



**Orange County
Board of Commissioners**

Agenda

Regular Meeting

December 9, 2014

7:00 p.m.

Southern Human Services Center

2501 Homestead Road

Chapel Hill, NC 27514

Note: Background Material
on all abstracts
available in the
Clerk's Office

Compliance with the "Americans with Disabilities Act" - Interpreter services and/or special sound equipment are available on request. Call the County Clerk's Office at (919) 245-2130. If you are disabled and need assistance with reasonable accommodations, contact the ADA Coordinator in the County Manager's Office at (919) 245-2300 or TDD# 644-3045.

1. Additions or Changes to the Agenda

PUBLIC CHARGE

The Board of Commissioners pledges to the residents of Orange County its respect. The Board asks its residents to conduct themselves in a respectful, courteous manner, both with the Board and with fellow residents. At any time should any member of the Board or any resident fail to observe this public charge, the Chair will ask the offending person to leave the meeting until that individual regains personal control. Should decorum fail to be restored, the Chair will recess the meeting until such time that a genuine commitment to this public charge is observed. All electronic devices such as cell phones, pagers, and computers should please be turned off or set to silent/vibrate.

2. Public Comments (Limited to One Hour)

(We would appreciate you signing the pad ahead of time so that you are not overlooked.)

- a. Matters not on the Printed Agenda (Limited to One Hour – **THREE MINUTE LIMIT PER SPEAKER** – Written comments may be submitted to the Clerk to the Board.)

Petitions/Resolutions/Proclamations and other similar requests submitted by the public will not be acted upon by the Board of Commissioners at the time presented. All such requests will be referred for Chair/Vice Chair/Manager review and for recommendations to the full Board at a later date regarding a) consideration of the request at a future regular Board meeting; or b) receipt of the request as information only. Submittal of information to the Board or receipt of information by the Board does not constitute approval, endorsement, or consent.

- b. Matters on the Printed Agenda

(These matters will be considered when the Board addresses that item on the agenda below.)

3. Petitions by Board Members (Three Minute Limit Per Commissioner)

4. Proclamations/ Resolutions/ Special Presentations

- a. Presentation of Comprehensive Annual Financial Report for FYE 6/30/2014
b. Resolutions Recognizing North Carolina Literary Hall of Fame Inductees from Orange County



5. Public Hearings

6. Consent Agenda

- Removal of Any Items from Consent Agenda
 - Approval of Remaining Consent Agenda
 - Discussion and Approval of the Items Removed from the Consent Agenda
- a. Minutes
 - b. Authorization to Declare Equipment Surplus
 - c. Contract Renewal for Engineering Services
 - d. Fiscal Year 2014-15 Budget Amendment #4
 - e. Application for North Carolina Education Lottery Proceeds for Chapel Hill – Carrboro City Schools (CHCCS) and Contingent Approval of Budget Amendment # 4-A Related to CHCCS Capital Project Ordinances
 - f. Approval of Expanded White Cross Fire Insurance District
 - g. Proclamation – Bill of Rights Day
 - h. Hillsborough Commons Lease Amendment for Expansion of Northern Orange Employment and Training Center
 - i. Approval of Budget Amendment #4-B Related to Position Changes and Receipt of Additional Medicaid Revenue within the Health Department

7. Regular Agenda

- a. Social Services Child Care Proposal for 2014-2015
- b. Limited Opening Plan - Blackwood Farm Park
- c. Approval of Purchase of Roll Carts for Rural Roadside Recycling Program

8. Reports

9. County Manager's Report

10. County Attorney's Report

11. Appointments

- a. Adult Care Home Community Advisory Committee – Appointments
- b. Chapel Hill Orange County Visitors Bureau – Appointments
- c. Nursing Home Community Advisory Committee – Appointment

12. Board Comments (Three Minute Limit Per Commissioner)

13. Information Items

- December 1, 2014 BOCC Meeting Follow-up Actions List
- Memo Regarding Unified Development Ordinance Private Road and Access Standards Report
- Memo Regarding Efland to Mebane, Buckhorn-Mebane EDD, Phase 2 Extension & West Ten Road Pump Station & Outfall (AKA CIP #44)
- BOCC Chair Letter Regarding Petitions from December 1, 2014 Regular Board Meeting



14. Closed Session

15. Adjournment

Note: Access the agenda through the County's web site, www.orangecountync.gov

Orange County Board of Commissioners' regular meetings and work sessions are available via live streaming video at orangecountync.gov/occlerks/granicus.asp and Orange County Gov-TV on channels 1301 or 97.6 (Time Warner Cable).

**ORANGE COUNTY
BOARD OF COMMISSIONERS**

ACTION AGENDA ITEM ABSTRACT

Meeting Date: December 9, 2014

**Action Agenda
Item No.** 4-a

SUBJECT: Presentation of Comprehensive Annual Financial Report for FYE 6/30/2014

DEPARTMENT: Financial Services

PUBLIC HEARING: (Y/N)

No

ATTACHMENT(S):

1. GFOA Award for Financial Reporting

***To be provided under separate cover
at the meeting:***

2. PowerPoint Presentation - Martin Starnes & Associates
3. Comprehensive Annual Financial Report, FYE June 30, 2014
4. 2014 Management Letter

INFORMATION CONTACT:

Clarence G. Grier, 919-245-2453

PURPOSE: To receive the Comprehensive Annual Financial Report (CAFR) for the fiscal year ended June 30, 2014.

BACKGROUND: The CAFR reports on all financial activity of the County for the fiscal year July 1, 2013 through June 30, 2014. Martin Starnes and Associates, a firm of Certified Public Accountants, audited the financial statements. The financial statement and audit are required by Chapter 159-34 of the North Carolina General Statutes. The County prepares a Comprehensive Annual Financial Report (CAFR) that meets the standards set by the Government Finance Officers Association (GFOA). The CAFR is submitted to the GFOA in order to be awarded the Certificate of Achievement for Excellence in Financial Reporting. The County's CAFR has received this award for twenty-nine consecutive fiscal years. The financial report for the Orange County SportsPlex, required under the management contract, is included in the County's CAFR.

The audit results for the fiscal year show that Orange County has a strong financial position. The County received an unqualified (good) audit opinion on the financial statements received from the audit. The Financial Services Director and representatives of Martin Starnes will cover highlights of the report and will be available to answer questions.

FINANCIAL IMPACT: The financial report shows a continued strong financial position for Orange County. The unassigned fund balance of the County's General Fund is 18.5% of expenditures and transfers out at the end of the fiscal year. The goal is to have the unassigned

fund balance reach 17% of expenditures and transfers out. This indicates a sound financial position from which Orange County will be able to weather financial uncertainties going forward.

RECOMMENDATION(S): The Manager recommends that the Board receive this Report as information.



Government Finance Officers Association

**Certificate of
Achievement
for Excellence
in Financial
Reporting**

Presented to

**Orange County
North Carolina**

For its Comprehensive Annual
Financial Report
for the Fiscal Year Ended

June 30, 2013

Executive Director/CEO

**ORANGE COUNTY
BOARD OF COMMISSIONERS**

ACTION AGENDA ITEM ABSTRACT

Meeting Date: December 9, 2014

**Action Agenda
Item No.** 4-b

SUBJECT: Resolutions Recognizing North Carolina Literary Hall of Fame Inductees from Orange County

DEPARTMENT: BOCC

PUBLIC HEARING: (Y/N)

No

ATTACHMENT(S):

Resolution Recognizing Jaki Shelton Green
Resolution Recognizing Allan Gurganus
Resolution Recognizing Louis D. Rubin, Jr.
Resolution Recognizing Lee Smith
Resolution Recognizing Elizabeth Spencer

INFORMATION CONTACT:

Donna Baker, Clerk to the Orange County Board of Commissioners
(919) 245-2130

PURPOSE: To consider five resolutions recognizing five inductees into the North Carolina Literary Hall of Fame who have significant ties to Orange County.

BACKGROUND: The North Carolina Literary Hall of Fame celebrates and promotes the rich literary heritage of North Carolina. Since the Literary Hall of Fame was formally established in May 1996, five individuals with significant ties to Orange County have been recognized.

Jaki Shelton Green, Allan Gurganus, Louis D. Rubin, Jr., Lee Smith, and Elizabeth Spencer have all been selected as inductees into the North Carolina Literary Hall of Fame.

FINANCIAL IMPACT: None

RECOMMENDATION(S): The Manager recommends that the Board approve and authorize the Chair to sign the attached resolutions recognizing Jaki Shelton Green, Allan Gurganus, Louis D. Rubin, Jr., Lee Smith, and Elizabeth Spencer for their induction into the North Carolina Literary Hall of Fame.

ORANGE COUNTY BOARD OF COMMISSIONERS**RESOLUTION RECOGNIZING JAKI SHELTON GREEN,
A NORTH CAROLINA LITERARY HALL OF FAME
INDUCTEE FROM ORANGE COUNTY**

WHEREAS, the North Carolina Literary Hall of Fame celebrates and promotes the rich literary heritage of North Carolina by commemorating its leading authors and encouraging the continued flourishing of great literature; and

WHEREAS, the North Carolina Literary Hall of Fame was established under the leadership of Sam Ragan, Poet Laureate and Southern Pines newspaper editor; and

WHEREAS, the North Carolina Literary Hall of Fame was authorized by a Joint Resolution of the North Carolina General Assembly in July 1993, and formally established in May 1996 by a grant from the North Carolina Department of Cultural Resources to the North Carolina Writers' Network; and

WHEREAS, the North Carolina Literary Hall of Fame has recognized Jaki Shelton Green, who has significant ties to Orange County; and

WHEREAS, Orange County takes pride in its historic role as a center of art and learning, and is proud to celebrate County residents as exemplars of the literary community whose words enrich our lives;

NOW, THEREFORE, be it resolved that the Orange County Board of Commissioners does hereby recognize and congratulate Jaki Shelton Green as an inductee into the North Carolina Literary Hall of Fame, and expresses its appreciation of her and her literary works as cultural assets representing Orange County.

This the 9th day of December 2014.

Earl McKee, Chair
Orange County Board of Commissioners

ORANGE COUNTY BOARD OF COMMISSIONERS**RESOLUTION RECOGNIZING ALLAN GURGANUS,
A NORTH CAROLINA LITERARY HALL OF FAME
INDUCTEE FROM ORANGE COUNTY**

WHEREAS, the North Carolina Literary Hall of Fame celebrates and promotes the rich literary heritage of North Carolina by commemorating its leading authors and encouraging the continued flourishing of great literature; and

WHEREAS, the North Carolina Literary Hall of Fame was established under the leadership of Sam Ragan, Poet Laureate and Southern Pines newspaper editor; and

WHEREAS, the North Carolina Literary Hall of Fame was authorized by a Joint Resolution of the North Carolina General Assembly in July 1993, and formally established in May 1996 by a grant from the North Carolina Department of Cultural Resources to the North Carolina Writers' Network; and

WHEREAS, the North Carolina Literary Hall of Fame has recognized Allan Gurganus, who has significant ties to Orange County; and

WHEREAS, Orange County takes pride in its historic role as a center of art and learning, and is proud to celebrate County residents as exemplars of the literary community whose words enrich our lives;

NOW, THEREFORE, be it resolved that the Orange County Board of Commissioners does hereby recognize and congratulate Allan Gurganus as an inductee into the North Carolina Literary Hall of Fame, and expresses its appreciation of him and his literary works as cultural assets representing Orange County.

This the 9th day of December 2014.

Earl McKee, Chair
Orange County Board of Commissioners

ORANGE COUNTY BOARD OF COMMISSIONERS**RESOLUTION RECOGNIZING LOUIS D. RUBIN, JR.,
A NORTH CAROLINA LITERARY HALL OF FAME
INDUCTEE FROM ORANGE COUNTY**

WHEREAS, the North Carolina Literary Hall of Fame celebrates and promotes the rich literary heritage of North Carolina by commemorating its leading authors and encouraging the continued flourishing of great literature; and

WHEREAS, the North Carolina Literary Hall of Fame was established under the leadership of Sam Ragan, Poet Laureate and Southern Pines newspaper editor; and

WHEREAS, the North Carolina Literary Hall of Fame was authorized by a Joint Resolution of the North Carolina General Assembly in July 1993, and formally established in May 1996 by a grant from the North Carolina Department of Cultural Resources to the North Carolina Writers' Network; and

WHEREAS, the North Carolina Literary Hall of Fame has recognized Louis D. Rubin, Jr., who has significant ties to Orange County; and

WHEREAS, Orange County takes pride in its historic role as a center of art and learning, and is proud to celebrate County residents as exemplars of the literary community whose words enrich our lives;

NOW, THEREFORE, be it resolved that the Orange County Board of Commissioners does hereby recognize and congratulate Louis D. Rubin, Jr. as an inductee into the North Carolina Literary Hall of Fame, and expresses its appreciation of him and his literary works as cultural assets representing Orange County.

This the 9th day of December 2014.

Earl McKee, Chair
Orange County Board of Commissioners

ORANGE COUNTY BOARD OF COMMISSIONERS**RESOLUTION RECOGNIZING LEE SMITH,
A NORTH CAROLINA LITERARY HALL OF FAME
INDUCTEE FROM ORANGE COUNTY**

WHEREAS, the North Carolina Literary Hall of Fame celebrates and promotes the rich literary heritage of North Carolina by commemorating its leading authors and encouraging the continued flourishing of great literature; and

WHEREAS, the North Carolina Literary Hall of Fame was established under the leadership of Sam Ragan, Poet Laureate and Southern Pines newspaper editor; and

WHEREAS, the North Carolina Literary Hall of Fame was authorized by a Joint Resolution of the North Carolina General Assembly in July 1993, and formally established in May 1996 by a grant from the North Carolina Department of Cultural Resources to the North Carolina Writers' Network; and

WHEREAS, the North Carolina Literary Hall of Fame has recognized Lee Smith, who has significant ties to Orange County; and

WHEREAS, Orange County takes pride in its historic role as a center of art and learning, and is proud to celebrate County residents as exemplars of the literary community whose words enrich our lives;

NOW, THEREFORE, be it resolved that the Orange County Board of Commissioners does hereby recognize and congratulate Lee Smith as an inductee into the North Carolina Literary Hall of Fame, and expresses its appreciation of her and her literary works as cultural assets representing Orange County.

This the 9th day of December 2014.

Earl McKee, Chair
Orange County Board of Commissioners

ORANGE COUNTY BOARD OF COMMISSIONERS**RESOLUTION RECOGNIZING ELIZABETH SPENCER,
A NORTH CAROLINA LITERARY HALL OF FAME
INDUCTEE FROM ORANGE COUNTY**

WHEREAS, the North Carolina Literary Hall of Fame celebrates and promotes the rich literary heritage of North Carolina by commemorating its leading authors and encouraging the continued flourishing of great literature; and

WHEREAS, the North Carolina Literary Hall of Fame was established under the leadership of Sam Ragan, Poet Laureate and Southern Pines newspaper editor; and

WHEREAS, the North Carolina Literary Hall of Fame was authorized by a Joint Resolution of the North Carolina General Assembly in July 1993, and formally established in May 1996 by a grant from the North Carolina Department of Cultural Resources to the North Carolina Writers' Network; and

WHEREAS, the North Carolina Literary Hall of Fame has recognized Elizabeth Spencer, who has significant ties to Orange County; and

WHEREAS, Orange County takes pride in its historic role as a center of art and learning, and is proud to celebrate County residents as exemplars of the literary community whose words enrich our lives;

NOW, THEREFORE, be it resolved that the Orange County Board of Commissioners does hereby recognize and congratulate Elizabeth Spencer as an inductee into the North Carolina Literary Hall of Fame, and expresses its appreciation of her and her literary works as cultural assets representing Orange County.

This the 9th day of December 2014.

Earl McKee, Chair
Orange County Board of Commissioners

**ORANGE COUNTY
BOARD OF COMMISSIONERS**

ACTION AGENDA ITEM ABSTRACT

Meeting Date: December 9, 2014

**Action Agenda
Item No.** 6-a

SUBJECT: MINUTES

DEPARTMENT:

PUBLIC HEARING: (Y/N)

No

ATTACHMENT(S):

INFORMATION CONTACT:

Draft Minutes

Donna Baker, 245-2130

PURPOSE: To correct and/or approve the minutes as submitted by the Clerk to the Board as listed below:

October 21, 2014

BOCC Regular Meeting

BACKGROUND: In accordance with 153A-42 of the General Statutes, the Governing Board has the legal duty to approve all minutes that are entered into the official journal of the Board's proceedings.

FINANCIAL IMPACT: NONE

RECOMMENDATION(S): The Manager recommends the Board approve minutes as presented or as amended.

DRAFT

**MINUTES
BOARD OF COMMISSIONERS
REGULAR MEETING
October 21, 2014
7:00 p.m.**

The Orange County Board of Commissioners met in regular session on Tuesday, October 21, 2014 at 7:00 p.m. at the Southern Human Services Center, in Chapel Hill, N.C.

COUNTY COMMISSIONERS PRESENT: Chair Jacobs and Commissioners Mark Dorosin, Alice M. Gordon, Earl McKee, Bernadette Pelissier, Renee Price and Penny Rich

COUNTY COMMISSIONERS ABSENT:

COUNTY ATTORNEYS PRESENT: John Roberts

COUNTY STAFF PRESENT: County Manager Bonnie Hammersley, Assistant County Managers Clarence Grier, Cheryl Young and Clerk to the Board Donna Baker (All other staff members will be identified appropriately below)

NOTE: ALL DOCUMENTS REFERRED TO IN THESE MINUTES ARE IN THE PERMANENT AGENDA FILE IN THE CLERK'S OFFICE.

Chair Jacobs call the meeting to order at 7:01 p.m.

1. Additions or Changes to the Agenda

Chair Jacobs reviewed the following list of items at the Commissioner's places:

- PowerPoint – Item 7C -Central and Rural Orange County Five-Year Bus Service Expansion Program – Orange Public Transportation
- PowerPoint - Item 7D- Major Subdivision Preliminary Plat Application – Pleasant Green Woods Phase IV
- PowerPoint - Item 7E- Major Subdivision Preliminary Plat Application – Stroud's Creek

PUBLIC CHARGE

The Chair dispensed with the reading of the public charge.

2. Public Comments

a. Matters not on the Printed Agenda

Don O'Leary said he wanted to give some words of encouragement about what can be done about fluoride. He read a portion of a document from the state assembly, and he said the Board of County Commissioners has authority over water departments and can revoke their licensing if they put drugs like fluoride in the water.

b. Matters on the Printed Agenda

(These matters will be considered when the Board addresses that item on the agenda below.)

3. Petitions by Board Members

Commissioner Pelissier petitioned for a presentation by staff regarding alternatives to septic systems on sites or on lots. She would like to see options that allow more clustering and more open space.

1 Commissioner Dorosin said he wanted to check in on his resolution regarding the
2 placement of immigrant children in schools.

3 Bonnie Hammersley said she will check on this and get back to the Board.

4 Commissioner Gordon read the following petition:

5
6 Petition - Global Climate Change - Oct. 21, 2014

7
8 Petition that the Board of County Commissioners consider for adoption at one of its regular
9 meetings in November (November 6 or 18) a resolution concerning global climate change which
10 outlines reasons for concern about climate change and includes action statements endorsing
11 ways that Orange County can "think globally and act locally," both as a local government and as
12 individuals who live in Orange County.

13
14 I would like to help provide the wording for such a resolution.

15
16 Submitted by Alice Gordon

17
18
19 **4. Proclamations/ Resolutions/ Special Presentations** - NONE

20
21 **5. Public Hearings**

22 **a. North Carolina Department of Transportation Rural Operating Assistance Program**
23 **(ROAP) Grant Application for FY 2015**

24 The Board conducted a public hearing for the NCDOT Rural Operating Assistance
25 Program (ROAP) grant and considered approving the annual FY 2015 ROAP grant application
26 and certified statement and authorizing the Chair, Manager and Finance Officer to sign.

27 Peter Murphy said this is an annual program, and the amount is slightly lower this year
28 due to the change of the County's urban status. He said more of the territory is urban, so it is
29 expected that more funding will come from other sources in the future.

30 He reviewed the following information from the abstract:

31
32 Background: The North Carolina Department of Transportation, Public Transportation Division
33 designates Rural Operating Assistance Program (ROAP) funds each fiscal year to Orange
34 County. ROAP consolidates the Elderly/Disabled Transportation Assistance Program (EDTAP),
35 the Employment Program (EMPL), and the Rural General Public (RGP) Program into a single
36 application package. These ROAP funds allow Orange County to continue providing the above
37 mentioned programs from July 1, 2014 through June 30, 2015. The amounts being made
38 available for each respective program for FY 2015 are:

39
40 **Program Amount**

41 Elderly/Disabled Transportation Assistance Program	(EDTAP) \$73,344
42 Employment Transportation Assistance Program	(EMPL) \$30,893
43 Rural General Public Program	(RGP) \$70,085
44 TOTAL	\$174,322

45
46 Commissioner Dorosin asked for an explanation of the employment transportation
47 assistance program.

48 Peter Murphy said it is an assistance program to get people to work training programs
49 that will potentially place them into jobs. He said it mostly involves running vans or buses. He
50 said if the funding for this is not exhausted it is rolled into either of the other two categories.

1 Commissioner Dorosin asked if a program could be developed to assist people in
2 getting vehicles.

3 Chair Jacobs said the County used to have a program called Wheels to Work.

4 Nancy Coston said this has been discussed recently. She said several programs like
5 this have been run in the past, and they were very successful. She said there is a little bit of
6 money in the budget to help pay for some of the cost to refurbish vehicles; however, there has
7 not been an ongoing funding stream to help with the costs

8 Commissioner Dorosin asked if this money could be used for that.

9 Nancy Coston said no. She said the rules have changed, and the recipients have to be
10 transitioning out of Work First. She said the funds are to help with rides or to help pay mileage
11 costs for people who have a car. She said it is not to be used for purchasing a car.

12 Peter Murphy said these funds can also be used to purchase bus passes.

13 Commissioner Price asked if there is any expected impact on ridership as a result of the
14 change in the Rural General Program (RGP) funds for the route 420 mid-day service.

15 Peter Murphy said this is something to watch carefully because urban related
16 transportation costs cannot be assigned to the ROAP funds. He said staff is researching other
17 funds to make up for this.

18 Commissioner Pelissier ask how these rural funds will be used and how it fits in with the
19 County's other transportation plans.

20 Peter Murphy said some of the routes are eligible for RGP. He said the public needs to
21 be made well aware of the public routes that are available, and staff is working on this. He said
22 if a route is open to the general public, it is considered RGP.

23 Commissioner Pelissier said the Board sees this every year. She said in future she
24 would like to see a report showing how many people use this service from the ROAP funds, and
25 how many people are being served with the half cent sales tax. She would like to know who is
26 being served.

27 Commissioner Price asked if a resident in the southern rural part of the County would be
28 able to come up to Hillsborough. She asked if the Durham urbanized area cuts into this.

29 Peter Murphy said this could be done. He said the important part is to assign how many
30 miles are being done in rural versus urban, and the rural miles must be higher. He said you can
31 pick up in both sets of miles as a combination as long as the rural miles are higher.

32
33 **PUBLIC COMMENT:**

34
35 NONE

36
37 A motion was made by Commissioner McKee, seconded by Commissioner Price to
38 close the public hearing,

39
40 VOTE: UNANIMOUS

41
42 A motion was made by Commissioner Pelissier, seconded by Commissioner Price to
43 approve the application for Rural Operating Assistance Program funds totaling **\$174,322** for FY
44 2014-2015; and authorize the Chair, County Manager and County Finance Officer to sign the
45 Certified Statement of Participation.

46
47 VOTE: UNANIMOUS

48
49 **6. Consent Agenda**

50

1 • **Removal of Any Items from Consent Agenda**

2 Items 6-c - Fiscal Year 2014-15 Budget Amendment #2, and 6-i - Interlocal Agreement
3 for the Reimbursement of Expenditures, were removed from the consent agenda for discussion.

4
5 • **Approval of Remaining Consent Agenda**

6 A motion was made by Commissioner McKee, seconded by Commissioner Rich to
7 approve the remaining items on the agenda.

8
9 VOTE: UNANIMOUS

10
11 **a. Minutes**

12 The Board approved the minutes from September 11 and 16, 2014 as submitted by the Clerk to
13 the Board.

14 **b. Resolution for Incorporating Gender Neutral Language that Supports the Policies,**
15 **Goals and Objectives of Orange County**

16 The Board approved a Resolution, which is incorporated by reference, for Incorporating Gender
17 Neutral Language that Supports the Policies, Goals and Objectives of Orange County and
18 authorized the Chair to sign.

19 **d. Application for North Carolina Education Lottery Proceeds for Orange County**
20 **Schools (OCS) and Contingent Approval of Budget Amendment # 2-A Related to OCS**
21 **Capital Project Ordinances**

22 The Board approved an application to the North Carolina Department of Public Instruction
23 (NCDPI) to release proceeds from the NC Education Lottery account related to FY 2014-15
24 debt service payments for Orange County Schools (OCS), and to approve Budget
25 Amendment#2-A (amended School Capital Project Ordinances), contingent on the NCDPI's
26 approval of the application and authorized the Chair to sign.

27 **e. Orange County SportsPlex Lobby Budget Amendment #2-B**

28 The Board approved Budget Amendment #2-B re-purposing appropriated SportsPlex funds for
29 improved ice skate compatible flooring and restroom partitions.

30 **f. Triangle Regional Water Supply Plan – Resolution of Support**

31 The Board approved and authorized the Chair to sign a Resolution of Support for the Triangle
32 Regional Water Supply Plan (TRWSP).

33 **g. Board of Commissioners Meeting Calendar for Year 2015**

34 The Board approved the regular meeting schedule for the Board of County Commissioners for
35 calendar year 2015.

36 **h. Request for Additional Temporary Staff to Assist with Public Assistance Cases and**
37 **Approval of Budget Amendment #2-C**

38 The Board approved Budget Amendment #2-C for the acceptance of \$56,259 in additional
39 revenue for Social Services, and approved use of the funds to hire temporary staff to work in
40 public assistance.

41
42 • **Discussion and Approval of the Items Removed from the Consent Agenda**
43 **6-c Fiscal Year 2014-15 Budget Amendment #2**

44 Commissioner Price asked for an explanation of who is paying what to whom.

45 Paul Laughton said Alan Clapp is here from Environmental Health to explain this. He
46 said these fees have not been increased since 2005, and the current fees were only authorized
47 to charge for the cost of the kits and the mailing. He said these are now authorized to do more
48 than that and collect more of the overhead cost. He said this is the reason for a larger increase
49 in the lab fee.

1 Allan Clapp said the increase was a result of the approved state budget authorizing the
 2 state lab to recoup their fees commensurate with the new well sample. He said the County cost
 3 has increased by \$20 just to get the bottle to take the sample.

4 Commissioner Price asked about the \$25 fee that is listed.

5 Allan Clapp said that is the fee that is currently charged to the public, and it will go up to
 6 \$60.

7 A motion was made by Commissioner Price, seconded by Commissioner Rich to
 8 approve the budget ordinance amendments for fiscal year 2014-15.

9
 10 VOTE: UNANIMOUS

11
 12 **6-i Interlocal Agreement for the Reimbursement of Expenditures**

13 Commissioner Rich thanked John Roberts for helping the Board by reinstating this. She
 14 asked if the taxes will be handled the same way the hotel taxes are handled, where some
 15 monies go to the Visitors Bureau.

16 John Roberts said these are the occupancy taxes, and the same restrictions will apply.
 17 He said these are just occupancy taxes that have not previously been collected by the
 18 companies

19
 20 A motion was made by Commissioner Rich, seconded by Commissioner Price to
 21 authorize the Chair to execute an agreement with the Towns of Carrboro, Hillsborough, Chapel
 22 Hill and various Online Travel Companies ("OTCs") for the collection and remittance of certain
 23 occupancy taxes.

24
 25 VOTE: UNANIMOUS

26
 27 **7. Regular Agenda**

28
 29 **a. Community Home Trust Request to Amend Operational Procedures**

30 The Board considered approving proposed procedural changes by Community Home
 31 Trust.

32 Bonnie Hammersley reviewed the following information as outlined in the abstract:

33
 34 The Community Home Trust (CHT) is an affordable housing provider whose clientele includes
 35 first-time homebuyers earning less than 80 percent of the area median income with subsidy
 36 from the federal HOME program. In May 2014 CEO Robert Dowling submitted a letter
 37 addressed to the Town of Chapel Hill, the Orange County Board of Commissioners and the
 38 Orange County HOME Consortium proposing procedural changes to its operations. The
 39 proposal addresses two (2) issues:

- 40 1. Homebuyers' limited access to financing; and
 41 2. CHT's difficulty in selling homes.

42
 43 CHT asserts that its homebuyer mortgage funding from the NC Housing Finance Agency will be
 44 exhausted in 2015, making it necessary to identify alternative funding sources. To address this
 45 issue, CHT is proposing to allow lenders to secure their investment with a fee simple interest.
 46 Currently, CHT can only grant a leasehold interest in the home as collateral. This leasehold
 47 interest secures the home, but not the land upon which the home is situated. Mr. Dowling
 48 asserts that this form of collateral attributes to there being only one bank in the region that is
 49 willing to extend financing to its buyers. While a fee simple interest could potentially result in a
 50 lending institution foreclosing on the home and the property, CHT homebuyers have never

1 surrendered their home to a lender through foreclosure. Historically, CHT has re-acquired
2 property at risk of foreclosure and plans to continue this trend.

3
4 To address the issue of difficulty in selling homes, CHT has proposed that it be allowed to sell
5 homes that contain federal subsidy through the HOME program to households with an income
6 of up to 115% of the Area Median income (AMI), where permissible by US Department of
7 Housing & Urban Development (HUD) guidelines. The HOME Program imposes an affordability
8 period on projects assisted with HOME funds in order to ensure that HOME investments yield
9 affordable housing over the long term. For homebuyer projects such as the Community Home
10 Trust, the length of the affordability period is based on the amount of HOME funds invested in
11 the property:

12 HOME FUNDS PROVIDED	AFFORDABILITY PERIOD
13 <\$15,000	5 years
14 \$15,000 - \$40,000	10 years
15 > \$40,000	15 years

16
17 However, the restrictive covenants CHT executes with the County stipulate 99 years of
18 affordability. As a result, houses that are originally sold with the assistance of HOME funds that
19 are later re-acquired by CHT must be re-sold to a family earning less than 80% AMI. Otherwise,
20 CHT must refund the HOME funds invested to the County from the proceeds of the sale.

21
22 **FINANCIAL IMPACT:** There is no financial impact regarding the policy allowing CHT to extend
23 a fee simple interest in properties sold. However, should the Board approve the proposed policy
24 change regarding selling homes to families above 80% AMI where the federal subsidy remains
25 in the home, this may reduce the number of low and moderately-low income families served by
26 the Orange County HOME Consortium. Notwithstanding this reduction in low income families
27 served, the affordability period as mandated by HUD would be met.

28
29 Bonnie Hammersley said there was also request by CHT for the Board to consider a
30 charter. She said she is meeting with the local managers to bring a unified recommendation to
31 the Assembly of Governments in November.

32 Commissioner Gordon asked what would be involved in the charter.

33 Bonnie Hammersley said staff is looking at the current Community Home Trust model,
34 and they will be inviting Robert Dowling to meet with them to talk about the current model.

35 Commissioner Dorosin asked about the mechanics of the change that is being
36 requested. He asked whether approved change will only be effective going forward, or whether
37 it will affect homes currently being sold.

38 Robert Dowling said the HUD guidelines have a much shorter affordability period than
39 the 99 year restrictions CHT imposed on itself. He said the home funds and local funds have a
40 much shorter affordability period, and the longest the home funds have is 20 years. He said
41 CHT has homes that they put HOME funds into 12 years ago, and the HUD funds have been
42 met. He said this home now cannot be sold to anyone above 80 percent median income,
43 because of the self imposed 99 year restriction. He said if this proposed change is approved,
44 CHT can widen the window of buyers served. He said no more subsidies can be put in the
45 home, but the funds put in 12 years ago can be left in, and this will allow them to serve people
46 at up to 115 percent of median income.

47 Commissioner Dorosin asked if the 115 percent would kick in after the 20 year required
48 HUD period elapsed.

49 Robert Dowling said that is correct.

1 Commissioner Dorosin asked if it would still be bound by 80 percent of median income if
2 it were sold today in the federal window.

3 Robert Dowling said that is correct.

4 Commissioner Dorosin asked if the home could be sold to anyone at the end of the
5 period if there were no restrictions beyond the HUD requirements.

6 Robert Dowling said CHT is not asking for this; but according to HUD, yes.

7 Robert Dowling said this is how things used to be done before the CHT was created.
8 He said if the Board says no to this proposal, because the HUD income limits are lower today
9 than in 2002, the home is not affordable to people at 80 percent of median income. He said
10 this means more subsidies have to be brought in to make that same home affordable to people
11 below 80 percent. He said the approval of this item will allow CHT to sell the home to higher
12 income people and stretch out the federal subsidy dollars.

13 Commissioner Dorosin asked, if this is approved and a new CHT home goes on the
14 market tomorrow, whether that home could be marketed to someone up to 115 percent of
15 median income.

16 Robert Dowling said if there is subsidy in it, it will need to be below 80 percent for the
17 affordability period. He said if a home is sold without subsidy, it can be sold up to 115 percent.

18 Commissioner McKee asked for clarification on what 80 percent and 115 percent equate
19 to in dollars.

20 Robert Dowling said this number goes by household size and 80 percent for one person
21 today would be \$36,800; for two people it would be \$42,000; for three people it would be
22 \$47,000; and for four people it would be \$52,550. He said these numbers are all lower than
23 they were in 2002. He said this means that the person who qualified 12 years ago and never
24 got a raise will not qualify today.

25 Commissioner Gordon referred to the following email questions from her regarding this
26 item and the replies from Robert Dowling:

27
28 Questions - Oct. 21, 2014 Agenda

29
30 7a - Community Home Trust (CHT)

31
32 Would the homes still be required to be affordable for 99 years?

33
34 For the CHT program, please describe the funding mechanism for providing one home. What
35 does it cost Orange County and/ or the Town of Chapel Hill for each home (average cost and
36 range of costs)?

37
38 What is the current area median income (AMI)? Please provide a table which shows the AMI
39 for households of various sizes, along with 80 % AMI and 115 % AMI.

40
41 If the policy changes are made, is it anticipated that most or all of the houses would then be
42 sold to buyers at or close to the 115 % AMI level, thereby reducing the number of low income
43 families served?

44
45 Follow-up from Robert Dowling

- 46
47 1. Yes, CHT will continue to sell homes using a 99 year ground lease and to keep the
48 homes affordable for 99 years at either 80% of Area Median Income (AMI) or 115% of
49 AMI. According to CHT bylaws and Articles of Incorporation, only 25% of CHT homes
50 can be sold to households earning more than 80% of AMI.

- 1 2. I'm not certain if I'm answering this correctly, but the Home Trust home prices range
2 from \$75,000 to about \$155,000. The average price is about \$100,000. In fiscal year
3 2013-14, CHT sold 40 homes and required an average subsidy of about \$14,000 for
4 each home. That subsidy may come from the County (HOME funds) or the Town of
5 Chapel Hill or from the NC Housing Finance Agency. Due to declining HUD income
6 limits, CHT typically is required to add subsidy to most homes that resell. Sixteen
7 homes resold in fiscal year 2013-14.
- 8 3. The current HUD Income Limits for 80% AMI and 115% of AMI are as follows:

9

	1 Person	2 Persons	3 Persons	4 Persons
10 80% of AMI	\$36,800	\$42,050	\$47,300	\$52,550
11 115% of AMI	\$52,900	\$60,447	\$67,994	\$75,541

- 12
- 13
- 14 4. As stated above, CHT must sell at least 75% of the homes to households earning at or
15 below 80% of AMI. Currently, about 90% of CHT homes are owned by households
16 earning 80% of AMI or less.

17

18 Please let me know if there are additional questions we can answer. I know this subject matter
19 is a bit dense.

20

21 Thanks,
22 Robert Dowling

23

24 Commissioner Gordon said her concern is related to the potential of homes going out of
25 affordability. She said the point of this program is to sell homes to low income households, and
26 115 percent is not low income. She wonders if a more comprehensive approach might be
27 better. She said the needs have shifted over the years, and it would be better to have a unified
28 approach to this issue with all of the entities involved. She is not sure this should be approved
29 without a unified approach.

30 Commissioner Gordon said her second concern with going to the 115 percent is that
31 people who are on fixed incomes and do not make above the median income are paying for this
32 in a way when they pay taxes. She said if the number is changed to 115 percent, the number
33 of homes that can be sold this way should be limited to 25 percent.

34 Commissioner Dorosin asked if Robert Dowling was planning to jettison the 25/75
35 percent restriction ratio.

36 Robert Dowling said no. He said the IRS guidelines restrict the number of homes that
37 can be sold above 80 percent, and the maximum allowed is 35 percent.

38 Commissioner Rich said the unified answer between the managers is about the charter,
39 and it is not about this item. She said this item is being brought to each jurisdiction for
40 individual votes. She said it will be unified if everyone does or does not vote for it. She said the
41 charter to will go to all of the managers and legal departments before it is brought forward.

42 Commissioner Price asked about the timeline for the unified charter.

43 Bonnie Hammersley said the managers met last week, and there will be another
44 meeting with Robert Dowling. She said the goal is to have a status report by the November 19th
45 Assembly of Governments meeting.

46 Commissioner Price said this item seems more immediate, and she is concerned if the
47 charter is going to take some time. She said this seems to be an issue that could have been
48 anticipated, and this policy change will keep the CHT alive. She asked if the money gained by
49 selling at 115 percent can be then put back into the efforts of the CHT.

1 Robert Dowling said these two requests are related but not linked. He said the fee
2 simple request is an enticement for banks to make loans to the buyers. He said the CHT has
3 never had a foreclosure, as they would pay off the bank and take the property in order to keep
4 the equity that is in the home.

5 He said the second part of this is leaving in the subsidy in order to widen the window of
6 people who are eligible to purchase the homes. He said there is a struggle to sell homes
7 because the banks will not lend money and because HUD income limits have declined.

8 Commissioner Gordon said she understands that the issue tonight is different from the
9 charter issue. She said what she wanted to articulate was that the managers could expand
10 their discussions to include the related topic.

11 Commissioner Rich noted that Hillsborough and Chapel Hill have already voted in favor
12 of this proposal. She said the charter has been out for about a year, and the Board saw it at a
13 meeting last November.

14
15 A motion was made by Commissioner Dorosin, seconded by Commissioner Price to
16 approve the policy changes as requested by Community Home Trust to permit CHT to extend a
17 fee simple interest to mortgage lenders and permit homes to be sold to persons up to 115
18 percent AMI where permitted by HUD.

19
20 Robert Dowling said the word "unrestricted" was not used by him, nor was it used by
21 Commissioner Dorosin in his motion. He clarified that every time HOME funds are put in, the
22 County draws up restrictive covenants against that property, specifying that the home will stay
23 affordable for 99 years. He said "unrestricted" fee simple interest means that the bank wants
24 this covenant to disappear or else it is no good to them. He said this is what is holding some of
25 the banks back.

26 Chair Jacobs asked if this is part of the motion.

27 Robert Dowling said it is not used in Commissioner Dorosin's wording.

28 Commissioner Dorosin asked if would be better to amend the wording.

29 Robert Dowling said when this is implemented he wants it to be crystal clear what is
30 needed to entice the banks to lend money.

31 Chair Jacobs said if this change is made, he will oppose the motion. He said the CHT
32 and the Board agreed to the 99 year restriction to make sure the affordability is assured. He
33 said he is fine with making it easier for residents to buy the homes, but doing away with
34 affordability is a much more complicated discussion.

35 Commissioner Dorosin questioned what would be in place between CHT and a buyer to
36 insure long term affordability if covenants are not in place.

37 Robert Dowling said the CHT holds all of the deeds and would receive notice if there
38 was a foreclosure. He said CHT would step in to pay off the bank and take the property back.

39 Commissioner Dorosin said if there is no deed restrictions on the property there is
40 nothing to prevent the home owner from selling it again.

41 Robert Dowling clarified that there will always be a restrictive covenant on the property.
42 He said if the CHT did not step in to buy the property, then the bank takes it without restriction.
43 He said the restrictions are in place, and are only terminated if CHT does not step in to prevent
44 a foreclosure. He said the banks will only lend with no restrictions. He said he was not
45 suggesting that they forego the 99 year affordability.

46 Chair Jacobs asked about the possibility of an affordable housing bond that includes
47 setting aside \$1 million for loans to CHT buyers so that banks do not have to be involved.

48 Robert Dowling said this s a good idea.

49 Commissioner McKee said this will take the 99 year restriction off for the banks, but
50 CHT and the County can still impose the affordability time frame.

1 Robert Dowling said the CHT will continue to do business as usual with a 99 year
 2 affordability clause; but they will agree to sign a collateral agreement with the bank, and if CHT
 3 does not step in, the bank gets the fee simple loan in the event of a foreclosure.

4 Commissioner McKee suggested that the percentage numbers in Commissioner
 5 Gordon’s email should be made available to the public.

6 Commissioner Gordon asked for input from John Roberts on the fee simple interest and
 7 the maintenance of the 99 year affordability.

8 John Roberts said the risk is not about losing the 99 year affordability. He said the risk
 9 is that there is would be a spate of foreclosures, and the County would have to come up with
 10 hundreds of thousands of dollars to keep the 99 year affordability. He said this is a financial
 11 risk to the County.

12 Commissioner Rich acknowledged Chair Jacobs idea, and she said CHT is always
 13 trying to think of creative ideas.

14 Commissioner Rich called the question.

15
 16 VOTE: UNANIMOUS

17
 18 **b. Southern Branch Library Letter of Intent Approval**

19 The Board considered authorizing the Chair to execute a Letter of Intent with regard to
 20 the Southern Branch Library upon the approval of the County Attorney.

21 Jeff Thompson reviewed a map of the property. He said the letter of intent is a non-
 22 binding agreement. He reviewed the following information from the abstract:

23
 24 **BACKGROUND:** On May 13, 2014, the Board of County Commissioners authorized staff to
 25 engage in negotiations with Main Street Partners of Chapel Hill, LLC (“Main Street”) regarding
 26 the potential location of the Southern Branch Library on property adjacent to the 300 Main
 27 development located in Carrboro known as the Butler Property.

28
 29 The attached Letter of Intent is drafted to frame the future negotiations for the definitive
 30 agreements necessary for the potential development and construction of a Southern Branch
 31 Library. The County’s execution of this Letter of Intent does not bind the County to locate the
 32 Southern Branch Library on the Butler Property nor does it obligate the County to enter into
 33 definitive agreements with Main Street in the future.

34
 35 **FINANCIAL IMPACT:** Execution of this Letter of Intent and the subsequent negotiation of the
 36 Contract Agreement will require a Professional Services Agreement amendment in an amount
 37 not to exceed \$25,000 for this task. Adequate funds are available for this amendment within the
 38 Southern Branch Library Capital Project.

39
 40 **Southern Branch Library - Estimated Project Activity Timeline**

41 This estimated timeline for the development, construction, and operation of the potential
 42 Southern Branch Library is as follows. A conservative 4-6 month contingency interval is
 43 reasonable for planning purposes and process delays. Bolded activities signify Board of County
 44 Commissioner actions.

