



**Orange County  
Board of Commissioners**

**Agenda**

**Regular Meeting**

April 23, 2013

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. Resolution To Repeal the Death Penalty and Use the Savings To Assist Murder Victims' Families and Help Prevent Violent Crime
- b. Regional Partnership Workforce Development Board 2011-2012 Annual Workforce Investment Act (WIA) Report



## **5. 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. Motor Vehicle Property Tax Releases/Refunds
  - c. Property Tax Releases/Refunds
  - d. Fiscal Year 2012-13 Budget Amendment # 9
  - e. Bid Award – One (1) Commercial Recycling Truck for Recycling Operations
  - f. Resolution in Support of the Proposed Old Well to Jordan Lake Scenic Byway

## **6. Public Hearings**

- a. Public Hearing to Consider Operational and Funding Options for Orange County's Solid Waste and Recycling Programs

## **7. Regular Agenda**

- a. Establishment of Three (3) New Fire Service Districts and Approve New Boundaries for Three (3) Existing Fire Insurance Districts – South Orange Fire Service District, Greater Chapel Hill Fire Service District and Southern Triangle Fire Service District
- b. Major Subdivision Preliminary Plat Application – Annandale at Creek Wood
- c. Preliminary Information and Approval to Finance Various Capital Investment Plan Projects and County Equipment
- d. Sales Tax Distribution Method for Fiscal Year 2013/2014

## **8. Reports**

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

## **10. County Attorney's Report**

## **11. Appointments**

- a. Animal Services Advisory Board – Appointment
- b. Chapel Hill/Orange County Visitors Bureau – Appointments
- c. Orange County Alcoholic Beverage Control (ABC) Board – Appointment
- d. Orange County Arts Commission – Appointment

## **12. Board Comments (Three Minute Limit Per Commissioner)**

## **13. Information Items**

- April 9, 2013 BOCC Meeting Follow-up Actions List
- Tax Collector's Report – Numerical Analysis
- Tax Collector's Report – Measure of Enforced Collections



**14. Closed Session**

**15. Adjournment**

**A summary of the Board's actions from this meeting will be available on the County's website the day after the meeting.**

*Note: Access the agenda through the County's web site, [www.orangecountync.gov](http://www.orangecountync.gov)*

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** April 23, 2013

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

**SUBJECT:** Resolution To Repeal the Death Penalty and Use the Savings To Assist Murder Victims' Families and Help Prevent Violent Crime

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**DEPARTMENT:** Board of Commissioners

**PUBLIC HEARING: (Y/N)**

No

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**ATTACHMENT(S):**

Draft Resolution To Repeal the Death Penalty and Use the Savings To Assist Murder Victims' Families and Help Prevent Violent Crime

**INFORMATION CONTACT:**

Clerk's Office, 245-2130

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**PURPOSE:** To consider a resolution to call upon the State of North Carolina and the Federal Government to repeal the death penalty and to use the savings to assist murder victims' families and help prevent violent crime.

**BACKGROUND:** At the February 29, 2013 BOCC meeting, Steve Dear, Executive Director of People of Faith Against the Death Penalty, a non-profit group based in Orange County seeking to repeal the death penalty, petitioned the Board to consider a resolution to call for the repeal of the death penalty. Mr. Dear stated that nearly 1,000 businesses, churches and community groups had passed a resolution similar to the one he provided, including the Town of Chapel Hill, Town of Carrboro and City of Durham. Mr. Dear noted that Orange County would be the first county in North Carolina to adopt the resolution, if the Board chose to do so. Mr. Dear also requested that the Board schedule a future public hearing for community input.

Based on Board protocol, Mr. Dear's petition and request were referred to the Chair, Vice Chair, and Manager for review and consideration. Based on that discussion, the resolution (with some formatting and other minor modifications) is presented for Board consideration.

**FINANCIAL IMPACT:** There is no financial impact associated with consideration of the resolution.

**RECOMMENDATION(S):** The Manager recommends the Board consider approval of the resolution, and if approved, authorize the Chair to sign the resolution.

