities. He said he would make a respectful recommendation to try out 5 new positions first. He said it is his opinion that 10 new positions would eliminate all overtime cost issues, but overtime must be considered in two different categories: what is actually being paid out in overtime hours, and then that which is coming back to the County. He said the County is blessed to have the service of Travis Myren, and while there is a real need for 10 positions, he would like to start with 5.

Commissioner McKee said he is okay with that, and he was not accounting for monies paid in accounting for the money paid out.

Sheriff Blackwood said the main issue of late is the coverage he is providing to UNC for recent civil unrest occurring there. He said the days have been 15-20 hours long, and the attrition rate suffers under these conditions.

Commissioner McKee said he would like a mid year report update on this.

Sheriff Blackwood said it would be helpful to split the two overtime costs out.

Commissioner Marcoplos asked if the report would hours from things like the civil unrest at UNC.

Sheriff Blackwood said when an agency calls for help, the Sheriff's department goes even if payment cannot be provided. He said there is a payment agreement with UNC athletics. He said a lot of the time there is not time to debate the cost at the time.

Commissioner Marcoplos said but since the coverage of the civil unrest coverages is part of this, it should be included.

Commissioner Price asked if this is just a spike in overtime due to recent campus activities.

Sheriff Blackwood said he cannot predict if this is a trend.

Commissioner Price said if 5 new positions can only bring coverage up to current service levels, would it be wise to have 2 more positions.

Sheriff Blackwood said he appreciates that thought, but this is a need as of now.

Commissioner Price said she wants to know where the need is, and if it would be wise to have more staff to offer some buffer.

Sheriff Blackwood said he has a plan, and this meeting may not be the best place to discuss it.

Travis Myren resumed the PowerPoint presentation:

- Communication System Improvements – Sheriff's Office - \$273,250 – p. 61 CIP
 - Final Year of Multiyear Replacement of Portable and In-Vehicle Radios
 - Replace Remaining Sheriff's Office Radios – Approximately 131 Mobile and Portable Units

Commissioner Greene asked if more explanation could be given about the increase in "average scene time".

Sheriff Blackwood said the way emergency personnel are responding has changed. He said it is no longer feasible to expect staff to arrive, gather names, and leave. He said this approach sets his staff up for a guaranteed return to scene at some point. He said if his office does not take the time to get to the root cause for the call, it is doing a disservice to the community. He said he cannot advocate strongly enough for the community paramedic position, and way of responding has changed.

Commissioner Greene asked if law enforcement has changed its behaviors, or if the needs of the community have changed.

Sheriff Blackwood said both; and part of it has to do with a societal change, part of which is due to opioids.

Travis Myren resumed the PowerPoint presentation:

- Sheriff's Office Body Worn Cameras - \$158,381 – p. 62 CIP
 - Successful Pilot Project – Report in February 2018
 - \$300,000 Appropriated in FY2018-19
 - Finalizes Implementation to All Sworn Officers
 - Public Safety – CIP
- Non-Departmental Expenditures – page 330
 - No significant budget changes

- Public Safety

General Government

- **Board of County Commissioners** – page 71
 - Total expenditure budget - \$976,501
 - Increase of \$59,470 over FY2018-19
 - Intergovernmental Work Group Facilitation - \$2,500
 - Small Work Group Format to Begin in September
 - Professionally Facilitated Meetings
 - » Assemble Agenda Items
 - » Produce Meeting Notes
 - » Assist in Evaluation
- Board of County Commissioners – page 71
 - Performance Indicators – From Output to Efficiency and Outcome
 - New Performance Measures
 - % of Contracts Completed within 15 Days of Department Request
 - % of Agendas Published Electronically within 24 hours of Receipt
 - % of Eligible Reappointments Submitted Prior to Term Expiration

Commissioner Marcoplos asked if there is a list of all the associations to which the County belongs, and associated costs. He said he is particularly interested in the dues for the National Association of Counties (NACo), as he wonders if there is much benefit to the County from this membership.

Donna Baker said her office has this information, and she would provide it to the Board at the next work session.

Commissioner Price referred to NACo, and said she has worked with staff members on various initiatives.

Commissioner Marcoplos said he would like to hear more details.