45

Event Estimated	Completion Date
Board of County Commissioners Action: Approval of Letter of Intent between Orange County and Main Street	October, 2014

46
47
48
49
50

1		
2	Board of County Commissioners Action:	December, 2014
3	Approval of Contracts with Main Street	
4		
5	Board of County Commissioner Action:	April, 2015
6	Designer, Construction Manager at Risk firms selected	
7	through the RFQ process	
8		
9	Carrboro CUP process (est. 9 months)	September, 2015
10		
11	Board of County Commissioners Action:	November, 2015
12	Design approval;	
13	Authorization to finalize construction documents and solicit	
14	Guaranteed Maximum Price;	
15	Regulatory review & construction permitting;	
16	Acceptance of LGC financing review and approval	
17		
18	Board of County Commissioners Action:	April, 2016
19	Approval of Guaranteed Maximum Price	
20	Project construction & systems commissioning (est. 8 months)	December, 2016
21		
22	Board of County Commissioners Action:	February, 2017
23	Condominium Declarations Recorded;	
24	Conversion of Ground Lease to Condominium Interests	
25		
26	Library Occupancy;	February, 2017
27	Library operations start-up	
28		
29	Opening	April, 2017
30		

31 Jeff Thompson reviewed the letter of intent. He said the bolded items on the above
32 timeline represent decision points for Board action. He reminded the Board that library
33 programming and space planning will not begin until after contract negotiations have been
34 completed.

35 Chair Jacobs asked him to explain the easel illustrations.

36 Jeff Thompson reviewed the illustration of properties that the Board of County
37 Commissioners considered. He said all of these have been deferred except for the Butler
38 property. He reviewed an aerial photo of the proposed Butler property.

39 Commissioner Price referred to page 3, section c and asked where the County would be
40 left if Main Street did not complete their part of the project.

41 John Roberts said this statement protects the County if Main Street developers were to
42 go bankrupt.

43 Commissioner Price said the County has a ground lease that goes away once the
44 property is complete. She asked who would own the property, and whether the owner needs to
45 be included in the document.

46 John Roberts said no. He said Main Street has an option on this property.

47 Jeff Thompson said the option owner is one of the partners within the Main Street
48 partnership, and the ground lease contract agreements will contemplate the County having an
49 option on that property.

1 John Roberts said this document is not binding on the County in any way except due
2 diligence, confidentiality and representations and warranties. He said signing this document
3 means the County executes the document and can still walk away in the event that Main Street
4 collapses or the deal with the owner collapses.

5 Commissioner Price asked if the reference on the next page is for interior and exterior
6 design work.

7 Jeff Thompson said that is for site work and the exterior of the building.

8 Commissioner Price asked who will maintain the landscaping after the initial
9 construction.

10 Jeff Thompson said Orange County will be a condominium interest owner. He said a
11 management company will be formulated, and that entity will maintain the exterior.

12 Commissioner Price asked for clarification on how they are dealing with the parking
13 deck.

14 Jeff Thompson said that is a negotiating point but not a selling point.

15 John Roberts said that is a very fluid and ongoing discussion at this time.

16 Commissioner Gordon referred to paragraph S on page 11. She said her major concern
17 is whether the Board should agree to consider allowing the parking spaces to be used this way.

18 She said the other concern is that there is a fairly major omission regarding who will be
19 using the parking spaces. She said this should be specified. She said there are also a couple
20 of grammatical errors.

21 John Roberts said Main Street is not willing to negotiate on whether the County
22 considers allowing the use of the spaces in the off hours of the library. He said it is crucial to
23 the business plan of this development that the developer has access to these spaces. He said
24 he will clarify who will use these spaces during the off hours.

25 John Roberts said changing the wording of this could pose problems in the future for the
26 final contract documents. He said Main Street needs access to these spaces when the County
27 is not using them.

28 Commissioner Gordon asked for the name of the user.

29 John Roberts said he believes this will be the public. He said the rules and regulations
30 for the parking structure will be established by Main Street in those off hours.

31 Commissioner Gordon said it sounds like the County is being steered in the direction of
32 not changing that, but she would like to see the grammar corrected.

33 Chair Jacobs asked if the off hour parking will be controlled by the developer but Orange
34 County would be paying for the spaces.

35 John Roberts said this is part of the shared value that was presented to the Board. He
36 said the County will not pay for use of those spaces for a full 24 hour period. He said there is
37 some description of shared value considerations in this document, and this will be in the final
38 document as well.

39
40 A motion was made by Commissioner Pelissier, seconded by Commissioner Price to
41 authorize the Chair to execute a Letter of Intent with regard to the Southern Branch Library
42 upon the approval of the County Attorney and to authorize the County Attorney to make non-
43 substantive grammatical changes to the document.

44
45 John Roberts asked the Board to forward any noted typos and grammatical errors.

46 Commissioner Gordon asked if the public will be identified as the user of the parking.

47 John Roberts said he will identify who needs to be identified here.

48
49 VOTE: UNANIMOUS

50

c. Central and Rural Orange County Five-Year Bus Service Expansion Program – Orange Public Transportation

The Board considered endorsement of the staff-recommended Orange Public Transportation (OPT) five-year bus service expansion program in central and rural Orange County.

Craig Benedict said this is a culmination of two years of outreach, input from advisory boards and work with Triangle Transit and staff to bring forward a central and rural Orange County five year bus plan.

He said the discussion tonight will be about 7 routes being put into operation in spring of 2015. He said the Board requested continuing with option 2. He said OPT will still be able to do some zonal routes in the northeast and northwest part of the County, as well as two routes in the southern part of the County. He said this is possible using assumptions of obtaining federal funding. He reviewed the following slide:

<u>ROUTE/SERVICE</u>	<u>OPTION 1</u>	<u>OPTION 2</u>
NE/NW County Zonal Routes	1 day/week (Tues. or Thurs.)	<i>2 days/week (Monday and Thursday or Tuesday and Friday)</i>
Southern County Zonal Route	No	<i>2 days/week (Monday and Thursday or Tuesday and Friday)</i>
Later Senior Center Service	Yes	<i>(same in both options)</i>
U.S. 70 Midday Service	Mebane-Efland-Hillsborough-Durham (2-hour headways)	<i>Mebane-Efland-Hillsborough (1-hour headways)</i>
Efland-Hillsborough Commuter Loop	Yes	YES
Route 420 Expansion	Yes	YES
Hillsborough Circulator	Yes	YES

Craig Benedict said everything requested by the Commissioners can be accommodated over a 5 year phasing period with these programs.

He displayed a chart showing funding available through the Orange County Bus and Rail Investment Plan.

Commissioner McKee asked Craig Benedict to explain the difference between several of the routes.

Craig Benedict said the US 70 midday service will be during non-commuter hours and will complement what Triangle Transit is doing. He said Triangle Transit expects to extend its existing Hillsborough-Durham service to go from Mebane to Durham in January. He said the Efland-Hillsborough commuter loop will be during peak commuter hours in the morning. He said it will pick up riders in Efland, and take them directly to Hillsborough to catch a TTA route to Durham, before continuing on to Waterstone where riders can pick up the 420 route. He said the current circulator route is more of an access to human services during the daytime.

Commissioner McKee said these could be feeder programs. He said, as a new service, this would be eligible to have access to the half cent transit tax money.

Craig Benedict said that is correct.

1 Commissioner McKee said he would like to see this included in option 2.

2 Craig Benedict said the Efland commuter loop would be part of the option 2.

3 Commissioner Pelissier noted that attachment 1 lists all of the recommended routes.

4 Commissioner Pelissier asked when the fare box recovery will actually be approved.

5 Craig Benedict said in the coming months staff will be analyzing how to charge for these
6 routes. He said work will be done to make sure there are similarities with Triangle Transit and
7 to come up with a fee schedule to accommodate the fare box revenue estimates.

8 Commissioner Pelissier referred to attachment 1 on page 4. She said the program
9 budget summary shows, in fiscal year 2015, that \$211,000 will be generated from half cent
10 sales tax, but the County will only be spending \$156,000. She asked if this is correct.

11 Craig Benedict said any money not spent will be banked.

12 Commissioner Pelissier said this explains the one year of gap where the revenue does
13 not cover the service, and this is because the excess from the previous year can be used.

14 Craig Benedict said that is correct.

15 Commissioner Price asked if the 420 route is ever full. She wonders if it makes sense
16 to have a smaller bus.

17 Craig Benedict said staff does not know the ridership now, but they will start with small
18 buses.

19 Commissioner Price referred to the map on attachment 3 and asked if these zones are
20 hard and fast. She questioned whether route 1A could go a little further south.

21 Craig Benedict said these routes are approximations, and work is still being done on
22 them.

23 Commissioner Rich asked what the updates will look like, what standards will be used,
24 and how frequent the updates will be.

25 Craig Benedict said there are different standards for rural and urban services. He said
26 there have been discussions about this with Triangle Transit.

27 Craig Benedict said a metric has been developed to bring back to the Board of County
28 Commissioners, and this will likely be presented to the Board once a year, prior to budget
29 discussions.

30 Bret Martin said the service standard would make use of the passengers per service
31 hour metric. He said the standard would state that services and routes should be no less than
32 one half below the system's average for each type of service. He said TTA uses 25 percent
33 below, but OPT does not have as much benchmark data.

34 Bret Martin said it takes time for the public to acknowledge a service route. He said the
35 plan is to have a one year introduction period, followed by a 6 month data evaluation. He said
36 the report would come back to the Board after this 6 month period. Bret Martin said this means
37 the Board would receive a report after 18 months. He said this is just staff's recommendation.

38 Commissioner Rich said she would like a periodic update to keep the Board in the loop.

39 Commissioner Gordon referred to the green route listed on the last page. She said
40 these are mid-day routes, and she asked how many passengers the buses hold.

41 Craig Benedict said these hold 20 passengers.

42 Commissioner Gordon said these 20 passenger buses are the kind of buses used for
43 the rural program.

44 Craig Benedict said yes. He said these buses are only about \$75,000 each, as opposed
45 to larger buses at \$450,000.

46 Commissioner Gordon said she is happy to see the expansion of the route up into
47 Cedar Grove eventually. She thanked staff for their work on this program.

48 Chair Jacobs requested that staff provide the board a visual representation of the public
49 routes added to Orange County after the 420 route started. He said a map would provide a
50 better picture of the system as it is growing.

1 Craig Benedict said the need for a graphic representation for the public has been
2 discussed, and staff will work on this.
3

4 A motion was made by Commissioner Price, seconded by Commissioner Pelissier to
5 endorse the staff recommended bus service expansion program (Attachments 1, 2, 3 and 4), to
6 add a correction to the Route/Service chart (under option 2- it should be marked "Yes" for the
7 **Efland-Hillsborough Commuter Loop**) and to receive updated information on a timely basis.
8

9 VOTE: UNANIMOUS

10
11 **d. Major Subdivision Preliminary Plat Application – Pleasant Green Woods Phase IV**

12 The Board considered taking action on a Major Subdivision Preliminary Plat application
13 proposing a 16 lot single-family residential subdivision in accordance with the provisions of
14 Section 2.15 and Article 7 *Subdivisions* of the Unified Development Ordinance (UDO).
15

16 Michael Harvey presented the following PowerPoint slides:

17 **October 21, 2014**

18 **BOCC Item 7.d:**

19 Pleasant Green Woods Phase IV

20 Preliminary Plan

21 Review and Action on a 16-lot Major Subdivision off of Pleasant Green Road

22 Orange County Planning Department
23

24 **Vicinity Map and Parcel Information:**

25 PIN: 9893-87-9972

26 Size of parcel: 46.34 acres

27 Zoning of parcels: Rural Residential (R-1) and Lower Eno Protected Watershed Overlay (L-
28 ENO-PW).

29 Township: Eno.

30 School District: Orange County Schools.

31 Future Land Use Map Designation: Rural Residential.

32 Growth Management System Designation: Rural.
33

34 **Land Use Element of the Comprehensive Plan (map)**

35
36 **Growth Management System (map)**

37
38 **Conventional subdivision layout:**

- 39 • Open space is private and part of individual lots. As a result it can be disturbed,
- 40 • Subdivision spread out over entire parcel,
- 41 • More impervious surface area and more land clearing/grading required (i.e. longer roads
42 and driveways),
- 43 • Greater impact to existing foliage and more acres 'developed' under conventional
44 subdivision design.
45

46 **Cluster subdivision layout:**

- 47 • Smaller lots with open space being separate and less likely to be disturbed,
- 48 • Open space is now 'shared common area' for local residents,
- 49 • Subdivision is condensed requiring less land clearing and grading,
- 50 • Less impervious surface area required,

- Greater protection for existing foliage and less overall 'development' on property.

Cluster Design Proposal:

Subdivision Type	Total Acreage	Number of Lots	Average Lot Size	Areas in Open Space	Open Space %
Conservation Cluster Plan	46.34	16	1.44 Acres Ranging in size from 1.24 acres (54,151 sq. ft.) to 1.87 acres (81,661 sq. ft.)	16.53	35.66 % in Open Space

Conservation Cluster (map)

Rendering

Site Photograph – 1

Site Photograph - 2

Site Photograph -3

Site Photograph - 4

Planning Board Review:

- Preliminary Plat presented at September 3, 2014 regular meeting;
- Staff reviewed major elements of the Plan; and
- Planning Board voted unanimously to recommend approval.

RECOMMENDATION:

The Planning Director recommends that the Planning Board:

1. Receive the Preliminary Plat application;
2. Deliberate on the proposal; and
3. Recommend approval of the proposal.

Michael Harvey said the subdivision will be served by one main road, which terminates in a cul-de-sac. He said the County and the developer negotiated the creation of an emergency access lane to be utilized by fire department and emergency services in the event of that the road ever becomes impassable.

Terry Borland, the applicant from Summit Designs, said he is here to answer questions.

Commissioner Rich asked for an explanation of how a road gets accepted into the Department of Transportation (DOT) secondary road program.

Michael Harvey said a permit is issued by the DOT to construct the road. He said there are inspections during construction of the road to certify that the road is being constructed to the appropriate standard, and the DOT then certifies that the road has been completed in accordance with that standard. He said once development begins on the roadway, the applicant offers the road to the DOT, who then accepts it. He said the Board will be asked in the future to allow for this road to be included in the public road system. He said this will come once residences are constructed. He said this is actually based on the density and number of houses that are installed.

Commissioner Rich asked about the fire district and the fire insurance rates.

1 Michael Harvey said this is in the Eno Fire District, and the rates should not be high
2 because the storm water ponds have been specifically designed to serve as emergency water
3 access points.

4 Commissioner Price referred to the map that shows the wells, and she asked for
5 clarification on the septic area locations.

6 Michael Harvey said the dark gray areas show the acceptable locations for septic fields.
7 He said the concentric circles note the required separation between septic and well locations.

8 Commissioner McKee asked if the emergency access road will be gated and if the
9 appropriate authorities will have keys.

10 Michael Harvey said yes.

11 Commissioner McKee said there have been several instances where a short access
12 road would put homes within the 5 mile area. He said this is a good thing to remember for the
13 future, although it does not apply to this subdivision.

14 Commissioner Pelissier said it appears that the well on lot 11 does go into the septic
15 repair area on lot 10.

16 Terry Borland said the separation requirements between the well and septic must
17 followed, and if the plan shows a conflict, there is latitude to move the well. He said these plans
18 are just proposed locations.

19 Commissioner Pelissier said many of the lots are listed as having conventional initial
20 with subsurface drip repair. She asked if this means there is a likelihood that the repair will
21 have to be done with subsurface drip.

22 Terry Borland said if the initial field is no longer viable at some point in time, then the
23 repair field or secondary field can be used. He said the initial fields are all conventional, and the
24 repair areas have shallower soil, so a drip system is more appropriate.

25 Michael Harvey said even if this application is approved tonight, every lot will still have to
26 apply for the appropriate improvement permits through the health departments. He said the
27 septic and well locations, as well as septic types are not final until these applications are
28 approved.

29 Chair Jacobs asked why this is a cul-de-sac as opposed to a connection.

30 Michael Harvey said the site distance around the curve is not safe enough to site a
31 connection onto Willett Road.

32 Chair Jacobs said there needs to be a better set of standards for site lines. He said
33 there are other areas with much smaller site lines.

34 Chair Jacobs asked who is maintaining the ponds.

35 Michael Harvey said the Home Owner Association (HOA) will be responsible for this.

36 Commissioner Dorosin said if you have a clustered sub-division, you have to have an
37 HOA because of the common space.

38 Michael Harvey said this is correct.

39 Commissioner Dorosin said delegating authority to an HOA can, in some cases,
40 disadvantage property owners. He said he is certain that he does not want to favor HOA's.

41 Commissioner Dorosin asked for clarification on the location of phases 1-3, and he
42 asked if these are all contiguous.

43 Michael Harvey reviewed the map, and he said all 4 are not contiguous from an access
44 point. He said phases 1 and 2 will be contiguous, and phases 3 and 4 will be contiguous from a
45 vehicular standpoint. He said there will be trail access.

46 Chair Jacobs said there are significant environmental advantages to having contiguous
47 open space, and this is part of the trade off.

48
49 A motion was made by Commissioner McKee, seconded by Commissioner Price to
50 approve the Preliminary Plat, and the Resolution of Approval at Attachment 7.

1
2 VOTE: UNANIMOUS

3
4 **e. Major Subdivision Preliminary Plat Application – Stroud’s Creek** (9:35-10:00)

5 The Board considered taking action on a Major Subdivision Preliminary Plat application
6 proposing a 14 lot single-family residential subdivision in accordance with the provisions of
7 Section 2.15 and Article 7 *Subdivisions* of the Unified Development Ordinance (UDO).

8 Patrick Mallett presented the following PowerPoint slides:
9

10 **October 21, 2014**

11 **BOCC Agenda Item 7.e:**

12 Stroud’s Creek

13 Preliminary Plan

14 Review and Action on a 14-lot Major Subdivision off of Strouds Creek Road

15
16 **Vicinity Map and Parcel Information:**

17 PIN: 9875-08-0900

18 Size of Parcel: 25.3 acres in area

19 Zoning of Parcel: Agricultural Residential (AR) and Special Flood
20 Hazard Area Overlay District (SFHA)

21 The property is not located within a Watershed
22 Protection Overlay District

23 Township: Hillsborough

24 School District: Orange County

25 Future Land Use

26 Map Designation: Agricultural Residential and Rural
27 Industrial Activity Node.

28 Growth Management System Designation: Rural

29
30 **Land Use Element of the Comprehensive Plan** (map)

31 **Growth Management System**

32 **Site Photograph – 1** (map)

33 **Site Photograph – 2**

34 **Site Photograph – 3**

35 **Site Photograph – 4**

36 **Site Analysis Map**

37 **Preliminary Plan: Flexible Design Option** (map)

38 **Color Rendering** (map)

39
40 **Cluster Design Options**

Subdivision Type	Total Acreage	Number of Lots	Average Lot Size	Areas in Open Space	Open Space %
Conservation Cluster Plan	25.33	14	Range from 16,012 sq. ft. to 39,794 sq. ft.	17.21 acres in open space	69.96%

41
42
43 **Conservation Cluster - Flexible Design Attributes**

- 1 ▪ Minimum lot size – 14,000 sq. ft. (65% reduction from typical 40,000 min. lot size with
- 2 min. of 33% common open space and available water sewer service).
- 3 ▪ Average lots size is 20, 914 sq. ft.
- 4 ▪ 67.96% (17.21 acres) Open Space proposed.
- 5 ▪ +/-35,000 sq. ft. of Pedestrian Open Space Access (POSA) along back of lots 9-14.
- 6 POSA is also linked to potential Town of Hillsborough Pedestrian easement.
- 7 ▪ 16,500 sq. ft. in 30-foot wide Roadside Buffer along Strouds Creek Road.
- 8 ▪ 100 foot wide building setback from perimeter of entire subdivision.
- 9 ▪ Plan preserves on-site existing wetlands, streams and floodplain.

11 **Planning Board Meeting:**

- 12 ▪ Held on September 3, 2014 at the West Campus Office Building.
- 13 ▪ Staff reviewed major elements of the Plan.
- 14 ▪ Planning Board voted unanimously to recommend approval.

16 **RECOMMENDATION:**

17 The Planning Director recommends the Board:

- 18 1. Receive the Preliminary Plat application;
- 19 2. Deliberate on the proposal; and
- 20 3. Approve the proposal.

21
22 Commissioner Price said she liked the idea of a side walk going to the school.
23 Craig Benedict said this was not required, but the applicant agreed to provide that.
24 Commissioner Gordon referred to the fiscal impact analysis and asked if this is a
25 different analysis.

26 Craig Benedict said staff has tried to update this model from within the constraints. He
27 said this shows a positive cost of service analysis and it is different.

28 Commissioner Gordon asked if this parcels out the personnel cost.

29 Craig Benedict said there are a cost side and a revenue side, and these are estimated
30 at a higher value house. He said at this level, there is a positive value flow from residential.

31 Commissioner Gordon said this is going to be considered in other business at other
32 meetings, and it is good to see an example that is worked through. She said there have not
33 been many developments lately.

34 Chair Jacobs said he hoped to review if the Commissioners wanted to continue to do
35 this and if this process is of any use to the Board. He said this is a conversation for another
36 time.

37
38 A motion was made by Commissioner McKee, seconded by Commissioner Rich to
39 approve the Preliminary Plat, and Resolution of Approval as contained in Attachment 7.

40
41 VOTE: UNANIMOUS

43 **8. Reports NONE**

45 **9. County Manager's Report**

46 Bonnie Hammersley said the ribbon cutting for the Rogers Road Community Center is
47 scheduled for Nov. 15th at 9:30 a.m. She recommended officially naming this center the Rogers
48 Road Community Center, and she said this will come to the Board at the November 6th meeting
49 in accordance with policy.

1 Chair Jacobs asked if this could include a presentation of background information on Mr.
2 Rogers.

3
4 **10. County Attorney's Report NONE**

5
6 **11. Appointments**

7 **a. Adult Care Home Community Advisory Committee – Appointments**

8 The Board considered making appointments to the Adult Care Home Community
9 Advisory Committee.

10
11 A motion was made by Commissioner Pelissier, seconded by Commissioner Price to
12 appoint the following to the Adult Care Home Community Advisory Committee:

- 13 • Mr. James Bartow to a first full term (Position #11) At-Large for ending 10/31/2017.
- 14 • Mrs. Karen Schnell to a first full term (Position #12) At-Large for Mrs. Karen Schnell
15 ending
16 10/31/2017.

17
18 VOTE: UNANIMOUS

19
20 **b. Board of Social Services – Appointment**

21 The Board considered making an appointment to the Board of Social Services.

22
23 A motion was made by Commissioner McKee, seconded by Commissioner Gordon to
24 appoint the following to the Board of Social Services:

- 25 • Ms. Ann Wilkerson to a first full term (Position #4) At-Large Citizen (BOCC Appointee)
26 with term ending 06/30/2017.

27

POSITION NO.	NAME	SPECIAL REPRESENTATIVE	EXPIRATION DATE
4	Ms. Ann Wilkerson	At-Large Citizen (BOCC Appointee)	06/30/2017

28
29 VOTE: UNANIMOUS

30
31 **c. Orange County Parks and Recreation Council – Appointment**

32 The Board was to consider making an appointment to the Orange County Parks and
33 Recreation Council.

34
35 DEFERRED

36 This item was deferred until after the planned retreat discussion regarding certain
37 appointment policies and procedures.

38
39 **d. Orange Unified Transportation Board – Appointments**

40 The Board considered making appointments to the Orange Unified Transportation
41 Board.

42
43 A motion was made by Commissioner Gordon seconded by Commissioner Pelissier to
44 appoint the following:

45

POSITION NO.	NAME	SPECIAL	EXPIRATION DATE
--------------	------	---------	-----------------

		REPRESENTATIVE	
3	Ed Vaughn	At-Large Cedar Grove Township	09/30/2017
6	Mr. Brantley Wells-First full term	At-Large Hillsborough Township	09/30/2017
8	Art Menius	At-Large Economic Development	09/30/2017
9	James Ellis	At-Large Planning	09/30/2017
11	Heidi Perov	At-Large Bicycle Transportation	09/30/2017
12	Tom Manguson	At-Large Pedestrian Access	09/30/2017

1
2 VOTE: UNANIMOUS
3

4 **12. Board Comments**

5 Commissioner Gordon stated that during a Board of County Commissioners' (BOCC)
6 meeting on October 14, references were made to the formation of a separate department for
7 the environment. She provided a handout regarding the creation of the Environment and
8 Resource Conservation Department (now called the Department of Environment, Agriculture,
9 Parks and Recreation) and the Comprehensive Resource Conservation Program (now called
10 the Lands Legacy Program). This land acquisition program was proposed as a major task for
11 the new environmental department.

12 The seven page handout first showed the agenda abstract for the June 22, 1998
13 meeting at which the new department was formed, followed by a memorandum from
14 Commissioner Gordon dated May 25, 1998 which outlined the proposal for the new department.
15 Following that, there was a second memorandum from her, also dated May 25, 1998 which
16 proposed the creation of the Comprehensive Resource Conservation Program (Lands Legacy
17 Program).

18 Finally, the last page of the handout provided excerpts of minutes from two BOCC
19 meetings. At the first meeting on May 26, 1998, there was a report that discussed the
20 proposed department. At the second meeting on June 22, 1998, the Commissioners voted 3-2
21 to establish the new department, and to implement the new land acquisition program. In
22 summary, the first six pages of the handout gave the agenda abstract and supporting
23 background material for the second meeting on June 22, 1998.

24 Commissioner Gordon noted that the result of the 3-2 vote on June 22, 1998 was that
25 the new department and new Lands Legacy Program were created, and environmental
26 protection and resource conservation became a separate function of Orange County
27 government. To date, the County has protected over 3000 acres of the County's most
28 important natural and cultural resources through the Lands Legacy Program.

29 This handout is on file in the Clerk's office and is hereby incorporated by reference into
30 these minutes.

31 Commissioner Gordon said she and Commissioner Pelissier attended the NC
32 Association of County Commissioners (NCACC) Environmental Steering Committee, and two of
33 the top five goals approved were from Orange County.

34 Commissioner Gordon said the Durham Chapel Hill Carrboro Metropolitan Planning
35 Organization (DCHC MPO) held a Board meeting, and there were several interesting items.
36 She said these included a presentation on the complete streets policy and the comprehensive
37 transportation plan update.

1 Commissioner Dorosin reported that Town of Chapel Hill approved extending the ETJ
2 into the Rogers Road Community. He said the vote was unanimous, and this means the town
3 will be able to directly contribute to the provision and extension of sewer service.

4 Commissioner Rich asked about the next step in this process.

5 Commissioner Dorosin said this does not have to go to General Assembly. He said
6 Orange County just now has to sign off on it.

7 Commissioner McKee said he visited the Rogers Road Community Center, and it is
8 almost completed. He said there was also a dedication of one of the last few houses.

9 Commissioner Rich said she attended Project Connect, along with Commissioner
10 Pelissier. She said there were 221 guests this year, and it was clear that a lot of people came
11 to see the dentist. She said it reminded her that dental services need to be brought back down
12 to the southern part of the County.

13 Commissioner Price said TARPO met last week. She said there will be a revision of the
14 comprehensive transportation plan. She said the I-85 and I-40 improvements have been
15 approved.

16 Commissioner Price said at the NCACC Board of Directors meeting, Kevin Leonard was
17 approved as the new director, effective November 4th.

18 Chair Jacobs said he and Commissioner Pelissier attended ribbon cutting of Mountains
19 to Sea Trail, and he also attended the dedication of Riverwalk in Hillsborough.

20 Chair Jacobs said Thomas Crowther passed away last week, and he was a great friend
21 of affordable housing, social justice, environmental, and smart design. He said this loss will be
22 felt beyond Raleigh.

23
24 **13. Information Items**

- 25
26 • October 7, 2014 BOCC Meeting Follow-up Actions List
27 • Memo Regarding Information on Potential for Solar Energy Project at Closed Landfill
28 • Memo Regarding Temporary Voluntary Revised Lake Orange Release Protocol
29 • BOCC Chair Letter Regarding Petitions from October 7, 2014 Regular Board Meeting
30

31 **14. Closed Session-NONE**

32
33 **15. Adjournment**

34 A motion was made by Commissioner McKee, seconded by Commissioner Price to
35 adjourn the meeting at 9:38 p.m.

36
37 VOTE: UNANIMOUS

38
39 Barry Jacobs, Chair

40
41
42 Donna Baker, Clerk to the Board
43
44
45

**ORANGE COUNTY
BOARD OF COMMISSIONERS**

ACTION AGENDA ITEM ABSTRACT

Meeting Date: December 9, 2014

**Action Agenda
Item No. 6-b**

SUBJECT: Authorization to Declare Equipment Surplus

DEPARTMENT: Finance and Administrative
Services, Asset Management
and Solid Waste Management

PUBLIC HEARING: (N)

No

ATTACHMENT(S):

INFORMATION CONTACT:

David Cannell, 245-2651

Gayle Wilson, 968-2788

Jeff Thompson, 245-2658

PURPOSE: To consider declaring six pieces of heavy equipment surplus.

BACKGROUND: The Director of Asset Management Services is authorized to declare items surplus up to \$5,000. Currently the Solid Waste Department has the following six pieces of equipment that are no longer needed and therefore are recommended to be declared surplus and sold. It is anticipated all will exceed the \$5,000 threshold. The equipment will be sold by March 2015 through GovDeals, a business that allows government agencies to sell surplus equipment via the Internet.

Equipment	Year	Asset Number	Serial/VIN
Roll Off Truck	2002	1539	1FVHALBG72LK95325
Multi-Family Collection Truck	2003	1573	1HTWCAAR23J071464
Commercial Collection Truck	2003	1574	1HTWCAAR43J071465
Curbside Recycling Truck	2005	1638	1CYCAK4865T046720
Curbside Recycling Truck	2005	1640	1CYCAK4885T046721
Roll Off Truck	2009	1779	1FVHALCK79DAL7350

FINANCIAL IMPACT: Proceeds from the sale of these items, less any applicable fees, will be returned to the Solid Waste Enterprise Fund budget.

RECOMMENDATION(S): The Manager recommends that the Board: 1) declare the items surplus and 2) authorize the Asset Management Director to affect the sale of the items through GovDeals.

**ORANGE COUNTY
BOARD OF COMMISSIONERS**

ACTION AGENDA ITEM ABSTRACT

Meeting Date: December 9, 2014

**Action Agenda
Item No.** 6-c

SUBJECT: Contract Renewal for Engineering Services

DEPARTMENT: Solid Waste Management

PUBLIC HEARING: (Y/N)

No

ATTACHMENT(S):

Contract Amendment

INFORMATION CONTACT:

John Roberts, 919-245-2318

Gayle Wilson, 919-968-2885

PURPOSE: To approve a contract amendment to the existing agreement for general engineering and environmental services for the Solid Waste Management Department with Draper Aden Associates, Inc. (hereinafter DAA) for engineering and consulting services for two (2) additional years through December 31, 2016.

BACKGROUND: DAA has been providing engineering and consulting services at the Orange County Landfill since 1991. Ongoing services provided include:

1. The preparation of two (2) semiannual detection monitoring reports summarizing the chemical analysis of the groundwater. The reports cover groundwater at both the closed Municipal Solid Waste and Construction and Demolition landfills. These reports are forwarded to the Division of Solid Waste Management.
2. Assessment and implementation of corrective measures for any possible groundwater and landfill gas issues.
3. Other engineering and hydrogeological services that the County or state regulatory agencies may require.

FINANCIAL IMPACT: Sufficient funds to cover anticipated expenditures are available in the approved FY 2014-2015 Solid Waste/Landfill Operations budget. The projected expense for the FY 2014-2015 is \$115,000-\$120,000.

RECOMMENDATION(S): The Manager recommends that the Board approve the contract amendment renewing the agreement with Draper Aden and Associates, Inc. for engineering services for the Solid Waste Management Department and authorize the Chair to sign the Contract Amendment.

NORTH CAROLINA

CONTRACT AMENDMENT

ORANGE COUNTY

THIS CONTRACT AMENDMENT (“Amendment”) is made and entered into this 31st day of December, 2014 by and between **ORANGE COUNTY** (hereinafter referred to as “County”) and **DRAPER ADEN ASSOCIATES, INC.** (hereinafter referred to as “Engineer”).

WITNESSETH:

THAT WHEREAS, the County and Engineer entered into a contract dated December 3, 2007, for the provision of professional services to the County, which was amended by addendum on January 20, 2011 (hereinafter the “Original Agreement”); and

WHEREAS, the County and Engineer desire to extend the Original Agreement while keeping in effect all terms and conditions of the Original Agreement not inconsistent with the terms and conditions set forth below.

NOW THEREFORE, for and in consideration for the mutual covenants and agreements made in the Original Agreement and herein, the parties agree to amend the Original Agreement as follows:

1. The Term of the Original Agreement is hereby extended through **December 31, 2016**.
2. Except for the changes made herein, the Original Agreement shall remain in full force and effect to the extent it is not inconsistent with this Amendment.

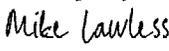
IN TESTIMONY WHEREOF, this Amendment has been executed by the parties hereto, as of the date first above written.

ORANGE COUNTY

ENGINEER

Chair

Printed name/title:

DocuSigned by:

 99D450C8719A1 Lawless

Approved as to technical content

Department Director

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

Office of the Chief Financial Officer

Approved as to form and legal sufficiency:

Office of the County Attorney

ORD-2014-046

**ORANGE COUNTY
BOARD OF COMMISSIONERS**

ACTION AGENDA ITEM ABSTRACT

Meeting Date: December 9, 2014

**Action Agenda
Item No.** 6-d

SUBJECT: Fiscal Year 2014-15 Budget Amendment #4

DEPARTMENT: Finance and Administrative
Services

PUBLIC HEARING: (Y/N)

No

ATTACHMENT(S):

Attachment 1. Budget as Amended
Spreadsheet

Attachment 2. Year-To-Date Budget
Summary

INFORMATION CONTACT:

Clarence Grier, (919) 245-2453

PURPOSE: To approve budget and grant project ordinance amendments for fiscal year 2014-15.

BACKGROUND:

Health Department

1. The Health Department has received revenue notification for the following programs:
 - **Immunization Action Plan** – The Health Department received notification of additional revenues of \$15,896 in additional state funding. The additional funding will be used to promote awareness of the new and revised immunization rules and requirements as indicated in NC Administrative Code 10A, Dosage and Age Requirements for Immunizations, which become effective July 1, 2015.
 - **Refugee Health State Grant** – The Health Department received notification of additional revenues of \$3,364 from the North Carolina Division of Public Health Branch of Epidemiology/Communicable Disease. The additional funding will be used to cover the cost of interpretation expenses and to fund communicable disease screenings for clients who do not qualify for Medicaid.

This budget amendment provides for the receipt of these additional funds. (See *Attachment 1, column 1*)

Planning & Inspections

2. The Planning & Inspections Department has received additional revenues of \$24,024 from the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization (MPO). These revenues are funds that were not assumed during the FY2014-15 budget development process due to the MPO's budget not being finalized.

This budget amendment provides for the receipt of these funds. (See Attachment 1, column 2)

Department on Aging

3. The Department on Aging has received additional revenue for the following programs:

- **Senior Center Instructors** – receipt of an additional \$27,000 in class enrollment fees to pay for Senior Center instructors and related class expenses.
- **Health Promotion Activities** – receipt of an additional \$3,162 from the N.C. Division of Aging and Adult Services for evidence-based health promotion activities.
- **State Senior Center General Purpose funds** – receipt of an additional \$7,786 from the N.C. Division of Aging and Adult Services General Purpose funding to be used to cover temporary personnel costs and program supplies.
- **Sportsplex funds** – receipt of \$4,000 from the Sportsplex for after-hours use and staffing costs of the Central Orange Senior Center classrooms.
- **Senior Lunch Program** – receipt of additional \$455 from the Town of Carrboro in support of the department’s Senior Lunch Program.
- **Family Caregiver Support Program** – receipt of an additional \$21,516 from the National Family Caregiver Support Program for caregiver services.

This budget amendment provides for the receipt of these revenues (See Attachment 1, column 3).

4. Based on current year and historical collections, the Department on Aging anticipates receiving additional revenue of \$24,000 in wellness class fees, which will pay wellness instructors and class expenses related to the Senior Citizen Health Promotion Wellness Program. The department also anticipates receiving an additional \$8,000 from the senior centers’ “Fit Feet” services, which will procure medical supplies and nursing support. This budget amendment provides for the receipt of these revenues (See Attachment 1, column 4) and amends the current Senior Citizen Health Promotion Grant Project Ordinance as follows:

Senior Citizen Health Promotion Wellness Grant (\$32,000) - Project # 294303

Revenues for this project:

	Current FY 2014-15	FY 2014-15 Amendment	FY 2014-15 Revised
Senior Citizen Wellness Funds	\$106,204	\$32,000	\$138,204
Total Project Funding	\$106,204	\$32,000	\$138,204

Appropriated for this project:

	Current FY 2014-15	FY 2014-15 Amendment	FY 2014-15 Revised
Senior Citizen Wellness Grant	\$106,204	\$32,000	\$138,204
Total Costs	\$106,204	\$32,000	\$138,204

Department of Social Services

5. The Department of Social Services has received notification of additional Low-Income Energy Assistance Program (LIEAP) block grant funds of \$433,660, from the NC Department of Health and Human Services. The funds will pay for crisis-related, heating needs of Orange County residents. This budget amendment provides for the receipt of these additional funds. *(See Attachment 1, column 5)*

Library Services

6. Orange County Library Services has received notification from the North Carolina Department of Cultural Resources, Library Development Section, of additional State Aid funds of \$1,031 for FY 2014-15. These funds will be used to support several training and development workshops for staff during this fiscal year. This budget amendment provides for the receipt of these additional funds. *(See Attachment 1, column 6)*

FINANCIAL IMPACT: Financial impacts are included in the background information above.

RECOMMENDATION(S): The Manager recommends the Board approve budget and grant project ordinance amendments for fiscal year 2014-15.

Attachment 1. Orange County Proposed 2014-15 Budget Amendment
 The 2014-15 Orange County Budget Ordinance is amended as follows:

	Original Budget	Encumbrance Carry Forwards	Budget as Amended	Budget as Amended Through BOA #3	#1 Health Department - receipt of additional revenues	#2 Planning & Inspections - additional MPO funds	#3 Department on Aging - receipt of additional revenues	#4 Department on Aging - anticipated additional revenues (See Senior Citizen Health Promotion Grant)	#5 Department of Social Services - additional LIEAP funds	#6 Library Services - receipt of additional State Aid funds	Budget as Amended Through BOA #4
General Fund											
Revenue											
Property Taxes	\$ 145,714,650	\$ -	\$ 145,714,650	\$ 145,714,650	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 145,714,650
Sales Taxes	\$ 19,001,962	\$ -	\$ 19,001,962	\$ 19,001,962	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 19,001,962
License and Permits	\$ 313,000	\$ -	\$ 313,000	\$ 313,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 313,000
Intergovernmental	\$ 13,575,486	\$ -	\$ 13,575,486	\$ 15,623,597	\$ 19,260	\$ 24,024	\$ 32,919	\$ -	\$ 433,660	\$ 1,031	\$ 16,134,491
Charges for Service	\$ 9,799,005	\$ -	\$ 9,799,005	\$ 9,839,868	\$ -	\$ -	\$ 27,000	\$ -	\$ -	\$ -	\$ 9,866,868
Investment Earnings	\$ 105,000	\$ -	\$ 105,000	\$ 105,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 105,000
Miscellaneous	\$ 798,065	\$ -	\$ 798,065	\$ 904,589	\$ -	\$ -	\$ 4,000	\$ -	\$ -	\$ -	\$ 908,589
Transfers from Other Funds	\$ 1,052,600	\$ -	\$ 1,052,600	\$ 1,052,600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,052,600
Fund Balance	\$ 10,068,343	\$ -	\$ 10,068,343	\$ 10,150,647	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,150,647
Total General Fund Revenues	\$ 200,428,111	\$ -	\$ 200,428,111	\$ 202,705,913	\$ 19,260	\$ 24,024	\$ 63,919	\$ -	\$ 433,660	\$ 1,031	\$ 203,247,807
Expenditures											
Governing & Management	\$ 17,550,722	\$ -	\$ 17,550,722	\$ 17,563,722	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,563,722
General Services	\$ 19,372,273	\$ -	\$ 19,372,273	\$ 19,403,077	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 19,403,077
Community & Environment	\$ 7,548,601	\$ -	\$ 7,548,601	\$ 7,574,621	\$ -	\$ 24,024	\$ -	\$ -	\$ -	\$ -	\$ 7,598,645
Human Services	\$ 32,242,706	\$ -	\$ 32,242,706	\$ 34,033,302	\$ 19,260	\$ -	\$ 63,919	\$ -	\$ 433,660	\$ -	\$ 34,550,141
Public Safety	\$ 22,382,107	\$ -	\$ 22,382,107	\$ 22,391,107	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 22,391,107
Culture & Recreation	\$ 2,696,035	\$ -	\$ 2,696,035	\$ 2,705,400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,031	\$ 2,706,431
Education	\$ 93,456,398	\$ -	\$ 93,456,398	\$ 93,456,398	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 93,456,398
Transfers Out	\$ 5,179,269	\$ -	\$ 5,179,269	\$ 5,578,286	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,578,286
Total General Fund Appropriation	\$ 200,428,111	\$ -	\$ 200,428,111	\$ 202,705,913	\$ 19,260	\$ 24,024	\$ 63,919	\$ -	\$ 433,660	\$ 1,031	\$ 203,247,807
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Original Budget	Encumbrance Carry Forwards	Budget as Amended	Budget as Amended Through BOA #3	#1 Health Department - receipt of additional revenues	#2 Planning & Inspections - additional MPO funds	#3 Department on Aging - receipt of additional revenues	#4 Department on Aging - anticipated additional revenues (See Senior Citizen Health Promotion Grant)	#5 Department of Social Services - additional LIEAP funds	#6 Library Services - receipt of additional State Aid funds	Budget as Amended Through BOA #4
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Grant Project Fund Revenues

Intergovernmental	\$ 751,663		\$ 751,663	\$ 724,000						\$ 724,000
Charges for Services	\$ 34,000		\$ 34,000	\$ 34,334			\$ 32,000			\$ 66,334
Transfer from General Fund	\$ 39,120		\$ 39,120	\$ 81,620						\$ 81,620
Miscellaneous	\$ -		\$ -	\$ -						\$ -
Transfer from Other Funds	\$ -		\$ -	\$ -						\$ -
Appropriated Fund Balance	\$ -		\$ -	\$ -						\$ -
Total Revenues	\$ 824,783	\$ -	\$ 824,783	\$ 839,954	\$ -	\$ -	\$ 32,000	\$ -	\$ -	\$ 871,954

Expenditures

NCACC Employee Wellness Grant			\$ -	\$ -						\$ -
Electric Vehicle Charging Stations			\$ -	\$ -						\$ -
Governing and Management	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
NPDES Grant (Multi-year)			\$ -	\$ -						\$ -
NC Tomorrow CDBG (Multi-year)			\$ -	\$ -						\$ -
Jordan Lake Watershed Nutrient Grant			\$ -	\$ -						\$ -
Growing New Farmers Grant			\$ -	\$ -						\$ -
Historic Resources Inventory Grant	\$ 25,000		\$ 25,000	\$ 25,000						\$ 25,000
Community and Environment	\$ 25,000	\$ -	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000
Child Care Health - Smart Start	\$ 65,574		\$ 65,574	\$ 65,574						\$ 65,574
Scattered Site Housing Grant			\$ -	\$ -						\$ -
Carrboro Growing Healthy Kids Grant			\$ -	\$ -						\$ -
Healthy Carolinians			\$ -	\$ -						\$ -
Health & Wellness Trust Grant			\$ -	\$ -						\$ -
Senior Citizen Health Promotion(Welln	\$ 98,120		\$ 98,120	\$ 106,204			\$ 32,000			\$ 138,204
Dental Health - Smart Start			\$ -	\$ -						\$ -
Intensive Home Visiting			\$ -	\$ -						\$ -
Human Rights & Relations HUD Grant			\$ -	\$ -						\$ -
Senior Citizen Health Promotion (Multi-Yr)			\$ -	\$ -						\$ -
SeniorNet Program (Multi-Year)			\$ -	\$ -						\$ -
Enhanced Child Services Coord -SS			\$ -	\$ -						\$ -
Diabetes Education Program (Multi-Year)			\$ -	\$ -						\$ -
Specialty Crops Grant			\$ -	\$ -						\$ -
Local Food Initiatives Grant			\$ -	\$ -						\$ -
Reducing Health Disparities Grant (Mu	\$ 85,155		\$ 85,155	\$ 85,155						\$ 85,155
Triple P Initiative Grant (Multi-Yr)	\$ 64,209		\$ 64,209	\$ -						\$ -
Meaningful Use Incentive Grant (Multi-Yr)			\$ -	\$ 42,500						\$ 42,500
Emergency Solutions Grant - DSS (Mu	\$ 116,011		\$ 116,011	\$ 116,011						\$ 116,011
FY 2009 Recovery Act HPRP			\$ -	\$ -						\$ -
Community Response Program - DSS	\$ 68,903		\$ 68,903	\$ 68,903						\$ 68,903
Building Futures Program - DSS (Multi	\$ 301,811		\$ 301,811	\$ 301,811						\$ 301,811
Human Services	\$ 799,783	\$ -	\$ 799,783	\$ 786,158	\$ -	\$ -	\$ 32,000	\$ -	\$ -	\$ 818,158
Hazard Mitigation Generator Project			\$ -	\$ -						\$ -
Buffer Zone Protection Program			\$ -	\$ -						\$ -
800 MHz Communications Transition			\$ -	\$ -						\$ -
Secure Our Schools - OCS Grant			\$ -	\$ -						\$ -
Citizen Corps Council Grant			\$ -	\$ -						\$ -
COPS 2008 Technology Program			\$ -	\$ -						\$ -
COPS 2009 Technology Program			\$ -	\$ -						\$ -
EM Performance Grant			\$ -	\$ 28,796						\$ 28,796
2010 Homeland Security Grant - ES			\$ -	\$ -						\$ -
2011 Homeland Security Grant - ES			\$ -	\$ -						\$ -
Justice Assistance Act (JAG) Program			\$ -	\$ -						\$ -
FEMA Assistance to Firefighters Grant			\$ -	\$ -						\$ -
Public Safety	\$ -	\$ -	\$ -	\$ 28,796	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 28,796
Total Expenditures	\$ 824,783	\$ -	\$ 824,783	\$ 839,954	\$ -	\$ -	\$ 32,000	\$ -	\$ -	\$ 871,954

Year-To-Date Budget Summary

Fiscal Year 2014-15

General Fund Budget Summary

Original General Fund Budget	\$200,428,111
Additional Revenue Received Through Budget Amendment #4 (December 9, 2014)	
Grant Funds	\$1,985,022
Non Grant Funds	\$752,370
General Fund - Fund Balance for Anticipated Appropriations (i.e. Encumbrances)	
General Fund - Fund Balance Appropriated to Cover Anticipated and Unanticipated Expenditures	\$82,304
Total Amended General Fund Budget	\$203,247,807
Dollar Change in 2014-15 Approved General Fund Budget	\$2,819,696
% Change in 2014-15 Approved General Fund Budget	1.41%

Paul:

includes \$9,000 for Orange County's share of a possible joint regional public safety training facility (BOA #1); \$30,804 to cover 2nd Primary election costs (BOA #1); transfer of \$42,500 in deferred revenue/in-flows from the General Fund to the Grant Projects Fund (BOA #1)

Authorized Full Time Equivalent Positions

Original Approved General Fund Full Time Equivalent Positions	842.550
Original Approved Other Funds Full Time Equivalent Positions	82.700
Position Reductions during Mid-Year	
Additional Positions Approved Mid-Year	
Total Approved Full-Time-Equivalent Positions for Fiscal Year 2014-15	925.250

ORD-2014-047

**ORANGE COUNTY
BOARD OF COMMISSIONERS**

ACTION AGENDA ITEM ABSTRACT

Meeting Date: December 9, 2014

Action Agenda

Item No. 6-e

SUBJECT: Application for North Carolina Education Lottery Proceeds for Chapel Hill – Carrboro City Schools (CHCCS) and Contingent Approval of Budget Amendment # 4-A Related to CHCCS Capital Project Ordinances

DEPARTMENT: Finance and Administrative Services

PUBLIC HEARING: (Y/N)

No

ATTACHMENT(S):

Attachment 1. CHCCS – Lottery Proceeds Debt Service Application

INFORMATION CONTACT:

Clarence Grier, (919) 245-2453

PURPOSE: To approve an application to the North Carolina Department of Public Instruction (NCDPI) to release proceeds from the NC Education Lottery account related to FY 2014-15 debt service payments for Chapel Hill – Carrboro City Schools (CHCCS), and to approve Budget Amendment #4-A (amended School Capital Project Ordinances), contingent on the North Carolina Department of Public Instruction’s (NCDPI) approval of the application.