**ORANGE COUNTY BOARD OF COMMISSIONERS****RESOLUTION TO REPEAL THE DEATH PENALTY AND USE THE SAVINGS TO ASSIST MURDER VICTIMS' FAMILIES AND HELP PREVENT VIOLENT CRIME**

WHEREAS, our community upholds the values of fairness and due process for all people; and

WHEREAS, the criminal justice system, including the death penalty, starts at the local level, with local tax dollars and local employees used to enforce the law; and

WHEREAS, the administration of the death penalty affects all of our community's residents as victims and victims' family members, as offenders and offenders' family members, and the community at large; and

WHEREAS, a fair criminal justice system benefits the entire community; and

WHEREAS, more than 140 innocent people in the United States since 1973 have been exonerated and released from death row after having been wrongfully convicted and spending a combined more than four centuries on death row ([www.deathpenaltyinfo.org/innocence-list-those-freed-death-row](http://www.deathpenaltyinfo.org/innocence-list-those-freed-death-row)); and

WHEREAS, North Carolina's death penalty has led to seven innocent people being condemned to die in the modern era before they were exonerated ([www.deathpenaltyinfo.org/innocence-and-death-penalty#inn-st](http://www.deathpenaltyinfo.org/innocence-and-death-penalty#inn-st)); and

WHEREAS, intentional and systematic racial bias has been shown to have a "persistent, persuasive and distorting role" in North Carolina's death penalty (North Carolina v. Robinson, 2012; Michigan State University, 2010; UNC, 2000); and

WHEREAS, less than one percent of murders lead to death sentences and rarely involve "the worst of the worst" defendants ([www.deathpenaltyinfo.org/arbitrariness](http://www.deathpenaltyinfo.org/arbitrariness)); and

WHEREAS, states without the death penalty have had consistently lower murder rates ([www.deathpenaltyinfo.org/facts-about-deterrence-and-death-penalty](http://www.deathpenaltyinfo.org/facts-about-deterrence-and-death-penalty)); and

WHEREAS, North Carolina statutes already involve life imprisonment without the possibility of parole as an alternative to the death penalty; and

WHEREAS, the death penalty in North Carolina annually costs more than 10 million taxpayer dollars per year more than life imprisonment without parole (Duke University, 2009); and

WHEREAS, millions of North Carolina taxpayers' dollars spent on the death penalty every decade could be used for crime prevention and programs to offer assistance to murder victims' families;

NOW THEREFORE, BE IT RESOLVED the Orange County Board of Commissioners calls on the Governor of North Carolina and our Legislators in the N.C. General Assembly, the President of the United States, and our Representatives and Senators in the United States Congress to adopt policies and executive orders and to enact legislation repealing the death penalty in North Carolina and in the federal and military jurisdictions, and to use funds saved to assist murder victims' families and for crime prevention programs, and to ratify a suspension of all executions until such legislation is enacted into law.

BE IT FURTHER RESOLVED that copies of this resolution shall be forwarded by Clerk to the Board of Commissioners to the Governor of the State of North Carolina; the state Senator and the State Representatives in the N.C. General Assembly who represent our community; the President of the United States; the two U.S. Senators from North Carolina; and the Members of the U.S. House of Representatives representing our community.

This the 23<sup>rd</sup> day of April 2013.

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Barry Jacobs, Chair  
Orange County Board of Commissioners

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** April 23, 2013

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

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**SUBJECT:** Regional Partnership Workforce Development Board 2011-2012 Annual Workforce Investment Act (WIA) Report

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**DEPARTMENT:** County Commissioners

**PUBLIC HEARING: (Y/N)**

|    |
|----|
| No |
|----|

**ATTACHMENT(S):** *(Under Separate Cover)*

**INFORMATION CONTACT:**  
Donna Baker, 245-2130

*Regional Partnership Workforce  
Development Board 2011-2012  
Annual WIA Report*

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**PURPOSE:** To receive a presentation on the Regional Partnership Workforce Development Board 2011-2012 Annual Workforce Investment Act (WIA) Report.

**BACKGROUND:** Representatives of the Regional Partnership Workforce Development Board will provide a presentation on the Board's 2011-2012 Annual WIA Report.