Travis Myren resumed the PowerPoint presentation:

- **Board of Elections** – page 75
 - Total expenditure budget - \$952,821
 - Increase of \$263,637 over FY2018-19
 - Partially Offset by Revenue from Municipalities and Fees - \$89,654
 - Personnel and Operating Account Increases - \$226,088
 - Three (3) Countywide Elections in FY2019-20 Compared to One (1) in FY2018-19
 - Impact of Photo ID Requirement
 - 2020 Presidential Primary
 - Create ID Cards at Board of Elections without Delay
 - Registration and Photo Identification on Same Day
 - Increase in Provisional Ballots – 15 Minutes to Research and Process Each Provisional Ballot

Rachel Raper said the March 3rd presidential preference primary will be one of the biggest turnouts ever seen. She said the political climate is energized, and she wants to ensure a smooth process for voters. She said the photo ID is an additional variable.

Commissioner Price asked if the figures are based on Saturday and Sunday voting.

Rachel Raper said extended Saturday and Sunday hours have been included for the March 3rd presidential preference primary, along with the same number of 5 early voting sites.

Commissioner Dorosin referred to "personnel and operating account increases," and asked if this includes hiring new personnel.

Rachel Raper said this is for temporary positions.

Commissioner Dorosin referred to the photo ID issue, and asked if the legislation indicates how soon the County must be able to start providing photo IDs.

Rachel Raper said her office started providing this service on May 1st.

Chair Rich asked if the County will be able to do outreach to educate the community about being able to get a photo ID.

Rachel Raper said her office has partnered with the Department on Aging, and will hold outreach events at the senior centers on July 15th and August 8th. She said her office will make a large push after the municipal primary.

Commissioner Dorosin said it would be good to have information during the 2019 election.

Rachel Raper said her office is required to post signage at each check-in station, and on large poster boards.

Commissioner Dorosin said he would like to see more outreach besides Aging.

Rachel Raper agreed.

Commissioner Price asked if there are alternate sites for public meetings, to accommodate more people.

Rachel Raper said their meetings where they are considering one-stop hours will be at capacity, and they will look at alternative meeting space.

Travis Myren resumed the PowerPoint presentation:

- **County Attorney** – page 106
 - Total expenditure budget - \$676,032
 - Increase of \$83,609 over FY2018-19
 - Personnel Addition and Reallocation
 - Create New 0.5 FTE Staff Attorney Position to Accommodate Loss of Senior Staff Attorney Assigned to Human Rights and Relations
 - Reallocate 0.5 FTE Administrative Support to Human Rights and Relations from County Attorney
 - New Net County Cost - \$56,035
 - Temporary Personnel to Cover Employee Leave - \$19,200
 - Major On-going Litigation Increase - \$10,000

John Roberts said this half position will bring his staff back to 4 persons, where it was previously.

Commissioner Dorosin asked if one full-time attorney will be hired, and reallocate the 0.5 FTE elsewhere.

John Roberts said he wanted to hire a part-time person. He said 0.5 of Annette Moore is still as the senior staff attorney. He said this position would be 20 plus hours, and would be a benefitted part-time person.

Commissioner Dorosin asked if the employee going on leave is also an attorney.

John Roberts said yes, and \$19,000 would cover the time of leave.

Commissioner Price referred to the 0.5 FTE attorney, and asked if this will be shared with another department.

John Roberts said no, the additional position would be entirely in the County Attorney's (CA's) office.

Travis Myren resumed the PowerPoint presentation:

- **County Manager** – page 109
 - Total expenditure budget - \$3,002,025
 - Increase of \$177,368
 - Chief Information Security Officer
 - Start January 1, 2020
 - FY2019-20 Cost - \$54,308
 - Report to County Manager with Dotted Line Responsibility to Director of Information Technology
 - » Primary Goals and Objectives Set by Manager
 - » Specific Project Management and Implementation in Cooperation with IT
 - 2019 Virus Event
 - 8,256 Hours of Dedicated IT Personnel (3.9 FTE for a Full Year)
 - 90% of Services Restored in 24 Hours; 98% Restored in 36 Hours
 - \$266,400 Incurred Expense
 - \$239,870 Submitted for Insurance Coverage

Commissioner McKee asked if the County is at 100% service again.

Jim Northup, Chief Information Officer, said staff is still doing a lot of remediation work, but the services are running at 100%.

Commissioner McKee said he heard about other entities that have been attacked, and assumes there are still bugs out there.

Jim Northup said this is the new reality, and staff is staying diligent.