BACKGROUND: Both County School Systems have previously presented approved resolutions from their respective Boards requesting that the County modify its Capital Funding Policy by applying accumulated lottery funds to debt service payments, and permitting current year withdrawals of lottery proceeds immediately after the State’s quarterly lottery fund allocations. This policy expedites both the application process and the receipt of funds for both school systems.

Currently, the accumulated available lottery proceeds for Chapel Hill – Carrboro City Schools (CHCCS) is \$260,961. The attached application requests NCDPI to release lottery proceeds in the amount of \$260,000 to cover debt service for projects previously financed for the Chapel Hill – Carrboro City School system.

Budget Amendment #4-A provides for the receipt of the Lottery Proceeds, contingent on NCDPI’s approval of the application, and substitutes the amount of Lottery Proceeds approved for debt service as additional Pay-As-You-Go (PAYGO) funds for FY 2014-15 for CHCCS long-range capital needs and projects, and amends the budgets for the following CHCCS capital projects:

Chapel Hill – Carrboro City Schools (\$260,000):**Fire/Safety/Security (\$100,000) – Project # 54004**

Revenues for this project:

	Current FY 2014-15	FY 2014-15 Amendment	FY 2014-15 Revised
From General Fund (PAYG)	\$775,000	\$100,000	\$875,000
Lottery Proceeds	\$80,000	\$0	\$80,000
Total Project Funding	\$855,000	\$100,000	\$955,000

Appropriated for this project:

	Current FY 2014-15	FY 2014-15 Amendment	FY 2014-15 Revised
Fire/Safety/Security	\$855,000	\$100,000	\$955,000
Total Costs	\$855,000	\$100,000	\$955,000

Parking Lot Improvements (\$160,000) – Project # 54008

Revenues for this project:

	Current FY 2014-15	FY 2014-15 Amendment	FY 2014-15 Revised
From General Fund (PAYG)	\$320,000	\$160,000	\$480,000
Total Project Funding	\$320,000	\$160,000	\$480,000

Appropriated for this project:

	Current FY 2014-15	FY 2014-15 Amendment	FY 2014-15 Revised
General Renovations	\$320,000	\$160,000	\$480,000
Total Costs	\$320,000	\$160,000	\$480,000

FINANCIAL IMPACT: The total Lottery Proceeds requested from the NCDPI for Chapel Hill–Carrboro City Schools is \$260,000.

RECOMMENDATION(S): The Manager recommends the Board approve, and authorize the Chair to sign, the application for North Carolina Education Lottery Proceeds; and approve Budget Amendment #4-A receiving the Lottery Proceeds and the amended CHCCS Capital Project Ordinances, contingent on NCDPI’s approval of the application.

**APPLICATION
PUBLIC SCHOOL BUILDING CAPITAL FUND
NORTH CAROLINA EDUCATION LOTTERY**

Approved: _____

Date: _____

County: Orange County

Contact Person: Clarence Grier

LEA: Chapel Hill-Carrboro City Schools

Title: Assistant County Mgr/CFO

Address: P.O. Box 8181, Hillsborough, NC

Phone: (919) 245-2453

Project Title: FY 2014-15 Debt Service (Fall 2006 Private Placement)

Location: _____

Type of Facility: _____

North Carolina General Statutes, Chapter 18C, provides that a portion of the proceeds of the North Carolina State Lottery Fund be transferred to the Public School Building Capital Fund in accordance with G.S. 115C-546.2. Further, G.S. 115C-546.2 (d) has been amended to include the following:

- (3) No county shall have to provide matching funds...
- (4) A county may use monies in this Fund to pay for school construction projects in local school administrative units and to retire indebtedness incurred for school construction projects.
- (5) A county may not use monies in this Fund to pay for school technology needs.

As used in this section, "Public School Buildings" shall include only facilities for individual schools that are used for instructional and related purposes, and does not include central administration, maintenance, or other facilities. **Applications must be submitted within one year following the date of final payment to the Contractor or Vendor.**

Short description of Construction Project: Debt Service associated with Fall 2006 Private Placement - issued December 2006 for Chapel Hill-Carrboro City Schools (Carrboro High School)

Estimated Costs:

Purchase of Land	_____	\$	_____
Planning and Design Services	_____		_____
New Construction	_____		_____
Additions / Renovations	_____		_____
Repair	_____		_____
Debt Payment / Bond Payment	_____		260,000.00
TOTAL	_____	\$	260,000.00

Estimated Project Beginning Date: July 2014 Est. Project Completion Date: June 2015

We, the undersigned, agree to submit a statement of state monies expended for this project within 60 days following completion of the project.

The County Commissioners and the Board of Education do hereby jointly request approval of the above project, and request release of \$ 260,000.00 from the Public School Building Capital Fund (Lottery Distribution). We certify that the project herein described is within the parameters of G.S. 115C-546.

(Signature — Chair, County Commissioners) (Date)

(Signature — Chair, Board of Education) (Date)

**ORANGE COUNTY
BOARD OF COMMISSIONERS**

ACTION AGENDA ITEM ABSTRACT

Meeting Date: December 9, 2014

**Action Agenda
Item No.** 6-f

SUBJECT: Approval of Expanded White Cross Fire Insurance District

DEPARTMENT: Emergency Services

PUBLIC HEARING: (Y/N)

No

ATTACHMENT(S):

White Cross Fire Insurance District Map

INFORMATION CONTACT:

Jason Shepherd, 919-245-6151

PURPOSE: To approve the White Cross Fire Insurance District Map that has been expanded to include properties within six road miles of White Cross Fire Department Station 2.

BACKGROUND: The White Cross Fire Department recognized the need to acquire land and build a fire station to enhance fire protection services for the property owners and residents in the south east area of their district. On March 19, 2013, the Board of County Commissioners approved the proposal from the White Cross Fire Department to construct a second station, purchase a tanker and increase staffing. Property owners in that area were not eligible to be in the fire insurance district because they were more than six road miles from White Cross Fire Department Station 1 located at 5722 Old Greensboro Rd.

White Cross Fire Department purchased land on Neville Road and the station was completed in November 2014. The station is located at 2521 Neville Road. The station is now equipped with an engine and a tanker and is awaiting certification by the N.C. Department of Insurance, Office of the State Fire Marshal. The insurance boundaries for Station 2 will need to be expanded to include properties six miles from the station. Expansion of the insurance district boundaries will allow property owners in the south east area of the district to be in a rated insurance district and take advantage of lower rates if within six miles of Station 2. Approval of the expanded insurance district has no effect on the original fire district boundary.

Emergency Services staff worked with the White Cross Fire Department and Orange County Information Technologies-Geographic Information Systems (GIS) to ensure an accurate revised map of the White Cross Fire Insurance District. The map identified as the White Cross Fire District Insurance map is attached and will also be reviewed by the North Carolina Department of Insurance, Office of the State Fire Marshal Ratings and Inspection Division. Upon approval by the Board of County Commissioners, the Office of the State Fire Marshal can extend the fire insurance district to six road miles from White Cross Fire Department Station 2.

An analysis was conducted by staff to determine the number of property parcels affected by the insurance district expansion. There will be 239 addressable structures that will be added to the White Cross Fire Insurance District. The addition of White Cross Fire Department Station 2 has reduced the number of properties outside the rated insurance district to 36. White Cross Fire Department and Orange Grove Fire Department are in contract negotiations to provide coverage from Orange Grove Fire Station #3, located on 4725 Nicks Road in Mebane, for the coverage on these 36 homes in the White Cross Fire Response District.

FINANCIAL IMPACT: The approval of this item has no financial impact on the County. This is an administrative action only and no changes in fire tax rates will be reflected by Board approval. Upon approval, property owners within six road miles of White Cross Fire Station 2 will be eligible for lower fire insurance premiums.

RECOMMENDATION(S): The Manager recommends that the Board approve the attached White Cross Fire Insurance District Map for insurance purposes only.

White Cross Fire Insurance District



1 inch = 1,000 feet

Map prepared by Land Records GIs Div.
11/17/2014 MJones <220K O:\gishome\Emergency Services\WhiteCross\WhiteCross.mxd
Data Frame: White Cross and Neville Rd. Stations

Legend



Fire Stations



White Cross Fire Insurance District

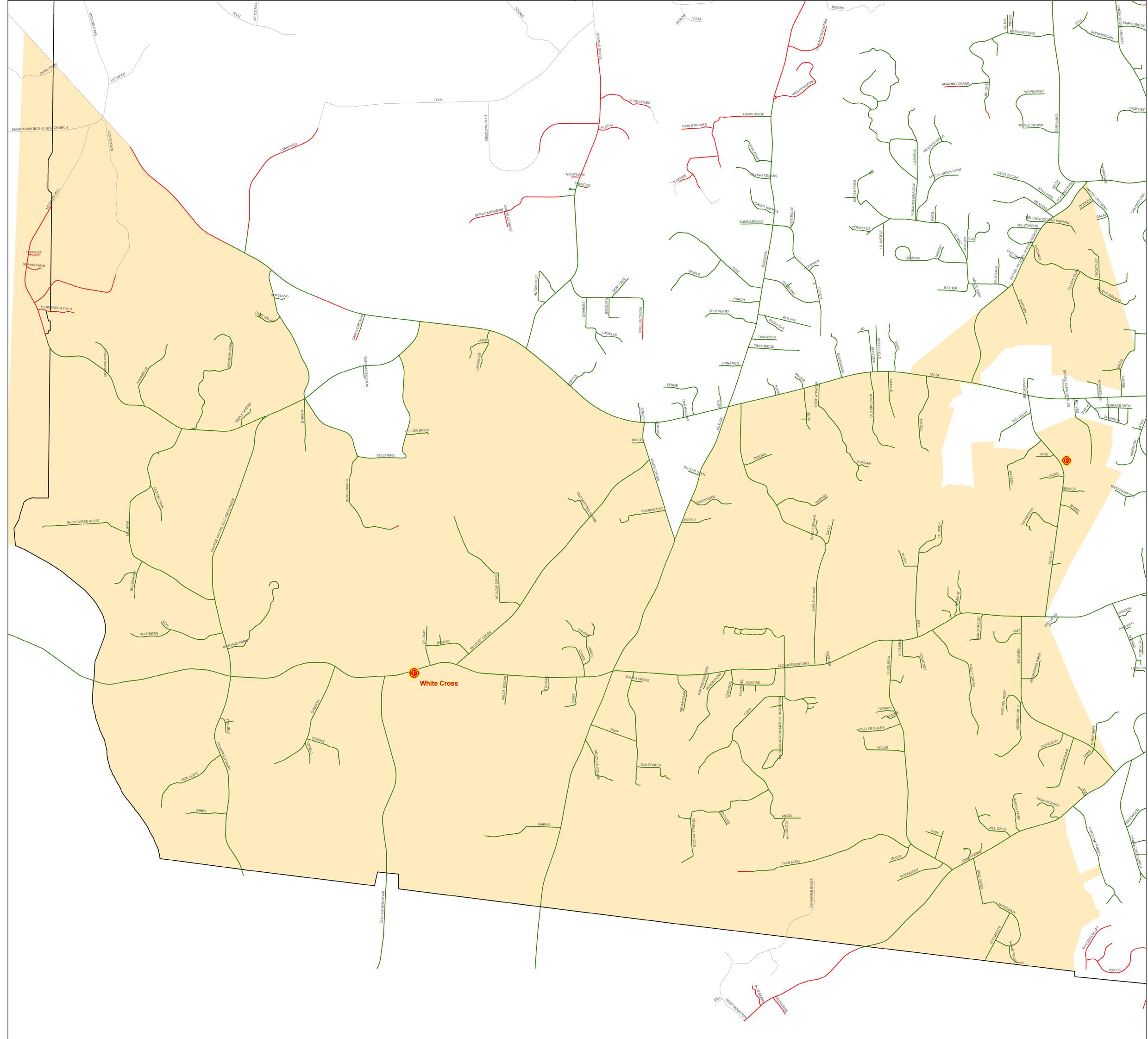


County line

Distance from stations

0 to 5 miles

5 to 6 miles



**ORANGE COUNTY
BOARD OF COMMISSIONERS**

ACTION AGENDA ITEM ABSTRACT

Meeting Date: December 9, 2014

**Action Agenda
Item No.** 6-g

SUBJECT: Proclamation – Bill of Rights Day

DEPARTMENT: BOCC

PUBLIC HEARING: (Y/N)

No

ATTACHMENT(S):

Proclamation

INFORMATION CONTACT:

Donna Baker, Clerk to the Orange
County Board of Commissioners
(919) 245-2130

PURPOSE: To adopt a proclamation to officially recognize Bill of Rights Day in Orange County during the month of December.

BACKGROUND: The necessary States ratified the **Bill of Rights**, the first ten amendments to the United States Constitution, on December 15, 1791. The **Bill of Rights** protects every person of this state and nation from the infringement of basic human and civil rights; and the freedoms of speech and association and the right to due process and equal protection of the law, as embodied in the **Bill of Rights**, are a model for democratic institutions and laws all over the world.

FINANCIAL IMPACT: None

RECOMMENDATION(S): The Manager recommends the Board adopt the Proclamation regarding the Bill of Rights Day and authorize the Chair to sign the Proclamation.

ORANGE COUNTY BOARD OF COMMISSIONERS

PROCLAMATION

Bill of Rights Day

DECEMBER 15, 2014

Whereas, the necessary states ratified the **Bill of Rights**, the first ten amendments to the United States Constitution, on December 15, 1791; and

Whereas, the **Bill of Rights** protects every person of this state and nation from the infringement of basic human and civil rights; and

Whereas, the freedoms of speech and association and the right to due process and equal protection of the law, as embodied in the **Bill of Rights**, are a model for democratic institutions and laws all over the world; and

Whereas, the people of North Carolina stood strong in withholding ratification of the Constitution until the **Bill of Rights** was added to ensure their inalienable rights; and

Whereas, the Orange County Board of Commissioners demonstrated its commitment to “upholding the civil rights and civil liberties of all persons in Orange County and their free exercise and enjoyment of any and all rights and privileges secured by our constitutions and laws of the United States, the State of North Carolina, and Orange County,” in a May 20, 2003 approved resolution entitled “A Resolution Regarding the Protection of Civil Rights and Civil Liberties”; and

Whereas, the Orange County Board of Commissioners reaffirmed the protections of all its residents by passing “A Resolution Opposing the Use of Local Law Enforcement to Enforce Civil Immigration Law and Policy” on January 23, 2007;

Now, Therefore Be It Resolved that we the Orange County Board of Commissioners do hereby proclaim **December 15, 2014** as “**BILL OF RIGHTS DAY**” in Orange County and commend this observance to all people.

This, the 9th day of December 2014.

Earl McKee, Chair
Orange County Board of Commissioners

**ORANGE COUNTY
BOARD OF COMMISSIONERS**

ACTION AGENDA ITEM ABSTRACT

Meeting Date: December 9, 2014

**Action Agenda
Item No. 6-h**

SUBJECT: Hillsborough Commons Lease Amendment for Expansion of Northern Orange Employment and Training Center

DEPARTMENT: Social Services,
Asset Management Services

PUBLIC HEARING: (Y/N)

No

ATTACHMENT(S):

- 1) Site Illustration
- 2) Proposed Lease Modification

INFORMATION CONTACT:

Nancy Coston, 919 245 2800
Sharron Hinton, 919 245 2800
Jeff Thompson, 919 245-2658

PURPOSE: To:

1. Approve a proposal to amend the Hillsborough Commons Lease to include the recently vacated space adjacent to the Department of Social Services ("DSS") in Hillsborough for the purpose of expanding employment and training efforts in northern Orange County;
2. Authorize the Manager to execute the Lease Amendment upon County Attorney approval during the Winter break; and
3. Authorize the DSS Director to budget unanticipated revenue received in this fiscal year for any costs related to the lease and occupancy of the space.

BACKGROUND: Recently the space adjacent to the DSS at Hillsborough Commons was vacated by the Dollar Tree and is available for lease (Note Attachment 1, "Site Illustration"). This 10,116 square foot space is part of the building occupied by DSS and shares common walls, loading docks and sprinkler systems.

Since DSS occupied the Hillsborough Commons space through a lease arrangement in 2010, many changes have occurred. The caseloads for economic services such as Medicaid and Food and Nutrition Services have increased requiring additional staff resources and the agency has aggressively sought opportunities to address the employment and training needs of people residing in Orange County. In the last three years, the agency has implemented the Workforce Investment Act (WIA) youth program, the Food and Nutrition Services Employment and Training program, and job clubs in addition to continuing the existing efforts through Work First. The new grants have resulted in additional funding of over \$400,000 to assist with training and job placement activities. As staff recently shared with the Board, the agency has been successful in helping approximately 400 people enter employment (including part time and seasonal).

Although many individuals receive comprehensive services at the Skills Development Center in Chapel Hill, there have been fewer opportunities in the northern part of the County and transportation between Hillsborough and Chapel Hill can be challenging for participants. There currently is a small resource room at DSS that is utilized by individuals to complete resumes and job searches and there are two classrooms, primarily used by Work First participants. As DSS has become more involved with employers, there have been competing groups asking to use the offices and meeting rooms in the public access area at DSS.

For example, one business has hired persons through DSS and uses space at DSS to access families needing free or reduced cost phones. Another temporary agency has used DSS space to meet potential employees and conducted interviews on site. The agency has also sponsored job fairs utilizing all the space in the public area. At times these programs are competing with other nonprofits and service agencies trying to use space at DSS to allow clients easy access to their services. By providing additional space for employment activities, DSS can offer to partner with more employers and assist more unemployed or underemployed individuals without impacting other services for clients.

A small space within the DSS has been designated for youth involved in the WIA program. However, the space is in the back of the building, creating some access barriers for the youth. DSS proposes using some of the adjacent space to allow a larger, more accessible space for youth to utilize when involved in agency efforts to increase their education and employment potential.

In addition, DSS would also like to work with some of the youth and possibly other employment participants on entrepreneurial and business activities to enhance their skills. Since the Dollar Tree was providing a place for staff and visitors to purchase drinks and snacks, the agency would like to develop a canteen and support this activity for the participants as a way to understand business operations and to help them develop skills in managing small businesses. This has been used in other communities as a successful training program and resume-building activity for youth and others needing employment. Having such an activity located next to DSS allows for staff support and a targeted audience for their service.

DSS has become increasingly focused on employment activities for all clients or persons accessing the agency. By increasing wages for families, DSS hopes to increase their ability to meet more of their own needs, thus needing fewer public services. By acquiring this space, DSS can continue to expand this effort, seek more employment grants (such as ones to serve Veterans) and provide services to the northern part of the County.

Due to the enhanced rate for Medicaid administrative costs of 75% and the realignment of staff to the Medicaid program, DSS anticipates receiving over \$500,000 in unanticipated revenue for economic services overhead this year, thus freeing up funds for other uses. Although some of this may be needed for child care, there should still be sufficient County funds to cover any costs for this year, including one-time expenditures to prepare the space for use.

The Board may recall that the Space Study Workgroup is working diligently on the County's space assessment and needs in preparation for a report to the Board in the spring of 2015, coordinated with the Capital Investment Planning process. This Lease amendment reflects a short duration, one year Lease term so that the Workgroup can fully analyze the short and long-

term Social Services needs and make recommendations to the Board without losing this space opportunity and the services it may support.

FINANCIAL IMPACT: The terms of the Lease Amendment mirror the terms of the existing Hillsborough Commons lease (see Attachment 2, "Proposed Lease Modification"). The Additional lease cost would be \$127,462, or \$12.60 per square foot.

In addition to the lease cost, the County would be responsible for utilities, maintenance, real estate taxes, and insurance. Currently DSS is able to receive at least 50% administrative reimbursement on these costs and anticipates that the net cost to the County for the lease and utilities for the space would be less than \$70,000 annually.

For Fiscal Year 2014-2015, this cost is anticipated to be less than \$35,000, which would be funded through already budgeted County funds and anticipated Federal reimbursements. Other one-time costs to equip the space would also be funded through already budgeted County funds and anticipated Federal reimbursements.

RECOMMENDATION(S): The Manager recommends that the Board:

1. Approve a proposal to amend the Hillsborough Commons Lease to include the recently vacated space adjacent to the Department of Social Services ("DSS") in Hillsborough for the purpose of expanding employment and training efforts in northern Orange County;
2. Authorize the Manager to execute the Lease Amendment upon County Attorney approval during the Winter break; and
3. Authorize the DSS Director to budget unanticipated revenue received in this fiscal year for any costs related to the lease and occupancy of the space.



LEASE MODIFICATION

THIS MODIFICATION OF LEASE made and entered into this ____ day of _____, 20____ by and between HILLSBOROUGH COMMONS, LLLP as Landlord, and ORANGE COUNTY, NORTH CAROLINA, Tenant;

WITNESSETH:

Whereas Landlord and Tenant entered into that certain Lease Agreement dated July 25, 2008, in connection with certain premises situated and being in Orange County and the State of North Carolina being more particularly described in said Lease Agreement; and

Whereas, Tenant's current leased space, Unit 01 has 56,328 square feet ("Current Space"); and

Whereas, Tenant desires to expand into the adjacent location, Unit 03 containing 10,116 square feet ("Expansion Space") for one (1) year; and

Whereas, Landlord and Tenant desires to amend said Lease Agreement to increase the size of Tenant's space.

Now, therefore, for and in consideration of the sum of \$1.00 and other good and valuable consideration each to the other paid the receipt and sufficiency of which consideration is hereby acknowledged, the parties hereto hereby agree as follows:

1. Tenant shall expand into the Expansion Space as shown on Exhibit A, attached hereto.
2. Tenant's Lease of Unit 03 the Expansion Space, shall commence on January 1, 2015, and expire on December 31, 2015, a term of one (1) year.
3. Tenant's Minimum Rent for the Expansion Space shall be:
\$127,462 annually; **\$10,622** per month.
4. In addition, Tenant shall pay the Real Estate taxes for the Expansion Space. Should the Expansion Space not be taxed as a separate parcel, Tenant shall pay Tenant's pro rata share of the Real Estate Taxes prorated as a ratio of the buildings included in the tax bill.
5. Tenant hereby acknowledges the Demised Premises has been previously occupied by another Tenant and as a material consideration to this Lease, Tenant shall accept possession of the Demised Premises, in an "as is" condition. Landlord shall have no obligation to perform or cause the

LEASE MODIFICATION – HILLSBOROUGH COMMONS
ORANGE COUNTY

performance of construction of any improvements to the Demised Premises prior to delivery thereof to Tenant. Tenant hereby acknowledges that Landlord has made no representations or warranties to Tenant with respect to the condition of the Demised Premises or the working order of any systems or improvements therein existing as of the date of delivery

- 6. Notwithstanding 5. hereinabove, Landlord shall deliver the Expansion Space with the Electrical and HVAC systems in good working order.
- 7. In all other respects said Lease Agreement shall remain in full force and effect unchanged and shall not be altered in any way by this modification.

IN WITNESS WHEREOF, the parties hereto have executed this Modification of Lease the day and year first above written.

Signed, sealed and delivered
in the presence of:

**HILLSBOROUGH COMMONS LLLP
BY: HILLSBOROUGH SHOPPING CENTER,
INC., GENERAL PARTNER**

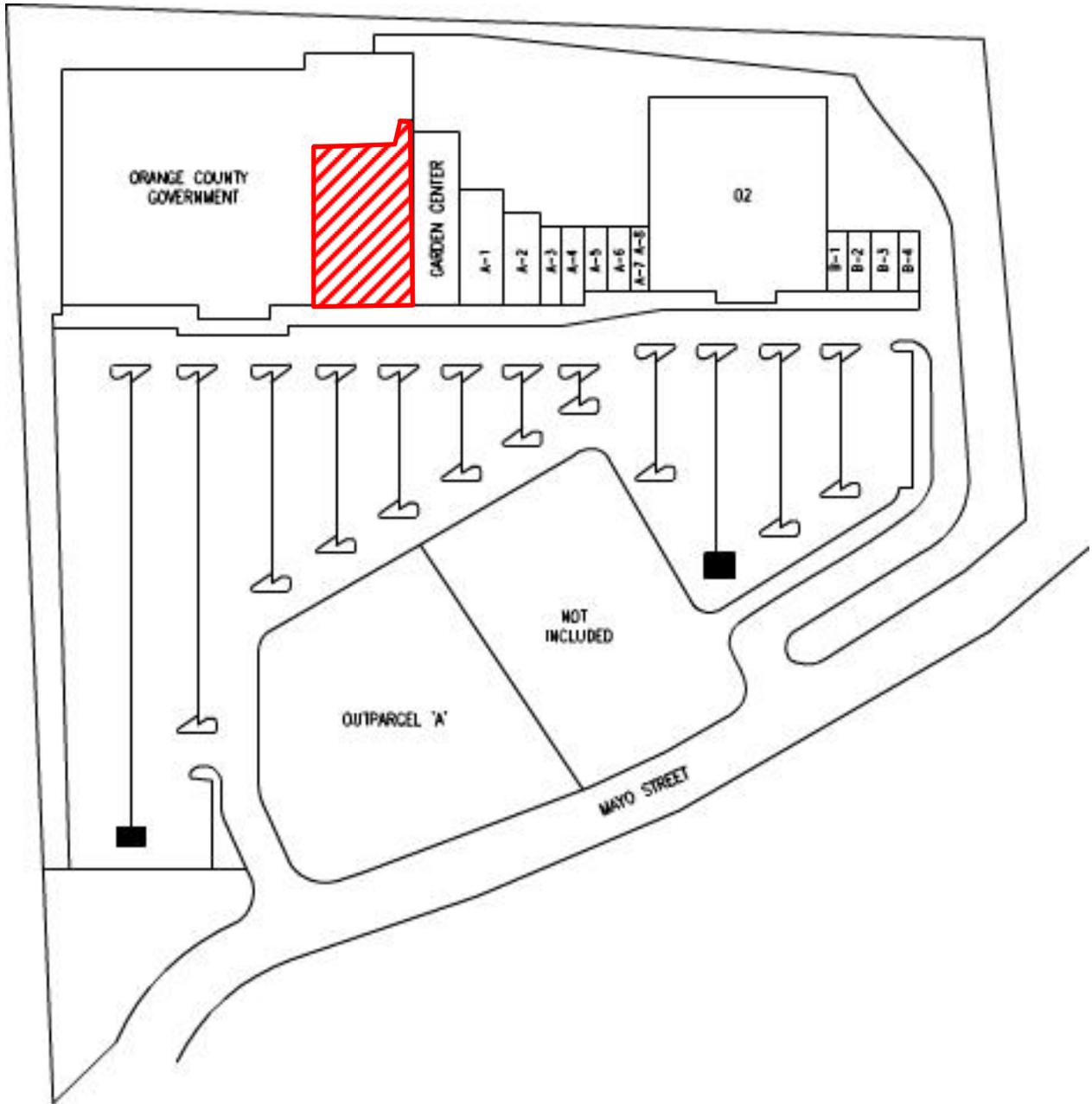
By: _____

Marc L. Hagle, CEO

ORANGE COUNTY, NORTH CAROLINA

Print Name

EXHIBIT A



LEASE MODIFICATION – HILLSBOROUGH COMMONS
ORANGE COUNTY

ORD-2014-048

**ORANGE COUNTY
BOARD OF COMMISSIONERS**

ACTION AGENDA ITEM ABSTRACT

Meeting Date: December 9, 2014

**Action Agenda
Item No.** 6-i

SUBJECT: Approval of Budget Amendment #4-B Related to Position Changes and Receipt of Additional Medicaid Revenue within the Health Department

DEPARTMENT: Health

PUBLIC HEARING: (Y/N)

No

ATTACHMENT(S):

INFORMATION CONTACT:

Pam McCall 245-2402

Coby Austin 245-2414

Dr. Colleen Bridger 245-2410

Clarence Grier 245-2453

PURPOSE: To approve Budget Amendment #4-B related to position changes and receipt of additional Medicaid revenue within the Health Department, specifically to:

- 1) approve changing a currently budgeted 1.0 FTE Public Health Nurse I position to two .50 FTE Public Health Nurse I positions;
- 2) increase a currently budgeted .50 FTE Public Health Nurse II Preparedness Coordinator position to a .60 FTE position;
- 3) approve changing a currently budgeted temporary grant funded Medical Office Assistant position to a permanent .50 FTE position; and
- 4) approve receipt of additional Medicaid revenue.

BACKGROUND: Orange County faces increasing competition from UNC Hospital and Duke Medicine to attract and retain well-qualified nursing staff. In addition, over half of the current nursing staff is eligible to retire within the next five years. The County has a vested interest in retaining current staff as well as attracting the best candidates to fill future vacancies.

On the recommendation of the previous County Manager, the Health Department and Human Resources worked together to create a Nurse Retention Plan. This plan was approved by the County Manager for the purpose of recruiting and retaining a high quality public health nurse workforce for Orange County. One component of the plan is job sharing. This was identified by the nursing staff as an attractive workplace option. Because the incumbent in the Public Health Nurse I position has expressed the desire to work part-time, staff proposes to move forward with implementing this part of the plan by changing a currently budgeted 1.0 FTE Public Health Nurse I position to two .50 FTE Public Health Nurse I positions.

The Public Health Preparedness Coordinator is responsible for developing and implementing mutual aid agreements to support National Incident Management System (NIMS) compliant

public health response, working in conjunction with Emergency Services to use and maintain incident management systems for local events and response activities, updating county Strategic National Stockpile plans in accordance with the most current Centers for Disease Control and Prevention guidance, and working with Emergency Services to update and maintain the Emergency Operations Framework plan. This position is responsible for completing the new NC Public Health Preparedness Capabilities Rubric which was released on November 4, 2014. After moving through the Preparedness Capabilities Rubric, health departments will be required to revise all of their existing preparedness plans to an All Hazards Plan.

For eight years the Preparedness Coordinator position had been a shared Public Health Nurse II position with Person County. In October 2013 the position was redesigned as a shared Public Health Preparedness Coordinator with Emergency Services. The position was filled in March 2014 and the incumbent resigned on November 14, 2014. Emergency Services and Health have mutually determined that a shared position was not the most effective method of managing employee performance and associated work tasks. Consequently, Emergency Services will maintain the .50 FTE preparedness position and the Health Department will return to the previous model of a part-time Public Health Nurse filling this Public Health Preparedness position.

In the current climate with Ebola virus and other emerging infectious diseases threatening the health and safety of U.S. residents, a nurse with public health or communicable disease training can be a valuable asset and adds nursing capacity to the Health Department. The person in this position would continue to work closely with Emergency Services to revise and implement new All-Hazards Public Health preparedness plans to ensure that the County is prepared to respond to public health threats.

Given the increasing duties associated with the change to the All Hazards Plan and the current workload associated with Ebola, staff requests that the PHN II Preparedness Coordinator position be established as a 0.60 FTE Public Health Nurse II position within the Health Department.

The salary for the current Nutrition Office Assistant position has been grant funded since 2009. The current grant is funded by the Office of Minority Health and Health Disparities; subcontractor with UNC Family Medicine and AccessCare. The grant period ends in May 2015. Additional funding is still pending. The funds are allocated but no RFA has been released.

Nutrition Services has identified a new source of revenue to support the cost of adding benefits to this position. Recently the Division of Medical Assistance has made changes to Medicaid billing requirements to allow a Medical Nutrition Therapy appointment on the same day as an office visit. The details of the financial impact are outlined below. This allows patients to see the registered dietitian on the same day as their office visit. This is a tremendous benefit to the patient as it is more convenient than having to make a return visit to see the dietitian. Additionally, most of these patients have chosen not to see the dietitian on a different day than the office visit and therefore have not received the benefit of this service. Essentially, all of the prenatal clients meet nutritional risk criteria and can benefit from Medical Nutrition Therapy. The majority of these patients have Medicaid and this additional source of revenue will provide the funds to support benefits for this position.

This position ensures that clients are scheduled for Nutrition Service Appointments, which includes verifying insurance benefits, scheduling appointments, making reminder calls, and

demonstrating excellent customer service skills. Without this position, the registered dietitians use time to call and verify benefits taking them away from direct client care. This position is essential for sustaining and growing nutrition services programs.

The goal of making this position a permanent .50 FTE position is to reduce turnover and sustain and grow the nutrition services program.

FINANCIAL IMPACT: The Health Department budgeted for a full-time (1 FTE) PHN I this year, but so far this position has only been filled by a 0.50 FTE. The salary portion of creating a complementary 0.50 FTE PHN I position is therefore covered in the current budget. The additional cost for benefits will be covered with available department vacant position salary savings. The total anticipated cost (January – June 2015) is \$12,796 in salary and \$6,223 in benefits.

The PHN II position is fully funded by a grant. The .60 FTE PHN II position is expected to cost \$13,500 in salary and \$6,967 in benefits for February through June 2015, totaling \$20,467. The Health Department received a \$38,836 grant to cover the expenses associated with this position. Only \$13,087 was spent in the first five months of this 12-month grant, and the remaining \$25,749 is more than sufficient to cover this expense.

The additional expense associated with making the Nutrition Office Assistant position a permanent .50 FTE position with benefits will be covered by additional revenue. Salary costs for June 2015 (after the grant expires) were already included in the original budget and anticipated revenue for this fiscal year. The expense increase is estimated at \$5,468, which will cover 6 months of benefits. Staff anticipates additional Medicaid revenue to cover the full amount of this increase.

RECOMMENDATION(S): The Manager recommends that the Board approve Budget Amendment #4-B to:

- 1) approve the shared Public Health Nurse I position splitting the current 1.0 FTE position into two 0.50 FTE benefitted positions;
- 2) approve reclassifying the Public Health Preparedness position previously shared with Emergency Services into a 0.60 FTE Public Health Nurse II position within the Health Department;
- 3) approve making the Nutrition Office Assistant position into a .50 FTE Permanent Position; and
- 4) approve the receipt of \$5,468 in additional Medicaid revenue.

**ORANGE COUNTY
BOARD OF COMMISSIONERS**

ACTION AGENDA ITEM ABSTRACT

Meeting Date: December 9, 2014

**Action Agenda
Item No.** 7-a

SUBJECT: Social Services Child Care Proposal for 2014-2015

DEPARTMENT: Social Services

PUBLIC HEARING: (Y/N)

No

ATTACHMENT(S):

Chart of Child Care Recommendations
Child Care Financial Plan

INFORMATION CONTACT:

Nancy Coston, 919-245-2800
Tina Clark, 919-245-2800

PURPOSE: To consider a proposal for serving children needing child care subsidy in Orange County with a plan that will only address the current fiscal year but will provide a framework for additional discussions during the next budget planning cycle.

BACKGROUND: At a Board budget work session on November 11, 2014, the Department of Social Services (DSS) shared the impacts of recent budget cuts and eligibility changes on families in Orange County. The Board requested additional information and recommendations from DSS staff and the Board of Social Services on options for serving these children. The DSS staff and board have developed a proposal for the remainder of this fiscal year. The eligibility changes, recommendations and financial impacts for this year can be found in the attached chart.

For several years, the state has not rebased subsidy allocations using the available census data. This year begins a six-year cycle to implement this rebasing and Orange County's base allocation has decreased by approximately \$700,000. The second phase of the implementation will occur in July 2016. After the original allocation, Orange County received a reallocation of \$290,000 and has been informed of the possibility of one more reallocation this year. The Orange County Partnership for Young Children has also applied for additional Smart Start subsidy funds and if received, these would be added to the DSS contract. In addition, DSS has received some funds through IV-E of the Social Security Act to serve low income children who enter foster care. All of these funds have been included in this proposal. After reviewing details about the families receiving child care, DSS projects that the State funds, Smart Start funds and \$595,000 in County funds already in the agency budget should be sufficient to serve the existing caseload.

After receiving the comments from the Board of County Commissioners and from the DSS Board, DSS had studied the financial impact of the items discussed at the work session for addressing the immediate needs. DSS proposes serving children over age 5 with families below to the 200% Federal Poverty Level (FPL), not imposing the new income eligibility and fee requirements on relatives who are working with DSS to assure child safety and begin serving all children currently on the wait list effective January 1, 2015. Any requests for child care after January 1st would be subject to a new waiting list until the financial impacts of these changes can be calculated. If funds become available, working families will be served from the wait list based on the date added to the list. Families being served with County funds will be informed that these services will continue through June 30, 2015, and will then be dependent on decisions during the 2015-2016 budget deliberations.

If this entire plan cannot be implemented, it is recommended that the relative care and service to current recipients up to 200% FPL be prioritized for consideration.

As part of the budget process, DSS will submit a plan for ongoing child care services with annualized costs for all proposals and with recommended priorities. The DSS Board is also planning to meet with the local legislative delegation to seek changes in some of the most harmful changes.

FINANCIAL IMPACT: Based on the attached financial statement and caseload projections, the costs for continuing mandated services can be covered with the County funds already budgeted for DSS. The estimated additional County costs to fund the proposal from DSS for 2014-2015 is \$566,000. With the appropriation of the \$350,000 from the Social Justice Fund as noted below, the balance available in the Social Justice Fund will be \$100,000.

RECOMMENDATION(S): The Manager recommends that the Board approve the DSS proposal, transfer \$350,000 from the Social Justice Fund to DSS for child care and allow DSS to utilize any funds available within its budget to pay these costs. If additional County funds outside of the agency's budget and the social justice fund are needed, the DSS Director will submit a request to the Manager for Board consideration.