**FINANCIAL IMPACT:** There is no financial impact associated with receiving the presentation.

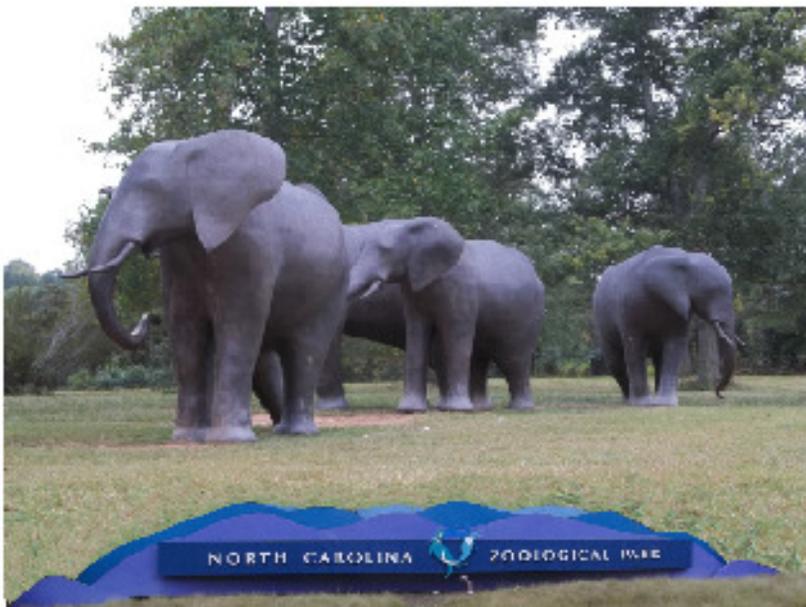
**RECOMMENDATION(S):** The Manager recommends that the Board receive the presentation and provide comments and questions as necessary.

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*Regional Partnership*  
**WORKFORCE**  
Development Board

*Serving Alamance, Montgomery, Moore, Orange  
and Randolph Counties*

Local Workforce Development Area's  
**2011 - 2012**  
**Annual WIA Report**







*Serving Alamance, Moore, Montgomery, Orange and  
Randolph Counties*

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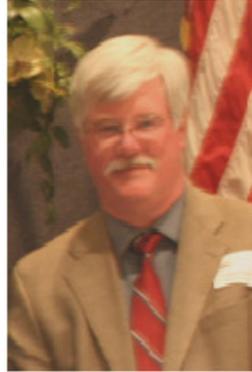
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*Pottery in cover photo courtesy of Turn & Burn Pottery, Seagrove, NC*

## Message from the Board Chairman -

### Vision

*“To be recognized as the catalyst between individuals’ education and training and employers’ needs through the effective utilization of available resources.”*



*Terry Glass*



The Regional Partnership Workforce Development Board is pleased to present its annual report for the period of July 1, 2011 to June 30, 2012.

The Board's report provides an overview of the activities by the Local Workforce Area and results achieved during the year.

Once again we have completed another successful year for the Regional Partnership Workforce Area providing employment related services to Alamance, Montgomery, Moore, Orange, and Randolph Counties, as well as working closely with our business partners.

Our unemployment crisis still refuses to go away with unemployment figures still high. Our JobLink Career Centers are still experiencing a steady flow of unemployed individuals seeking assistance.

The Board held its annual awards banquet on July 19, 2012 honoring businesses and participants. The article is highlighted in this report.

Our Board along with four other Boards in the TriadWorks Consortium has worked together this program year to ensure machinists are trained to the specification of five Aerospace businesses in need of skilled machinist. This has been a yearlong effort but a very worthwhile endeavor. **“Jobs is what we are all about”**.

I would like to extend my appreciation to the members of the Board for their time and service ensuring the needs of our citizens are met. Please take time to read our report to see the achievements and successes our programs have had within each of our counties.

I have truly enjoyed my tenure on the Board, but unfortunately, I have to resign due to my inability to attend the meetings. It has been my pleasure to serve you!

## Board Members

**Terry Glass**  
Board Chairman

### Private Sector

**Cheryl Ray**  
Alamance County

**Cleon Currie**  
Orange County

**Vickie Cox**  
Randolph County

**Ricardo Romero**  
Montgomery County

**Randy Black**  
Montgomery County

**James O. Hardegree,**  
Vice Chair  
Randolph County

**Elbert Lassiter**  
Randolph County

**Gail McDowell**  
Randolph County

**Burke Ramsay**  
Randolph County

**Paul Dent**  
Moore County

**Ann Lenhardt**  
Orange County

**Teri Williams**  
Moore County

### Post Secondary Education

**Robert Leslie**  
Randolph County

**Dr. Mary Kirk**  
Montgomery County

### Economic Development

**Judy Stevens**  
Montgomery County

### Community Based

**Sandra Morgan**  
Orange County

**Patrick J. Coughlin**  
Moore County

**Andrea Fleming**  
Alamance County

### Social Services

**Nancy Coston**  
Orange County

**Nick Picerno**  
Moore County

### Secondary Education

**Patrick Rhodes**  
Orange County

### Employment Security

**Robert Ware**  
Alamance County

### Labor

**Randy Fulk**  
Alamance County

## Youth Council Members

### Youth Council's Mission Statement

"The Regional Workforce Development Board's Building Futures Council is dedicated to promoting policies and initiatives that help youth succeed in becoming lifelong learners, productive workers and self sufficient citizens."