Travis Myren resumed the PowerPoint presentation:

- **County Manager** – page 109
 - Arts Commission
 - Total Expenditure Budget - \$211,168
 - Increase of \$17,443
 - Offsetting Revenue of \$36,703
 - Benchmark for Occupancy Tax Contribution
 - Personnel Costs + 5% of Prior Year Occupancy Tax Collections
 - » Resulted in \$17,410 Increase in Arts Commission Budget
 - Risk Management (graph)
 - Increase Expenditures for Bonds and Insurance - \$40,000
 - Property insurance, general liability, public officials, employment, cyber
 - Risk Management (graph)
 - Risk Management (graph)
 - No Change in Budgeted Expenditures for UC - \$50,000 Base Budget
- **County Manager** – page 109
 - Partnership to End Homelessness
 - Total Program Expenditures - \$223,313
 - Total Increase of \$39,931 to Provide Substitute Staffing During Employee Leave
 - » County's Share - \$17,083
 - Costs shared with Chapel Hill, Carrboro, and Hillsborough Based on Population

- Food Council Coordinator
 - Total Program Expenditures - \$75,000
 - Guided by Interlocal Agreement
 - Costs Shared with Towns Based on Population
 - » County \$27,690 + \$4,000 for Racial Equity Training
= \$31,690
 - » Chapel Hill \$29,110
 - » Carrboro \$10,650
 - » Hillsborough \$3,550
 - Interviews Scheduled Friday, May 31st

Commissioner Marcoplos referred to the Food Council Coordinator position, and asked if all the other governments are fully committed.

Travis Myren said staff has circulated the MOU, and all have signed with the exception of Chapel Hill. He said staff anticipates no problems.

Chair Rich asked if the MOU is good for a number of years.

Bonnie Hammersley said Chapel Hill wants to add a review period after 18 months, and thus this would be a two-year MOU.

Commissioner Dorosin said last week the Board talked about funding a position for the Community Empowerment Fund (CEF), of which the Partnership to End Homelessness (PTEH) is in support. He said if there is interest in funding this position, he wonders if it would make sense to fund it here through the PTEH, instead of through an outside agency.

Commissioner Greene agreed, and said the request is to give the funds to the Partnership. She said the PTEH coordinator is working on an MOU to go to all municipalities. She said the Executive Team of the PTEH did not get a chance to discuss this prior to its summer break, but the plan would be for the funds to come from the four government entities and go to the PTEH, who would then contract with the CEF to do the work.

Commissioner Dorosin asked if the employee would be a County employee.

Commissioner Greene said no, this position would be a part of CEF, and funded by all jurisdictions through the PTEH.

Travis Myren said the County would probably hold the contract with CEF to perform those functions.

Commissioner Dorosin said he would like this position to be a County employee under PTEH Coordinator Corey Root, funded by the four-party split.

Commissioner Greene said that is reasonable for the future, but right now CEF is doing the work already, and her interest is to keep it funded this year. She said it has been funded by a one-year grant, which is set to expire.

Chair Rich said there will need to be buy-in from the other municipalities in a very short time.

Commissioner Greene said yes.

Travis Myren said staff is working to get a description out to all the partners.

Commissioner Dorosin said he is not questioning the need for the position, but is trying to think of the most equitable funding strategy within the existing framework and partnerships.

Commissioner Greene said that makes sense, but they may not be able to get there before the end of the budget process.

Commissioner Dorosin said maybe this could happen in 3-6 months.

Commissioner Price asked if the applicant for the current grant funding could be identified.

Commissioner Greene she assumes CEF.

Commissioner Price said she agrees with Commissioner Dorosin, and if it is done by the PTEH, it would need to be open to anyone to apply, and not just to CEF as it would be funding a position for them. She said this could be seen as favoritism for one group.

Travis Myren agreed, to the extent that it would be a County employee then the position would need to be open to anyone to apply.

Chair Rich asked if staff could run down the steps in the process.

Travis Myren said there is an amendment on the list that would add the CEF contract, and a description of the position going to each of their partners asking for feedback and if they are willing to contribute. He said this will go out tomorrow.

Chair Rich asked if there can be a deadline for the partners to respond.

Commissioner Dorosin asked if the \$15,000, on the amendment from Commissioner Greene, is for the County's portion of the position.

Travis Myren said yes.

Chair Rich asked if staff would create and MOU with partners, if all agree, to ensure buy in.

Travis Myren said staff would probably want to amend the Partnership's MOU, which could be done after the budget.