**Child Care Revised Plan
December 2014**

Change	Anticipated Impact	Current Practice	Staff Recommendations	Fiscal Impact 2014-2015
<p>Income Eligibility Changes For any annual reviews after October 1, 2014, income eligibility changes from 75% median income to 200% Federal Poverty Level for children 0-5 and to 133% for children 6-12. This will cause many working parents to lose child care.</p>	<p>Although there is minimal impact on children under 6, many families with part-time care now have a fee higher than the cost of the care.</p>	<p>Although the state policy requires only a ten-day notice, DSS is giving families three month notices of this change and utilizing county funds to pay for that care. This was based on the discussion with the BOCC during the budget negotiations.</p>	<p>Continue serving families under 200% FPL, regardless of age, using the new state fee schedules. Provide three month notice for any families above 200% FPL</p>	<p>County Costs of \$100,000*</p> <p>This cost is based on 100 children receiving costs averaging \$200 per month. The number of payments per child varies as the state funds only become unavailable at the time of the review. Of the reviews each month approximately ten will lose subsidy due to the eligibility changes.</p>
<p>Fee Increases and Change in Part-time Care Effective October 1, 2014, regardless of cost of care (including part-time and afterschool), parents now pay 10% of monthly gross income as their fee. This will represent a significant increase for some families, particularly those with large families and part-time care.</p>	<p>This mostly impacted large families (whose fees were previously a smaller percentage of income) and families with part-time care (fee is no longer prorated for part-time care) who must all now pay higher fees. In some cases these two changes will cause families to have a higher fee than the actual cost of care.</p>	<p>This change has been implemented for all cases and was not phased in during reviews.</p>	<p>Implement state policy but note potential impact on summer costs. Families who meet eligibility criteria but would be assessed a fee higher than the cost of the part-time plan are being placed in “eligible but suspended status.” These families will be automatically eligible for full-time care in the summer and should not be placed on the bottom of the wait list. There is a possibility that DSS will not have enough state subsidy funds to cover those costs next summer. Not assisting these families will create significant hardship for these working families and DSS would recommend using county funds for this if state subsidy is not available.</p>	<p>This will have little impact on current fiscal year.</p>

<p>Inclusion of Relatives' Income Effective January 2015, income from relatives not currently counted for eligibility and fees will have to be included. This will have a significant impact on grandparents, aunts and uncles who are providing homes for children and may also cause an increase in foster care</p>	<p>25 families total through May 2015. Cost of \$11,000 per month</p>	<p>Will affect families as reviews are completed starting January 2015</p>	<p>Provide county funds to support any relative cases with needs related to child welfare when family is working with assigned prevention worker. Utilize one of the positions available after the termination of the school social work contract, funded partially through Medicaid Administrative Claiming, to provide comprehensive services to these families.</p>	<p>County Costs of \$66,000* Although for some cases, DSS will need to use county funds, there will be some relatives who are eligible for subsidy and county funds would only be needed for the parent fee.</p>
<p>Market Rate Increase A rate increase was approved for providers which may also impact how many children can be served with the subsidy funds.</p>	<p>All market rates will increase effective January 2015. The cost of the increase for this fiscal year is estimated at \$150,000-200,000.</p>		<p>Implement state policy. This is a requirement and the county cannot change this locally.</p>	<p>\$175,000** These costs depend on the market rate and age of children being served.</p>
<p>Wait List There are currently 321 children on the wait list and they are being assessed to see how they are impacted by the new policies.</p>	<p>Working families will wait longer for child care. The current wait list began in May 2014. The majority of the families waiting for child care work full time.</p>	<p>Only target populations (child protective services and foster care, Work First training, adolescent parents in high school, and homeless children) are currently being served without being placed on the wait list. All other families are being placed on the wait list if they meet the new criteria.</p>	<p>In January, start serving all families on the current wait list and begin a new wait list for those who apply after that date. If the additional funds provided by the county or by reallocations allow, serve working families who are placed on the new wait list after January 1, 2015.</p>	<p>\$360,000** County Costs of \$40,000* The majority (90%) of the children on the wait list would be eligible for state subsidy if it was available.</p>

*County Funds would have to be used for these costs due to rule changes.

**Additional costs could be covered by state and federal funds if they were available.

Child Care Financial Plan

Base State and Federal allocation (CCDF) (with reallocations)	\$3,803,000
Smart Start Contract for Subsidy	816,000

County Funds available	595,000
30,000 employee "pay forward" in subsidy line	
500,000 on county child care line item	
65,000 added to county child care during work session	

Total available funds for 2014-2015	
Funds needed to pay maintain current spending level	\$3,052,672*
Available CCDF	\$2,267,001
Market Rate Increase Effective January	175,000
Projected Gap in Funds	976,342
Projected Gap after using available county funds	381,342

Possible additional revenue for child care	
Smart Start reallocation	\$135,000
State reallocation	\$100,000

* This projection is based on annualizing spending based on October spending for October through June 2015. October. It includes only the cost associated with serving the current children. Historically, if no children are being added from the waiting list, the spending level decreases due to attrition during the year. Therefore, based on the probability of receiving some reallocation and the historical spending trends, sufficient funds should be available to address the currently served children

Additional Costs in Proposal	
Income Eligibility Changes	\$100,000
Relative Care	66,000
Serve Current Wait List	400,000
Total	\$566,000**
Social Justice Request	350,000
Anticipated Gap	\$216,000

DSS proposes filling the gaps by using any additional unbudgeted revenues and unexpended salary or other line items within the agency budget.

** In the above cost projections. DSS has tried to project high on the possible fiscal impact. This means that all of these funds would probably not be needed to implement the plan for this year.

**ORANGE COUNTY
BOARD OF COMMISSIONERS**

ACTION AGENDA ITEM ABSTRACT

Meeting Date: December 9, 2014

**Action Agenda
Item No.** 7-b

SUBJECT: Limited Opening Plan - Blackwood Farm Park

DEPARTMENT: Department of Environment,
Agriculture, Parks and
Recreation

PUBLIC HEARING: (Y/N)

No

ATTACHMENT(S):

Proposed Limited Opening Plan
Map/List of Activities
Map of Trails
Park Master Plan

INFORMATION CONTACT:

David Stancil, 919-245-2510
Marabeth Carr, 919-245-2510

PURPOSE: To consider a plan to open Blackwood Farm Park on a limited basis to the public, and to review the planned amenities and activities to be available.

BACKGROUND: Blackwood Farm Park is a 152-acre site acquired through the County's Lands Legacy Program as a future park site featuring low-impact recreation within an agricultural and historic theme.

In June, the Board appropriated funds as part of the budget and Capital Investment Plan (CIP) for personnel, operating and capital to open the park on a limited basis. Staff has been working since that time to prepare the park for opening and construct facilities, including several miles of trails that have been completed in-house by Parks staff.

As shown in the attached Limited Opening Plan overview, staff anticipates (pending necessary approvals and bid processes) that the areas of the park will be able to be opened for public enjoyment in or around early March, with a preliminary target opening date of Friday, March 6, 2015.

Based on the available funds and resources on site, staff proposes that the following amenities be available upon opening:

- A picnic shelter (ADA-accessible);
- Picnic tables and benches around the farmstead area;
- Over four miles of natural-surface walking and hiking trails (with signage);
- A walking tour of the farmstead and 18th-century "Historic Old Chapel Hill-Hillsborough Road" with Interpretive signage throughout;
- An open field for informal use (picnic blankets, Frisbee-toss, etc.);

- An informal fishing area at the pond; and
- An agricultural demonstration plot of local foods and heirloom crops.

In addition to these planned amenities, site infrastructure would be added, including a parking area (with grass overflow parking), portable restrooms, entry gate, improvements to the driveway and directional/park rule signage.

The above amenities and infrastructure are expected to exhaust all appropriated funds (with a small amount to be transferred as shown below) for the remainder of the fiscal year, and allow for the park to be open three days a week – projected to be Friday, Saturday and Sunday.

Future park personnel, operations and maintenance funding will be included in upcoming annual County budgets.

Upon Board direction and/or approval of this plan, staff would proceed to:

- Prepare a site plan for the designated improvements, for submittal to the Planning Department for approval;
- Beginning the hiring process for the Park staff person (augmented with backup from a seasonal employee as reflected in the FY 2014-15 budget);
- Solicit and award bids for the construction of the small parking lot and/or picnic shelter

An additional environmental trail, with boardwalk sections, is anticipated to be pursued after park opening and completed over the next 18 months using existing and future budgeted funds.

The remainder of park facilities shown in the Blackwood Farm Park Master Plan, including an amphitheatre, overlook and other amenities, is scheduled in the adopted CIP for design in FY 2016-17 and construction in FY 2017-18. Blackwood Farm Park is also the planned site for the Parks Operations Base, currently housed in existing buildings at the future Millhouse Road Park.

In preparation for the limited opening of the park, staff has held two meetings with neighboring property owners on site. Property owners along the northern boundary have expressed pleasure in hearing about the limited opening plans, but also have concerns about some of the facilities planned for the eventual park construction (in particular a proposed road and parking lot along the northern boundary) that will need to be addressed prior to developing plans to construct the remainder of the facility.

FINANCIAL IMPACT: A total of \$197,400 has been appropriated to date for Blackwood Farm Park capital improvements and operating. Funding was also approved for a permanent Parks Technician and seasonal employee assistance. The need to have a second person on site during operating hours has led staff to propose that \$9,000 of the project capital funds be transferred to personnel to help fund additional seasonal staffing. Project work will be adjusted as needed to meet the available funds. The adopted FY 2014-19 CIP reflects future funding of \$150,000 in FY 2016-17 for construction design, and \$1.9 million in FY 2017-18 for construction. Approximately \$1.21 million in additional funding for the Parks Operations Base is reflected for FY 2019-2020. These amounts and their timing and source would be addressed each year through updates to the CIP.

RECOMMENDATION(S): The Manager recommends that the Board review the proposed Limited Opening Plan, provide feedback or direction to staff as needed, and authorize staff to proceed with described actions to open the park on a limited basis with a target of March 2015.

Blackwood Farm Park Limited Opening Plan

Target Opening Date: March 2015*

Proposed Days of Operation: Friday, Saturday and Sunday

Anticipated Park Hours*:
 8:00 am to 5:00 pm (November – March)
 8:00 am to 7:00 pm (April-May, September-October)
 8:00 am to 8:00 pm (June-August)

Proposed Amenities*:

“Rustic” picnic shelter (ADA-accessible, may be reserved)
 Natural-surface walking/hiking trails
 Farmstead exhibits and interpretive signage
 Historic “Old Chapel Hill-Hillsborough Road” segment, interpretive signage
 Open field for informal free play
 Informal fishing area at pond
 Agricultural demonstration areas (heirloom crops, other crop examples)
 Picnic tables, benches, trash and recycling receptacles, etc

Infrastructure:

Parking Area (with grass overflow parking), portable restrooms, gates and directional/park rules signage.

Staffing:

One full-time Parks Technician, augmented with seasonal staff during park hours and as needed for maintenance and other activities.

Next Steps:

Site Plan approval
 Bids, specifications and bid awards for parking lot and shelter
 Site preparation
 Hiring of Parks Technician

* - Best estimate, subject to change

Interim Use Map of Blackwood Farm Park

1 inch = 100 feet

Existing Pond

Informal Fishing

Picnic Shelter Location
(ADA Accessible)

Portalet Location
(ADA Accessible)

Orchard/Agriculture Demo Area

Natural Surface Trails in wooded areas

Picnic Area/Tables with ADA Access

Trail Head

Existing Barn and Out Buildings with Interpretive Signage

No Traffic Area

Gate

1 Paved ADA Accessible Space & 9 Space Gravel Parking

Existing Driveway

Overflow Grass Parking

Open Mowed Area

Existing House with Signage

Picnic Area

Open Mowed Area

Restored Old Roadbed

NC 86

Emergency Access Bridge

Emergency Access

Emergency Access

Pick up main trail here

Platform

Bridge- hard crossing

Emergency Access

Emergency Access

Emergency Access

Emergency Access

Emergency Access

Bridge

Emergency Access

Emergency access-old roadbed

Bridge

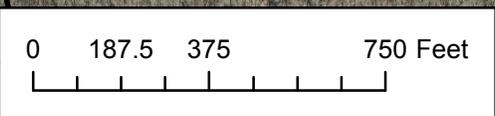
Bridge

Emergency Access

Emergency Access

Emergency Access

Trail Head/Emergency Access



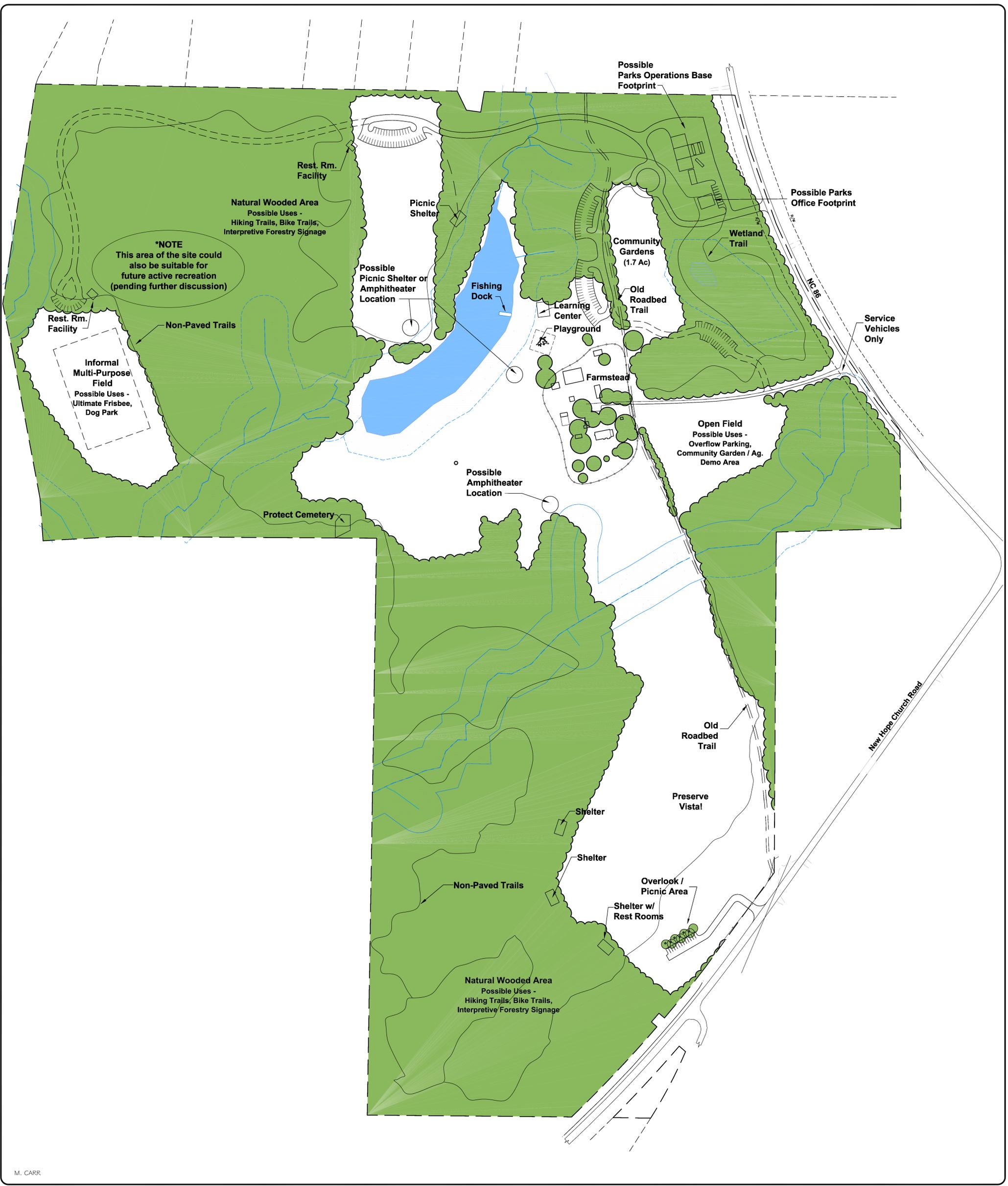
140

140 W EXIT 263
140 E EXIT 263
140

NEW HOPE

NEW HOPE CHURCH

STRAYHORN



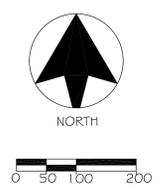
M. CARR



"Future" Blackwood Farm Park

Adopted Master Plan

March 3, 2011*



(As Built Trails Added 11/2014)

**ORANGE COUNTY
BOARD OF COMMISSIONERS**

ACTION AGENDA ITEM ABSTRACT
Meeting Date: December 9, 2014

**Action Agenda
Item No.** 7-c

SUBJECT: Approval of Purchase of Roll Carts for Rural Roadside Recycling Program

DEPARTMENT: Solid Waste Management

PUBLIC HEARING: (Y/N)

No

ATTACHMENT(S):

Bid Sheet
BOCC Information Item – September 4,
2014

INFORMATION CONTACT:

Gayle Wilson, 919-968-2885
Clarence Grier, 919-245-2453

PURPOSE: To authorize the purchase of 7,600 95-gallon roll carts for the rural roadside recycling collection program.

BACKGROUND: Orange County has been discussing the implementation of roll carts in the rural roadside program for several years, but has experienced continuing delays to proceeding due at least in part to recycling program funding uncertainty. The Board of County Commissioners (BOCC) ultimately appropriated funds in the Fiscal 2014/15 budget for the purchase of approximately 7,000 roll carts with the intention of implementing the carts in the fall of 2014.

The BOCC directed staff to determine in advance how many rural program service area residents wished to receive a roll cart prior to finalizing a purchase recommendation for the Board's consideration. The BOCC further indicated that should the number of affirmative resident responses in the current service area not utilize the budgeted quantity of roll carts, staff could consider surveying the previously proposed service expansion area to solicit interest in roll carts up to the authorized quantity.

In September 2014 Solid Waste staff provided an information item update (attached) of the proposed implementation plan for rural roll carts that outlined the process by which the current service area would be surveyed for interest in receiving a roll cart. Staff also provided a timeline by which a recommendation would be brought to the BOCC for purchase authorization and ultimately, distribution of the carts to residents.

In September 2014 a mailing was distributed to all residents (approx. 14,500) in the existing rural roadside service area. A second mailing was distributed to all of the non-respondents to the first mailing. As of November 14, 2014, staff had received 7,541 responses by mail, phone, email or answers via the on-line survey to order carts (6,841); or alternatively to indicate that they did not want a cart (700). Responses continue to trickle in.

Based on the 6,841 responses to date, plus an estimated 10% additional residents who did not respond to date for whatever reason that staff anticipates will desire a cart, staff believes the County can expect at least 7,525 carts will be requested by the time of delivery or soon thereafter, once the carts become visible along the roadways. Additionally, staff believes a small stock (75) should be on hand in the event of new construction or to replace lost, stolen or damaged carts. Additional carts will not be available unless or until they are approved in the FY-2015/16 budget. Therefore staff is proposing the purchase of 7,600 roll carts at this time.

The 95-gallon rural roll carts will be virtually identical to the roll carts previously distributed in the Towns with the exception that they will have black lids rather than blue lids. Those who did not opt for carts may continue to use their bins roadside or carry recycling to the convenience centers or drop-off sites.

If the proposed cart purchase is approved, the carts will be ordered with delivery to residents expected during the month of February and residents may start using the carts upon delivery. The distribution schedule will be partly weather dependent, but should be completed by early March. Residents may keep the orange bins for personal use or recycle them at any Solid Waste Convenience Center. Members of the public who have not yet ordered a cart but are eligible (located in the existing service area) and interested can contact the Solid Waste Department, 919-968-2788 or recycling@orangecountync.gov.

Staff anticipates that the carts will result in increased recycling, greater collection efficiency and fewer worker injuries with more automated collection and less manual stooping to collect from bins. The first three months of in-Town recycling using the blue roll carts resulted in a 29 percent increase in tons of recyclables collected at the curb.

FINANCIAL IMPACT: The BOCC appropriated \$378,000 for 7,000 roll carts in the FY-2014/15 budget based on an estimated cost of \$54/each, including distribution. These funds were to be borrowed from the solid waste enterprise fund reserve at a 2.5% rate over five years. A \$75,000 grant (reimbursable) from North Carolina Department of Environment & Natural Resources is still expected to fund a portion of the rural cart cost.

The current cost of the carts is \$58.44 or \$444,144 total, including distribution and a mold label on the lid. The increase is a result of an increase in the cost of resin; the purchase of fewer carts than for the urban program and obtaining less of a volume discount; higher costs for cart distribution in rural areas as opposed to in-town' and the mold label on the lid as opposed to decals used for the urban roll carts.

North Carolina General Statute (NCGS) 143-129(e) (3) allows local governments to make purchases through a competitive bidding group purchasing program, which is a formally organized program that offers competitively obtained purchasing services at discount prices to two or more public agencies. The HGACBuy is a cooperative purchasing group that meets the requirements of NCGS 143-129(e) (3). The specific contract number is HGACBuy Contract #GC01-13.

The \$66,144 budget increase is proposed to be funded by increasing the amount borrowed from the solid waste enterprise fund reserve.

RECOMMENDATION(S): The Manager recommends that the Board authorized the purchase of 7,600 95-gallon roll carts from Rerhig Pacific at a total cost of \$444,144, to be borrowed from the solid waste enterprise fund reserve over five year period at a 2.5% interest rate.

INFORMATION ITEM**Memorandum**

To: Bonnie Hammersley, County Manager
From: Gayle Wilson, Solid Waste Management Director
Subject: Implementation of Rural Area Recycling Roll Carts – Information Report
Date: August 18, 2014

This memo outlines the planned approach and projected timeline to deploy 95-gallon roll carts in the current rural curbside recycling service area.

Deployment of over 18,000 95-gallon roll carts for the urban recycling program, which occurred in June and July of this year, is now complete and operational modifications to the program to ensure efficiencies are ongoing. Once the urban program implementation was complete, staff had scheduled to begin the planning process for deploying roll carts in the rural recycling service area.

As part of the FY 2014-15 capital budget, the Board authorized funding for the purchase of up to 7,000 roll carts for use in the unincorporated (rural) area curbside recycling program (\$378,000 - \$303,000 to finance minus a \$75,000 reimbursable grant from NCDENR). With approximately 13,700 residences now eligible for this program and based on route audits and other feedback, the estimate of 7,000 carts is based on approximately 50% of eligible residents possibly having interest in converting from use of the current 18 gallon orange bins to 95 gallon roll carts. Of course not all residents recycle and many use convenience centers at least periodically.

Per BOCC direction, residents at their discretion will be given the option to convert from bins to carts or continue use of their bins. The recycling division will provide carts where they are desired and collect recyclables from residences utilizing both those carts and the existing bins in the current recycling collection service area at the current points of collection. Near term future expansion of areas identified previously of approximately 1,600 residences that can be serviced with existing resources will also be included later in the year contingent on responses received from the current service area and available resources.

In order for the Solid Waste Department to determine how many carts to order and where they are to be deployed, the department plans a series of queries in the service area, followed by compilation of the data to determine how many carts to order. Following the order, production

and delivery is estimated by the manufacturer at six to eight weeks. The Department will then deploy the carts to those residences that requested them. This is projected to commence in early January.

If cart demand from the existing service area approaches the 7,000 carts budgeted, then all carts will be used only in the current service area and an additional budget appropriation will be requested at a later time to purchase carts for the proposed expansion area. If cart demand is significantly below the budgeted amount (at least 1,000 carts under the budgeted amount) then the Department will make an additional query in the proposed recycling expansion areas to determine if the residences in the new service areas may desire carts instead of bins. The timing of providing roadside recycling in the proposed expansion areas would depend on when carts could be made available to those areas. A preferential price would be available if all carts are ordered at once rather than making two separate orders. It may either be later this fiscal year, following cart deployment in the current service area or delayed until next fiscal year if funds for additional carts are required. A preliminary implementation schedule follows and the sequence is reasonably fixed, but precise dates are not.

Implementation Schedule for Rural Roadside Recycling Roll Carts

Week of September 1: Mailing with postage paid, mail-back form and other outreach to solicit interest in receiving a 95-gallon roll cart from residences in the current service area. Other outreach tools would include, but not limited to, an electronic survey form (like “Survey Monkey”) which would be distributed through the Departmental website, electronic newsletter, and Sheriff’s community watch list serv. News articles, radio shows, and web-based communications will also be used to solicit interest in carts among those eligible for recycling service. Residents may respond by returning the mail back form, phone, e-mail or electronic survey to register for a roll cart.

Week of September 29: Follow up mailing to residents in current service area who have not responded to the first mailing offering the non-respondents an additional opportunity to determine their interest in receiving a cart. **October 15:** Compilation of all information on cart demand for purchase authorization.

November 6: Request BOCC authorization to procure carts at scheduled meeting.

Week of January 1: Begin delivery of carts to Orange County residents that requested one.

Throughout January/February: Cart deployment within existing service area. Residents will be able to use their roll carts immediately upon deployment due to use of two new curbside recycling trucks purchased last fiscal year that have both manual and automated cart collection capability.

Concurrent with cart deployment: Solicitation of interest in use of carts in proposed expansion areas using a targeted mailing and other similar methods to initial cart solicitation, but targeted to only residents located in the previously identified expansion areas.

Throughout February: Compilation of data on cart demand from expansion area.

Throughout March: If sufficient carts were purchased for expansion area, cart deployment)

If all 7,000 carts are used in the existing recycling area, then a separate cart purchase for the expansion area will be required and thus route expansions will be delayed.

In either case stated above, expansion of the recycling service areas in the current fiscal year or next fiscal year, a comprehensive re-routing will be required and proposed to begin on July 1, 2015. Please feel free to contact solid waste staff with questions or suggestions.

**ORANGE COUNTY
BOARD OF COMMISSIONERS**

ACTION AGENDA ITEM ABSTRACT

Meeting Date: December 9, 2014

**Action Agenda
Item No.** 11-a

SUBJECT: Adult Care Home Community Advisory Committee - Appointments

DEPARTMENT: Board of Commissioners

PUBLIC HEARING: (Y/N)

No

ATTACHMENT(S): Under Separate Cover
Membership Roster
Recommendations
Applications for Persons Recommended
Interest List
Applications of Persons on the Interest List

INFORMATION CONTACT:
Clerk's Office, 245-2130

PURPOSE: To consider making appointments to the Adult Care Home Community Advisory Committee.

BACKGROUND: The following information is for Board consideration:

- Appointment to a one year training term (Position #6) At-Large for Mrs. Suzanne Haff ending 12/09/2015.
- Appointment to a one year training term (Position #7) At-Large for Ms. Yvonne Mendenhall ending 12/09/2015.
- Appointment to a one year training term (Position #12) At-Large for Ms. Deborah Stewart ending 12/09/2015.

POSITION NO.	NAME	SPECIAL REPRESENTATIVE	EXPIRATION DATE
6	Mrs. Suzanne Haff	One Year Training Term At-Large	12/09/2015
7	Ms. Yvonne Mendenhall	One Year Training Term At-Large	12/09/2015
12	Ms. Deborah Stewart	One Year Training Term At-Large	12/09/2015

NOTE - If the individuals listed above are appointed, the following vacancies remain:

- None.

*** All positions require a one year training period from date of appointment.**

FINANCIAL IMPACT: None.

RECOMMENDATION(S): The Board will consider making appointments to the Adult Care Home Community Advisory Committee.

Board and Commission Members

And Vacant Positions

Adult Care Home Community Advisory Committee

Meeting Times: 3:30 p.m. - 5:00 p.m. Bi-monthly

Terms: 3

Contact Person: Charlotte Terwilliger

Meeting Place:

Positions: 12

Length: 2 years

Contact Phone: 919-558-9401

Description: Members are appointed by the Board of Commissioners to at-large positions. There is an initial one-year training term with subsequent eligibility for three additional two-year terms. This committee works to maintain the intent of the Adult Care Home Residents' Bill of Rights for those residing in licensed adult care homes. The members of this committee also promote community involvement and cooperation with these homes to ensure quality care for the elderly and disabled adults.

1	Dr. Mario Battigelli 1307 Wildwood Drive Chapel Hill NC 27514	Day Phone: 919-942-5756 Evening Phone: FAX: E-mail: mcbattigelli@gmail.com	Sex: Male Race: Caucasian Township: Chapel Hill Resid/Spec Req: At-Large Special Repr:	First Appointed: 04/19/2011 Current Appointment: 05/20/2014 Expiration: 03/31/2017 Number of Terms: 2
2	Mr. Daniel Hatley 317 W. University Chapel Hill NC 27516	Day Phone: 919-200-0822 Evening Phone: 309-252-1169 FAX: 888-514-4878 E-mail: dan@hatleylawoffice.com	Sex: Male Race: Caucasian Township: Chapel Hill Resid/Spec Req: At-Large Special Repr: DD/MR	First Appointed: 08/17/2010 Current Appointment: 11/19/2013 Expiration: 10/31/2015 Number of Terms: 2
3	Ms. Deborah Rider 2314 Red Oak CT. Hillsborough NC 27278	Day Phone: 919-818-6489 Evening Phone: 919-732-9476 FAX: E-mail: drider1736@gmail.com	Sex: Female Race: Caucasian Township: Hillsborough Resid/Spec Req: At-Large Special Repr:	First Appointed: 06/19/2012 Current Appointment: 09/17/2013 Expiration: 06/30/2016 Number of Terms: 1
4	Mr. Max Mason Chair 821 Tinkerbell Rd. Chapel Hill NC 27517	Day Phone: 919-649-7937 Evening Phone: FAX: E-mail: maxomason@yahoo.com	Sex: Male Race: Caucasian Township: Chapel Hill Resid/Spec Req: At-Large Special Repr:	First Appointed: 06/07/2011 Current Appointment: 06/19/2012 Expiration: 06/30/2015 Number of Terms: 1
5	Dr. Anthony John Vogt 713 W. Barbee Chapel Road Chapel Hill NC 27517	Day Phone: 919-929-8646 Evening Phone: 919-929-8646 FAX: NA E-mail: ajvogt@earthlink.net	Sex: Male Race: Caucasian Township: Chapel Hill Resid/Spec Req: At-Large Special Repr:	First Appointed: 10/16/2012 Current Appointment: 11/19/2013 Expiration: 10/31/2015 Number of Terms: 0

Board and Commission Members

And Vacant Positions

Adult Care Home Community Advisory Committee

Meeting Times: 3:30 p.m. - 5:00 p.m. Bi-monthly

Terms: 3

Contact Person: Charlotte Terwilliger

Meeting Place:

Positions: 12

Length: 2 years

Contact Phone: 919-558-9401

Description: Members are appointed by the Board of Commissioners to at-large positions. There is an initial one-year training term with subsequent eligibility for three additional two-year terms. This committee works to maintain the intent of the Adult Care Home Residents' Bill of Rights for those residing in licensed adult care homes. The members of this committee also promote community involvement and cooperation with these homes to ensure quality care for the elderly and disabled adults.

6	VACANT	Day Phone:	Sex:	First Appointed:
		Evening Phone:	Race:	Current Appointment:
		FAX:	Township:	Expiration: 10/31/2015
		E-mail:	Resid/Spec Req: At-Large	Number of Terms:
			Special Repr:	
7	VACANT	Day Phone:	Sex:	First Appointed:
		Evening Phone:	Race:	Current Appointment:
		FAX:	Township:	Expiration: 10/30/2014
		E-mail:	Resid/Spec Req: At-Large	Number of Terms:
			Special Repr:	
8	Ms. Joyce Teston	Day Phone: n/a	Sex: Female	First Appointed: 09/17/2013
		Evening Phone: n/a	Race: Caucasian	Current Appointment: 06/17/2014
	2326 Highway 86 South	FAX:	Township: Hillsborough	Expiration: 06/30/2016
	Hillsborough NC 27278	E-mail: joyceteston@gmail.com	Resid/Spec Req: At-Large	Number of Terms: 1
			Special Repr:	
9	Ms. T. L. Crews	Day Phone: 919 732-6974	Sex: Female	First Appointed: 03/22/2012
		Evening Phone: 919 732-6974	Race: African American	Current Appointment: 03/19/2013
	4921 Guess Rd	FAX:	Township: Little River	Expiration: 03/31/2016
	Rougmeont NC 27514	E-mail: crewsez@aol.com	Resid/Spec Req: At-Large	Number of Terms: 1
			Special Repr:	
10	Dr. Beverly Foster	Day Phone: 919 966-4995	Sex: Female	First Appointed: 06/18/2013
		Evening Phone: 919 967-2930	Race: Caucasian	Current Appointment: 06/17/2014
	2454 Springview Trail	FAX: 919 843-6212	Township: Chapel Hill	Expiration: 06/30/2016
	Chapel Hill NC 27514	E-mail: Bev_Foster@unc.edu	Resid/Spec Req: At-Large	Number of Terms: 1
			Special Repr:	

Board and Commission Members

And Vacant Positions

Adult Care Home Community Advisory Committee

Meeting Times: 3:30 p.m. - 5:00 p.m. Bi-monthly

Terms: 3

Contact Person: Charlotte Terwilliger

Meeting Place:

Positions: 12

Length: 2 years

Contact Phone: 919-558-9401

Description: Members are appointed by the Board of Commissioners to at-large positions. There is an initial one-year training term with subsequent eligibility for three additional two-year terms. This committee works to maintain the intent of the Adult Care Home Residents' Bill of Rights for those residing in licensed adult care homes. The members of this committee also promote community involvement and cooperation with these homes to ensure quality care for the elderly and disabled adults.

<p>11 Mr James Bartow 118 Collums Rd Chapel Hill NC 27514</p>	<p>Day Phone: 919 932-2682 Evening Phone: 919 932-2682 FAX: E-mail: jmsbartow@gmail.com</p>	<p>Sex: Male Race: Caucasian Township: Chapel Hill Resid/Spec Req: At-Large Special Repr:</p>	<p>First Appointed: 02/18/2014 Current Appointment: 10/21/2014 Expiration: 10/31/2017 Number of Terms: 1</p>
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<p>12 VACANT</p>	<p>Day Phone: Evening Phone: FAX: E-mail:</p>	<p>Sex: Race: Township: Resid/Spec Req: At-Large Special Repr:</p>	<p>First Appointed: Current Appointment: Expiration: 10/30/2017 Number of Terms:</p>
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Thom Freeman

From: Charlotte Terwilliger <cterwilliger@tjcog.org>
Sent: Friday, November 07, 2014 10:05 AM
To: Thom Freeman
Subject: Recommendations to ACH CAC

Dear Thom,

The Adult Care Home Community Advisory Committee would like to recommend Mrs. Suzanne Haff for a one year training term. Mrs. Haff has a Masters in Education and a strong interest in assuring quality of care for those less able to advocate for themselves. She has had experience supporting high standards in the school system and these advisory skills will be of benefit to this committee.

The Adult Care Home Community Advisory Committee would also like to recommend Ms. Yvonne Mendenhall for a one year training term. Ms. Mendenhall is completing her Masters in Gerontology and has a great deal of experience advocating for seniors. She has served on several groups in Orange County whose focus is on the well being and successful aging of all elders and she is familiar with many of the concerns that residents have living in long term care facilities.

Please let me know if you need any additional information to move these recommendations forward.

Best Regards,
Charlotte

Charlotte Terwilliger, MSW
Regional Long Term Care Ombudsman

Area Agency on Aging
Triangle J Council of Governments
4307 Emperor Blvd., Suite 110, Durham, NC 27703
(o) 919-558-9401 / (f) 919-998-8101
cterwilliger@tjcog.org / www.tjcog.org

E-Mail correspondence to and from this address is subject to the North Carolina Public Records Act and may be disclosed to third parties unless made confidential under applicable law.

Thom Freeman

From: Charlotte Terwilliger <cterwilliger@tjcog.org>
Sent: Monday, November 10, 2014 10:00 AM
To: Thom Freeman
Subject: ACH Recommendation - Deborah Stewart

Dear Thom,

The Adult Care Home Community Advisory Committee would like to recommend Ms. Deborah Stewart for a one year training term. Ms. Stewart is a social worker at UNC Home Health and has a Masters degree. In this role she serves as an advocate and educator for patients and their families. Her advocacy skills and interest in helping elders and people who are disabled makes her an excellent choice for this committee.

Please let me know if you need any additional information to move this recommendation forward.

Best Regards,
Charlotte

Charlotte Terwilliger, MSW
Regional Long Term Care Ombudsman

Area Agency on Aging
Triangle J Council of Governments
4307 Emperor Blvd., Suite 110, Durham, NC 27703
(o) 919-558-9401 / (f) 919-998-8101
cterwilliger@tjcog.org / www.tjcog.org

E-Mail correspondence to and from this address is subject to the North Carolina Public Records Act and may be disclosed to third parties unless made confidential under applicable law.

Volunteer Application Orange County Advisory Boards and Commissions

Name: Mrs Suzanne Haff
Name Called:
Home Address: 107 Hunter Hill Road
 Chapel Hill NC 27516
Phone (Day): 919-933-9329
Phone (Evening):
Phone (Cell):
Email: suzhaff@gmail.com
Place of Employment: Chicle Language & Culture Institute, Part-Time
Job Title: English Teacher
Year of OC Residence: 1988
Township of Residence: Chapel Hill
Zone of Residence: Joint Planning Area
Sex: Female
Ethnic Background: Caucasian

Community Activities/Organizational Memberships:

Past Service on Orange County Advisory Boards:

Boards/Commissions applied for:

Durham Technical Community College Board of Directors

Background, education and experience relevant to this board:

Reasons for wanting to serve on this board:

Conflict of Interest:

Adult Care Home Community Advisory Committee

Background, education and experience relevant to this board:

Masters in Education Worked 45 years in public schools in several states In Durham Public Schools I worked as a central office specialist helping middle and high school teachers integrate literacy skills into their content area classrooms. This experience of going to many schools and supporting many teachers keep their standards high in an advisory way is relevant to this board. I want to help the Adult Care Homes treat their clients as I would want to be treated. I have worked for many years as a curriculum support person in schools and am experienced in the protocols of such an advisory board.

Reasons for wanting to serve on this board:

I want to be a part of assuring quality for those less able to help advocate for themselves. I want to serve on this board to help our county do the best they can for our older citizens in Adult Care Homes.

Conflict of Interest:

None

Supplemental Questions:

Work Experience: 45 years as high school and community college educator and administrator. Teacher and teacher of teachers in Virginia, Ct., Washington State, California and North Carolina.

Volunteer Experience: Chapel Hill Planning Board - Appointed by Orange County Commissioners 2000-2005 (JPA Residence Area)

Northern Area Task Force - Appointed by CH Town Council 2009

Northwood Neighborhood Association (Currently Secretary)

Escort - Orange County Conference to End Homelessness. Tutor for Chapel Hill Public Schools. Many neighborhood civic organizations here and in other states. "Good Neighbor" Award by mayor in Pasadena, California.

Education: BA 1965 Political Science and Economics: Mary Washington College of the Univ. of Va.

M.Ed. 1969 University of Virginia. Various other courses over the years without completion of degree.

Other Comments:

I'm interested in taking my turn participating in the process of helping keep our county a pleasant place for all its residents through thoughtful planning. I would like to serve my community and I believe I offer a progressive yet balanced approach to decision making.

STAFF COMMENTS: Originally applied 1/15/02 for ABC Board. Reapplied 10/07/2007 for Chapel Hill Board of Adjustment, Durham Tech. Comm. College Bd of Directors, DTCC Satellite Campus. Reapplied 6/18/2010 for CH BOA, Advisory Board on Aging and Solid Waste Advisory Board. Reapplied 09/16/2011 for CH Planning Board. Her Comments:

The JPA Seat on the Chapel Hill Planning Board is currently vacant. The Town Council of Chapel Hill is currently working on a Transit Feasibility Study Report for Euganks Road and has had a Concept Plan presented to them to put a shopping Center on the 49 acres of undeveloped land between Eubanks and I40. the citizens in this section of the County needs representation and that is why I am applying at this time. ADDRESS

VERIFICATION: 107 Hunter Place is in Chapel Hill Township and Orange County Jurisdiction. (JPA)

This application was current on: 9/16/2011

Date Printed: 7/28/2014

Volunteer Application Orange County Advisory Boards and Commissions

Name: A Yvonne Mendenhall
Name Called:
Home Address: 304 W Barbee Chapel Rd
 Chapel Hill NC 27517
Phone (Day): 919-968-7874
Phone (Evening): 919-968-7874
Phone (Cell): 919-360-1756
Email: menholiday@aol.com
Place of Employment: Retired
Job Title: Retired
Year of OC Residence: 2002
Township of Residence: Chapel Hill
Zone of Residence:
Sex: Female
Ethnic Background: Caucasian

Community Activities/Organizational Memberships:

Orange County Project EngAGE
 Meadowmont Seniors in Community Aging in Community group founder
 MAPP founder, member
 Community Emergency Response Team
 Completing on MS in Gerontology
 OLLI presenter Aging in Community
 Recent Charles House volunteer practicum

Past Service on Orange County Advisory Boards:

Served on the last Master Aging Plan workgroup.

Boards/Commissions applied for:

Adult Care Home Community Advisory Committee

Background, education and experience relevant to this board:

Experience volunteering in Aging in Community
 Completing MS in Gerontology
 Practicum with The Charles House 2013
 Volunteer with GCM, Madelyn Ashley, in Senior Support Group

Reasons for wanting to serve on this board:

I am very interested in the wellbeing and successful aging of all elders. Various coursework dealt with benefits and concerns with seniors (and their families) living in skilled nursing facilities, adult care homes, assisted living facilities.

Conflict of Interest:

Supplemental Questions:

Other Comments:

This application was current on: 8/24/2014 5:49:16 PM

Date Printed: 8/25/2014

Volunteer Application Orange County Advisory Boards and Commissions

Name: Deborah Stewart
Name Called:
Home Address: 1405 Buckhorn Rd.
 Mebane NC 27302
Phone (Day): 919-210-4857
Phone (Evening): 919-210-4857
Phone (Cell): 919-210-4857
Email: deb.k.stewart@gmail.com
Place of Employment: UNC Healthcare - UNC Home Health
Job Title: Social Worker
Year of OC Residence: 1997
Township of Residence: Cheeks
Zone of Residence:
Sex: Female
Ethnic Background: Caucasian

Community Activities/Organizational Memberships:

Member of National Association of Social Workers - NC Chapter; NC Society for Clinical Social Work (was Treasurer/Board Member 2006 - 2007); I work regularly with Orange County citizens by visiting them in their homes when they are sick or homebound.

Past Service on Orange County Advisory Boards:

N/a

Boards/Commissions applied for:

Adult Care Home Community Advisory Committee

Background, education and experience relevant to this board:

In my current position as Home Health Social Worker, I help assess the need for assistance or supervision for our patients and I provide education regarding the various long-term care options, including Adult Care Homes. My primary role is as advocate for our patients and their families and educator regarding community resources.

Reasons for wanting to serve on this board:

To increase my community involvement and gain a fuller understanding of the inner workings of Adult Care supports in our area.

Conflict of Interest:

Since I provide information to individuals and their families regarding long-term care options, some could believe that I make specific referrals to some facilities. However, as a state employee I am strictly prohibited from doing so. My role is to provide neutral information so individuals can find the right fit for them.

Advisory Board on Aging**Background, education and experience relevant to this board:**

The majority of clients that we serve are Medicare recipients and citizens 60 years old and older.

Reasons for wanting to serve on this board:

To increase my community involvement, especially with organizations that provide helpful and supportive services to people I serve in my work daily.

Conflict of Interest:**Board of Social Services****Background, education and experience relevant to this board:**

I earned a Masters in Social Work and hold a NC Clinical Social Work License. In my position as Home Health Social Worker, I identify the needs of our clients and regularly screen individuals for potential eligibility for social service supports.

Reasons for wanting to serve on this board:

To increase my community involvement and increase my connection to and understanding of the various social service programs that serve Orange County citizens.