**Crystal Mitchell,  
Chair**  
Orange County

### Private Sector/WDB

**Cleon Currie**  
Orange County

### Community Organization

**Alice Denson**  
Orange County

**Tammy Harrison Bennett**  
Randolph County

### Housing Authority

**Rebecca Bullard**  
Alamance County

### Law Enforcement

**Granville Simmons**  
Alamance County

**Andre' Ross**  
Montgomery County

### Secondary Education

**Susana Horn**  
(Vice Chair)  
Alamance County

**Patricia Harris**  
Orange County

### Social Services

**Jason Eberly**  
Alamance County

**Le Ann McKoy**  
Moore County

### Mental Health

**Lucy Dorsey**  
Montgomery County

### Cooperative Extension

**Jody Terry**  
Randolph County

## Annual Workforce Banquet

The Regional Partnership Workforce Development Board held their Ninth Annual Banquet on July 19, 2012, honoring employers for displaying excellence in partnership with our Workforce Investment Act programs and honoring participants who had excelled during the Program Year 2011. The Annual Awards Banquet was held at AVS Catering Services in Asheboro, NC.



### **Employers Recognized (Left to Right):**

Nikki Green, Human Resource Director of Unilin US MDF; Tom Szymaniak, Plant Manager of Wright Foods; Lynne Drinkwater, Community Relations Coordinator of St. Joseph's of the Pines; Holly Muniz, Staffmark; Leane Langston, Personnel Manager and Jim Huston, Plant Manager, Americhem; Mildred Edna Cotton Council, Owner of Mama Dips

## Annual Workforce Banquet

**WORKFORCE DEVELOPMENT BOARD  
ANNUAL BANQUET HIGHLIGHTS  
~ PARTICIPANTS RECOGNIZED ~**



**Participants Recognized (left to right)**

Richard Poe, Randolph County Dislocated Worker; Simeon McRae, Montgomery County Adult; Derrick Parrish, Orange County Building Futures Youth; Travis Stuart, Montgomery County Dislocated Worker; Latoyea Taylor, Orange County Adult; Deanna Hill, Montgomery County Building Futures; Donna Enloe, Moore County Adult; Rebecca Bullard, Randolph County Building Futures; Heidi P. Bukoski, Orange County Dislocated Worker; Courtney Williams, Randolph County Dislocated Worker

**Not present for pictures:**

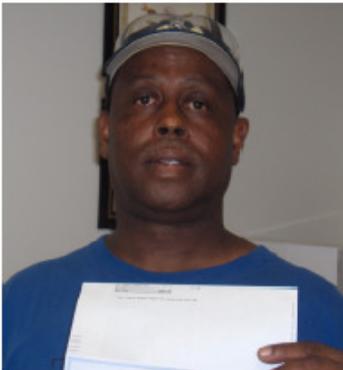
Michael Randall, Alamance County Adult; Tracey Greeson, Alamance County Dislocated Worker; Sharnice Long, Alamance County Building Futures Youth; Barbara Garrett, Moore County Dislocated Worker

## Alamance County JobLink Activities

Alamance County JobLink Center continues to honor unique request from different partnering agencies, such as NCBA and Alamance –Burlington Schools to deliver the “Dress for Success” and “The Importance of Good Customer Service” to members of their staff. The JobLink is still in the process of completing the Career Closet located at Eastlawn Baptist Church.

The TriadWorks, Regional Workforce Development was awarded a state grant for the “Project Second Chance” a regional program designed to assist former-offenders reintegrate into the world of work. Alamance JobLink Center is one of the host sites for the program. Orientation of the program has been introduced to approximately 107 individuals and has graduated 20 participants. Each graduate received the Career Readiness Certificate (CRC) and completed other components of the program. There are nine participants placed in work experiences and two participants are in direct hire positions. Glenda Morrow, JobLink Manager works diligently with her participants in providing services to help them successful re-entry into society. She stated that this is an effective program that works.