Commissioner Dorosin asked if the \$23,824, which is recommended to CEF in outside agency, covers the County's \$15,000 portion of this position.

Travis Myren said no.

Commissioner Dorosin asked if there is a reason for this.

Commissioner Greene said CEF asked for this money, but did not get it.

Bonnie Hammersley said CEF got an increase of \$8,000 of what it requested.

Commissioner Price asked if the PTEH is only working with CEF.

Commissioner Greene said yes for the housing locator.

Commissioner Price asked if there is a contract with CEF, and the PTEH does not work with any other housing organizations.

Travis Myren said the locator position is serving the entire community.

Commissioner Price said there are other housing organizations that do similar work.

Commissioner Greene said this was mentioned last time, and she is unaware of other organizations doing housing locator work.

Commissioner Price said EmPowerment.

Chair Rich moved to remove the \$4000 from the Food Council Coordinator position. She said these funds were in here previously because funding was not coming in from all the towns and the County at the same time. She said this money was to cover the director's salary, as the Board was taking this money and putting it into the racial equity training. She said there was a desire to pay the salary while the director was in the training, but now there is a partnership, and everyone should share racial equity training.

Bonnie Hammersley said staff can put this on as an amendment.

Commissioner Dorosin asked if the training happened.

Chair Rich said yes, it did.

Commissioner Dorosin asked if the County is seeking reimbursement for the training.

Chair Rich said no, but the training was a one-time thing, and no longer needs to be in the budget.

Bonnie Hammersley said she would have more information on the housing locator position at the June 11th work session, and the grant expires June 30th.

Commissioner Greene said she wished this had been part of the budget discussion at least 6 months ago.

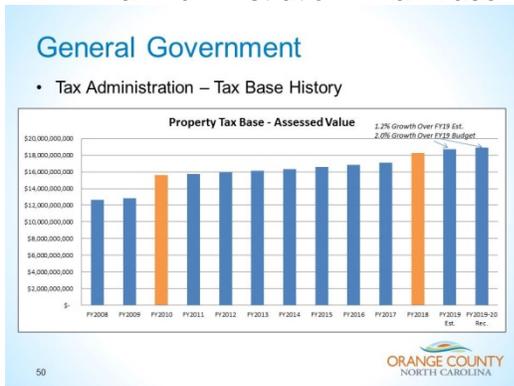
Travis Myren resumed the PowerPoint presentation:

- **Register of Deeds – page 367**

- **Total expenditure budget - \$1,015,308**
 - Net County Costs Increased by \$125,885
 - Remains a Net General Fund Contributor - \$816,692
 - Revenue Decrease - \$135,500
 - Excise Stamps on Register of Deeds Fees
 - Operational Savings – (\$38,100)
 - New Software Maintenance Transferred to ROD Automation Account in CIP
 - Elimination of Scanning Contracts due to New Software
-
- Register of Deeds – page 367 (graph)
 - **Tax Administration – page 402**
 - Total expenditure budget - \$3,823,452
 - Increase of \$82,833 over FY2018-19
 - Preparing for 2021 Revaluation
 - Commercial Appraisal Firm - \$26,000
 - Tax Administration – Sales Tax Collection History



- Tax Administration – Tax Base History



- Assessed Home Value by Tax Jurisdiction
 - Based on 2018 Revaluation

General Government

- Assessed Home Value by Tax Jurisdiction
 - Based on 2018 Revaluation

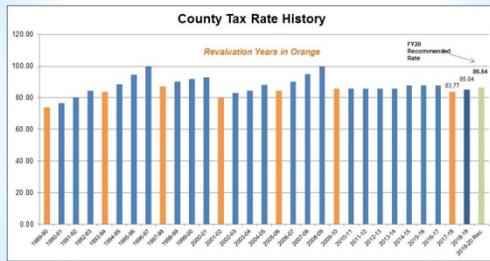
Tax Jurisdiction	Median Home Value	Mean Home Value
Carrboro	\$286,700	\$307,106
Chapel Hill	\$335,400	\$382,464
Hillsborough	\$203,300	\$218,356
Mebane	\$178,950	\$178,214
Unincorporated OC	\$259,100	\$314,253

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- Tax Administration - Tax Rate History

General Government



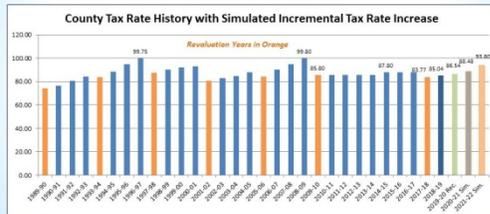
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- Tax Administration – Simulated Incremental Rate Increase to Accommodate Debt Service

General Government

- Tax Administration – Simulated Incremental Rate Increase to Accommodate Debt Service



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Commissioner Dorosin asked about the hiring of his replacement. Bonnie Hammersley said this posting went out last week, and hopes to have someone in soon.