Conflict of Interest:**Supplemental Questions:****Other Comments:**

This application was current on: 7/21/2014 1:43:36 PM

Date Printed: 7/22/2014

Applicant Interest Listing

by Board Name and by Applicant Name

Adult Care Home Community Advisory Committee

Contact Person: Charlotte Terwilliger
Contact Phone: 919-558-9401

Mr Stephen Bank 7404 Dodsons Xrd Hillsborough NC 27278 Skills:	Day Phone: 9199296369 Evening Phone: 9199296369 Cell Phone: not used E-mail: stevebank@gmail.com Also Serves On:	Sex: Male Race: Caucasian Township: Bingham Date Applied: 07/28/2014
Dr. William Crittenden 4206 BRADFORD RIDGE RD EFLAND NC 272439474 Skills:	Day Phone: 9196362016 Evening Phone: 9196362016 Cell Phone: 9196362016 E-mail: bill.seniorcare@gmail.com Also Serves On:	Sex: Male Race: Caucasian Township: Bingham Date Applied: 07/28/2014
Mrs Suzanne Haff 107 Hunter Hill Road Chapel Hill NC 27516 Skills: Neighborhood Association Member Skills: Teacher	Day Phone: 919-933-9329 Evening Phone: 919-933-9329 Cell Phone: 919-260-9277 E-mail: suzhaff@gmail.com Also Serves On:	Sex: Female Race: Caucasian Township: Chapel Hill Date Applied: 07/28/2014
A Yvonne Mendenhall 304 W Barbee Chapel Rd Chapel Hill NC 27517 Skills:	Day Phone: 919-968-7874 Evening Phone: 919-968-7874 Cell Phone: 919-360-1756 E-mail: menholiday@aol.com Also Serves On:	Sex: Female Race: Caucasian Township: Chapel Hill Date Applied: 08/24/2014
Miss Danielle Mosley 476 Melanie Court Chapel Hill NC 27514 Skills: Club Nova	Day Phone: 919-309-5685 Evening Phone: Cell Phone: E-mail: Dlynnm26@gmail.com Also Serves On:	Sex: Female Race: Caucasian Township: Chapel Hill Date Applied: 10/01/2014
Deborah Stewart 1405 Buckhorn Rd. Mebane NC 27302 Skills:	Day Phone: 919-210-4857 Evening Phone: 919-210-4857 Cell Phone: 919-210-4857 E-mail: deb.k.stewart@gmail.com Also Serves On:	Sex: Female Race: Caucasian Township: Cheeks Date Applied: 07/21/2014

Volunteer Application Orange County Advisory Boards and Commissions

Name: Mr Stephen Bank
Name Called:
Home Address: 7404 Dodsons Xrd
 Hillsborough NC 27278
Phone (Day): 9199296369
Phone (Evening): 9199296369
Phone (Cell): not used
Email: stevebank@gmail.com
Place of Employment: retired
Job Title: na
Year of OC Residence: 2004
Township of Residence: Bingham
Zone of Residence:
Sex: Male
Ethnic Background: Caucasian

Community Activities/Organizational Memberships:

None. Graduated in 1966 with MA in psychology and completed all classes for PhD in psychology (did not complete dissertation). Have worked in mental health capacities from 1966 until retirement from Lutheran Family Services ACT Team in 2010.

Past Service on Orange County Advisory Boards:

none

Boards/Commissions applied for:

Adult Care Home Community Advisory Committee

Background, education and experience relevant to this board:

As previously stated - Psychology graduate degree and work experience in field since 1966.

Reasons for wanting to serve on this board:

I know a little something about the field and might have significant insight.

Conflict of Interest:

Supplemental Questions:

Other Comments:

This application was current on: 7/28/2014 3:39:35 PM

Date Printed: 7/29/2014

Volunteer Application Orange County Advisory Boards and Commissions

Name: Dr. William Crittenden
Name Called:
Home Address: 4206 BRADFORD RIDGE RD
 EFLAND NC 272439474
Phone (Day): 9196362016
Phone (Evening): 9196362016
Phone (Cell): 9196362016
Email: bill.seniorcare@gmail.com
Place of Employment: Senior Care Management Associates
Job Title: Geriatric Care Manager
Year of OC Residence: 2005
Township of Residence: Bingham
Zone of Residence:
Sex: Male
Ethnic Background: Caucasian

Community Activities/Organizational Memberships:

Member - United Church of Chapel Hill
 Member - Hillsborough-Orange County Chamber of Commerce
 Member - Hillsborough Leads Group
 Member - Chapel Hill Leads Group

Past Service on Orange County Advisory Boards:

Orange County Dept. of Aging Planning Committee

Boards/Commissions applied for:

Adult Care Home Community Advisory Committee

Background, education and experience relevant to this board:

I have over 20 years of experience in assisting seniors to maintain their independence, dignity, and self-respect by providing appropriate health care and housing services, emotional support and psychological support and intervention as well as consultation regarding available community resources. I have an earned doctoral degree in marriage and family counseling and have provided chaplaincy services in psychiatric and general hospitals, developed and directed a marriage and family counseling service based in a hospital setting and served as the Executive Director of continuing care retirement communities including assisted living and skilled nursing facilities.

Reasons for wanting to serve on this board:

I have been involved in a wide variety of senior care services throughout my career and would look forward to bringing my background and experience to the Adult Care Home Community Advisory Committee.

Conflict of Interest:

Supplemental Questions:

Other Comments:

This application was current on: 7/28/2014 10:29:42 AM

Date Printed: 7/29/2014

Volunteer Application Orange County Advisory Boards and Commissions

Name: Miss Danielle Mosley
Name Called:
Home Address: 476 Melanie Court
 Chapel Hill NC 27514
Phone (Day): 919-309-5685
Phone (Evening):
Phone (Cell):
Email: Dlynnm26@gmail.com
Place of Employment:
Job Title:
Year of OC Residence: 2011
Township of Residence: Chapel Hill
Zone of Residence: C.H. City Limits
Sex: Female
Ethnic Background: Caucasian

Community Activities/Organizational Memberships:

Past Service on Orange County Advisory Boards:

Boards/Commissions applied for:

Adult Care Home Community Advisory Committee

Background, education and experience relevant to this board:

Reasons for wanting to serve on this board:

Conflict of Interest:

Board of Health

Background, education and experience relevant to this board:

Reasons for wanting to serve on this board:

Conflict of Interest:

Agricultural Preservation Board

Background, education and experience relevant to this board:

Reasons for wanting to serve on this board:

Conflict of Interest:

Supplemental Questions:

Work Experience: Club Nova

Volunteer Experience: Club Nova

Education: Attending school for ged

Other Comments:

STAFF COMMENTS: Applied for Adult Care Home Community Advisory Committee, Board of Health, and Agricultural preservation Board on 06/26/2012. ADDRESS

VERIFICATION: Melanie Court is Chapel Hill Township, Chapel Hill Town Limits.

This application was current on: 6/26/2012 11:06:45 AM

Date Printed: 12/27/2013

**ORANGE COUNTY
BOARD OF COMMISSIONERS**

ACTION AGENDA ITEM ABSTRACT

Meeting Date: December 9, 2014

Action Agenda

Item No. 11-b

SUBJECT: Chapel Hill Orange County Visitors Bureau - Appointments

DEPARTMENT: Board of Commissioners

PUBLIC HEARING: (Y/N)

No

ATTACHMENT(S): Under Separate Cover
Membership Roster
Recommendations
Applications for Persons Recommended
Interest List
Applications of Persons on the Interest List

INFORMATION CONTACT:
Clerk's Office, 245-2130

PURPOSE: To consider making appointments to the Chapel Hill Orange County Visitors Bureau.

BACKGROUND: The following information is for Board consideration:

- Appointment to a first full term (Position #2) Chapel Hill-Carrboro Chamber of Commerce for Ms. Rosemary Waldorf ending 12/31/2017.
- Appointment to a first full term (Position #3) Orange County Hillsborough Chamber of Commerce for Ms. Jill McCullough ending 12/31/2017.

POSITION NO.	NAME	SPECIAL REPRESENTATIVE	EXPIRATION DATE
2	Ms. Rosemary Waldorf	Chapel Hill-Carrboro Chamber of Commerce	12/31/2017
3	Ms. Jill McCullough	Orange County/Hillsborough Chamber of Commerce	12/31/2017

NOTE - If the individuals listed above are appointed, the following vacancies remain:

- *Position #14--- "Ex-officio Economic Development staff- Town of Chapel Hill" position----
-- expiring 06/30/2017.

FINANCIAL IMPACT: None.

RECOMMENDATION(S): The Board will consider making appointments to the Chapel Hill Orange County Visitors Bureau.

Board and Commission Members

And Vacant Positions

Chapel Hill/Orange County Visitors Bureau

Meeting Times: 8:00 a.m. third Wed., monthly, no meeting in July/December

Terms: 2

Contact Person: Tina Fuller

Meeting Place: location varies

Positions: 17

Length: 3 years

Contact Phone: 919-968-2060

Description: All members are appointed by the Board of Commissioners. The Visitors Bureau is charged with developing and coordinating visitor services in Orange County. It also implements marketing programs that will enhance the economic activity and quality of life in the community.

1	Mr. Lee Storrow 208 Barclay Road Chapel Hill NC 27516	Day Phone: Evening Phone: FAX: E-mail: LeeStorrow.ch@gmail.com	Sex: Male Race: Township: Resid/Spec Req: At-Large Special Repr: Chapel Hill Town Council	First Appointed: 11/01/2013 Current Appointment: 11/01/2013 Expiration: 12/31/2015 Number of Terms: 1
2	Mr. Greg Overbeck 205 Zapata Lane Chapel Hill NC 27517	Day Phone: 919-929-1262 Evening Phone: 919-967-5422 FAX: 919-929-0780 E-mail: greg@chapelhillrestaurantgroup.com	Sex: Male Race: Caucasian Township: Chapel Hill Resid/Spec Req: At-Large Special Repr: Chapel Hill-Carrboro Chamber of Commerce	First Appointed: 11/06/2008 Current Appointment: 03/22/2012 Expiration: 12/31/2014 Number of Terms: 2
3	Mr. Jim Parker 1908 Terry Road Hillsborough NC 27278	Day Phone: 919-732-3883 Evening Phone: FAX: 919-732-6676 E-mail: james.parker@summit-engineer.com	Sex: Male Race: Township: Little River Resid/Spec Req: At-Large Special Repr: Orange County/Hillsborough Chamber of Com	First Appointed: 01/27/2009 Current Appointment: 03/22/2012 Expiration: 12/31/2014 Number of Terms: 2
4	Dr. Aaron Bachenheimer 340 Summer Walk Circle Chapel Hill NC 27517	Day Phone: 919-843-5827 Evening Phone: 823-773-0099 FAX: E-mail: bachenhe@email.unc.edu	Sex: Male Race: Caucasian Township: Chapel Hill Resid/Spec Req: At-Large Special Repr: UNC- Chapel Hill	First Appointed: 06/03/2014 Current Appointment: 06/03/2014 Expiration: 12/31/2015 Number of Terms: 1
5	Mr Mark Sherburne 524 Highgrove Drive Chapel Hill NC 27516	Day Phone: 919-698-5996 Evening Phone: 919 960 8192 FAX: E-mail: mandmsherburne@nc.rr.com	Sex: Male Race: Caucasian Township: Chapel Hill Resid/Spec Req: At-Large Special Repr: Economic Development Commission-Orange	First Appointed: 10/17/2014 Current Appointment: 10/17/2014 Expiration: 12/31/2017 Number of Terms: 1

Board and Commission Members

And Vacant Positions

Chapel Hill/Orange County Visitors Bureau

Meeting Times: 8:00 a.m. third Wed., monthly, no meeting in July/December

Terms: 2

Contact Person: Tina Fuller

Meeting Place: location varies

Positions: 17

Length: 3 years

Contact Phone: 919-968-2060

Description: All members are appointed by the Board of Commissioners. The Visitors Bureau is charged with developing and coordinating visitor services in Orange County. It also implements marketing programs that will enhance the economic activity and quality of life in the community.

6	Mrs. Karen DeHart 102 Old Larkspur Way Chapel Hill NC 27516	Day Phone: 919-240-7369 Evening Phone: 919-929-6661 FAX: 919-240-7397 E-mail: karen@nchsaa.org	Sex: Female Race: Caucasian Township: Chapel Hill Resid/Spec Req: At-Large Special Repr: NC High School Athletic Association	First Appointed: 02/15/2011 Current Appointment: 12/10/2013 Expiration: 12/31/2016 Number of Terms: 2
7	Mr. Michael Gering 158 W. King Street Hillsborough NC 27278	Day Phone: Evening Phone: 919-644-8321 FAX: E-mail: mike.gering@hillsboroughnc.org	Sex: Male Race: Caucasian Township: Resid/Spec Req: Hillsborough Twmsp Special Repr: Town of Hillsborough Board of Commissioner	First Appointed: 11/04/2010 Current Appointment: 11/04/2010 Expiration: 12/31/2016 Number of Terms: 2
8	Mr. Anthony Carey Chair 1152 Newberry Dr. Mebane NC 27302	Day Phone: 919-929-4000 Evening Phone: 919-218-5918 FAX: 919-968-8527 E-mail: acarey@sienahotel.com	Sex: Male Race: Caucasian Township: Alamance County Resid/Spec Req: At-Large Special Repr: O/C Lodging Assoc.	First Appointed: 11/05/2009 Current Appointment: 04/23/2013 Expiration: 12/31/2015 Number of Terms: 2
9	Michelle Johnson 10 Center Street Carrboro NC 27510	Day Phone: 919-260-2145 Evening Phone: FAX: E-mail: michelleforcarrboro@gmail.com	Sex: Race: Township: Resid/Spec Req: At-Large Special Repr: Carrboro Board of Aldermen.	First Appointed: 01/02/2014 Current Appointment: 01/02/2014 Expiration: 12/31/2016 Number of Terms: 1
10	Mr. David Gephart 1401 Poplar Lane Hillsborough NC 27278	Day Phone: 919-732-6464 Evening Phone: 919-732-9886 FAX: 919-732-9953 E-mail: dave@gephartmarketing.com	Sex: Male Race: Caucasian Township: Eno Resid/Spec Req: At-Large Special Repr: Alliance/Hist.Hillsborough	First Appointed: 12/11/2007 Current Appointment: 03/22/2012 Expiration: 12/31/2014 Number of Terms: 2

Board and Commission Members

And Vacant Positions

Chapel Hill/Orange County Visitors Bureau

Meeting Times: 8:00 a.m. third Wed., monthly, no meeting in July/December

Terms: 2

Contact Person: Tina Fuller

Meeting Place: location varies

Positions: 17

Length: 3 years

Contact Phone: 919-968-2060

Description: All members are appointed by the Board of Commissioners. The Visitors Bureau is charged with developing and coordinating visitor services in Orange County. It also implements marketing programs that will enhance the economic activity and quality of life in the community.

11	Mr. Nitin Khanna One Europa Drive Chapel Hill NC 27517	Day Phone: 919-968-4900 Evening Phone: 919-697-1715 FAX: E-mail: nkhanha@sheratonchapelhill.com	Sex: Male Race: Asian American Township: Chapel Hill Resid/Spec Req: At-Large Special Repr: O/C Lodging Assoc.	First Appointed: 11/06/2014 Current Appointment: 11/06/2014 Expiration: 12/31/2015 Number of Terms:
12	Ms. Penny Rich 109 Oldham Place Chapel Hill NC 27516	Day Phone: 919-428-5952 Evening Phone: FAX: E-mail: prich@orangecountync.gov	Sex: Female Race: Caucasian Township: Chapel Hill Resid/Spec Req: At-Large Special Repr: O.C. BOCC	First Appointed: 02/05/2013 Current Appointment: 02/05/2013 Expiration: 12/31/2014 Number of Terms:
13	Ms. Deborah Hepp 20 Dogwood Acres Drive Chapel Hill NC 27516	Day Phone: 919-260-4495 Evening Phone: 919-942-3398 FAX: E-mail: debbie@ballyhoostudio.com	Sex: Female Race: Caucasian Township: Chapel Hill Resid/Spec Req: At-Large Special Repr: O.C. Arts Commission	First Appointed: 03/19/2014 Current Appointment: 03/19/2014 Expiration: 12/31/2017 Number of Terms: 1
14	VACANT	Day Phone: Evening Phone: FAX: E-mail:	Sex: Race: Township: Resid/Spec Req: Ex-officio Special Repr: Economic Development Staff - Town of Chap	First Appointed: Current Appointment: Expiration: 06/30/2017 Number of Terms:
15	Ms Annette Stone 105 Fidelity Street Unit 49A Carrboro NC 27510	Day Phone: 919 918 7319 Evening Phone: FAX: E-mail: astone@townofcarrboro.org	Sex: Female Race: Caucasian Township: Chapel Hill Resid/Spec Req: Ex-officio Special Repr: Economic Development Staff - Town of Carrb	First Appointed: 04/23/2013 Current Appointment: 09/16/2014 Expiration: 06/30/2017 Number of Terms: 1

Board and Commission Members

And Vacant Positions

Chapel Hill/Orange County Visitors Bureau

Meeting Times: 8:00 a.m. third Wed., monthly, no meeting in July/December

Terms: 2

Contact Person: Tina Fuller

Meeting Place: location varies

Positions: 17

Length: 3 years

Contact Phone: 919-968-2060

Description: All members are appointed by the Board of Commissioners. The Visitors Bureau is charged with developing and coordinating visitor services in Orange County. It also implements marketing programs that will enhance the economic activity and quality of life in the community.

16	Ms. Meg McGurk 308 West Rosemary Street, Suite 202 Chapel Hill NC 27516	Day Phone: 919-967-9440 Evening Phone: FAX: E-mail: meg@downtownchapelhill.com	Sex: Undesignat Race: Undesignated Township: Chapel Hill Resid/Spec Req: Ex-officio Special Repr: Chapel Hill Downtown Partnership Staff	First Appointed: 04/23/2013 Current Appointment: 09/16/2014 Expiration: 06/30/2017 Number of Terms: 1
17	Mr. Lee Pavao The Gables, 620 Airport Road, Unit 503 Chapel Hill NC 27514	Day Phone: 919-942-4682 Evening Phone: FAX: 919-942-6511 E-mail: lee@thecanaryperch.com	Sex: Male Race: Caucasian Township: Chapel Hill Resid/Spec Req: At-Large Special Repr: At-Large	First Appointed: 04/23/2013 Current Appointment: 04/23/2013 Expiration: 12/31/2015 Number of Terms: 1

Thom Freeman

From: Laurie Paolicelli
Sent: Wednesday, November 05, 2014 10:06 AM
To: Thom Freeman
Subject: Re: Chapel Hill Orange County Visitors Bureau

Yes sir

Sent from my iPad

On Nov 5, 2014, at 9:41 AM, Thom Freeman <tfreeman@orangecountync.gov> wrote:

Hi Laurie,

This person will replace Greg Overbeck?

Thom

From: Laurie Paolicelli
Sent: Wednesday, November 05, 2014 9:29 AM
To: Thom Freeman
Cc: Anthony Carey
Subject: Fwd: Chapel Hill Orange County Visitors Bureau

Sent from my iPad

Begin forwarded message:

From: Aaron Nelson <anelson@carolinachamber.org>
Date: November 5, 2014 at 9:04:18 AM EST
To: Laurie Paolicelli <lpolicelli@visitchapelhill.org>
Subject: Chapel Hill Orange County Visitors Bureau

Laurie,

The Chamber would like to nominate Rosemary Waldorf to represent the Chapel Hill-Carrboro Chamber of Commerce on your board of directors. We understand that Rosemary has an application on file with the County and we hope that she will be selected to replace Greg Overbeck whose term is expiring.

Aaron

Celebrate the pillars of our community with us at the [Business Hall of Fame Gala](#) on Nov. 13 at The Carolina Inn. Tickets: carolinachamber.org/halloffame

Connecting, Advocating and Saving Members Money

Aaron Nelson

President and CEO, Chapel Hill-Carrboro Chamber of Commerce
Executive Director, Partnership for a Sustainable Community
104 S. Estes Drive | PO Box 2897
Chapel Hill, NC 27515
Direct: (919) 967-7077
Cell: (919) 260-0981
www.carolinachamber.org

Thank you to our 2014 Community Champions!



Thom Freeman

From: Laurie Paolicelli
Sent: Tuesday, November 04, 2014 2:33 PM
To: Thom Freeman
Subject: RE: Chapel Hill / Orange County Visitors Bureau
Attachments: Jill McCullough Resume3.docx

I'm so sorry. The below email is from the Chair of the Hillsborough Chamber of Commerce. The Visitors Bureau has a vacancy on its board due to Mr. Jim Parker's term expiration.

The chair, along with Mr. Parker, has send this email telling us that Ms. Jill McCullough, of Performance Auto, and a Hillsborough Chamber member/Orange County resident, will be replacing Mr. Parker on our board.

In the past, we've accepted brief email communication. But I'm not sure if you need more than this?

Thanks Thom. Sorry for earlier brevity.

Laurie

From: Thom Freeman
Sent: Tuesday, November 04, 2014 2:27 PM
To: Laurie Paolicelli
Subject: RE: Chapel Hill / Orange County Visitors Bureau

Hi Laurie,

I am not sure what you are asking.

Thom

From: Laurie Paolicelli
Sent: Tuesday, November 04, 2014 11:30 AM
To: Thom Freeman
Subject: Fwd: Chapel Hill / Orange County Visitors Bureau

Is this sufficient for a Hillsborough chamber nomination?

Sent from my iPad

Begin forwarded message:

From: Jim Parker <jimparker16@gmail.com>
Date: November 4, 2014 at 11:27:55 AM EST
To: Laurie Paolicelli <lpolicelli@visitchapelhill.org>
Subject: Fwd: Chapel Hill / Orange County Visitors Bureau

Jim Parker

Begin forwarded message:

From: "McCullough, Jill" <Jill.Mccullough@HendrickAuto.com>
Date: November 4, 2014 at 9:57:48 AM EST
To: Jason Richmond <jrichmond@protected-pc.com>
Cc: "James Parker (james.parker@summitde.net)"
 <james.parker@summitde.net>
Subject: Re: Chapel Hill / Orange County Visitors Bureau

My resume is attached. If you need more detailed biographical information, beyond professional experience, let me know.

From: Jason Richmond <jrichmond@protected-pc.com<<mailto:jrichmond@protected-pc.com>>>
 Date: Tuesday, November 4, 2014 at 9:15 AM
 To: Jill McCullough
 <jill.mccullough@hendrickauto.com<<mailto:jill.mccullough@hendrickauto.com>>
 >
 Cc: Jim Parker
 <james.parker@summitde.net<<mailto:james.parker@summitde.net>>>
 Subject: Re: Chapel Hill / Orange County Visitors Bureau

Jill - Can you send Jim and I your Bio? We need it to send to their board for town approval.
 Thanks!

Sent from Surface

From: Jill McCullough<<mailto:Jill.Mccullough@HendrickAuto.com>>
 Sent: ?Tuesday?, ?November? ?4?, ?2014 ?8?:?29? ?AM
 To: Jason Richmond<<mailto:jrichmond@protected-pc.com>>
 Cc: James Parker
 (james.parker@summitde.net)<<mailto:james.parker@summitde.net>>

Sure. No problem. Thank you.

Jill McCullough
 Performance Auto Mall
 Communications Director
 919-724-3806

On Nov 4, 2014, at 08:22, Jason Richmond <jrichmond@protected-pc.com<<mailto:jrichmond@protected-pc.com>><<mailto:jrichmond@protected-pc.com>>> wrote:

Jill,

Would you be willing to participate as the Chamber rep on this board?
 They meet once a month for breakfast, typically somewhere in Chapel Hill.
 I believe the meetings are the 3rd Wednesday from 8-9:30.

Aside from attending and being a voice for the HB community/chamber, reporting back to the board, there is not any other time commitments.

Jim Parker is rotating off their board, and can answer questions if you have them.

Thanks!

--

BEGIN-ANTISPAM-VOTING-LINKS

Teach CanIt if this mail (ID 0dNbpq6Cy) is spam:

Spam: <https://antispam.roaringpenguin.com/canit/b.php?i=0dNbpq6Cy&m=35d54085bf16&t=20141104&c=s>

Not

spam: <https://antispam.roaringpenguin.com/canit/b.php?i=0dNbpq6Cy&m=35d54085bf16&t=20141104&c=n>

Forget vote:

<https://antispam.roaringpenguin.com/canit/b.php?i=0dNbpq6Cy&m=35d54085bf16&t=20141104&c=f>

END-ANTISPAM-VOTING-LINKS

Volunteer Application Orange County Advisory Boards and Commissions

Name: Mrs. Rosemary Waldorf
Name Called:
Home Address: 106 Gurnsey Trail
 Chapel Hill NC 27517
Phone (Day): 919-414-2047
Phone (Evening): 919-929-7556
Phone (Cell): 919-414-2047
Email: waldorf@nc.rr.com
Place of Employment: Bryan Properties, Inc., Chapel Hill
Job Title: Project Manager
Year of OC Residence: 1970
Township of Residence: Chapel Hill
Zone of Residence: Chapel Hill Township within C.H. city limits
Sex: Female
Ethnic Background: Caucasian

Community Activities/Organizational Memberships:

Board Member, Strowd Roses Foundation
 Member, Chapel Hill-Carrboro Chamber of Commerce

Past Service on Orange County Advisory Boards:

I have not served on county advisory boards in the past, and currently do not serve on a county advisory board.

Boards/Commissions applied for:

Chapel Hill/Orange County Visitors Bureau

Background, education and experience relevant to this board:

I have a strong commitment to community service, including 8 years on the Chapel Hill Town Council, 6 of them as mayor. In 2012-2013 I co-chaired the Chapel Hill 2020 process, a highly inclusive citizen visioning process that led to adoption of a new comprehensive plan in Chapel Hill. I have also served on the boards of OWASA, the Chapel Hill-Carrboro YMCA, Chapel Hill Housing Authority, regional Transportation Planning group (MPO), Chamber of Commerce and various special purpose committees working for the Town of Chapel Hill and the local school system. My habit is to prepare for meetings, attend regularly, and participate.

Reasons for wanting to serve on this board:

For a long time I have admired the professionalism and the positive contribution of our visitors program. It has been and remains one of our very best efforts in economic development. The visitors program is extremely important to the local economy and I very much want it to thrive and diversify as market conditions evolve.

I was a point person in getting approvals for the new Southern Village Hyatt Place, which we will start construction on later this year. I will be working with the hotel during construction and after operations begin, though I will not be involved in marketing the hotel. However, I do have marketing experience which I would love to bring to the Visitors Bureau board.

Conflict of Interest:

Supplemental Questions:

Other Comments:

This application was current on: 9/24/2014 12:34:44 PM

Date Printed: 9/24/2014

Volunteer Application Orange County Advisory Boards and Commissions

Name: Ms. Jill McCullough
Name Called:
Home Address: 1021 Walkerfield Drive
 Rougemont NC 27572
Phone (Day):
Phone (Evening):
Phone (Cell): 919-724-3806
Email: Amerylis.jm@gmail.com
Place of Employment: Performance Auto Mall
Job Title: Communications Director
Year of OC Residence: 1973
Township of Residence: Little River
Zone of Residence: County
Sex: Female
Ethnic Background: Caucasian

Community Activities/Organizational Memberships:

Hillsborough Chamber Board
 Paws 4 Ever Board
 PTA Thrift Shop Board

Past Service on Orange County Advisory Boards:

Boards/Commissions applied for:

Chapel Hill/Orange County Visitors Bureau

Background, education and experience relevant to this board:

Orange County Native, Communications/Marketing experience.

Reasons for wanting to serve on this board:

To represent the Hillsborough Chamber Board.

Conflict of Interest:

No.

Supplemental Questions:

Other Comments:

Completed a manual application 11/4/2014. A copy is retained in the Commissioners Office.

Applicant Interest Listing

by Board Name and by Applicant Name

Chapel Hill/Orange County Visitors Bureau

Contact Person: Tina Fuller
Contact Phone: 919-968-2060

Ms. Lucia Apollo Shaw 5605 Hideaway Drive Chapel Hill NC 27516 Skills:	Day Phone: 9195931026 Evening Phone: 9195931026 Cell Phone: 9195931026 E-mail: lshaw@hire-works.com Also Serves On:	Sex: Female Race: Caucasian Township: Chapel Hill Date Applied: 01/12/2014
Mr. Manish Atma 10447 Swain Chapel Hill NC 27517 Skills:	Day Phone: 919-969-2728 Evening Phone: 704-361-3930 Cell Phone: 704-361-3930 E-mail: manish@atmahotelgroup.com Also Serves On:	Sex: Male Race: Asian American Township: Chapel Hill Date Applied: 10/09/2014
Ms. Libbie Hough 5401 Hough Road Hillsborough NC 27278 Skills: Chamber of Commerce Skills: Marketing Communications Skills: Mental Health Advocate Skills: School Volunteer	Day Phone: 919-967-8070 Evening Phone: 919.619.7116 Cell Phone: 919.619.7116 E-mail: libbiehough@cmatters.org Also Serves On: Also Serves On: Also Serves On: Also Serves On:	Sex: Female Race: Caucasian Township: Bingham Date Applied: 08/27/2014
Ms. Jill McCullough 1021 Walkerfield Drive Rougemont NC 27572 Skills:	Day Phone: Evening Phone: Cell Phone: 919-724-3806 E-mail: Amerylis.jm@gmail.com Also Serves On:	Sex: Female Race: Caucasian Township: Little River Date Applied: 11/04/2014
Mr. Art Menius 6627 Maynard Farm Rd Chapel Hill NC 27516 Skills:	Day Phone: 919-675-2787 Evening Phone: 919-675-2787 Cell Phone: 919-675-2787 E-mail: art@artmenius.com Also Serves On: Orange Unified Transportation Board	Sex: Male Race: Caucasian Township: Bingham Date Applied: 10/06/2014

Applicant Interest Listing

by Board Name and by Applicant Name

Chapel Hill/Orange County Visitors Bureau

Contact Person: Tina Fuller
Contact Phone: 919-968-2060

Ms. Claire Millar 332 standish drive Chapel hill NC 27517 Skills: Teacher	Day Phone: 919 4892763 Evening Phone: 919 4892763 Cell Phone: E-mail: clairemillar509@gmail.com Also Serves On: Board of Social Services	Sex: Female Race: Caucasian Township: Chapel Hill Date Applied: 11/20/2013
Mr. Brian Rowe 3235 Rigsbee Road N Chapel Hill NC 27514 Skills: Accounting Experience Skills: Insurance	Day Phone: 919-389-2331 Evening Phone: Cell Phone: E-mail: bsrowe67@aol.com Also Serves On: Also Serves On:	Sex: Male Race: Caucasian Township: Chapel Hill Date Applied: 10/13/2014
Ms. Joy Salyers 1563 Riverside Drive Hillsborough NC 27278 Skills: Arts Administration	Day Phone: 919-383-6040 Evening Phone: 919-998-8041 Cell Phone: E-mail: joysalyers@ncfolk.org Also Serves On: Arts Commission	Sex: Female Race: Caucasian Township: Hillsborough Date Applied: 08/06/2014
Mr Daniel Siler 108 Ray Road Chapel Hill NC 27516 Skills: Advertising Skills: News Reporter	Day Phone: 919-597-9447 Evening Phone: Cell Phone: E-mail: daniel.siler@gmail.com Also Serves On: Also Serves On:	Sex: Male Race: Caucasian Township: Chapel Hill Date Applied: 11/05/2013
Ms. Mary Stowe 2435 Springview Tr Chapel Hill NC 27514 Skills: Business Owner Skills: Marketing Analyst	Day Phone: 919-260-8374 Evening Phone: 919-260-8374 Cell Phone: 919-260-8374 E-mail: mary@yarnsetc.com Also Serves On: Also Serves On:	Sex: Female Race: Caucasian Township: Chapel Hill Date Applied: 08/05/2013

Applicant Interest Listing

by Board Name and by Applicant Name

Chapel Hill/Orange County Visitors Bureau

Contact Person: Tina Fuller
Contact Phone: 919-968-2060

Mr Andrew Strickland	Day Phone: 9199131765	Sex: Male
101 erwin road	Evening Phone: 9199334848	Race: Caucasian
Chapel Hill NC 27514	Cell Phone: 9194172003	Township: Chapel Hill
	E-mail: astrickland@shglt.com	Date Applied: 09/30/2014
Skills:	Also Serves On:	

Mrs. Rosemary Waldorf	Day Phone: 919-414-2047	Sex: Female
106 Gurnsey Trail	Evening Phone: 919-929-7556	Race: Caucasian
Chapel Hill NC 27517	Cell Phone: 919-414-2047	Township: Chapel Hill
	E-mail: waldorf@nc.rr.com	Date Applied: 09/24/2014
Skills:	Also Serves On:	

Mr. Andrew Wood	Day Phone: 919-791-6005	Sex: Male
203 Raleigh St	Evening Phone: 919-791-6005	Race: Caucasian
Chapel Hill NC 27514	Cell Phone:	Township: Chapel Hill
	E-mail: andrewwa@live.unc.edu	Date Applied: 10/01/2013
Skills: Animal Welfare Advocate	Also Serves On:	

Volunteer Application Orange County Advisory Boards and Commissions

Name: Ms. Lucia Apollo Shaw
Name Called:
Home Address: 5605 Hideaway Drive
 Chapel Hill NC 27516
Phone (Day): 9195931026
Phone (Evening): 9195931026
Phone (Cell): 9195931026
Email: lshaw@hire-works.com
Place of Employment: the qi garden
Job Title: owner
Year of OC Residence: 1998
Township of Residence: Chapel Hill
Zone of Residence:
Sex: Female
Ethnic Background: Caucasian

Community Activities/Organizational Memberships:

I am a member of the Hillsborough Chamber of Commerce and the Hillsborough Downtown Merchants Association. I live in Chapel Hill and own a small business, the qi garden, in Historic Hillsborough.

Past Service on Orange County Advisory Boards:

none

Boards/Commissions applied for:

Chapel Hill/Orange County Visitors Bureau

Background, education and experience relevant to this board:

I have been in Human Resources and Management Consulting for almost 18 years. I maintain my professional day job as a consultant with Aon Corporation part-time and opened a small business in April 2013 in downtown Hillsborough. I have experience developing new business, writing and managing RFP s (requests for proposal) and managing projects; working with large, small and diverse teams. And I have spent many of my professional years recruiting individuals and teams for new projects for clients both commercial clients in private industry and in the federal sector. I have some experience working with state and local agencies but more on the federal side.

Reasons for wanting to serve on this board:

As a resident of Orange County for 15 years I have never served on any board and have an interest in doing so. Even moreso now that I own a small business in downtown Hillsborough. So many people come into the shop from so many places and just love Orange County. Many people are interested in moving to Orange county that don t already live here. We get so many visitors from Greensboro, Burlington, Virginia as well as those in the Triangle just discovering or in some cases re-discovering Orange county. And many have become regular customers. We hear again and again what a great job Hillsborough in particular is doing to create a creative vibe and it s so peaceful. I am interested in helping Orange county grow and attract more visitors

each year to help all of our businesses grow and thrive.

Conflict of Interest:

Supplemental Questions:

Other Comments:

This application was current on: 1/12/2014 6:24:36 PM

Date Printed: 1/13/2014

Volunteer Application Orange County Advisory Boards and Commissions

Name: Mr. Manish Atma
Name Called:
Home Address: 10447 Swain
 Chapel Hill NC 27517
Phone (Day): 919-969-2728
Phone (Evening): 704-361-3930
Phone (Cell): 704-361-3930
Email: manish@atmahotelgroup.com
Place of Employment: Atma Hotel Group
Job Title: Owner / Operator
Year of OC Residence: 2006
Township of Residence: Chapel Hill
Zone of Residence:
Sex: Male
Ethnic Background: Asian American

Community Activities/Organizational Memberships:

SECU House Board Member
 IHG Hotels-Owners Advisory Council
 Hilton Hotels-Owners Advisory Council
 Chapel Hill - Carrboro Chamber of Commerce
 UNC Ram s Club Member

Past Service on Orange County Advisory Boards:

None Listed

Boards/Commissions applied for:

Chapel Hill/Orange County Visitors Bureau

Background, education and experience relevant to this board:

Grew up in the hospitality industry working at family hotel since age 9. Current owner of 9 hotels in NC, 4 feed the Orange County Market of which 2 are phycially located in the Orange County CVB District - Chapel Hill and Carrboro.

Reasons for wanting to serve on this board:

There are currently no hotle owner / operators on the CVB Board. I believe I would bring a different perspective on hotel operations and tourism versus a General Manager. Atma Hotel Group is based in Chapel Hill, so I am invested in the market long term.

Conflict of Interest:

Supplemental Questions:

Other Comments:

This application was current on: 10/9/2014 2:02:50 PM

Date Printed: 10/9/2014

Volunteer Application Orange County Advisory Boards and Commissions

Name: Ms. Libbie Hough
Name Called:
Home Address: 5401 Hough Road
 Hillsborough NC 27278
Phone (Day): 919-967-8070
Phone (Evening): 919.619.7116
Phone (Cell): 919.619.7116
Email: libbiehough@cmatters.org
Place of Employment: comma
Job Title: president
Year of OC Residence: 1979
Township of Residence: Bingham
Zone of Residence: County's Rural Buffer
Sex: Female
Ethnic Background: Caucasian

Community Activities/Organizational Memberships:

Member:

Chapel Hill-Carrboro Chamber of Commerce; member of Economic Development/Public Policy Committee; event speaker

Hillsborough/Orange County Chamber of Commerce

Society of Women of Environmental Professionals, Triangle Chapter

Board member:

Alliance for Historic Hillsborough, vice chair; chair of marketing committee

Town of Hillsborough Tourism Board, vice chair

Education Foundation for Orange County Schools, secretary

Volunteer activity:

American Heart Association, volunteer advocate; Heart Walk Community Teams co-chair

Past Service on Orange County Advisory Boards:

I have not served on an Orange County Advisory Board

Boards/Commissions applied for:

Economic Development Advisory Board (REQUIRES DISCLOSURE STATEMENT)

Background, education and experience relevant to this board:

Reasons for wanting to serve on this board:

Conflict of Interest:

Chapel Hill/Orange County Visitors Bureau**Background, education and experience relevant to this board:**

I have operated a marketing communications company for the last 13 years here in Orange County and serve non-profits, university-based programs and units, as well as small businesses. I would bring with me my knowledge of marketing to a diverse set of audiences as well as understanding of the principles of marketing.

My board service, current and past, has informed my desire to help promote our county as a destination.

I lived in Chapel Hill for 11 years and have lived in rural Orange for 24 years.

My current and past board and volunteer experience in mental health, education, and at the chamber level enable me to bring a broad perspective to any endeavor.

Reasons for wanting to serve on this board:

I see tourism and visitors services as a tool for economic development. Yes, it is an industry that gives a community opportunities to improve itself from a visual and experiential perspective. But beyond that, it is industry and we need that -- as long as it is consistent with our values -- to grow our tax base. This in turn enables us to continue to have jobs to our residents and to build our capacity to serve our most vulnerable populations. This is not an easy balance, but one that I'm proud our county attends to.

Conflict of Interest:

We live in a small community and there is always a need to check ourselves and our motives when it comes to conflicts of interest. I have prior and current working relationships with Orange County Government and have done work for the Visitors Bureau. I would not entertain work for financial compensation with the latter while serving on its board. I am assuming the board has a conflict of interest policy and, if so, would abide by it.

Supplemental Questions:

Work Experience: Founder and owner of comma, llc, a marketing/pr firm located in rural Orange County 2001-present

Development Associate, Ackland Art Museum, UNC-CH, 2000-2001

Director of PR, Shoofly: An Audiomagazine for Children, 1998-2000

Director of HELPLINE, OPC Mental Health Center, 1989-1992

Director of Volunteers, Women's Center of Raleigh, 1988-1989

Volunteer Experience: Open Your Heart Chair, American Heart Association of the Triangle, Current Fourth Sector Cluster Initiative, Current Chair, Hillsborough/Orange County Chamber of Commerce's Education Committee, 2007-2012; Member, Mental Health America of the Triangle Board of Directors, 2006-2009, 2010-2012; Member, Hillsborough/Orange County Chamber of Commerce Board of Directors, 2007-2011; Member, Orange County Education Foundation Board of Directors, 2006-2008; Member, Orange County Schools Board of Education, 2002-2006; Volunteer Experience Prior to 2002: Church volunteer -- boards, choir, church school teacher Community volunteer -- Hillsborough Visitor's Center tour guide (Spirits of Hillsborough); Friends of the Library School volunteer -- PTSA board committee chair, 1997-2002; A L Stanback Library, 2003-2004.

Education: UNC-Chapel Hill, Masters of Social Work, 1987

UNC-Chapel Hill, BA, Religious Studies, 1984

Other Comments:

In addition to the other activities mentioned above, I am also a: Member, Chapel Hill Chamber of Commerce; Hillsborough Chamber of Commerce; Association for Corporate Growth-Raleigh Durham Chapter Member, Bull City Forward, a co-working incubator setting for social entrepreneurs. Co-organized a breakfast focused on entrepreneurship for the Hillsborough Chamber and Orange County Schools, March 2011. I am passionate about pushing forward Orange County's economic development efforts. I see this as a social justice issue in that we're creating jobs for those who live here or want to live here. I also see economic development as critical to nurture if we want to continue offering the quality of life we already have while also expanding efforts in other areas -- social services, recreational opportunities for residents. We must have a county-wide perspective while respecting the unique characteristics of each area or municipality within. It would be an honor to serve.

STAFF COMMENTS: Applied 05/31/2012 for Economic Development Advisory Board.

ADDRESS VERIFICATION: 5401 Hough Road is in Bingham Township, Orange County Jurisdiction, and Rural Buffer Zone.

This application was current on: 8/27/2014

Date Printed: 9/4/2014

Volunteer Application Orange County Advisory Boards and Commissions

Name: Mr. Art Menius
Name Called:
Home Address: 6627 Maynard Farm Rd
 Chapel Hill NC 27516
Phone (Day): 919-675-2787
Phone (Evening): 919-675-2787
Phone (Cell): 919-675-2787
Email: art@artmenius.com
Place of Employment: Art Menius Consulting
Job Title: Owner
Year of OC Residence: 1973
Township of Residence: Bingham
Zone of Residence: County
Sex: Male
Ethnic Background: Caucasian

Community Activities/Organizational Memberships:

Town of Carrboro Arts Committee
 Creative Carrboro Committee
 Chapel Hill Rotary Club

Past Service on Orange County Advisory Boards:

None

Boards/Commissions applied for:

Chapel Hill/Orange County Visitors Bureau

Background, education and experience relevant to this board:

Thirty years experience in non-profit/government partnerships using the arts for tourism and economic development. Worked in 1980s with Owensboro Daviess County (KY) Tourism Commission to create the IBMA World of Bluegrass events which moved to Raleigh in 2013. Director of Marketing and Sponsorship for MerleFest at Wilkes Community College, building MerleFest into an international brand and an event generating \$16M in local economic impact. In that role worked closely with the North Wilkesboro TDA and served on the Tourism Committee of the Wilkes Chamber of Commerce. I was on the Wilkes County Cultural Council for the Blue Ridge National Heritage Area during the time of its creation and launch. I was the college s representative to High Country Host and Advantage West NC. Through those roles I took the National Park Service s intensive Gateway Community training in 2006.

As Director of Appalshop in Whitesburg, KY, I worked directly with state and regional tourism agencies, the TourSEKY project, and Appalachian Regional Commission. I was a paid consultant for the Letcher County KY Tourism Commission (2010-2011) securing \$30,000 in funding for a public engagement process resulting in a Coal Heritage Trail and a Quilt Trail and a new county tourism brochure.

Returning to Orange County in April 2012, I obtained a State historical marker, Carrboro s first, for Libba Cotten. Vice-Chair McKee took part in the Sept 2013 dedication. I became active in the Chapel Hill-Carrboro Chamber and joined Carrboro s Arts Committee and ESC.