*Right: The second group of participants proudly shows their “Makin It Work” component certificate. Visiting the group was Myra Beatty, Special Project & Community Service Manager of Division of Workforce Solutions, Raleigh, NC.*



*Left: Raynard Hart, Second Chance participant proudly showing his first work experience paycheck.*

*Right is Glenda Morrow, Alamance JobLink Manager with her first group of “Second Chance” participants.*



## Montgomery County JobLink Activities

The Montgomery County JobLink and partners have worked hard throughout the year to meet the employment and training needs of job seekers as well as employers. This has been accomplished by involvement in the following activities:

- To increase marketing efforts of the JobLink Center, staff attended MCC Registration, and distributed brochures on information of services offered. Popcorn was also offered to individuals as well as other marketing items.
- Staff also participated in the Montgomery County Schools Back to School Rally and Fun Day to disseminate information through JobLink services.
- In January of 2012, Harry Brower attended training with Dr. Steve Parese entitled, "Makin' It Work." This training will allow Mr. Brower to better serve the offender population who seek services through JobLink.
- Frances Ryan has been actively involved with assisting entrepreneurs in the area, and has attended the Energizing Entrepreneurs Seminar.
- Frances Ryan has also been involved with addressing literacy and attending the "Get Not Out of Your Life" Round Table meetings.
- Harry Brower has conducted several seminars on job market strategies to different classes at Montgomery Community College (MCC) throughout the year. He also presented a workshop to National Caucus on Black Aged (NCBA) participants on job search strategies for older workers. He presented at the MCC Empowerment Explosion, "Preparing for and Succeeding in Today's Job Market."
- Staff assisted with a job fair for Monarch at JobLink in order to assist with filling vacant job openings.
- The JobLink Center hosted a workshop for individuals on the benefits of the NC Foreclosure Prevention program. Those in attendance from various agencies were able to relay the information to clients who may be in need of these services.
- The JobLink sponsored a job fair for Wright Foods, a new plant in the area, in June. Over 300 individuals were in attendance for the fair and the employer was able to find several good candidates to fill the new positions coming to Montgomery County.
- Katie Hursey completed her Business and Employer Services Professionals certification in an effort to better meet the needs of employers in the county.
- The Montgomery County JobLink partnered with several other partner agencies to hold the annual Business Expo/Job Fair in Montgomery County in September, 2011. The event was a success and provided several individuals the opportunity to network with several businesses in the county to discuss job opportunities.
- Katie Hursey, along with other representatives from partner agencies, has been involved with the Montgomery County Business Visitation Team. The purpose of the team is to take a more unified approach to determining and addressing the needs of employers in the community. To date all of the largest employers in the county have received a visit and the team is working on developing the best approach to visit the smaller employers.



## Moore County JobLink Activities

A major focus for the JobLink Career Center this year has been on job seeking skills and job placement for our citizens. The Moore County JobLink Career Center partners and friends planned our first Job Seekers Academy on May 10, 2012 and delivered the Annual EMPLOYMOORE Job Fair on May 23, 2012. We were allowed to use the National Guard Armory in Southern Pines, NC for both events, at no cost. Budget was a factor in the planning and execution, but we received donations in the form of time, publicity from local media, and other needs that were met by partners and our community. The EMPLOYMOORE Job Fair had 35 employers present and over 500 job seekers were served. The Job Seekers Academy was very successful in preparing its participants for the upcoming job fair and in their job seeking journey.

Moore County JobLink Career Center Partners were involved in a host of other events:

- Assisted with the staffing of the Whispering Pines Harris-Teeter, and Dunkin' Donuts.
- In honor of National Employ the Older Worker Month, a special workshop was held at the JobLink Career Center. The Community was invited to the event which was facilitated by Robbie Shultz, former corporate HR manager for Lowes Home Improvement and current Sandhills Community College instructor.
- Partners and other agencies participated in outdoor -agency fairs in Carthage and Robbins sponsored by St Joseph of the Pines. Their mobile services unit dubbed the "Semi" was present for use at each.
- The Moore County JobLink hosted numerous "mini" job fairs for individual employers including, Harris-Teeter, Two Hawk, Staffing Alliance, Staffmark, Select Staffing, Resource MFG, and Manpower.
- JobLink partners supported each other's activities on many occasions including The Agency Support Fair, Sandhills Community College Career Fairs for Students, and a Career fair for Customers with Disabilities.
- Our Partner Sandhills Moore Coalition for Human Care continues to have JobLink Partners and other volunteers staffing their employment office.