Dwane Brinson said he was at the state conference last week, and many qualified persons were very interested in this position.

Travis Myren resumed the PowerPoint presentation:

- Non-Departmental – page 311
 - No budget changes
 - General Government

Support Services

- **Asset Management Services** – page 64
 - Total expenditure budget - \$4,806,645
 - Decrease of \$786,414 over FY2018-19 Budget
 - Motor Pool Transfer to Department of Transportation Services (formerly OCPT)
 - Transfer \$1,126,128 and 6.0 FTE out of Asset Management Services
 - Transfer of Fuel Purchasing Responsibility
 - Utility Increase - \$203,258
 - Electricity \$101,790 – New Square Footage (leased space) & Other Adjustments Related to Use
 - Water \$81,179 – Budget Right Sizing
 - Natural Gas \$21,289 – Budget Right Sizing

- Vehicle Replacement Recommendations – Purchase

Support Services

- Vehicle Replacement Recommendations - Purchase

Department	Quantity	Vehicle	Estimated Cost
Animal Services	1	Truck for Animal Control	\$50,000
Emergency Services	4	One new ambulance and remount of an ambulance compartment on a new chassis; two new administrative vehicles	\$685,550
Sheriff	8	Patrol vehicles	\$230,000
TOTAL	13		\$965,550



- Vehicle Replacement Recommendations – Lease

Support Services

- Vehicle Replacement Recommendations – Lease

Department/Division	Quantity	Vehicle	Annual Lease Cost
AMS/Facility Maintenance	1	4WD Truck	\$5,987
AMS/Custodial Services	1	Small Van	\$4,591
Health/Environmental Health	2	Light AWD SUV	\$9,460
Tax	1	Light 2WD SUV	\$4,730
TOTAL	5		\$24,768



Chair Rich asked if there is a process to deal with surplus vehicles.

Alan Dorman said leased vehicles are turned in or bought, and vehicles that are not leased are surplus.

Chair Rich asked if someone is buying the ambulances.

Alan Dorman said a part of the contract for the ambulances is to remount them, leaving only the chassis. He said part of the contract states the chassis must be turned in or purchased back. He said the revenue is negligible.

Commissioner Dorosin said the County should be looking at electric cars going forward.

Brennen Bouma, Sustainability Coordinator, said staff is expecting to hear in the next three weeks about a state grant, which, if awarded, would include the purchase of the County's first electrical vehicle. He said this vehicle would be entered into the car share program, which is open to all County staff. He said the grant will pay 80% of the difference in the lease costs, which are considerably higher than regular vehicles.

Travis Myren resumed the PowerPoint presentation:

- **Community Relations** – page 96
 - Total expenditure budget - \$288,826
 - Increase of \$15,387 Compared to FY2018-19 Budget
 - Advertising in News of Orange - \$1,000
 - Website Maintenance and Video Production - \$3,000
 - Census Outreach - \$1,500

Commissioner Price asked if staff advertises in the News and Observer.

Todd McGee said for some things, but the News of Orange is the best way to reach the northern part of the County, which is typically the hardest portion of the County to reach.

Chair Rich asked if there are monies coming in from other entities for the census costs.

Todd McGee said there should be. He said the County plans to develop the materials to distribute, and the other entities will reimburse the County for printing and distribution costs. He said far more than \$1500 is expected to be spent on this project.

Travis Myren resumed the PowerPoint presentation:

- **Finance and Administrative Services** – page 256
 - Total expenditure budget - \$1,534,718
 - Increase of \$29,113 Over FY2018-19 Budget
 - Business Automation Initiatives
 - Budget Central – Eliminate Redundant Spreadsheets
 - Maximize Electronic Funds Transfer to Vendors – Reduce Paper Checks
 - Automate Employee Travel Reimbursement – Eliminate Paper Forms
 - Online Vendor Bidding – Receive and Tabulate Quotes Online
 - New Key Performance Indicators Focused on Efficiency
 - % of Invoices Not Paid within 30 Days
 - % of Purchasing Card Transactions Not Reconciled within 30 days
 - \$ amount of Revenues Not Recorded within 30 days

Commissioner Dorosin said he has found having the performance measures, developed by departments, to be extremely helpful in this budget process, and is a good tool going forward.