Reasons for wanting to serve on this board:

Using arts, culture, and creativity for tourism development is at the core of my life s work. Ultimately, I would like to see Orange County to develop a new body, separate from currently existing ones, that approaches arts, culture, festivals, and the creative industries (web design, architecture, metal work, app development, and etc) totally from the business and economic development perspective.

Conflict of Interest:

Possible perception. CH/OCCVB does not fund ArtsCenter activities. Occasionally, however, the CVB includes our events among several in its ad buys.

Historic Preservation Commission (APPLICANTS SHALL RESIDE WITHIN THE TERRITORIAL**Background, education and experience relevant to this board:**

BA and MA from UNC-CH in history 3.5 years as a public sector historian for NC Dept of Cultural Resources: Historic Sites Sections Several peer reviewed history publications Special concentration in history of the Regulators

Reasons for wanting to serve on this board:

I have held a deep interest in the history of Orange County since childhood and conducted original research into the Regulators for my baccalaureate honors thesis and on Scots economic activities in late colonial Orange County in grad school. I consider Orange County home and need to contribute.

Conflict of Interest:**Orange Unified Transportation Board****Background, education and experience relevant to this board:**

Long experience in major event production for as many as 80,000 people and knowledge of the historical development of Orange County. I have lived in the County, Carrboro, and Chapel Hill, as well as northern Chatham County, giving me a diverse set of experiences in how transportation effects the daily lives of citizens.

Reasons for wanting to serve on this board:

Recruited by current chair Paul Guthrie. I consider Orange County home and feel the need to contribute my time and energy.

Conflict of Interest:**Supplemental Questions:****Other Comments:**

This application was current on: 10/6/2014 10:46:48 AM

Date Printed: 10/9/2014

Volunteer Application Orange County Advisory Boards and Commissions

Name: Ms. Claire Millar
Name Called:
Home Address: 332 standish drive
 Chapel hill NC 27517
Phone (Day): 919 4892763
Phone (Evening): 919 4892763
Phone (Cell):
Email: clairemillar509@gmail.com
Place of Employment: retired
Job Title:
Year of OC Residence: 1971
Township of Residence: Chapel Hill
Zone of Residence: JPA (Joint Planning Area)
Sex: Female
Ethnic Background: Caucasian

Community Activities/Organizational Memberships:

Past Service on Orange County Advisory Boards:

Boards/Commissions applied for:

Board of Social Services

Background, education and experience relevant to this board:

Reasons for wanting to serve on this board:

Conflict of Interest:

Chapel Hill/Orange County Visitors Bureau

Background, education and experience relevant to this board:

Reasons for wanting to serve on this board:

Conflict of Interest:

Supplemental Questions:

Work Experience: Counselor/Teacher: Carolina Friends School
 Executive Director: Dispute Settlement Center, Orange County
 Director: Work Options for Women
 Owner: Cookie Factory, Claire's clothing store

Volunteer Experience: Habitat for Humanity
 Dispute Settlement Center
 Guardian ad Litem
 Bike and Ped Board

Legal Aid

Education: MSW, Chapel Hill
undergraduate degree in history and english from UND

Other Comments:

I have always enjoyed volunteering my time for good causes! STAFF COMMENTS:
Applied 7/27/2010 for Board of Social Services, Chapel Hill/Orange County Visitors
Bureau, Personnel Hearing Board. ADDRESS VERIFICATION: 332 Standish Drive is in
Chapel Hill Township and Chapel Hill Jurisdiction.

This application was current on: 11/20/2013

Date Printed: 12/27/2013

Volunteer Application Orange County Advisory Boards and Commissions

Name: Mr. Brian Rowe
Name Called:
Home Address: 3235 Rigsbee Road N
 Chapel Hill NC 27514
Phone (Day): 919-389-2331
Phone (Evening):
Phone (Cell):
Email: bsrowe67@aol.com
Place of Employment: Chapel Hill / Carrboro Chamber of Commerce
Job Title: Finance Director
Year of OC Residence: 2011
Township of Residence: Chapel Hill
Zone of Residence:
Sex: Male
Ethnic Background: Caucasian

Community Activities/Organizational Memberships:

Past Service on Orange County Advisory Boards:

Boards/Commissions applied for:

Orange County Parks and Recreation Council

Background, education and experience relevant to this board:

Reasons for wanting to serve on this board:

Conflict of Interest:

Chapel Hill/Orange County Visitors Bureau

Background, education and experience relevant to this board:

Reasons for wanting to serve on this board:

Conflict of Interest:

Supplemental Questions:

Work Experience: OE Enterprises, Inc. - Hillsborough, NC; NC Mutual Life Insurance Company - Durham, NC; Builders Mutual Life Insurance Company - Raleigh, NC

Volunteer Experience: American Red Cross; Jimmy V Celebrity Golf Classic; Special Olympics

Education: Bryant College - Smithfield, RI; BS/BA '89 - Concentration in Finance & Accounting

Other Comments:

I have recently relocated to Orange County from Wake County and have an interest in contributing to my community through volunteer opportunities throughout the county.

STAFF COMMENTS: Originally applied (1/12/2012) for Orange County Emergency Services Work Group, Orange County Parks and Recreation Council, and Chapel Hill/Orange County Visitors Bureau. ADDRESS VERIFICATION: Rigsbee Road N is Orange County Jurisdiction, Eno Fire Tax, and Chapel Hill Township.

This application was current on: 10/13/2014

Date Printed: 10/13/2014

Volunteer Application Orange County Advisory Boards and Commissions

Name: Ms. Joy Salyers
Name Called:
Home Address: 1563 Riverside Drive
 Hillsborough NC 27278
Phone (Day): 919-383-6040
Phone (Evening): 919-998-8041
Phone (Cell):
Email: joysalyers@ncfolk.org
Place of Employment: North Carolina Folklife Institute
Job Title: Executive Director
Year of OC Residence: 2009
Township of Residence: Hillsborough
Zone of Residence: Rural Area Resident
Sex: Female
Ethnic Background: Caucasian

Community Activities/Organizational Memberships:

Board Secretary, North Carolina Folklore Society
 Children s Education Committee, Watts Street Baptist Church
 Member, American Folklore Society, North Carolina Folklore Society

Past Service on Orange County Advisory Boards:

None

Boards/Commissions applied for:

Arts Commission

Background, education and experience relevant to this board:

My master s degree in Folklore from UNC-Chapel Hill affords me a grounding in community-based aesthetic culture. For the past three years I have directed the North Carolina Folklife Institute, a statewide nonprofit based in Durham dedicated to preserving and promoting traditional arts and cultures throughout the state. I have many connections in arts communities from policy makers and consultants to working artists, community arts activists, and teachers.

Reasons for wanting to serve on this board:

I want to serve my local community and collaborate with others in the arts community. I would also like to learn more about how decisions about arts and culture are made at the county level and to contribute to increasing access to and diversity within the arts.

Conflict of Interest:

The only potential conflict of interest would be if my organization was working on a project in Orange County or with a community partner who was applying for a grant from the Arts Commission. Because we are a statewide organization, this is a possibility (in which case i would abstain from that vote etc.) but there are no plans to work in Orange County at this time.

Chapel Hill/Orange County Visitors Bureau**Background, education and experience relevant to this board:**

I direct the North Carolina Folklife Institute, whose mission is to preserve and promote the traditional arts and cultures of the state and connect them with issues of public concern, including community-based economic development. One of the major tools for such development is heritage- and culture-based tourism, and the Institute helps communities use their traditions and unique sense of place to draw visitors.

Reasons for wanting to serve on this board:**Conflict of Interest:****Supplemental Questions:****Other Comments:**

STAFF COMMENTS: Originally (08/13/2013) applied for Chapel Hill/Orange County Visitors Bureau. ADDRESS VERIFICATION: 1563 Riverside Drive is Hillsborough Township, Orange County Jurisdiction, R1 Rural Residential Zoning.

This application was current on: 8/6/2014 4:20:08 PM

Date Printed: 8/6/2014

**Volunteer Application
Orange County Advisory Boards and Commissions**

Name: Mr Daniel Siler
Name Called:
Home Address: 108 Ray Road
Chapel Hill NC 27516
Phone (Day): 919-597-9447
Phone (Evening):
Phone (Cell):
Email: daniel.siler@gmail.com
Place of Employment:
Job Title:
Year of OC Residence: 2000
Township of Residence: Chapel Hill
Zone of Residence: Carrboro City Limits
Sex: Male
Ethnic Background: Caucasian

Community Activities/Organizational Memberships:

Past Service on Orange County Advisory Boards:

Boards/Commissions applied for:

Carrboro Recreation and Parks Commission

Background, education and experience relevant to this board:

I'm a long-time resident who chose the area after graduating from UNC Chapel Hill. My work as News Director of WCHL allowed me the opportunity to cover local politics for many years., and I 'm now in a position where I can offer to serve. Since my home is in Orange County but has two of four property lines that abut the Town of Carrboro, I would like to begin by working with Carrboro Parks and Rec Commission. I'm happy to speak further about relevant experience.

Reasons for wanting to serve on this board:

Conflict of Interest:

Chapel Hill/Orange County Visitors Bureau**Background, education and experience relevant to this board:**

My professional background has covered much of the ground that will be necessary to make this position successful. To pay for my undergraduate education at UNC, I worked a job that took me to every corner of the county. While in school, I founded the radio news program that continues to rank among the country's best. I served as an on-air personality and News Director at WCHL. These news roles rooted me in the community and allowed me an excellent perspective on the issues we face.

I spent more than four years employed by the Journalism School on the campus of UNC Chapel Hill, working with students, faculty and the general administration. Most recently, I have worked on the client side of media buying for an advertising agency with a strong base of clients in and around the Triangle. Throughout this time, I have worked for the Athletics Department at UNC to make the best experience possible for visitors who attend Basketball, Football and olympic sporting events.

Experiences from all of those areas color my current skill set, which I would enjoy bringing to bear on the Orange County visitors bureau board.

Reasons for wanting to serve on this board:**Conflict of Interest:****Historic Preservation Commission (APPLICANTS SHALL RESIDE WITHIN THE TERRITORIAL****Background, education and experience relevant to this board:**

As News Director at WCHL, I spent years keeping up with and reporting on the intricate workings of the County & Town boards. I have worked with the University and with local business owners through positions at UNC Chapel Hill and the Rivers Agency. I am familiar with the operations of governmental agencies, and I am willing to devote my time to the demands of the board.

Reasons for wanting to serve on this board:**Conflict of Interest:****Supplemental Questions:****Other Comments:**

STAFF COMMENTS: Originally applied 03/31/2013) for Chapel Hill/Orange County Visitors Bureau. ADDRESS VERIFICATION: 108 Ray Road is Chapel Hill Township, Carrboro Jurisdiction, Carrboro City Limits, CA ETJ.

REAPPLIED: 11/5/2013 for Chapel Hill Board of Adjustment, Historic Preservation Commission.

REAPPLIED: 11/22/2013 for Carrboro Recreation & Parks Commissions as he inadvertently listed Chapel Hill rather than Carrboro.

This application was current on: 11/5/2013

Date Printed: 8/21/2014

Volunteer Application Orange County Advisory Boards and Commissions

Name: Ms. Mary Stowe
Name Called:
Home Address: 2435 Springview Tr
 Chapel Hill NC 27514
Phone (Day): 919-260-8374
Phone (Evening): 919-260-8374
Phone (Cell): 919-260-8374
Email: mary@yarnsetc.com
Place of Employment: Yarns etc...
Job Title: Owner
Year of OC Residence: 1999
Township of Residence: Chapel Hill
Zone of Residence: C.H. City Limits
Sex: Female
Ethnic Background: Caucasian

Community Activities/Organizational Memberships:

Chamber of Commerce - Retail Round Robin
 Our Childrens Place, Executive Board - Secretar

Past Service on Orange County Advisory Boards:

Boards/Commissions applied for:

Chapel Hill/Orange County Visitors Bureau

Background, education and experience relevant to this board:

NC native who loves to share our fine town with visitors. I have a marketing degree and have owned my own business for 18 years (12 in Chapel Hill). Love to talk about all the things there are to do in this town with all of my out of town customers.

Reasons for wanting to serve on this board:

Conflict of Interest:

Supplemental Questions:

Volunteer Experience: Volunteer as a teller for Chapel of the Cross Church- CH

Volunteer in Chapel Hill City Schools in various ways including working at the Thrift shop

Other Comments:

As a business owner and homeowner in Orange County I am interested in the economic growth of the area. I feel that my experience in the business world will be an asset to this group. STAFF COMMENTS: Originally applied for Economic Development Commission

on 5/19/08. APPLIED 08/05/2013 FOR CH/CARRBORO VISITORS BUREAU.
ADDRESS VERIFICATION: 2435 Springview TR is Chapel Hill Township, CHPL
jurisdiction. CH TOWN LIMITS.

This application was current on: 8/5/2013

Date Printed: 12/30/2013

Volunteer Application Orange County Advisory Boards and Commissions

Name: Mr Andrew Strickland
Name Called:
Home Address: 101 erwin road
 Chapel Hill NC 27514
Phone (Day): 9199131765
Phone (Evening): 9199334848
Phone (Cell): 9194172003
Email: astrickland@shgltd.com
Place of Employment: Residence Inn by Marriott Chapel Hill
Job Title: General Manager
Year of OC Residence: 2014
Township of Residence: Chapel Hill
Zone of Residence: County
Sex: Male
Ethnic Background: Caucasian

Community Activities/Organizational Memberships:

Past Service on Orange County Advisory Boards:

Boards/Commissions applied for:

Chapel Hill/Orange County Visitors Bureau

Background, education and experience relevant to this board:

Since starting in the restaurant business as a dishwasher I have always had a passion for the hospitality industry. This passion drove me to Johnson & Wales University where I graduated with a Bachelor's Degree in Hotel Management. While in college and in my professional career I have been involved with Visitors Bureaus across North Carolina and South Carolina including Charleston, Charlotte, Raleigh, Durham, Pinehurst/Moore County and Orange County. Each of these bureaus was very different from size, demographics, leadership and involvement with the community. In each of these I was able to contribute my own expertise and collaborate on many projects. I feel that this experience and my youthfulness would be a great asset to the Chapel Hill/Orange County Visitors Bureau Board.

Reasons for wanting to serve on this board:

While working in Orange County beginning in 2010 I have been active in participating in Orange County Visitor Bureau events and bringing new business to Orange County through our Residence Inn by Marriott Chapel Hill. Now as the General Manager I hope to use this experience to help advise on new marketing plans, community events, and business plans to improve the economic activity and quality of life in the community.

Conflict of Interest:

As General Manager of the Residence Inn by Marriott Chapel Hill my role is to create a safe workplace for my associates, a wonderful stay for my guest, and drive revenues for the hotel. I do not see this hindering my role on this board.

Supplemental Questions:

Other Comments:

This application was current on: 9/30/2014 10:55:08 AM

Date Printed: 10/17/2014

Volunteer Application Orange County Advisory Boards and Commissions

Name: Mr. Andrew Wood
Name Called:
Home Address: 203 Raleigh St
 Chapel Hill NC 27514
Phone (Day): 919-791-6005
Phone (Evening): 919-791-6005
Phone (Cell):
Email: andrewwa@live.unc.edu
Place of Employment: University of North Carolina at Chapel Hill
Job Title: Full Time Student
Year of OC Residence: 2012
Township of Residence: Chapel Hill
Zone of Residence: ETJ - Chapel Hill
Sex: Male
Ethnic Background: Caucasian

Community Activities/Organizational Memberships:

I am heavily involved in UNC-CH's student government. I have served the UNC system and community by advising members of Tom Ross' administration on various policy issues. I also serve as a chair for the Multicultural Affairs and Diversity Outreach committee of student government. In addition, I sit on a committee that advises UNC-CH's provost on LGBTQ issues and allocates funding to University departments and organizations. I attend classes at UNC-CH as a full time student and am a dues-paying member of the Young Democrats. I serve as an executive assistant to the Senior Adviser within Student Government and sit on the University's Diversity Awards Committee.

Past Service on Orange County Advisory Boards:

Boards/Commissions applied for:

Animal Services Advisory Board

Background, education and experience relevant to this board:

Having sat on advisory boards in the University setting, I am familiar with the professional policy making process and funding allocation. I have also served as a chairman for a committee granting me experience in decision making and preparing me for working in a professional political atmosphere. I am passionate about animals - being a dog owner myself - and I would love to serve on a committee that addresses the needs of both animals and the community. My fresh perspective as a student and UNC-CH in combination with my enthusiasm for animal awareness would allow me to make a positive impact on the Animal Services Advisory Board.

Reasons for wanting to serve on this board:

Conflict of Interest:

Chapel Hill Library Board of Trustees**Background, education and experience relevant to this board:**

My chairmanship within UNC-CH student government and my positions on advisory boards throughout the University's administration have provided me with the skills necessary to discuss policy and funding within a professional political setting. As an involved student, I am prepared to extend the scope my civic duties and contribute positively to the community around me. I began my university career as an English major, and my love for literature and libraries in general inspires me to seek involvement on Chapel Hill's Library Board of Trustees. My experiences with community event and campaign planning have prepared me to serve on such a committee and to provide a fresh student perspective that may help to create greater connections between the University and the Town/County. While I may not be majoring in Library Science, I am familiar with the general civic purpose of a library and would greatly enjoy serving the town of Chapel Hill and Orange County in a positive manner.

Reasons for wanting to serve on this board:**Conflict of Interest:****Chapel Hill/Orange County Visitors Bureau****Background, education and experience relevant to this board:**

I have served on several committees that function to plan events and policies that best serve the UNC-CH student body. My experiences in strategizing and planning within UNC's student government as well as my previous involvement with the State's Board of Governors and General Administration have prepared me to work in a professional political atmosphere. As a student pursuing a degree in Journalism and Mass Communications with a specialization in Graphic Design, I would be able to contribute both a fresh student's perspective in regards to tourism and marketing campaigns and could contribute my talents in any way possible. I am passionate about the town of Chapel Hill - not just the University - and my involvement and connections with the community would contribute positively to the makeup of the visitor's bureau.

Reasons for wanting to serve on this board:**Conflict of Interest:****Chapel Hill Parks and Recreation Commission****Background, education and experience relevant to this board:**

As a lover of the outdoors and fun weekend activities, I understand the true value of parks to a community. Not only does my passion for parks extend to the physical locations, but I value the worth that they bring by offering a space to bring neighbors from the same community together in communal recreation and activities. My experiences serving on UNC-CH's student government and sitting on advisory boards for the UNC System's policy-making functions, I am prepared to serve in a professional political atmosphere for deciding on policy issues and funding allocations. By applying for this position, I hope to provide a connection between the University and town's park and recreation services as well as provide a fresh student perspective on any advisory committees.

Reasons for wanting to serve on this board:**Conflict of Interest:****Supplemental Questions:****Other Comments:**

STAFF COMMENTS: Originally (10/01-02/2013) applied for Chapel Hill Library Board of Trustees, Chapel Hill/Orange County visitors Bureau, and Chapel Hill Parks and Recreation Commission, and Animal Services Advisory Board. ADDRESS VERIFICATION: 203 Raleigh St., is Chapel Hill Jursidiction, Chapel Hill ETJ, and Chapel Hill Town Limits.

This application was current on: 10/1/2013 11:48:19 PM

Date Printed: 12/31/2013

**ORANGE COUNTY
BOARD OF COMMISSIONERS**

ACTION AGENDA ITEM ABSTRACT

Meeting Date: December 9, 2014

Action Agenda

Item No. 11-c

SUBJECT: Nursing Home Community Advisory Committee - Appointment

DEPARTMENT: Board of Commissioners

PUBLIC HEARING: (Y/N)

No

ATTACHMENT(S): Under Separate Cover
Membership Roster
Recommendation
Application for Person Recommended
Interest List
Applications of Persons on the Interest List

INFORMATION CONTACT:
Clerk's Office, 245-2130

PURPOSE: To consider making an appointment to the Nursing Home Community Advisory Committee.

BACKGROUND: The following information is for Board consideration:

- Appointment to a one year training term (Position #8) At-Large for Mrs. Jerry Ann Gregory ending 12/31/2015.

POSITION NO.	NAME	SPECIAL REPRESENTATIVE	EXPIRATION DATE
8	Mrs. Jerry Ann Gregory	At-Large one year training term	12/31/2015

NOTE - If the individuals listed above are appointed, the following vacancies remain:

- None.

FINANCIAL IMPACT: None.

RECOMMENDATION(S): The Board will consider making an appointment to the Nursing Home Community Advisory Committee.

Board and Commission Members

And Vacant Positions

Nursing Home Community Advisory Committee

Meeting Times: 5:30 p.m. Every other 1st Tuesday starting with Jan.

Terms: 2

Contact Person: Charlotte Terwilliger, MSW

Meeting Place: United Church of CH - 1321 ML King Blvd

Positions: 12

Length: 3 years

Contact Phone: 919-558-9401

Description: All appointments are made by the Board of Commissioners. This committee helps to maintain the intent of the Residents' Bill of Rights, promotes community involvement and provides public education on long-term care issues. The regional ombudsman with Triangle J Council of Governments provides specialized training and support.

1	Dr. Tracey Yap 834 Providence Glen Drive Chapel Hill NC 27514	Day Phone: 502-686-0016 Evening Phone: 919-240-4793 FAX: E-mail: tracey.yap@duke.edu	Sex: Female Race: Caucasian Township: Chapel Hill Resid/Spec Req: At-Large Special Repr: At-Large	First Appointed: 12/13/2011 Current Appointment: 02/19/2013 Expiration: 01/30/2016 Number of Terms: 1
2	Mr Elijah (Ed) Flowers, III 2813 Beckett's Ridge Drive Hillsborough NC 27278	Day Phone: 919-357-9256 Evening Phone: 919-357-9256 FAX: E-mail: ed_flowers@yahoo.com	Sex: Male Race: Caucasian Township: Hillsborough Resid/Spec Req: At-Large Special Repr: At-Large	First Appointed: 03/06/2008 Current Appointment: 02/21/2012 Expiration: 03/31/2015 Number of Terms: 2
3	Ms. Teri J. Driscoll Chair 422 Hampton Pointe Hillsborough NC 27278	Day Phone: 919-245-1127 Evening Phone: 919-245-1127 FAX: E-mail: driscoll323@nc.rr.com	Sex: Female Race: Caucasian Township: Hillsborough Resid/Spec Req: At-Large Special Repr: At-Large	First Appointed: 09/17/2013 Current Appointment: 10/07/2014 Expiration: 09/30/2017 Number of Terms: 1
4	Mr. Jerry Schreiber Trainee 1606 Pathway Dr Carrboro NC 27510	Day Phone: 919 967 2962 Evening Phone: 919 967 2962 FAX: E-mail: jrogerschreiber@gmail.com	Sex: Male Race: Caucasian Township: Chapel Hill Resid/Spec Req: At-Large Special Repr: At-Large	First Appointed: 10/07/2014 Current Appointment: 10/07/2014 Expiration: 06/30/2017 Number of Terms:
5	Ms. Sandra Jones 600 West Poplar Ave., Apt. 239 Carrboro NC 27510	Day Phone: 828-668-9628 Evening Phone: FAX: E-mail: None	Sex: Female Race: Caucasian Township: Chapel Hill Resid/Spec Req: At-Large Special Repr: Nursing Home Administration	First Appointed: 02/04/2014 Current Appointment: 02/04/2014 Expiration: 02/04/2015 Number of Terms: 1

Board and Commission Members

And Vacant Positions

Nursing Home Community Advisory Committee

Meeting Times: 5:30 p.m. Every other 1st Tuesday starting with Jan.

Terms: 2

Contact Person: Charlotte Terwilliger, MSW

Meeting Place: United Church of CH - 1321 ML King Blvd

Positions: 12

Length: 3 years

Contact Phone: 919-558-9401

Description: All appointments are made by the Board of Commissioners. This committee helps to maintain the intent of the Residents' Bill of Rights, promotes community involvement and provides public education on long-term care issues. The regional ombudsman with Triangle J Council of Governments provides specialized training and support.

6	Ms. Vicki Barringer 3612 Old Vine Trail Hillsborough NC 27278	Day Phone: 919-971-9333 Evening Phone: 919-971-9333 FAX: E-mail: vbarringer@gmail.com	Sex: Female Race: Caucasian Township: Eno Resid/Spec Req: At-Large Special Repr: At-Large	First Appointed: 03/22/2012 Current Appointment: 03/19/2013 Expiration: 03/31/2016 Number of Terms: 1
7	Ms. Sandra Lemons 1321 Brookhollow Road Efland NC 27243	Day Phone: 919-971-8385 Evening Phone: 919-971-8385 FAX: E-mail: SandraL@umrh.org	Sex: Female Race: Caucasian Township: Cheeks Resid/Spec Req: At-Large Special Repr: Nursing Home Administration	First Appointed: 02/04/2014 Current Appointment: 02/04/2014 Expiration: 02/04/2015 Number of Terms: 1
8	VACANT	Day Phone: Evening Phone: FAX: E-mail:	Sex: Race: Township: Resid/Spec Req: At-Large Special Repr: At-Large	First Appointed: Current Appointment: Expiration: 03/16/2017 Number of Terms:
9	Ms. Susan Deter 5512 Quail Hollow Drive Hillsborough NC 27278	Day Phone: 919-682-4124 Evening Phone: 919-479-0574 FAX: 919-956-7703 E-mail: susiedeter@yahoo.com	Sex: Female Race: Caucasian Township: Little River Resid/Spec Req: At-Large Special Repr: At-Large	First Appointed: 04/19/2011 Current Appointment: 03/22/2012 Expiration: 04/19/2015 Number of Terms: 1
10	Dr Mary Ann Peter 118 W. Tryon St. Hillsborough NC 27278	Day Phone: 919-732-6073 Evening Phone: FAX: E-mail: maryannpeter@earthlink.net	Sex: Female Race: Caucasian Township: Hillsborough Resid/Spec Req: At-Large Special Repr: At-Large	First Appointed: 01/24/2012 Current Appointment: 06/18/2013 Expiration: 06/30/2016 Number of Terms: 1

Board and Commission Members

And Vacant Positions

Nursing Home Community Advisory Committee

Meeting Times: 5:30 p.m. Every other 1st Tuesday starting with Jan.

Terms: 2

Contact Person: Charlotte Terwilliger, MSW

Meeting Place: United Church of CH - 1321 ML King Blvd

Positions: 12

Length: 3 years

Contact Phone: 919-558-9401

Description: All appointments are made by the Board of Commissioners. This committee helps to maintain the intent of the Residents' Bill of Rights, promotes community involvement and provides public education on long-term care issues. The regional ombudsman with Triangle J Council of Governments provides specialized training and support.

11	Dr Joanne Wilson 104 Stoneridge Drive Chapel Hill NC 27514	Day Phone: 919-810-2774 Evening Phone: 919-932-5391 FAX: E-mail: antee1@earthlink.net	Sex: Female Race: African American Township: Chapel Hill Resid/Spec Req: At-Large Special Repr: Nursing Home Administration	First Appointed: 02/04/2014 Current Appointment: 02/04/2014 Expiration: 02/04/2015 Number of Terms: 1
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12	Ms. Vibeke Talley 134 East Tryon Street Hillsborough NC 27278	Day Phone: 919-732-3112 Evening Phone: 919-732-3112 FAX: 968-2017 E-mail: vibandjoe@hotmail.com	Sex: Female Race: Caucasian Township: Hillsborough Resid/Spec Req: At-Large Special Repr: Nursing Home Administration	First Appointed: 05/20/2014 Current Appointment: 05/20/2014 Expiration: 12/31/2016 Number of Terms:
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Thom Freeman

From: Charlotte Terwilliger <cterwilliger@tjcog.org>
Sent: Wednesday, November 05, 2014 9:27 AM
To: Thom Freeman
Subject: Jerry Ann Gregory - Recommendation to NH CAC

Dear Thom,

The Nursing Home Community Advisory Committee would like to recommend Mrs. Jerry Ann Gregory for a one year training term. Mrs. Gregory has worked as a Public Health Nurse for 33 years providing services to adults. She has lived, worked, and volunteered in Orange County since 1973 including serving on the Adult Care Home Community Advisory Committee for several years. Mrs. Gregory would be an excellent choice for this committee given her past experience and strong interest in advocating for quality care for residents living in long term care facilities.

Please let me know if you need any additional information to move this recommendation forward.

Best Regards,
Charlotte

Charlotte Terwilliger, MSW
Regional Long Term Care Ombudsman

Area Agency on Aging
Triangle J Council of Governments
4307 Emperor Blvd., Suite 110, Durham, NC 27703
(o) 919-558-9401 / (f) 919-998-8101
cterwilliger@tjcog.org / www.tjcog.org

E-Mail correspondence to and from this address is subject to the North Carolina Public Records Act and may be disclosed to third parties unless made confidential under applicable law.

Volunteer Application Orange County Advisory Boards and Commissions

Name: Mrs. Jerry Ann Gregory
Name Called:
Home Address: 2224 Lebanon Rd
 Efland NC 27243
Phone (Day): 919-644-8172
Phone (Evening): 919-644-8172
Phone (Cell): 919-810-4397
Email: harleyphn@yahoo.com
Place of Employment: Retired
Job Title: Retired Public health Nurse
Year of OC Residence: 1973
Township of Residence: Cheeks
Zone of Residence: -
Sex: Female
Ethnic Background: Caucasian

Community Activities/Organizational Memberships:

Meals on Wheels Hillsborough
 Fairfield Homemakers Club
 Exc. Club of Greater Durham
 Durham Harley Owners Group Board of Directors
 Public Health Corp

Past Service on Orange County Advisory Boards:

Past Adult Care Home Community Advisory Committee.

Boards/Commissions applied for:

Advisory Board on Aging

Background, education and experience relevant to this board:

Worked as a Public Health Nurse for 33 years providing services to adults most of those years, including senior centers.

Reasons for wanting to serve on this board:

Feel my experiences in past and presently would be of value.

Conflict of Interest:

No

Adult Care Home Community Advisory Committee**Background, education and experience relevant to this board:**

Have served on this committee in the past, experienced in working with all adult populations.

Reasons for wanting to serve on this board:

Provide service to community and residents of facilities.

Conflict of Interest:**Supplemental Questions:**

Work Experience: Public Health Nurse for 31 yrs with Orange County Health-1969-2001; Adult Day Center Health Coordinator for 2 years
Nurse Consultant for Are You Your Brother's Keeper project with Efland Cheeks Voices of Efland and UNC for 1 year 2010 Served as Guardian on behalf of Health Director for clients in Community House in Carrboro and various Rest Homes and Nursing facilities.

Volunteer Experience: PTA Thrift shop; ; VA Medical Center in Durham doing data entry for Oncology Research nurses; Habitat for Humanity; Fund raising for Child Abuse Prevention Foundation in Durham; Fund raising for various charities sponsored by my Exchange Club

Adult Care Home Community Advisory Committee 5-6 yrs; Volunteer RN for B/P clinic at various Senior sites; Volunteer in Flu clinics offered at Senior sites in CH and Hillsborough; Meals on Wheels Volunteer since retirement in 2001; Volunteer in fund raising with Durham Harley Owners Group, Exchange Club of Greater Durham and American Cancer Society; Member of Public Health Volunteer Corp, volunteering as needed. Volunteer annually with Project Homelessness in providing immunizations and education.

Education: H.S.; BS in Nursing; Adult Health Assessment-UNC; Various workshops on Wellness, disease prevention, counseling, etc. Adult Health assessment course/certification at UNC; Numerous classes re: Dementia, Aging, Chronic disease

Other Comments:

Have lived, worked and volunteered in Orange County since 1973. During my 32 years of working in Public Health I have worked in the adult community providing services and am very familiar with community and its needs. STAFF COMMENTS: Renewed application 10/09/03 for ACHCAC and Adv. Bd. on Aging. 6/16/03 for ACHCAC; NHCAC; Adv. Bd. on Aging. Originally applied 9/3/99. Applied 1/8/2012 for Orange County Emergency Services Work Group. ADDRESS VERIFICATION: Lebanon Road is Orange County Jurisdiction, Efland Fire Tax, and Cheeks Township.

This application was current on: 1/6/2014

Date Printed: 7/25/2014

Applicant Interest Listing

by Board Name and by Applicant Name

Nursing Home Community Advisory Committee

Contact Person: Charlotte Terwilliger, MSW
Contact Phone: 919-558-9401

Ms. Susan Adams 211 Hogan Woods Circle Chapel Hill NC 27516 Skills: Consultant	Day Phone: 919-357-5541 Evening Phone: 919-357-5541 Cell Phone: E-mail: jaseradams@gmail.com Also Serves On:	Sex: Female Race: Caucasian Township: Chapel Hill Date Applied: 10/07/2013
Ms. Martha Bell 100 Macrae Court Chapel Hill NC 27516 Skills:	Day Phone: 919-968-4674 Evening Phone: as above Cell Phone: N/A E-mail: mbell968@yahoo.com Also Serves On:	Sex: Female Race: Caucasian Township: Chapel Hill Date Applied: 01/09/2014
Ms. T. L. Crews 4921 Guess Rd Roumeont NC 27572 Skills: School Principal Skills: Tutor	Day Phone: 919 732-6974 Evening Phone: 919 732-6974 Cell Phone: E-mail: crewsez@aol.com Also Serves On: Adult Care Home Community Advisory Committee	Sex: Female Race: African American Township: Little River Date Applied: 08/21/2011
Nick Galvez 403 N Elliott Road Chapel Hill NC 27514 Skills:	Day Phone: 7274189921 Evening Phone: 7274189921 Cell Phone: 7274189921 E-mail: ngalvez1234@gmail.com Also Serves On: Board of Health	Sex: Male Race: Other Township: Chapel Hill Date Applied: 01/08/2014
Mrs. Jerry Ann Gregory 2224 Lebanon Rd Efland NC 27243 Skills: Public Health Skills: Registered Nurse	Day Phone: 919-644-8172 Evening Phone: 919-644-8172 Cell Phone: 919-810-4397 E-mail: harleyphn@yahoo.com Also Serves On: Also Serves On:	Sex: Female Race: Caucasian Township: Cheeks Date Applied: 01/06/2014
Mrs. Maria Hardin 2026 Black Walnut Farm Road Hillsborough NC 27278 Skills:	Day Phone: 9197326589 Evening Phone: 9197326589 Cell Phone: 9192595704 E-mail: mariaahardin@gmail.com Also Serves On:	Sex: Female Race: Caucasian Township: Eno Date Applied: 11/05/2014

Volunteer Application Orange County Advisory Boards and Commissions

Name: Ms. Susan Adams
Name Called:
Home Address: 211 Hogan Woods Circle
 Chapel Hill NC 27516
Phone (Day): 919-357-5541
Phone (Evening): 919-357-5541
Phone (Cell):
Email: jaseradams@gmail.com
Place of Employment: Self-employed
Job Title: Consultant
Year of OC Residence: 2004
Township of Residence: Chapel Hill
Zone of Residence: Carrboro City Limits
Sex: Female
Ethnic Background: Caucasian

Community Activities/Organizational Memberships:

IFC - Orange County Homeless Shelter, Galloway Ridge - Volunteer, Care Ministry - Newman Center, Coastal Pines of North Carolina - troop 862 - Adult Volunteer, Treasurer 2007-2012, AARP, GSA - Gerontological Society of America
 MAC Committee - Mandarin Advisory Council for the Dual Language Program for Chapel Hill Carrboro City School District, Newman center outreach care ministry, MAC-dual language for Mandarin Chinese advisory board for school system, NAHB - National Home Builders Association Orange, Chatham and Durham counties - remodeler s council, National Gerontology Society, AARP,

Past Service on Orange County Advisory Boards:

Boards/Commissions applied for:

Advisory Board on Aging

Background, education and experience relevant to this board:

I am energized by solving problems and taking on challenges. With over 1 person turning 50 every second due to the dramatic achievements in public health, Orange County is poised to see a 67% increase in persons over 65 and a 43% increase in persons over 85 in the next 10 years. This trend continues through 2030 when persons over 65 will again increase by 42% and over 85 by 70%. Orange county is a leader in serving its senior population and I want to contribute to preparing and meeting these needs throughout the next 20 years.

Although I worked as a chemical engineer for 15 years, I recently returned to school to get a BA in Multidisciplinary studies, with an emphasis on social sciences and the Socio-Ecological Model which shows that the health of an individual is based not just on the person but withing the greater context of his relationships, his community and his society. Because of my interest in the aging process, I am currently completing a Masters in Gerontology from the University of Southern California. Through this program I have been able to receive the training and tools that will aid me in pursuing my goal of improving the disparity in the aging experience between the

different economic classes. The research area where I am basing my concentration consists of early depression intervention for the home caregiver. Many home caregivers are thrust into their duties with little to no training and as more residents, especially in the rural areas, are deciding to age in place there will be a need for increased programs to address the adult child or spousal caregiver, many of whom are over 50.

I am excited to be beginning this new phase of my life as I turn 50, and consider myself to be a life-long learner who believes that we are all part of something larger and there is purpose to all our lives. My belief system influences all I do and I value responsibility and high ethical standards. I believe that the strategic methods of problem solving I utilized as an engineer allows me to find and evaluate alternatives and seek innovative ways to get things done. I believe in community involvement as I was a member of the School Improvement Team (SIT) committee for McDougle Middle School for 2 years, worked as a volunteer at the Chapel Hill Museum for 3 years, and have been a member of the MAC -Mandarin Advisory Council for the dual language program in CHCCS since it began and my daughter has been part of the program for the past 8 years. As my children are growing up and moving on to new goals, I feel that I too must focus my time and energies on the future.

I appreciate your time in considering me for this position.

Reasons for wanting to serve on this board:

Conflict of Interest:

Nursing Home Community Advisory Committee

Background, education and experience relevant to this board:

I am graduating with my Masters of Arts in Gerontology in May 2014 from the University of Southern California. My BS is multi disciplinary in psychology and public health. My concentration of study is in environmental interventions to decrease agitation in persons with dementia. I currently volunteer at Galloway Ridge and care part time for my elderly parents who I relocated to Chatham County in 2008.

Reasons for wanting to serve on this board:

Conflict of Interest:

Supplemental Questions:

Other Comments:

STAFF COMMENTS: Applied 2/1/2013 for Advisory Board on Aging. Applied 10/4/2013 for Nursing Home CAC. ADDRESS VERIFICATION: 211 Hogan Woods Circle is Chapel Hill Township, Carrboro Jurisdiction, Carrboro City Limits.

This application was current on: 10/7/2013

Date Printed: 12/27/2013

Volunteer Application Orange County Advisory Boards and Commissions

Name: Ms. Martha Bell
Name Called:
Home Address: 100 Macrae Court
 Chapel Hill NC 27516
Phone (Day): 919-968-4674
Phone (Evening): as above
Phone (Cell): N/A
Email: mbell968@yahoo.com
Place of Employment: Retired
Job Title: Registered Nurse - Director of Nursing
Year of OC Residence: 1995
Township of Residence: Chapel Hill
Zone of Residence:
Sex: Female
Ethnic Background: Caucasian

Community Activities/Organizational Memberships:

Member, Sigma Theta Tau
 Vice Chair, DVAMC Veterans Mental Health Council
 Member, The Chapel of the Cross
 Volunteer, Ambulatory Care, DVAMC
 Member, Retired Officers Association
 Member, Army Nurse Corps Association (former Regional Director)

Past Service on Orange County Advisory Boards:

Nursing Home Community Advisory Committee
 Board of Health

Boards/Commissions applied for:

Nursing Home Community Advisory Committee

Background, education and experience relevant to this board:

After retiring from active duty with the Army Nurse Corps in 1995, accepted position of Director of Nursing, Carol Woods Retirement Community, serving in that capacity for 12 years, and then continued in special projects as identified by the President/CEO, Carol Woods, for another 5 years; also eventually had operational responsibility for assisted living, and infection control for the organization. Coordinated clinical assignments in long term care for nursing and nursing assistant students from DCC and NCCU. Taught fundamentals of elder care to staff and students; served as consultant with CARF and AAHSA reviewing health and service delivery standards.

Reasons for wanting to serve on this board:

Throughout the years at Carol Woods, I met many members of this Community Committee, through their advisory capacity; always impressed with their respect for the older adult and circumstances that lead a person(s) to seek long term care, I knew I was unable to serve this

committee until I retired from the business of elder services. I've continued to keep my nursing license current, attending related education offerings in the infection control, gerontology and health care for the years since retirement from full time work. While volunteering in Durham, I really want to serve my local community and continue to put my knowledge of aging services and long term care to good use.

Conflict of Interest:

Board of Health

Background, education and experience relevant to this board:

RN, BSN, MSN; attendance at 3.5 day infection control in long term care course offered by SPICE every two years; recent course attendance at offering regarding CDiff; served as infection control consultant for Carol Woods Retirement Community 12 years while also serving as its Director of Nursing/Health Services.

Reasons for wanting to serve on this board:

Throughout the years at Carol Woods, I was often involved with Board of Health issues, including outbreak investigation, tuberculosis control, difficulties encountered in Infection Control for the older adult in a long term care/congregate living environment. I purposely kept my nursing license current despite my retirement from full time nurse because I hoped to eventually serve my community in some capacity related to my professional knowledge. I seek only an activity that will use my knowledge rather than any paid position.

Conflict of Interest:

Supplemental Questions:

Other Comments:

This application was current on: 1/9/2014 11:27:53 AM

Date Printed: 1/9/2014

Volunteer Application Orange County Advisory Boards and Commissions

Name: Ms. T. L. Crews
Name Called:
Home Address: 4921 Guess Rd
 Rougmeont NC 27572
Phone (Day): 919 732-6974
Phone (Evening): 919 732-6974
Phone (Cell):
Email: crewsez@aol.com
Place of Employment: Retired Public School Administrator
Job Title: Senior Director Programs for Exceptional Children
Year of OC Residence: 1996
Township of Residence: Little River
Zone of Residence: -
Sex: Female
Ethnic Background: African American

Community Activities/Organizational Memberships:

Past Service on Orange County Advisory Boards:

Boards/Commissions applied for:

Nursing Home Community Advisory Committee

Background, education and experience relevant to this board:

Reasons for wanting to serve on this board:

Conflict of Interest:

Supplemental Questions:

Work Experience: Currently serving as Executive Director for the Little River Community Complex

Durham Public Schools worked in administrative leadership in the Exceptional Children's Program. Retired in 2005 as Director of the system's Exceptional Children's Program; at the request of the superintendent I returned to provide training and assistance to the new Director when appointed.

Volunteer Experience: Worked with children in placement through Durham Social Services and court system. I reviewed files and collected relevant data for attorneys to use in court custody and placement hearings

Tutored young adults and children

Volunteered in a university sponsored child development center

Currently Executive Director of Little River Community Complex

Education: M.ED in Special Education

BA in history with minor in education

Hold Principal Certification

State Licensed in areas of LD/BED/DD

Other Comments:

I have spent most of my life working to better provide assistance to infants, children, young adults, those at risk, and senior citizens. As a result of spending days and nights in several nursing homes sitting with elderly parents and relatives, I've gained a deeper understanding and compassion for elderly residents and workers in nursing facilities.

STAFF COMMENTS: 08/23/2011 Applied to serve on Human Relations Commission, Adult Care Home Community Advisory Committee, and Nursing Home Community Advisory Committee. ADDRESS VERIFICATION: 4921 Guess Road is in Little River Township, Orange County Jurisdiction.

This application was current on: 8/21/2011 11:48:53 AM

Date Printed: 12/27/2013

Volunteer Application Orange County Advisory Boards and Commissions

Name: Nick Galvez
Name Called:
Home Address: 403 N Elliott Road
 Chapel Hill NC 27514
Phone (Day): 7274189921
Phone (Evening): 7274189921
Phone (Cell): 7274189921
Email: ngalvez1234@gmail.com
Place of Employment: Bayada Home Care
Job Title: Field Clinician/Physican Therapist
Year of OC Residence: 2013
Township of Residence: Chapel Hill
Zone of Residence:
Sex: Male
Ethnic Background: Other

Community Activities/Organizational Memberships:

To Whom It Concerns:

I have worked in healthcare for over 15 years and have successfully managed operations and finances for medium and large healthcare organizations. I earned an MBA with a concentration in accounting in 2004. I also gained the CMA certification from the Institute of Management Accountants to further my knowledge and prepare for a Director level position.

In my current position as a regional manager, I helped develop new markets (Georgia) and new programs for internal and external growth. I assisted the sales team to ensure operations and new business growth was aligned with the company's long term strategic plan. The region and company has grown significantly due to my focus on new markets and new programs.

I have volunteer experiences that have also contributed to my professional development. I enjoyed serving on the Hillsborough County Healthcare Advisory Board for the past 4 years and have contributed to fiscal policy development for the county healthcare plan. I also serves on the Board of Directors for the Health Council of West Central Florida to serve their mission to educate consumers in the region about healthcare issues. I held this position for 2 years while living in Florida.

I am excited about getting involved in the Chapel Hill community and sharing my experiences with other like minded citizens to improve out community.

Sincerely,

Nick Galvez

Past Service on Orange County Advisory Boards:

none

Boards/Commissions applied for:**Board of Health****Background, education and experience relevant to this board:**

I have a background in healthcare administration and business management. I believe the combination of operations and finances are vital to a successful healthcare organization. I believe local boards need to weigh the benefits and costs of those affected by the decisions by they make. I have a desire to improve our health as a society, in the community and in our family. I believe that I can affect the changes by becoming involved in local boards and talking with other professionals about health. The affordable health care act will inevitably affect those directly and indirectly in the field of health.

Reasons for wanting to serve on this board:

see above

Conflict of Interest:

na

Nursing Home Community Advisory Committee**Background, education and experience relevant to this board:**

I have a background in healthcare administration and business management. I have worked in nursing homes as a director of therapy and also as a regional director for therapy departments. I have worked with for profit and not for profit companies that own and operate nursing homes.

I believe the combination of operations and finances are vital to a successful healthcare organization. I believe local boards need to weigh the benefits and costs of those affected by the decisions by they make. I have a desire to improve our health as a society, in the community and in our family. I believe that I can affect the changes by becoming involved in local boards and talking with other professionals about health. The affordable health care act will inevitably affect those directly and indirectly in the field of health.

Reasons for wanting to serve on this board:

see above

Conflict of Interest:

na

Supplemental Questions:**Other Comments:**

This application was current on: 1/8/2014 7:47:26 AM

Date Printed: 1/9/2014

Volunteer Application Orange County Advisory Boards and Commissions

Name: Mrs. Maria Hardin
Name Called:
Home Address: 2026 Black Walnut Farm Road
 Hillsborough NC 27278
Phone (Day): 9197326589
Phone (Evening): 9197326589
Phone (Cell): 9192595704
Email: mariaahardin@gmail.com
Place of Employment: Ebenezer Baptist Church
Job Title: Preschool Director
Year of OC Residence: 2006
Township of Residence: Hillsborough
Zone of Residence:
Sex: Female
Ethnic Background: Caucasian

Community Activities/Organizational Memberships:

I have been involved with The PTA, Character Ed. program in the middle schools, outreach to Nursing/Assisted Living with our Church for many years, Durham Rescue Mission as well.

Past Service on Orange County Advisory Boards:

I am not currently serving on any boards or have I in the past. My father is currently living in a assisted living center in Hillsborough, and I would like to be a part of a group that is helping.

Boards/Commissions applied for:

Nursing Home Community Advisory Committee

Background, education and experience relevant to this board:

I have always had a love for senior citizens they have so much wisdom to share, growing up my Grandfather lived with us and I spent a lot of time at the senior center helping and as an adult my Mom spend several years in both assisted living and nursing home, and now my Dad is living in a memory care area of a assisted living center. I spend a lot of time each week with the residents.

Reasons for wanting to serve on this board:

This is one of the most important boards that Orange Co. can have, we have so many Seniors living at Nursing homes or assisted living that do not have family or friends who can help and support them, our seniors are so important to our history of this town, state and country.

Conflict of Interest:

Supplemental Questions:

Other Comments:

This application was current on: 11/5/2014 12:58:22 PM

Date Printed: 11/6/2014

BOCC Meeting Follow-up Actions

(Individuals with a * by their name are the lead facilitators for the group of individuals responsible for an item)

Meeting Date	Task	Target Date	Person(s) Responsible	Status
12/1/14	Review and consider request by Commissioner Rich that Chair make contacts with Mayors about town-appointed positions on County advisory boards that are vacant	1/22/2015	Chair Donna Baker	Clerk to provide advisory board information to Chair; Chair to contact Mayors
12/1/14	Review and consider request by Commissioner Rich that staff provide information to the Board regarding where County funds are invested/managed	1/30/2015	Clarence Grier	Finance & Administrative Services Director to provide information to the Board
12/1/14	Review and consider request by Commissioner Price that the Adult Care Home Advisory Committee be included on an upcoming agenda to address the Board	1/30/2015	Chair, Vice Chair & Manager	Chair, Vice Chair & Manager to discuss options
12/1/14	Review and consider request by Commissioner Price that the Board receive a report from staff on delays in opening the Rogers Road Community Center	12/9/2014	Bonnie Hammersley	DONE Asset Management Services Director briefly updated the Board, noting Chapel Hill Inspections staff concerns; Manager/Staff conferred with Chapel Hill Town Manager/staff and provided update to Board
12/1/14	Review and consider request by Commissioner Pelissier that the Chair contact the Chair of the Chatham County Board of Commissioners about interest in renewing the Chatham/Orange Work Group	1/22/2015	Donna Baker Bonnie Hammersley	Clerk to provide historical information to the Chair; Manager to consult with Chatham County Manager to gauge interest
12/1/14	Review and consider request by Commissioner Dorosin that the Chair and Vice Chair meet with new Sheriff to discuss potential gun buy-back program	1/10/2015	Chair, Vice Chair & Donna Baker	Clerk to schedule January 2015 meeting
12/1/14	Develop draft letters for the Chair to send to the five voluntary agricultural district participants	12/31/2014	Gail Hughes, David Stancil, & Donna Baker	Letters to be drafted and sent to Clerk for Chair's review and signature

Meeting Date	Task	Target Date	Person(s) Responsible	Status
12/1/14	In addition to other noted recipients, also send approved Immigrant Children resolution to the other 99 North Carolina counties	12/31/2014	Donna Baker	DONE
12/1/14	Follow-up to determine the BOCC members who are members of the Efland Small Area Plan Implementation Focus Group	12/31/2014	Donna Baker	DONE
12/1/14	Provide the Board with lists indicating the people serving on the two groups related to the Efland Small Area Plan	12/31/2014	Donna Baker Perdita Holtz	DONE
12/1/14	Develop background historical information on the Greene Tract and provide to BOCC members	1/22/2015	Craig Benedict	Information to be provided

Information Item

Memorandum

Date : November 20, 2014

To: Board of County Commissioners
Bonnie B. Hammersley, County Manager

From: Abigaile Pittman, Transportation/Land Use Planner
Michael Harvey, Current Planning Supervisor
Tom Altieri, Comprehensive Planning Supervisor
Craig Benedict, Planning Director

Re: Unified Development Ordinance Private Road and Access Standards Report

Attachments: 1. Amendment Outline Form UDO / Zoning-2014-11
2. Section 7.8 Access and Roadways, Unified Development Ordinance
3. Emergency Access to Trail Systems at Orange County Parks – Draft Goal and Objectives
4. Planning Board Comments

On May 20 of this year, the Board of County Commissioners (BOCC) authorized the Planning staff to proceed with this multi-department/advisory board review of private road, access and trail system standards with respect to Comprehensive Plan Goals and Objectives, and develop amendments for consideration.

BACKGROUND:

The 2014 Work Plans for both the Orange Unified Transportation Board (OUTBoard) and Planning Board identify the need to review private road and access standards as contained within the UDO.

The OUTBoard reviewed this item on April 16 and August 20, 2014; the Planning staff reviewed this issue with Department of Environment, Agriculture, Parks and Recreation (DEAPR) staff on June 16, 2014, and with Emergency Services staff and the Fire Chief Council on July 9, 2014; and the Planning Board reviewed this item on September 3, 2014. A summary regarding the review and analysis to date are provided in Attachment 1, under Section B Rationale 2. Analysis

The Fire Chief Council comments are outlined within Attachment 1, as part of the analysis of what concerns can be addressed within the UDO. The Draft Goal and Objectives for Emergency Access to Trail Systems at Orange County Parks developed by DEAPR and the Planning staff, and endorsed by the Planning Board is provided in Attachment 3. A summary of the Planning Board's comments are provided in Attachment 4.

Current UDO Regulations:

The County's private road standards are found within in Sections 7.8.4 and 7.8.5 of the UDO (Attachment 2). Currently the UDO requires private roads as follows:

1. The standards and specifications for private roads apply to subdivision in the County depending on whether it is a Class A or B road:

TABLE 7.8.5.D BASIC STANDARDS AND SPECIFICATIONS FOR PRIVATE ROADS				
	CLASS A	CLASS B		
Max. Number of Lots	12	2	3	5
Right-of-Way Width	50 ft.	50 ft.	50 ft.	50 ft.
Travel-Way Width	18 ft.	No Standard	12 ft.	12 ft.
Road Maintenance Agreement Required	Yes	Yes	Yes	Yes
Maintenance Responsibility	Property Owners	Property Owners	Property Owners	Property Owners

Notes:

- a. Class B private roads serve 1 to 5 lots or dwelling units; however, subdivisions with two lots or dwelling units may be served by a shared driveway.
 - b. Class A private roads serve 6 to 12 lots or dwelling units.
 - c. Both Class A and Class B private roads may be graveled.
2. Roads constructed to NCDOT standards for all subdivisions having 13 or more lots. NCDOT's Minimum Construction Standards for Subdivision Roads may be found at the following link:
<http://orangecountync.gov/planning/documents/SubdivisionManualJanuary2010.pdf>

The County's two-tiered approach to requiring private roads was originally intended to allow an affordable development option for small subdivisions of no more than 5 lots. Problems have been reported by the County's Emergency Services Department and the Volunteer Fire Departments regarding the 12-foot travel-way width allowed by the Class B private road. The narrow width of the Class B road has presented public safety issues because it does not provide adequate access for emergency services vehicles, and thus impacts response times.

Additionally, North Carolina General Statutes exempt certain types of subdivisions from the County's subdivision review process:

1. The combination or recombination of portions of previously subdivided and recorded lots if the total number of lots is not increased and the resultant lots are equal to or exceed the standards of the County, including private road justification standards, as detailed within the UDO.
2. The division of land into parcels greater than 10 acres if no street right-of-way dedication is involved.
3. The public acquisition by purchase of strips of land for widening or opening streets.

4. The division of a tract in single ownership of the entire area of which is no greater than two acres into not more than three lots, if no street right-of-way dedication is involved and if the resultant lots are equal to or exceed the standards of the County as detailed within the UDO.

Lots created via this process are still required to meet all applicable requirements for the granting of zoning compliance permits authorizing development. However, the UDO does not require lots to have access from a complying road, including those created through statutorily exempt subdivisions (lots > 10 acres). Because of the exempt nature of these subdivisions, County staff cannot guarantee viable access to created lots. Like the situation with Class B private roads, the creation of land-locked properties (e.g., those with access easements rather than roadway access) presents public safety access issues for emergency services vehicles.

Emergency Access to Recreational Trail Systems: There are currently no standards for emergency access for trail systems in the UDO. DEAPR staff recommends that issues related to accommodating emergency service personnel needing to access people using trails at Orange County parks and nature preserves administered by DEAPR are best addressed through the addition of the staff recommended goal and objectives to the Draft Parks & Recreation Master Plan (Attachment 3). This approach would be a more flexible approach that would be responsive to the site-specific environmental issues of individual park sites.

Possible Options for Revisions to the Private Road and Access Standards: To provide an appropriate level of service for emergency services vehicles and ensure the provision of adequate public safety protection, Planning staff believes the following options should be discussed:

1. Do away with the Class B private roads and allow only the Class A private roads, which requires a minimum 18-foot travel-way.
2. Develop a requirement that all newly created lots have access to a complying road (either private or public).

To continue to allow a reasonable and affordable development option for small subdivisions, staff suggests consideration of the following UDO revision:

3. Allow subdivisions with up to three lots or dwelling units to be served by a shared driveway, subject to provision of a minimum driveway width, maximum driveway length, and a turnaround area that can accommodate Emergency Services vehicles. (The UDO currently allows two lots or dwelling units to be served by a shared driveway.)

Staff Recommended Options for Revisions to the Private Road and Access Standards of the UDO	
Class A Private Roads	
Minimum Number of Lots	4
Maximum Number of Lots	12
Right-of-way Width	50 ft.
Travel-way Width	18 ft.
Road Maintenance Agreement Required	Yes
Maintenance Responsibility	Property Owner

Notes:

1. Subdivisions with up to 3 lots or dwelling units may be served by a shared driveway.
2. Class A private roads may be graveled.

Conclusion

Planning staff will coordinate with the Manager's office to schedule a BOCC Work Session in early 2015 to address this item.

COMPREHENSIVE PLAN / FUTURE LAND USE MAP AND UNIFIED DEVELOPMENT ORDINANCE (UDO) AMENDMENT OUTLINE

UDO / Zoning-2014-11

Private road standards, access standards, and trail system standards
of the Unified Development Ordinance (UDO)

A. AMENDMENT TYPE

Map Amendments

Future Land Use Map:

From:

To:

Zoning Map:

From

To

Other:

Text Amendments

Comprehensive Plan Text:

Section(s):

UDO Text:

UDO General Text Changes (Pending further BOCC authorization)

UDO Development Standards (Pending further BOCC authorization)

UDO Development Approval Processes

Section(s): To include (but may not be limited to):

1. Section 7.8 *Access and Roadways*, and
2. Section 6.2 *Lot Standards*

Other:

B. RATIONALE

1. Purpose/Mission

Multi-department/advisory board review of UDO private road, access and trail system standards with respect to Comprehensive Plan Goals and Objectives, and develop amendments for consideration.

2. Analysis

In its accepted 2014 Work Plan, the following activity was identified for the OUTBoard:

- Begin examination of UDO Section 7.8 Access and Roadways (Attachment 2) with respect to the goals and objectives of the Transportation Element of the Comprehensive Plan to determine consistency, and seek BOCC authorization to develop recommendations of applicable amendments to the UDO to take to the Planning Board.

Likewise, in its accepted 2014 Work Plan, the Planning Board identified the following activity as a concern/emerging issue:

- Emergency Access: Work with appropriate staff/departments to better ensure properties can be reached by emergency personnel (e.g., driveway width and clearance, bridge weight limit signage and sufficiency to allow a fire truck to pass, gate width, and curve radii sufficient for emergency vehicles).

Multi-Department/Advisory Board Review

On April 16, 2014 the OUTBoard reviewed and discussed issues relating to selected private road and access standards of the UDO. The Board recommended that the Board of County Commissioners (BOCC) direct Planning staff to review these standards, and also trail system standards, and develop amendments to the UDO for consideration. On May 20, 2014 the BOCC authorized staff to move forward with the OUTBoard's recommendation to proceed as proposed, including coordinating with other County departments, and return to the Board in the Fall with an update and request for further authorization to proceed.

Planning staff met with Department of Environment, Agriculture, Parks and Recreation (DEAPR) staff on June 16, 2014 to discuss emergency access to trail systems. As a result, draft goal and objectives were developed for accommodating emergency service personnel needing to access people using trails at Orange County parks and nature preserves administered by the Orange County Department of Environment, Agriculture, Parks and Recreation (DEAPR) (Attachment 3). On August 20, 2014 DEAPR staff presented the Draft Parks & Recreation Master Plan to the OUTBoard, and as part of its comments the Board recommended that the emergency access goal and objectives be included in the Plan.

On July 9, 2014 staff met with the Fire Chief Council to discuss private road and access standards and receive comments. The Council's comments are provided in Attachment 1.

NCDOT Public Road Construction Standards

Long-term maintenance costs of private roads have led to many requests for NCDOT to accept these roads into the State-maintained system. The construction standards for NCDOT acceptance are higher than the County's Class B private road standards, and are typically prohibitively expensive to overcome. Subdivision roads with a right-of-way dedicated, recorded, or with preliminary approval from a county planning board dated after September 30, 1975 will not be added to the State system unless the road is built to the minimum construction standards of the Division of Highways. The minimum State construction standard is 18 feet of pavement within a 50-foot right-of-way. Additional information regarding NCDOT construction standards can be found

at: <http://orangecountync.gov/planning/documents/SubdivisionManualJanuary2010.pdf>

Staff Recommended Options for Revisions to the Private Road and Access Standards of the UDO: To provide an appropriate level of service for emergency services vehicles and ensure the provision of adequate public safety protection standards for development, staff believes the following options should be discussed:

1. Do away with the Class B private roads and allow only the Class A private roads, which requires a minimum 18-foot travel-way.
2. Develop a requirement that all newly created lots have access to a complying road (either private or public).

To continue to allow a reasonable and affordable development option for small subdivisions, staff suggests consideration of the following UDO revision:

3. Allow subdivisions with up to three lots or dwelling units to be served by a shared driveway, subject to provision of a minimum driveway width, maximum driveway length, and a turnaround area that can accommodate Emergency Services vehicles. (The UDO currently allows two lots or dwelling units to be served by a shared driveway.)

Fire Council comments that can be addressed in the UDO: Upon reviewing the comments within Attachment 1, Planning staff believes the following can be addressed in the UDO:

4. Cul-de-sac: Require a minimum clearing width for all proposed cul-de-sacs of 50 feet to accommodate emergency vehicle access/staging within Section 7.8.5 (D) (10) of the UDO. There is currently no 'minimum clearing width' separate from the development of the actual, improved, travel area. This is something staff would verify before the subdivision is recorded.
5. Drainage pipes under driveways: Section 7.8.5 (D) (9) could be amended to establish a minimum width for all drain pipes of 16 feet, to address the concern of trucks being 'hung up' when attempting to access/leave a property.
6. Gates/Walls: With respect to required widths and setbacks for gates/privacy walls regulations could be adopted to require minimum travel widths and stacking areas to accommodate the Fire Council's concerns. Staff would need to determine where such regulations would best fit within the UDO.

7. Pull-over Areas: Private road standards could be amended to include emergency pull off areas as suggested by the Fire Council. Staff will have to take into consideration the impact such a requirement would have on current impervious surface policies, as such a standard would increase the impervious surface area on a site and could possibly impact overall developability.
8. Private Bridges: There are currently no existing standards governing the development of a 'bridge'/stream crossing. Such crossings are permitted in accordance with Section 6.13.6 (C) (4) of the UDO. Staff is still reviewing this request.
9. Tree Clearance on Driveways: While the County may need a reference to a tree clearing requirement for subdivision projects to ensure emergency vehicular access, and reference such requirements in recorded road maintenance agreements for all subdivisions, the UDO may not be the most appropriate location for a County standard.

Staff Recommended Options for Addressing Fire Council Comments Outside of the UDO: Several comments do not appear to have either a land use component or do not necessarily lend themselves to a land use enforcement proceeding. As a result Planning staff would recommend the following:

10. Locked gates: There is no land use issue related to a property owner choosing to secure his/her property. There is, however, a public safety concern. Staff recommends the establishment of a separate policy/ordinance within Chapter 14 Emergency Services of the Orange County Code of Ordinances to address this issue. The benefit of this option is that we could require more immediate enforcement remedies than currently possible with a land use violation (i.e. we typically provide a 30 day compliance window for land use violations).
11. Tree Clearance on Driveways: As with locked gates, there is no clear land use issue associated with this matter. Staff recommends a separate policy/ordinance as indicated in #9 above to address this issue.
12. Road Identification: There is already a road naming policy enforced by the Land Records division of the Tax Administration office that could address this matter.
13. District Issues with Road Conditions: This issue is beyond the scope of any one department or agency. From staff's perspective there needs to be a County policy for addressing access and maintenance in those circumstances where there is an older development that does not comply with County and/or NC DOT regulations.

The biggest concern Planning staff hears, with respect to this issue, is from residents of older subdivisions, with no home owners association, trying to address road maintenance issues and/or lack of financial participation amongst neighbors.

Staff Options for Addressing Comments Regarding Emergency Access for Trail Systems:

14. Trail Systems: There are currently no standards for emergency access for trail systems in the UDO. Issues related to accommodating emergency service personnel needing to access people using trails at Orange County parks and nature preserves administered by DEAPR are best addressed through the addition of the DEAPR staff recommended goal and objectives to the Draft Parks & Recreation Master Plan. This approach would be a more flexible approach that would be responsive to the site-specific environmental issues of individual park sites.

3. Comprehensive Plan Linkage (i.e. Principles, Goals and Objectives)

- a. Transportation Goal 2, Objective T-2.3: Increase countywide access for emergency vehicles, including ways to improve response times, both for existing and new developments.
- b. Services and Community Facilities Goal 7, Objective PS-T-3: Establish and maintain an appropriate level of service for law enforcement and emergency services and ensure the provision of adequate public safety protection standards for residential, commercial, and industrial development throughout the County.

4. New Statutes and Rules

N/A

C. PROCESS

1. TIMEFRAME/MILESTONES/DEADLINES

- a. BOCC Authorization to Proceed

May 20, 2014

- b. Quarterly Public Hearing

N/A at this time

- c. BOCC Updates/Checkpoints

December 9, 2014 – Report to BOCC summarizing stakeholder input on the private road and access standards of the Unified Development Ordinance (UDO); and request to place this item on an upcoming BOCC Work Session agenda for a brief staff presentation and prioritization of possible amendments to the UDO.

- d. Other

N/A

2. PUBLIC INVOLVEMENT PROGRAM

Mission/Scope: To review existing private road, access standards, and trail system standards with respect to providing an appropriate level of service for emergency services vehicles and ensuring the provision of adequate public safety protection standards for development, and within this framework providing a reasonable and affordable development option for small subdivisions.

a. Planning Board Review:

September 3, 2014: The Planning Board provided review comments and provided general support of the development of UDO text amendments for further review.

b. Advisory Boards:

OUTBoard – April 16, 2014
& August 20, 2014

c. Local Government Review:

DEAPR staff – June 16, 2014.

Emergency Services staff; and the Fire Chief Council – July 9, 2014

d. Notice Requirements

N/A at this time

e. Outreach:

General Public: N/A

Small Area Plan Workgroup: N/A

Other: N/A

3. FISCAL IMPACT

Other than staff time, there is no financial impact associated with receiving, considering and authorizing the staff to proceed with adoption steps for reviewing the County’s private road standards, access and trail systems standards.

D. AMENDMENT IMPLICATIONS

N/A at this time.

E. SPECIFIC AMENDMENT LANGUAGE

N/A at this time.

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SECTION 7.8: ACCESS AND ROADWAYS

7.8.1 Streets – General Standards

(A) Consistency with Comprehensive Plan

- (1) The provision of street rights-of-way shall conform to and meet the requirements of the Orange County Comprehensive Plan.
- (2) Reservation for or dedication of street rights-of-way for future transportation facilities proposed in the adopted Comprehensive Plan shall be required where appropriate.
- (3) A subdivider shall not be required to provide or dedicate right-of-way for a proposed street to which access would be prohibited by any governmental agency.

(B) Compliance with Approved Access Management Plans and Studies

- (1) Subdivision of land abutting a roadway for which the Board of County Commissioners has approved recommendations from a plan or corridor study is subject to provisions of the approved corridor plan or study.
 - (a) In such cases, the subdivider shall provide any improvements or other means to ensure construction recommended in such plan or corridor study. Such improvements may include facilities for bicycles, sidewalks, and public transportation.
 - (b) The subdivider, in cases where the recommendations address access management, shall use design elements recommended in the plan or corridor study to reduce conflict points.
- (2) Policies prescribed in Phase V of the Access Management Awareness Project and Report, or other adopted studies of strategies, shall be considered during subdivision and site plan review to assess access management and other corridor design considerations.

(C) Coordinated Street System

- (1) All subdivisions shall have a coordinated street system with public or private streets that access a public municipal street or a public State maintained street in accordance with the following:
 - (a) Public street rights-of-way shall abut adjacent properties as necessary to provide connectivity to the countywide transportation network; and
 - (b) Lot access to streets serving the subdivision shall be limited in the case of streets that provide a link between two or more roads designated in the Comprehensive Plan as arterials or collectors.
 - (c) All subdivisions shall have at least one street that intersects with or joins a public municipal street, or a public State maintained street.

7.8.2 Public Streets – Where Required

Public streets are generally required in all subdivisions and shall be required where it is found that:

- (A) The subdivision streets would be accepted by the State for maintenance if:
 - (1) They are built in a manner which satisfies the minimum State design and construction criteria for subdivision streets; and
 - (2) They would satisfy other requirements for addition to the State maintenance system, including, but not limited to, the general density standard of at least two occupied residences for each one-tenth of a mile of subdivision street.

If, upon review of a subdivision plat, it is determined that the general density standard is met, but a design standard is not, a re-design will be required where possible. For example, if the number of lots proposed along a subdivision street would clearly satisfy the density standard, but the street design was such that the centerline radius did not meet the minimum standard of 230 feet for level land, a new street design would be required. Another example is a situation where a landscaped island or entrance median prevents acceptance of the street for maintenance.

The State's criteria and standards are identified in the following publications: Subdivision Roads - Minimum Construction Standards and Traditional Neighborhood Development (TND) Guidelines, prepared by and available from the N.C. Department of Transportation; or

- (B) The subdivision streets extend existing streets which are public; or
- (C) The subdivision streets are part of a development which is located in an area designated as Urban or Transition by the Orange County Comprehensive Plan; or
- (D) A proposed street is designated as an arterial or collector on an approved Thoroughfare Plan for a municipality or in the Orange County Comprehensive Plan; or
- (E) The subdivision streets are part of a non-residential development consisting of office, retail, industrial, and similar businesses, each located on a separate lot. This provision shall only apply to that portion of a subdivision being developed for non residential purposes.

7.8.3 Public Streets - Construction Standards

Public dedicated streets must meet the minimum construction standards as adopted by the N.C. Department of Transportation for acceptance of streets as additions to the State Highway System.

7.8.4 Private Roads – When Permitted

- (A) A private road shall be deemed justified for a minor residential subdivision resulting in no more than three lots provided:
 - (1) No new lots have been created from the parent tract, through subdivision or other manner exempted from subdivision regulations, since the more recent:
 - (a) Date of adoption of this provision (September 18, 2001); or
 - (b) Ten years from the date of recordation of the parent tract if the lot being subdivided was created using the three-lot private road justification provision.

The parent tract, for the purpose of this provision, is the lot or tract of land that is being subdivided.

 - (2) All resulting lots meet the minimum lot area per dwelling unit and maximum density requirements for the zoning district, including any overlay district, in which the subdivision is located.

- (B)** A minor residential subdivision of three or fewer lots shall be encouraged to provide a private access easement for one adjacent lot to access the private road in order to reduce the number of access points on a public road.
- (C)** For all other subdivisions the Planning Board and the Board of County Commissioners (in the case of major subdivisions) and Planning staff (in the case of minor subdivisions) shall consider the design features in this subsection (8.8.4) when determining whether to permit private roads.
- (D)** There is no right to a private road in any subdivision containing more than three lots.
- (E)** At a minimum, a private road may be justified if the subdivision meets standards of (1) below and at least two other design features (2 through 7) listed below.
 - (1)** The location and design of the subdivision is such that it clearly preserves the rural character of the County through:
 - (a)** The provision of lot sizes and building setbacks significantly greater than those required by the zoning district in which the proposed subdivision is located, including any overlay district requirements, in accordance with the following standards:
 - (i)** Lot Sizes – Conventional Subdivision
 - a. All lots in the subdivision must be at least 80,000 square feet if the minimum lot size or area per dwelling unit of the zoning district is 40,000 square feet or less.
 - b. All lots must be at least 120,000 square feet (2.75 acres) if the minimum lot size or area per dwelling unit of the zoning district is 80,000 square feet.
 - c. All lots must be at least 130,680 square feet (three acres) if the minimum lot size or area per dwelling unit of the zoning district is 87,120 square feet (two acres).
 - d. All lots must be at least five acres for all other cases.
 - e. Minimum building setbacks for lots located on a private road shall be twice those required.
 - (ii)** Lot Sizes – Cluster Subdivision or Flexible Development without Density Bonus
 - a. In zoning districts having a minimum lot size of 40,000 square feet:
 - i. All lots must be at least 80,000 square feet in subdivisions providing 40% or less open space;
 - ii. All lots must be at least 70,000 square feet in subdivisions providing 41% - 49% open space;
 - iii. All lots must be at least 60,000 square feet in subdivisions providing 50% or greater open space.
 - b. In zoning districts having a minimum lot size or area per dwelling unit of 80,000 square feet or two acres (87,120 square feet):
 - i. All lots must be at least 130,680 square feet (3 acres) in subdivisions providing 40% or less open space;
 - ii. All lots must be at least 90,000 square feet (2.07 acres) in subdivisions providing 41% - 49% open space;

- (d) The land being subdivided is not connected to, or part of, another subdivision required to be served by public roads.
- (F) The Declaration of Development Restrictions, prepared by the Planning Department and recorded concurrently with the Final Plat, shall include a statement that further subdivision of any of the lots may require that the road be upgraded to a higher private road classification, or to public standards, and that the cost of the upgrade will be the responsibility of the subdivider.
- (G) Where a parcel being subdivided was created by a previous subdivision approved after July 5, 1983, then the previous subdivision as well as the proposed subdivision will be considered in determining whether a private road is still justified.
- (H) It shall be the responsibility of the applicant for subdivision approval to supply a written statement justifying the reasons for private roads in the proposed subdivision.
- (I) Compliance with one or more of the standards in this subsection (8.8.4) does not insure approval of either a public or private road within a proposed subdivision.
- (J) A private road shall be required to meet standards set by Orange County as described in Section 7.8.5. Satisfactory proof that the standards are met will be required by the County Manager or his/her appointed agents.
- (K) If a subdivision is to contain private roads, the subdivider shall have the County's Standard Road Maintenance Agreement entitled, "DECLARATION OF RESTRICTIONS AND PROVISIONS FOR PRIVATE ROAD MAINTENANCE" prepared and processed in accordance with Section 2.14 for minor subdivisions or Section 2.15 for major subdivisions and shall conform to the requirements of Section 7.14.3(6)(b)(ii).
- (L) The land within a private road easement shall be included within the lot boundaries of the lot or lots which border the easement. The road maintenance agreement shall include a provision that if the road is dedicated for public use at a later date, then the lot boundaries will be revised to extend only to the edge of the right-of-way, in accordance with NCDOT standards.

7.8.5 Private Road Standards

(A) Purpose and Intent

- (1) In Orange County, the preference is to serve subdivisions with State-maintained (NCDOT) public streets or municipal streets. The County recognizes, however, that private roads may be beneficial in some cases where the developer provides significantly larger lots, and where a private road graded to a narrower cross-section saves valuable vistas, trees, or natural resources, and reduces cut-and-fill and overall land disturbance. Where the developer clearly provides benefits such as enhancing entrances or streetscapes off an adjoining public road, saving trees, providing large lots, reducing disturbance, and "fitting" lots better into their natural surroundings, the Planning Department, Planning Board, and Board of County Commissioners may permit the use of private roads.
- (2) The County is concerned about the logical and safe extension of public roads throughout the County and notes that private roads cannot be served by school buses and sometimes not by rescue squads and fire trucks. Private roads are generally unpaved and property owners who use the road are solely responsible for maintenance of the road.
- (3) The County will approve only private roads where the "benefits" outweigh the negative aspects.
- (4) Private roads shall never be approved simply to save money.
- (5) Private roads are a privilege, and not a right, and must be justified by the particular lot arrangement and benefits provided by each development.

(B) General Requirements

- (1) Private Roads serve lots within subdivisions that do not have access to state-maintained roads.
- (2) Private Roads insure that all lots have documented legal right-of-way and provide adequate access for residents and emergency vehicles.
- (3) Private Roads may be allowed in a subdivision where, in the judgment of the Planning Board and with the approval of the Board of County Commissioners, it is found that the nature and location of the subdivision are such that a private road is justified.
 - (a) In determining whether to permit Private Roads in subdivisions, the design features contained in subsection (F)(5) of this Section shall be considered.
 - (b) It is the responsibility of the subdivider to supply a written statement justifying the reasons for Private Roads in the proposed subdivision.
- (4) After approval of and initial construction of the Private Road, maintenance must be provided by the property owners of lots located along the road. A Road Maintenance Agreement or Declaration between the lot owners is required to insure that the needed repairs are made (see subsection (F)(10)(i)).
- (5) Since Private Roads are not constructed to North Carolina Department of Transportation standards, they will not be added to the Secondary Road System and will not be maintained by the State or Orange County.

(C) Classifications

- (1) The standards and specifications for Private Roads apply to subdivisions in Orange County and the class of road required depends on the number of lots served by the road.
 - (a) A Class B road serves 1 to 5 lots or dwelling units.
 - (b) A Class A road serves 6 to 12 lots or dwelling units.
- (2) All Private Roads in a major subdivision require the approval of the Board of County Commissioners.
- (3) Before the final plat of the subdivision can be recorded, the Private Road must be built and approved, or the applicant must post a security instrument with the County in an amount that would cover the cost of constructing the road.
- (4) Class B Private Roads intended to serve two lots or dwelling units are not required to be constructed to Orange County Standards or to be inspected before recordation of the final plat.
 - (a) Orange County recommends that such Class B roads be built to these standards in order to provide adequate access, especially for emergency vehicles which require the clearances and turn areas shown on the specifications.

(D) Construction Standards for Private Roads

The standards described herein are the minimum set forth by the County. Orange County has not determined, and is not responsible for determining, that these standards are adequate or appropriate for all uses by landowners. The standards also may not meet NCDOT criteria. No road will be accepted for maintenance by NCDOT unless or until NCDOT standards are met.

TABLE 7.8.5.D BASIC STANDARDS AND SPECIFICATIONS FOR PRIVATE ROADS				
	CLASS A	CLASS B		
Max. Number of Lots	12	2	3	5
Right-of-Way Width	50 ft.	50 ft.	50 ft.	50 ft.
Travel-Way Width	18 ft.	No Standard	12 ft.	12 ft.
Road Maintenance Agreement Required	Yes	Yes	Yes	Yes
Maintenance Responsibility	Property Owners	Property Owners	Property Owners	Property Owners

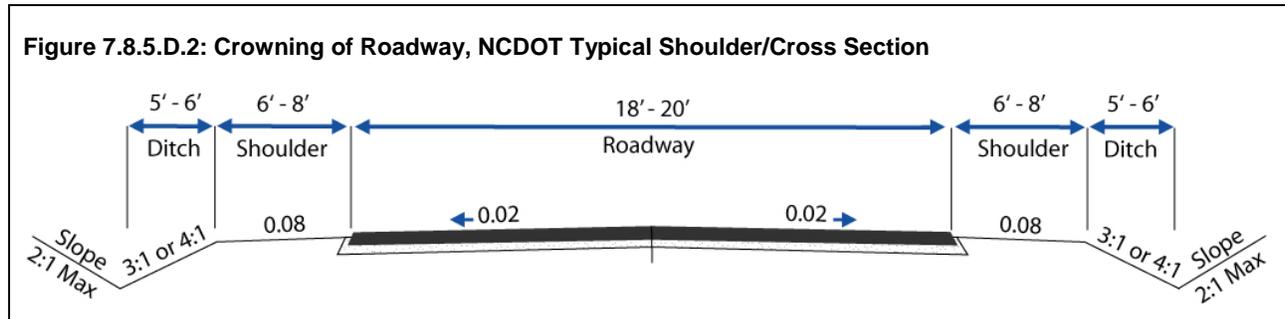
(1) Certificate of Construction

- (a) A registered land surveyor must certify in writing to the Planning Department that the travelway of the Private Road, either existing, upgraded or newly constructed, is within the platted right-of-way.
- (b) A professional engineer must certify in writing to the Planning Department that a Private Road, either existing, upgraded, or newly constructed, meets the standards of the required class for the subdivision, provided however, there is no requirement for written certification by a professional engineer for a private road serving three or fewer lots.
- (c) The following must be inspected and certified:
 - (i) The proper material has been used in the travelway and it is built to the required width and thickness;
 - (ii) The shoulders are the correct width and the typical cross section is in place;
 - (iii) The road is on the proper grade;
 - (iv) Ditches are in place where necessary to provide adequate drainage, in accordance with sound engineering practice;
 - (v) Necessary storm pipes of proper size, materials and construction are in place and energy dissipaters installed, in accordance with sound engineering practice;
 - (vi) All disturbed areas are properly stabilized;
 - (vii) The required road sign is in place;
 - (viii) An adequate turn-around is in place at the end of the road;
 - (ix) Required vertical and horizontal clearance is provided; and
 - (x) Sight distance and construction at the intersection with a public road has been approved by NCDOT.

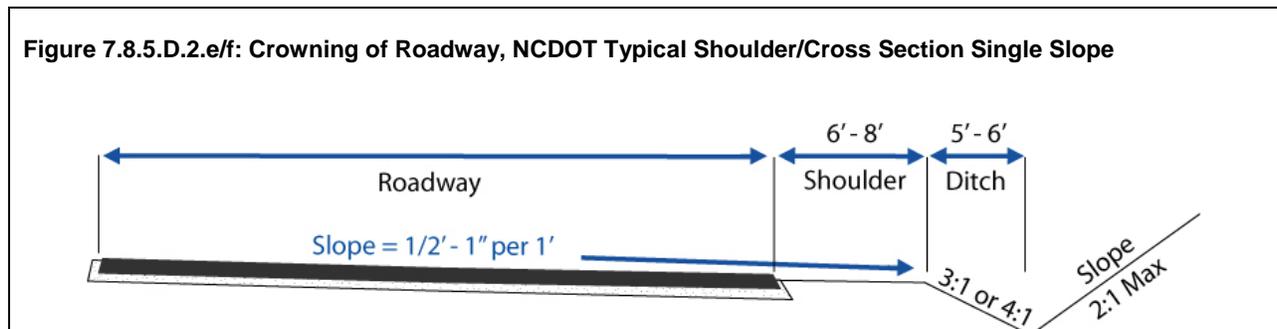
(2) Travelway

- (a) The travelway must be surfaced and compacted with a material acceptable to Orange County to the required width of the particular class of road.
- (b) A crown should be built into the travelway so that water will drain from the road surface into the side ditch.
- (c) The crown should not be so great as to cause vehicles to slide off the travelway when ice or snow is on the road.

- (d) Generally the road and shoulder should be crowned as shown in the drawing below so that runoff will drain to the ditches on both sides of the road.



- (e) In some situations it may be desirable not to crown the road but to have the travelway sloped to a single ditch as shown below. This is applicable in four situations:
- (i) Where it is necessary to cut down on the length of a ditch in order to reduce the erosion potential by decreasing the volume of runoff,
 - (ii) Where it is difficult to construct ditches due to rock,
 - (iii) To provide for super-elevation, or
 - (iv) In curves.
- (f) The single slope described in (e) should always drain toward the inside of a curve. The crown slope of the road and shoulder should be approximately 1/2 to 1 inch per foot.



(3) Surface Materials

- (a) Acceptable material for surfacing the travelway is Aggregate Base Course (commonly called "crusher run").
- (b) Soil type base materials (commonly called "Chapel Hill Gravel" or "Chapel Hill Grit") will be accepted under the following conditions:
 - (i) The material originates from a quarry approved by the North Carolina Department of Transportation.
 - (ii) The grade of the road is less than 8%.
 - (iii) Where the grade is greater than 8% a layer of crusher run stone will be placed over the Chapel Hill Gravel before compaction.
 - (iv) Sources of surface material shall be verified with the certifying professional before placement.

(4) Fill Material

- (a) Where filling is necessary to raise the roadbed, cross watercourses or fill stump holes, it shall be done with suitable material that is free of roots or other organic matter.
- (b) The fill should be firmly compacted to reduce settlement that will cause ruts or holes in the finished road.

(5) Traffic Flow

- (a) Private Roads shall provide for two-way traffic in order to prevent conflict of vehicles meeting head-on.
- (b) Two-way traffic for Class B roads can be accomplished by widening the travelway at prescribed locations to at least 16 feet to allow vehicles to pass or to pull over and stop while another vehicle passes.
- (c) Plans showing road and right-of-way location, ditches and culverts, extent of clearing, and existing and finish contour lines shall be approved by the Erosion Control Officer.

(6) Medians

- (a) Medians may be permitted between travel lanes when it is demonstrated that such design is desirable for the preservation of natural resources, or that excessive cut and fill would be required to construct a roadway to the standard width.
- (b) Medians may be permitted only in accordance with the following:
 - (i) Each lane shall contain a minimum of 14 feet of vertical and horizontal clearance.
 - (ii) Each lane shall contain a minimum travelway of eight feet, or 1/2 of the required width for the applicable road class, whichever is greater.
 - (iii) No lots shall access directly onto any divided portion of the road unless there is adequate cross-access provided through the median, or some other acceptable means of access and turnaround for emergency vehicles.
 - (iv) Both lanes shall be contained within a single easement.
 - (v) A standard travelway of required width for the road class shall be constructed where the private road intersects with another private or public road.
 - (vi) Signs indicating "One Way" and/or a split roadway shall be provided where the lanes diverge.

(7) Grade

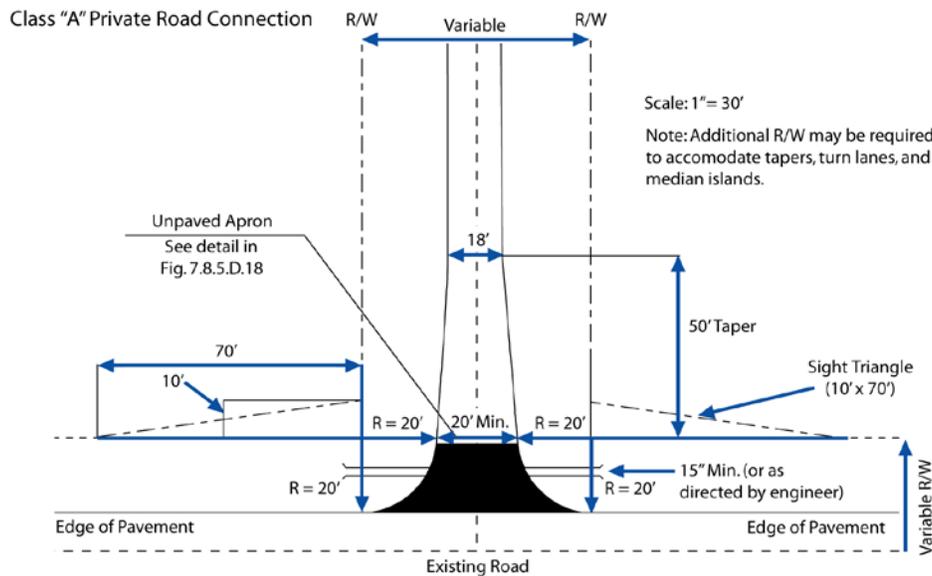
- (a) The grade of the road should not exceed 12% because of the difficulty of operating vehicles on such a steep road and the high potential for erosion of the travelway and ditches.
- (b) Where possible, the road should be constructed along the contour of the land to avoid steep grades.
- (c) In exceptional circumstances a variance may be granted for a grade greater than 12%, as may be approved by the Board of Adjustment prior to construction (see Section 2.10 for variance procedures).
Circumstances where a variance will be considered are:
 - (i) There is no other reasonable access or location of the road,

- (ii) Relocating the road would create other, more serious problems with drainage, stabilization, or environmental impact, and/or
- (iii) The length of the segment with grade greater than 12% is no longer than 100 feet.