Travis Myren resumed the PowerPoint presentation:

- **Human Resources** – page 287
 - Total expenditure budget - \$1,002,957
 - Increase of \$46,172 over FY2018-19 Budget
 - \$5,000 for Drug Testing Required by Department of Transportation
 - Employee Pay and Benefits – page 409
 - 2% General Wage Adjustment Effective 7/1/19 - \$1,100,000
 - Employee Performance Adjustments – \$735,000

- Employee Base Hourly Rate Adjusted Based on Performance
- Hourly Rate Equivalent to Existing Performance Tiers
 - » Exceptional - \$1,000 = \$0.48 per hour
 - » Superior - \$750 = \$0.36 per hour
 - » Proficient - \$500 = \$0.24 per hour
- Employee Pay and Benefits – page 409
 - Health Insurance Increase (Active Employees & Pre-65 Retirees) – No Change
 - Post 65 Retiree Health Insurance Cost Increase - \$59,700
 - Dental Insurance Cost – No Change
 - Maintain \$15.00 per hour for Permanent Employees
 - Living Wage for Temporary Employees
 - Increase to \$14.95 (\$0.70 increase) Effective 7/1/19 for All Temporary Employees Consistent with OC Living Wage - \$25,000

Commissioner Dorosin said the Board started a conversation last week of giving a flat percent increase across the board, and whether this creates disparities between those who are at the top and those at the bottom. He said he would like to revisit the idea, and possibly having a differential scale, or some other way for more equitable distribution.

Commissioner McKee said the increase means something different to a person making \$30,000 than it does to someone making \$150,000, and those at the bottom tier need the money more than those at the top tier.

Commissioner Greene said since it is at the base pay, it is compounded every year.

Chair Rich said this is not for now, but for future discussion. She said it is important to add it to the base pay, as bonuses are nice but do not help with retirement; only the base pay does.

Travis Myren resumed the PowerPoint presentation:

- **Information Technologies** – page 295
 - Total expenditure budget - \$4,076,614
 - Increase of \$628,598 Over FY2018-19
 - Software Maintenance and Licenses
 - Increase of \$615,168
 - Funds Maintenance for 111 Software Programs

Commissioner Dorosin said the increase of over \$600,000 is a lot, and asked if this is unusual.

Jim Northup said this is not unusual with the timing of the multi-year contracts, but there are savings up to about \$116,000 over the term of 5 years. He said multi-year contracts are pursued every year, and they sometimes stay the same, but usually do not increase. He said there is typically a 2-4% increase in software maintenance across the board for existing applications, and the multi-year helps to keep it at 4% or less.

Chair Rich referred to page 327 and the Tuition Refunds, and asked if the specifics of the refunds could be clarified.

Travis Myren said this is for employee reimbursement for tuition for professional development activities.

Commissioner Greene referred to page 306 - Community Services - and asked if there is a unifying thread to these items; e.g.: Arts Center and Kidzu.

Travis Myren said the common denominator is that these items do not fit into the departments' budgets, but have some relationship to Community Services.

Paul Laughton, Finance and Administrative Services, said the outside agencies are included in the outside agency section, but are also included in whatever functional leadership team with which they are associated.

Bonnie Hammersley said staff will go through the non-departmentals as it goes through the functional leadership teams next week.

Travis Myren said staff can re-format the list after the budget process is completed.

Chair Rich clarified that the items are not doubly listed.

Travis Myren said correct.

Commissioner Dorosin offered an amendment to add to the list due to the extreme funding discrepancy between the school districts, due to the district tax at Chapel Hill-Carrboro City Schools (CHCCS). He proposed reducing the CHCCS district tax one cent, and add one cent to the ad valorem tax, which would be used for education. He said this would hold CHCCS harmless and add to education to the Orange County Schools (OCS).

Commissioner Bedford said it is not exactly one cent and one cent. She said the math would have to be done.

3. Adjournment

A motion was made by Commissioner Dorosin seconded by Commissioner McKee to adjourn the meeting at 9:50 p.m.

VOTE: UNANIMOUS

Penny Rich
Chair

Donna Baker
Clerk to the Board