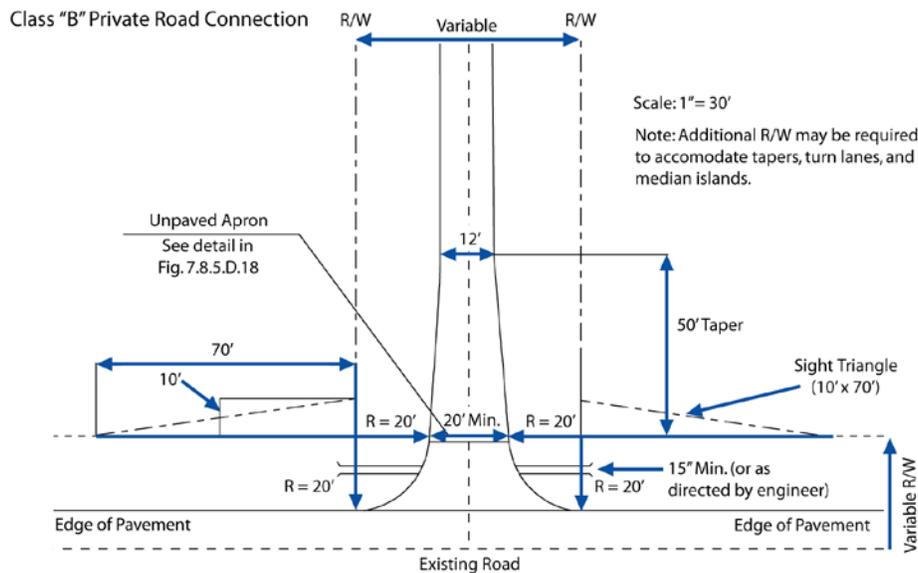
(8) Intersection with Public Road

- (a) The intersection of the Private Road with the existing public road shall permit a safe entrance and exit.
- (b) Adequate sight distances along the public road shall be provided by choosing a good location for the right-of-way and clearing sight triangles when building the road.
- (c) The intersection of a Private Road with a public road must provide an adequate place for cars to stop before entering the public road. See the diagram below.

Figure 7.8.5.D.8: Intersection with Public Road



Note: Permanent drainage easements may be required to accommodate drainage beyond the right-of-way



Note: Permanent drainage easements may be required to accommodate drainage beyond the right-of-way

- (d) The Private Road must flare at the public road in order to permit a vehicle to enter the Private Road when another vehicle is waiting to exit on the Private Road. The dimensions of the required flare are 20-feet for both a Class A and Class B Private Road, as shown in Figure 7.8.5.D.8.

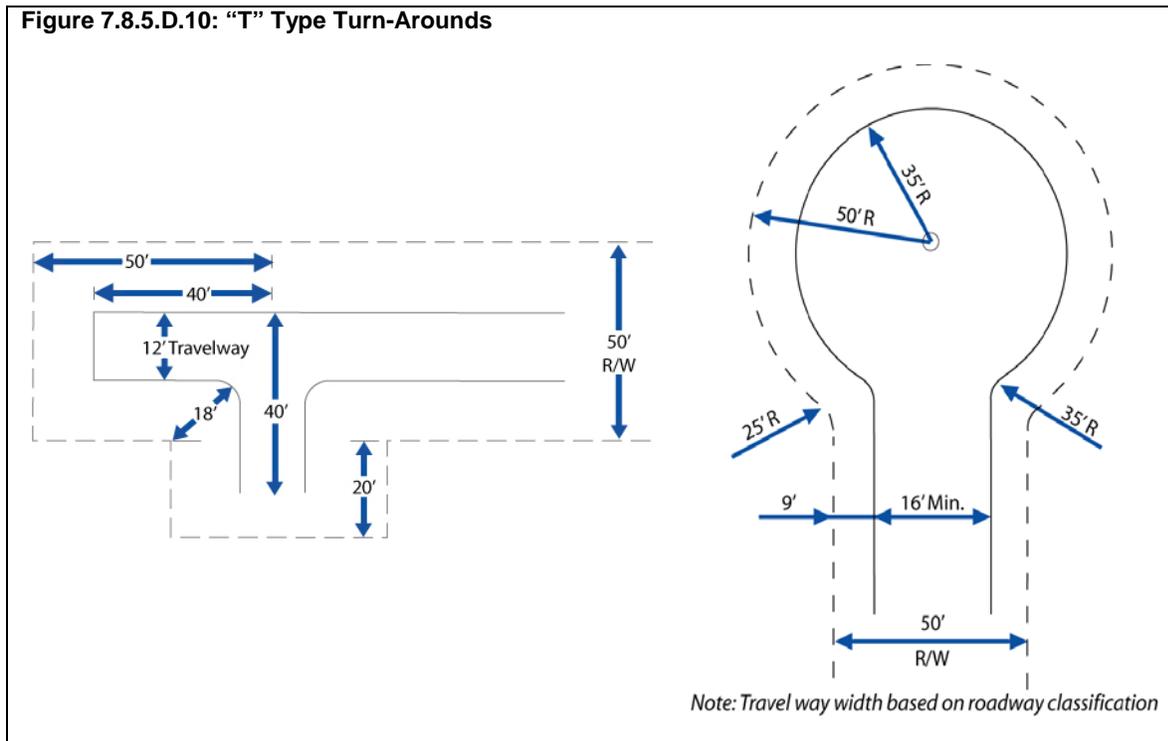
(9) Drainage

- (a) Ditches shall be constructed to provide drainage from the road and adjacent areas.
- (b) The ditches shall be built with sufficient depth and width to carry the expected volume of water.

- (c) The side slopes shall be graded so that they can be stabilized and to prevent vehicles from becoming stuck if they slide into the ditch.
- (d) Where the road crosses streams or minor watercourses, culverts shall be installed to prevent ponding and washouts of the road for the design five-year storm.
- (e) On streams where it is not economical to install a large culvert of the required size, the Erosion Control Officer may allow the installation of a smaller culvert if engineering equivalent provisions are made to protect the road surface and fill slopes from erosion when runoff tops the road.

(10) Turn-Arounds

- (a) Vehicle turn-around areas shall be provided at the end of all dead end roads. This can be accomplished by ending the road in a cul-de-sac or a "T".
- (b) The "T" type turn-around is preferred.
- (c) Culs-de-sac shall have a minimum diameter of 70 feet.
- (d) A "T" turn-around must conform to the dimensions in the diagram below.



- (e) The location of the turn-around will depend on the arrangement of the lots in the subdivision.
- (f) If the Private Road serves only one lot the turn-around should be located near the building site.
- (g) In a subdivision with several lots the turn-around should be at the end of the road and the necessary right-of-way provided.

(11) Road Name and Sign

- (a) The road name shall be verified with the Orange County Planning Department to insure that the proposed name does not duplicate an existing name.

- (b) The road sign shall have one double-sided blade showing the name of the Private Road and another showing the name of the existing State maintained road.
- (c) Class B roads of any length are required to be named and to have a road sign posted.

(12) Right-of-Way

- (a) The right-of-way shall be 50-feet wide and indicated on the final plat.
- (b) Requests for rights-of-way less than 50-feet in width must be approved by the Board of County Commissioners. In no case shall a right-of-way less than 25-feet in width be approved.
- (c) Bends in the right-of-way must be at angles that will permit construction of curves with a 125-foot minimum centerline radius (see subsection (17) below).

(13) Vegetation

- (a) All areas disturbed by the construction of the road, including the shoulders, ditch banks, cut and fill slopes and any borrow areas, shall be seeded in permanent vegetation to stabilize the soil and prevent erosion.
- (b) Seeding should be done immediately after grading is completed and before the final inspection by the Planning Department.
- (c) The disturbed area shall be smoothed and lightly harrowed to break up the soil and prepare a good seedbed. The following materials are recommended per 1,000 square feet:
 - (i) 1.4 lbs. Fescue grass seed
 - (ii) 0.4 lbs. German or Browntop millet (to provide temporary cover until the grass becomes established)
 - (iii) 90 lbs. lime
 - (iv) 23 lbs. 10-10-10 Fertilizer
 - (v) Two 40 lb. Bales of straw for mulch (enough to cover 75% of the ground surface)
- (d) Other types of permanent vegetation may be substituted as long as they provide adequate cover to prevent erosion.

(14) Maintenance

- (a) Maintenance of the Private Road must be provided by the lot owners that are served by the road.
- (b) The required Road Maintenance Agreement between the lot owners is required to insure that the cost is shared equally and a mechanism for maintenance is set up.
- (c) The responsibility for maintenance is the property owners and neither the State nor Orange County will maintain the road.
- (d) Regular attention shall be given to the following items in order to assure that the road will remain in good condition:
 - (i) The vegetation shall be mowed, limed and fertilized as needed. Areas that erode or where seeding is unsuccessful should be reseeded.

- (ii) Culverts shall be kept clear of trash and other obstructions that could prevent or reduce the culverts function. If culverts are not kept clear it will cause runoff to flow over the road and may cause flooding upstream. Ditch banks and bottoms shall be protected from erosion by maintaining good vegetation.
- (iii) The travelway shall be maintained by grading the surface material to fill any potholes that develop and to evenly spread the surface material where the soil has been uncovered because of erosion.
- (iv) The road name sign shall be kept visible and legible so that visitors and emergency personnel can easily locate the road.

(15) Vertical Clearance

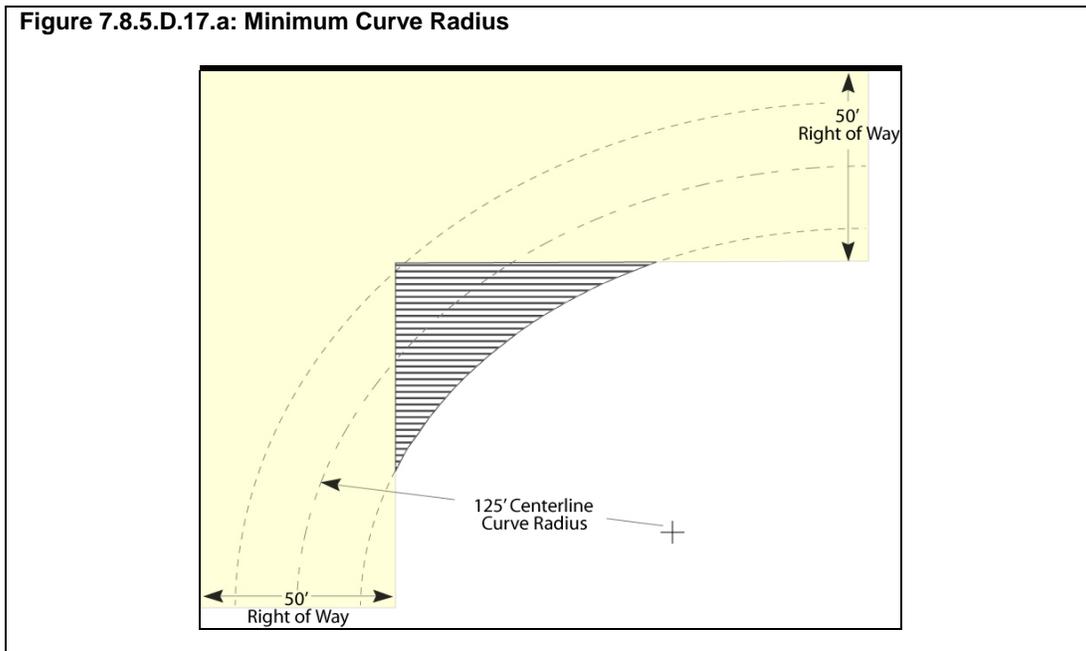
A minimum 14-foot vertical clearance shall be provided above the travelway to permit the passage of large vehicles under power lines and tree limbs.

(16) N.C. Department of Transportation Driveway Permit

The property owner is responsible for obtaining the required permit for access to the state maintained road. This permit can be obtained from the DOT in Hillsborough. Permits are normally granted on request.

(17) Minimum Curve Radius

- (a) New curves shall be constructed with a minimum centerline radius of 125-feet (see graphic).

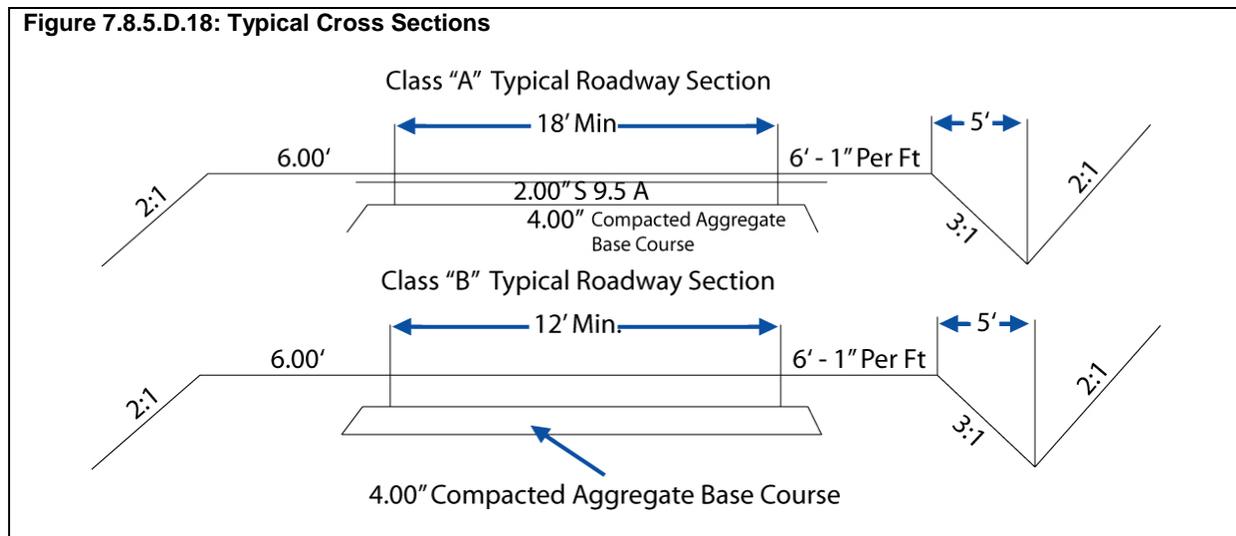


- (b) The right-of-way shall be designed with bends that will provide sufficient width to construct the road to the minimum radius. For example, a 90 degree bend in a 50-foot right-of-way will not provide enough area to construct a road 18-feet wide.
- (c) The right-of-way must include sufficient width for the travelway and the necessary shoulders, ditches and slopes.
- (d) A curve radius of less than 125-feet may be approved if all of the following conditions are met:

- (i) The road existed prior to the adoption of subdivision regulations or was approved as part of an earlier subdivision;
- (ii) Reconstruction of the existing road to meet a 125-foot curve radius is not feasible due to the extent of earthwork which would be required and/or the inability to reconfigure the existing right-of-way location due to ownership or the location of existing structures, wells or septic systems;
- (iii) Standards pertaining to road width and grade will be met;
- (iv) The subdivision can be approved with a Class B private road;
- (v) Documentation is received from the Staff Engineer that the proposed curve radius would provide for adequate vehicular access and circulation; and
- (vi) Documentation is received from the Department of Emergency Services stating that the proposed curve radius would provide access for the largest emergency vehicle expected to use the road.

(18) Typical Cross-Section

The drawings below illustrate the typical cross sections for Class A and Class B Private Roads.



(E) Compliance with Erosion and Sedimentation Control Regulations Required

Private road construction shall conform to the erosion and sedimentation control provisions of this Ordinance (see Section 6.15).

(F) Inspections and Certifications

- (1) Private road construction must be inspected and the construction certified in writing to the Orange County Planning Department by a North Carolina Professional Engineer.
- (2) The location of the travelway within the right-of-way must be certified to be within the platted private road right-of-way by a North Carolina Registered Land Surveyor.
- (3) The road must be inspected during construction so that any changes or improvements necessary to insure approval can be made before the stone is placed and the shoulders and ditches are seeded and mulched.

- (4) The subdivider or his/her representative must inform the professional making the certification prior to the start of construction and at intervals during construction when inspections are needed so that they can be scheduled.

TABLE 7.8.5.F: CERTIFICATION REQUIREMENTS FOR SUBDIVISION PRIVATE ROADS		
Maximum Number of Lots in Subdivision	3 or Fewer	4-12
Professional Engineer Road Construction Certification Required	No	Yes
Surveyor Certification Roadway in Platted Right-of-Way	Yes	Yes

- (5) Inspections by the Planning Department are made only to insure the following:
 - (a) That the road is built to the required dimensions;
 - (b) That the stone travelway is provided to the required width;
 - (c) That adequate drainage is provided;
 - (d) That any disturbed areas are seeded and mulched to establish permanent vegetation; and
 - (e) To verify that the required road sign is in place.
- (6) The subdivider is responsible for supervising construction and for quality control inspections for clearing and grubbing of the right-of-way, compaction of fill, construction materials, and so forth.
- (7) The subdivider or representative should employ a qualified grading contractor (and supervisor if necessary) to insure that the road is in the correct location and that acceptable methods and materials are used.
- (8) Bonds or letters of credit cannot be released or reduced until completion of the road is certified. Arrangements for payment between the subdivider and contractor are not the responsibility of Orange County.

7.8.6 Alleys

- (A) Alleys shall be required for lots used for commercial and industrial purposes except that this requirement may be waived where other definite and assured provision is made for service access.
- (B) Alleys shall not be provided in residential subdivisions unless necessitated by unusual circumstances.
- (C) The width of an alley shall be adequate for the purpose which it serves.
- (D) Dead end alleys shall be avoided where possible, but if unavoidable, shall be provided with adequate turn around facilities at the dead end as may be recommended by the Planning Board and approved by the Board of County Commissioners.

SECTION 7.9: RESERVATION OF SPACE FOR UTILITIES

7.9.1 Easements Required

- (A) Where several utilities are available or can be anticipated to serve a subdivision according to utility extension plans, utility easements, setbacks or other methods of providing services may be required for service in that subdivision.
- (B) Except where utilities may be located in approved alleys, easements, setbacks, or other methods, not less than six feet in width may be required on each side of rear and side lot lines.

Attachment 3

Emergency Access to Trail Systems at Orange County Parks

Draft Goal and Objectives

The following are draft goals and objectives for accommodating emergency service personnel gaining access to people using trails at Orange County parks and nature preserves administered by the Orange County Department of Environment, Agriculture, Parks and Recreation (DEAPR).

Orange County parks that currently have trails are Efland-Cheeks Park, Cedar Grove Park, Fairview Park, River Park, and Little River Regional Park and Natural Area. The Jones Creek Greenway connects Lake Hogan Farms with Morris Grove Elementary School. Future trails are being designed for the future Blackwood Farm Park, Hollow Rock Access Area, and at the Seven Mile Creek Preserve.

These draft standards are intended for review and comment by the Parks and Recreation Council, the Emergency Services Department, and the Orange Unified Transportation Board.

Overarching Goal: Trail systems will be designed and constructed to accommodate the maximum enjoyment of trail users, however, in doing so, there will be considerations for topography, sedimentation and erosion control, the avoidance of sensitive natural and cultural resources, public safety, and the provision of staging areas for vehicles to access trail users in times of emergency.

Objective #1 – Trails will be constructed and maintained with a minimum clearance width of six feet (even if width of the trail tread is narrower) and a minimum clearance height of eight feet. [Single-track bike trails at Little River Park may have sections less than six feet of clearance.]

Objective #2 – Trail networks greater than one mile in total length will be marked with periodic signs that specify distances from trailheads and with GPS reference points for users to identify their location along the trail.

Objective #3 – Trails will be shown on maps displayed on kiosks located at trailheads, and maps will be available from the park office (for parks that have an office) and from the DEAPR Central Recreation Center in Hillsborough.

Objective #4 – Emergency Service vehicles will have access to trails in such a way that larger vehicles can reach staging areas identified within the park (and on maps) and smaller all-terrain vehicles (e.g., Gator) can access most sections of the trail. Staging areas will be located where feasible within close proximity (approximately ¼ mile) to any point along the trails. Keys to any gates/ bollards

Attachment 3

will be provided to the appropriate Emergency Services provider(s) and will be available from the park office (for parks that have an office).

Objective #5 – Each park containing a trail network will develop an Emergency Action Plan, including protocol and procedures for trail-related emergencies.

Attachment 4

EXCERPT FROM MINUTES – SEPTEMBER 3, 2014 PLANNING BOARD MEETING

AGENDA ITEM 9: REGULAR AGENDA

UNIFIED DEVELOPMENT ORDINANCE PRIVATE ROAD AND ACCESS STANDARDS: To receive information about a current multi-department advisory board project involving the review of private road and access standards and to receive the Board's comments.

Abigaile Pittman presented abstract.

Lisa Stuckey: Would the pullover roads apply just to 18 foot wide roads?

Abigaile Pittman: It would apply to any one way road.

Paul Guthrie: What is the definition of a private road?

Abigaile Pittman: One that is not accepted for public maintenance. Not built to public maintenance standards.

Paul Guthrie: There are no use standards or number of properties attached to define it; it has to do strictly with the shape and construction of the road.

Abigaile Pittman: Yes.

Pete Hallenbeck: A private road is one that NCDOT does not maintain.

Paul Guthrie: Any existing non-public road servicing more than one household is grandfathered until an effort is made to do some sort of planning development.

Abigaile Pittman: The new regulations are not retroactive.

Paul Guthrie: What would trigger on that situation this proposal?

Michael Harvey: Someone coming in and trying to subdivide any of those existing lots. There are two dual issues here. We have an addressing ordinance that is enforced by Orange County Land of Records via the attorney's office that spells out road serving x number of lots or certain size has to be name. That is part of the ordinance. County subdivision regulations have been adopted over the years. We didn't get private road standards until 1998-2000 so the County has a history of subdivision development some of which have been done under different standards. We also have several properties in the County that have exercised their right under the general statute to develop their property or subdivide their property through the exempt subdivision process. By state law, we have no review authority and cannot hold them to any specific requirements identified in our subdivision standards.

Abigaile Pittman: The standard we are recommending to address those exempt subdivisions is to develop a requirement that all newly created lots have access to a complying road, public or private, for emergency responders.

Attachment 4

Tony Blake: I do want to have this discussion around water supply at some point.

Lisa Stuckey: I do think it would be a good idea to say that if you have a gate we can't get through, there should not be any discussion about who owes what for whom.

Craig Benedict: It is important how we differentiate what would go in the UDO and what needs to be handled by other ordinances.

Paul Guthrie: In the emergency access to trails systems, there are two sides to it, one is providing the access points but the trails may not be able to accommodate the size vehicles we have. We may need smaller vehicles.

Pete Hallenbeck: I like the three lots on the driveway.

Craig Benedict: You will probably need a road name.

Pete Hallenbeck: We have a few roads in Efland we cannot get the fire trucks down. With the pullovers, anyone who had to go through a 1700 foot road would appreciate those pullovers.

INFORMATION ITEM

1

PLANNING & INSPECTIONS DEPARTMENT Craig N. Benedict, AICP, Director

Administration
(919) 245-2575
(919) 644-3002 (FAX)
www.orangecountync.gov



131 W. Margaret Lane
Suite 201
P. O. Box 8181
Hillsborough, NC 27278



MEMORANDUM

TO: Board of County Commissioners; Bonnie Hammersley, County Manager
FROM: Craig Benedict, Planning Director; Howard Fleming, Engineering and Stormwater Supervisor
CC: John Roberts, County Attorney
DATE: November 21, 2014
SUBJECT: Efland to Mebane, Buckhorn-Mebane EDD, Phase 2 Extension & West Ten Road Pump Station & Outfall (AKA CIP #44)

This memo serves as a brief status report of the progress of the above project. The attached letter from the County Engineering/Stormwater Supervisor, Howard W. Fleming Jr., PE and our engineering design consultant, Hobbs-Upchurch, explains the progress and alignment.

We have begun to contact the community that will be affected by this project and our area meeting of November 20, 2014 was productive and positive. The attorney's office is assisting with easement acquisition. We plan to have the project ready for Board approval in February or March 2014.

The City of Mebane has been our partner in reviewing the design and specifications since they will eventually be the responsible maintenance entity.

This project serves 2 purposes: One, to redirect the Efland sewer flow which stabilizes future sewer rates for county residents and businesses and reduces County operational expenses; and two, provides sewer backbone infrastructure for over 350 acres (with expansion capability for 350 additional acres) of economic development opportunity north of West Ten Road and I-85/I-40 in the Efland area in the water and sewer boundary area.

Note: I have not included engineering drawings noted in Mr. Fleming Jr.'s letter as items 4 through 7 but they are available if requested.

If you have any questions please call my office.

Thank you.

PLANNING & INSPECTIONS DEPARTMENT
Craig N. Benedict, AICP, Director

**Engineering / Erosion
 Control / Stormwater
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**131 W. Margaret Lane
 Suite 201
 P. O. Box 8181
 Hillsborough, NC 27278**



November 21, 2014

Craig Benedict, AICP
 Director, Planning & Inspections Department
 Orange County
 131 W. Margaret Street, Suite 201
 Hillsborough, NC 27278

PROJECT: Efland Sewer to Mebane, Buckhorn-Mebane EDD, Ph. 2 Extension &
 West Ten Road Pump Station & Outfall
 Aka CIP #44, Efland Sewer Flow Redirect to Mebane
SUBJECT: West Ten Road Sanitary Sewer Routing

Craig,

As you are aware, we recently received what was identified as Revised 100% set of construction plans for the subject project from our consultant, Hobbs Upchurch Associates (HUA).

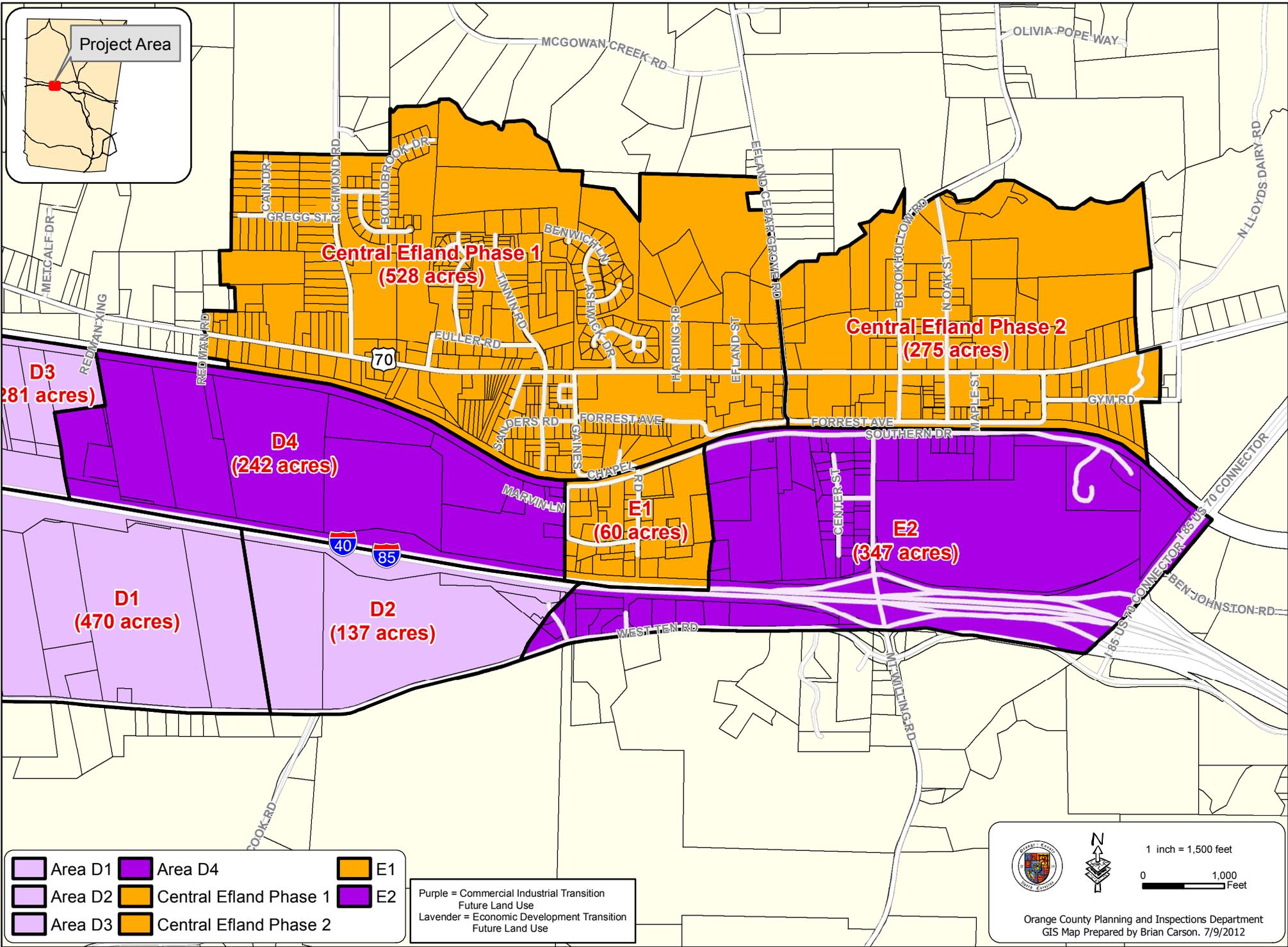
Due to the fact that this alignment was adjacent to the Water & Sewer Management Plan and Boundary Agreement between all local governments and utility providers in the County, we had requested a detailed explanation of why the specific south-side route on West Ten Road was chosen. Back in August we received the enclosed professional opinion letter from HUA. As a visual aid, I have attached the following:

1. An Excerpt from the Orange County/City of Mebane Utility Area Service Agreement, dated 09/09/12, with service area acreage added.
2. Letter from HUA justifying south-side alignment along West Ten Road, dated 08/01/14.
3. A two-page aerial photograph, entitled BOCC exhibit, which we prepared from GIS and data provided by HUA, dated 10/27/14.
4. Gravity Sewer Main Layout Sheet 2 of HUA's Revised 100% plans, received 11/19/14.
5. Sewer Force Main Layout Sheet 3 of HUA's Revised 100% plans, received 11/19/14.
6. West Ten Rd. Sewer Plan & Profile Shts 4 & 5 of HUA's Revised 100% plans, rec'd 11/19/14.
7. Proposed Seven Mile Farm easement and pump station lot plats (3), dated 10/31/14 – 11/17/14.

Sincerely,
 Howard W. Fleming, Jr., PE
 Engineering/Stormwater (Division) Supervisor
 Orange County Planning and Inspections Department
 (919) 245-2586 (W)
 (919) 357-7748 (M)
 hfleming@orangecountync.gov

Enclosures: 9

Orange County/City of Mebane Utility Area Service Agreement Excerpt



August 1, 2014

Mr. Craig Benedict, Director
Orange County Planning & Inspections Department
131 W. Margaret Lane
Hillsborough, NC 27278

RE: Sewer Line Location on West Ten Road
HUA No.: OC1202.100

Dear Craig,

Pursuant to your request, Hobbs Upchurch & Associates has evaluated the sewer gravity routing on West Ten Road to the pump station adjacent to Stephanie Creek. The cuts through this area to maintain gravity flow are in excess of 20 feet and if located on the North side of West Ten Road will require approximately 50 feet of easement to install the sewer, infringing on at least 5 houses. Several of these houses on the north side are relatively close to the roadway and will likely be impacted by the significant cuts requiring laid back side slopes. In addition, the potential for ancillary construction damage is significantly greater on the North side than on the South side. The South side routing is primarily through open pasture land and based on topography yields shallower cuts, but even where deeper cuts have to be made the land is available without interference from structures.

The cost to lay the line on the South side rather than the North side is at least 20-30% less in our professional opinion due to the easier laying conditions. In addition, the South side minimizes if not eliminates all cases of ancillary damage to structures during construction.

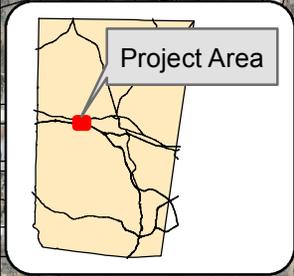
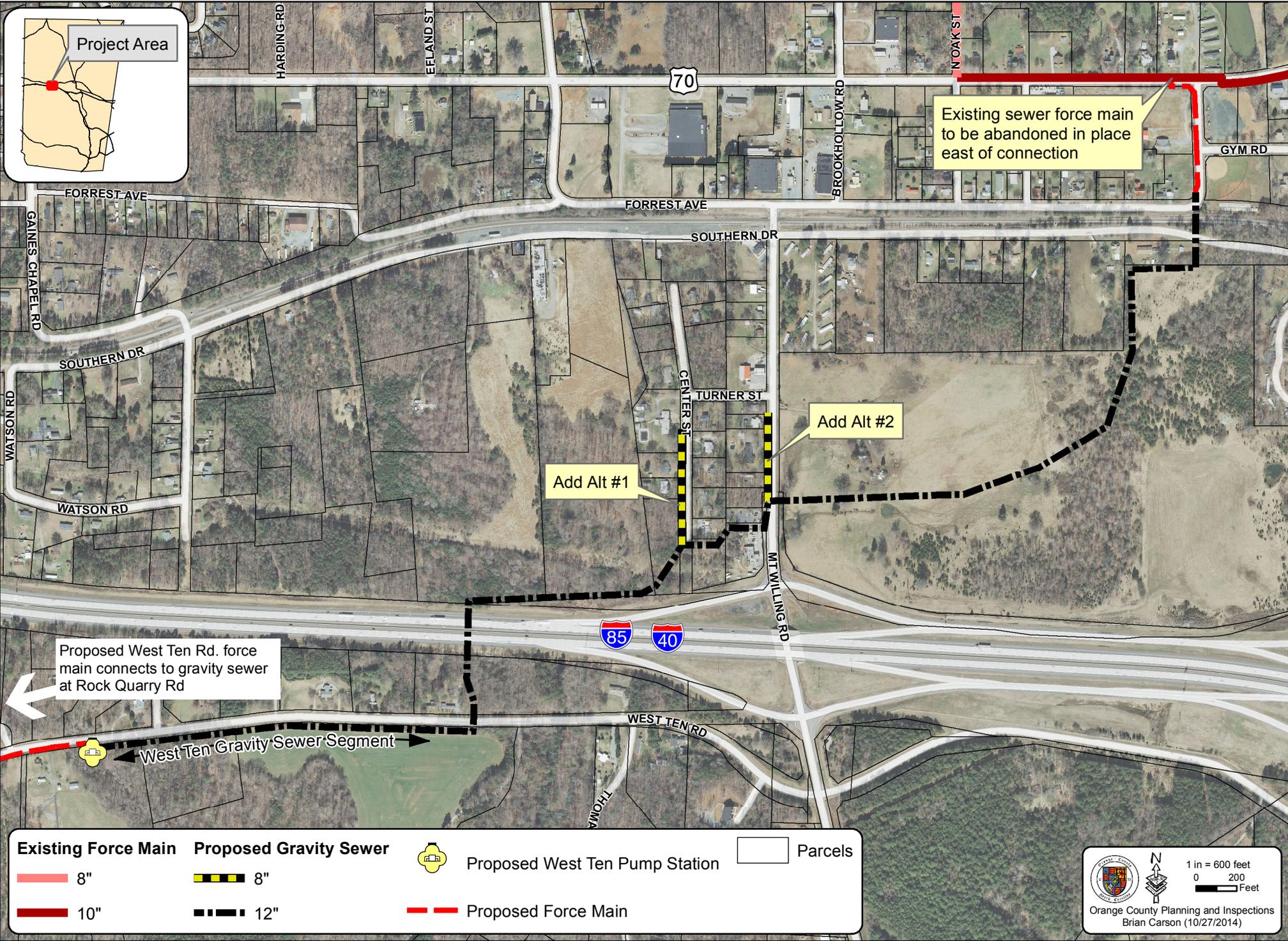
Please see easement alignment sketch.

We hope this addresses your concerns regarding this concerns regarding this matter, if you need further information please give us a call.

Very Truly Yours,



Fred M. Hobbs, PE



Existing sewer force main to be abandoned in place east of connection

Add Alt #1

Add Alt #2

Proposed West Ten Rd. force main connects to gravity sewer at Rock Quarry Rd

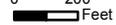
West Ten Gravity Sewer Segment

Existing Force Main	Proposed Gravity Sewer		
 8"	 8"	Proposed West Ten Pump Station	Parcels
 10"	 12"		Proposed Force Main



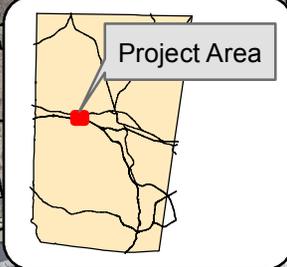
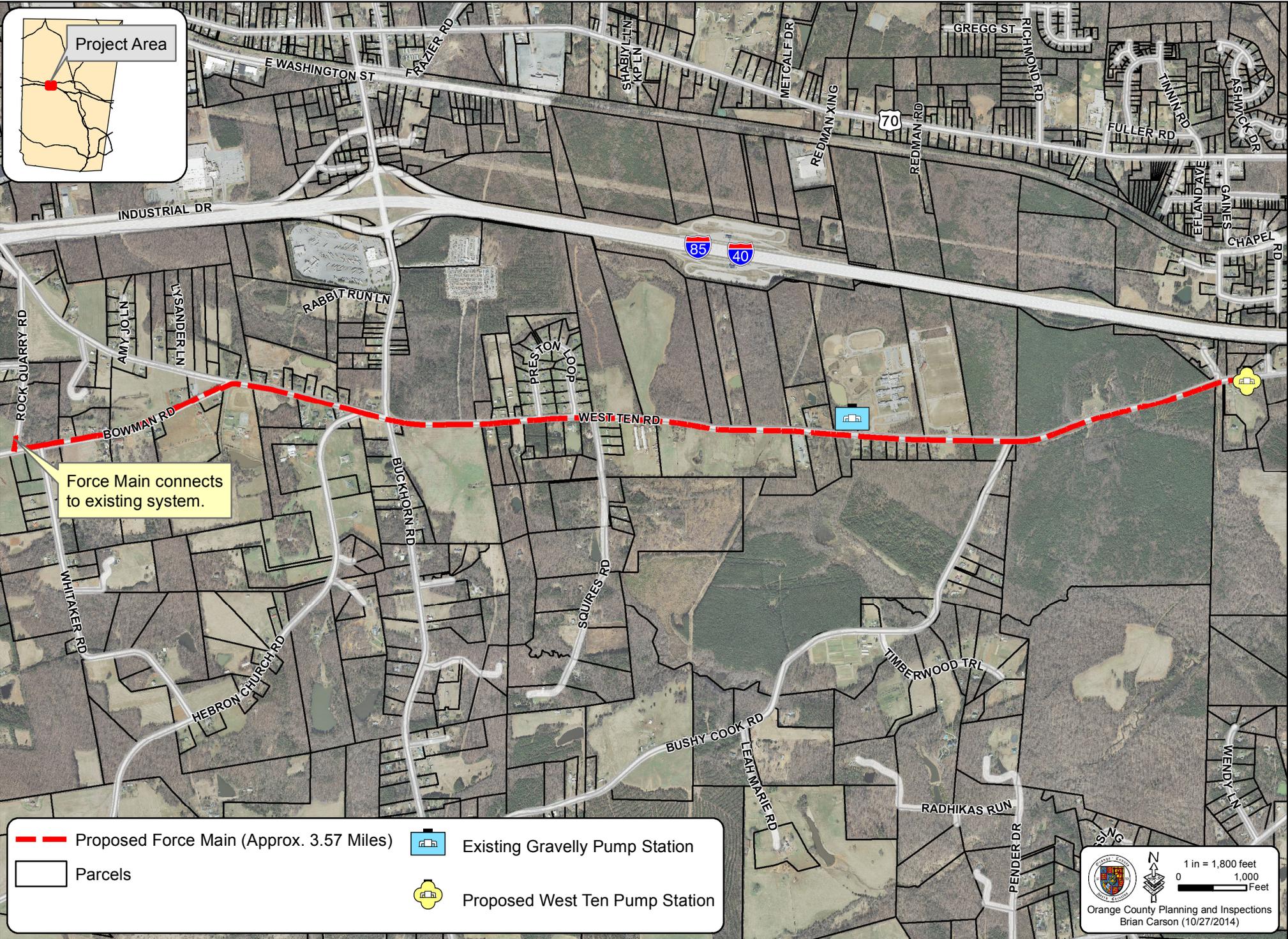
 1 in = 600 feet

 0 200 Feet



 Orange County Planning and Inspections

 Brian Carson (10/27/2014)



Project Area

Force Main connects to existing system.

- Proposed Force Main (Approx. 3.57 Miles)
- Parcels
- Existing Gravelly Pump Station
- Proposed West Ten Pump Station

1 in = 1,800 feet
0 1,000 Feet

Orange County Planning and Inspections
Brian Carson (10/27/2014)

INFORMATION ITEM



EARL MCKEE, CHAIR
BERNADETTE PELISSIER, VICE CHAIR
MIA BURROUGHS
MARK DOROSIN
BARRY JACOBS
RENEE PRICE
PENNY RICH

Orange County Board of Commissioners
Post Office Box 8181
200 South Cameron Street
Hillsborough, North Carolina 27278

December 3, 2014

Dear Commissioners,

At the Board's December 1, 2014 regular meeting, petitions were brought forth which were reviewed by the Chair/Vice Chair/Manager Agenda team. The petitions and responses are listed below:

- 1) Review and consider a request by Commissioner Rich that the Chair make contact with the Mayors about town-appointed positions on County advisory boards that are vacant

Response: Clerk to provide advisory board information to Chair; Chair to contact Mayors.

- 2) Review and consider a request by Commissioner Rich that staff provide information to the Board regarding where County funds are invested/managed.

Response: Finance & Administrative Services Director to provide information to the Board.

- 3) Review and consider a request by Commissioner Price that the Adult Care Home Advisory Committee be included on an upcoming agenda to address the Board.

Response: Chair, Vice Chair & Manager to discuss options.

- 4) Review and consider a request by Commissioner Price that the Board receive a report from staff on delays in opening the Rogers Road Community Center.

Response: Asset Management Services Director briefly updated the Board, noting Chapel Hill Inspections staff had a few unresolved concerns; Manager to confer with Chapel Hill Town Manager.

- 5) Review and consider a request by Commissioner Pelissier that the Chair contact the Chair of the Chatham County Board of Commissioners about interest in renewing the Chatham/Orange Work Group.

Response: Clerk to provide historical information to the Chair; Manager to consult with Chatham County Manager to gauge interest.

- 6) Review and consider a request by Commissioner Dorosin that the Chair and Vice Chair meet with new Sheriff to discuss potential gun buy-back program.

Response: Clerk to schedule January 2015 meeting with the Sheriff, Chair, Vice Chair and Manager.

This letter will be provided as an Information Item on the December 9, 2014 agenda for public information.

Regards,

Earl McKee, Chair
Board of County Commissioners