## Orange County JobLink Activities

### **\*Meeting the employment needs**

JobLink Customers Visits – 12,684

JobLink Core Services provided to customers – 89,547

\*Career Readiness Certification\WorkKeys®Assessments – provided over 125 WorkKeys® assessments to Work First participants, Workforce Investment Act participants and Chapel Hill Fire Department applicants.

\*60 JobLink customers registered for ex-offender services, i.e. workshops and job readiness

\*12 UNC-Horizon participants completed the first phase of the Makin' It Work curriculum

### **\*Partnering to build a stronger community.**

Orange County JobLink Customer Appreciation-Holiday Block Party was a success with over 100 attendees browsing through the JobLink asking questions and receiving information about JobLink services that are provided on a daily basis. This collaborative effort with the businesses on Block 503 W Franklin Street, i.e. JobLink Career Center, Visitors Bureau, Guardian ad Litum, and Terra Cotta was a great way for the community to see what each organization had to offer. Attendees had face to face conversations with state and local representatives while enjoying Steel Drum music, sampling local food, enjoying refreshments and beverages, networking and winning door prizes. In addition, Malinda Marsh, Orange County JobLink Career Center Coordinator was recognized for outstanding contributions to community – July, 6, 2011

Attendees included representatives from our County Manager's office, N.C. Dept. of Commerce JobLink Unit, Regional Division of Employment Services, Durham Tech's Vice President and Orange County Campus Director, Department of Social Services Board, Regional Partnership Workforce Development Board, N.C. Senator's office, and a host of other supporters and friends.

We received donations of food, door prizes and/or decorations from ten community business; four individuals, and seven JobLink Partners. Displays consisted of seven community businesses and seven JobLink Partners.

### **Pictures: Customer Appreciation/Holiday Block Party**



## Orange County JobLink Activities

### JobLink partners work together for customer success...

\*Ten JobLink partners participated in the fifth, annual Homelessness Project Connect held on October 13, 2011 at the Hargraves Community Center, 216 N. Roberson St., Chapel Hill, 27516

230 guests were served at the event  
 175 guests were served by Orange County JobLink partners  
 2,344 client services by guests and service providers were recorded

\***Disability Awareness Council** conducted annual workshop on employment issues, i.e. gaining a greater understanding of Title I of the ADA, as well as hands-on, collaborative problem-solving exercises in handling issues that commonly arise in the application process and the workplace. Also, they developed a printed and virtual and/or web resource library of materials in various formats (printed, videotape, CDs, computer software) for job seekers with disabilities and use by other agencies in the Job Links Center.

[www.triangledac.org](http://www.triangledac.org)

### \*Joint Orange Chatham Community Action (JOCCA)

Thirty-eight participants were enrolled into the WIA Adult Program and Seventy-three were enrolled into the Dislocated Worker Program. Most of the applicants were seeking assistance with job placement and /or Occupational Skills Training. Two people completed On-the-job training and were hired by the training employer. The job market was tight for most of the year, but many people were placed in employment.

Performance measures include: Forty-one (41) participants exited from the programs during the year; Thirty-six (36) participants entered employment and received a credential; and Forty-seven participants (47) met the 6 month retention performance measure.

### \*Success through Re-employment Services...

Wanda Shue graduated with an associate in applied science from Alamance Community College in Medical Office Administration on 22 July 2011. She also received certificates in Health care, clerical, medical coding, billing and insurance and medical transcription. She was inducted in Phi Theta Kappa honor society.

Tammy Neese graduated with associate degree in Biotechnology on 22 July 2011 with honors and now is employed with Merck as a Biotech technician. Her starting salary is \$19.00 an hour.

\***JobLink customer success- C.J** an Orange County JobLink Center customer entered the Orange County Work First program in October 2010 as single mother of a two year old daughter. She had a work history as an administrative assistant but lost the job due to substance abuse. Realizing that she needed to change her path and submit herself to accountability she applied for Work First and to the Horizons Substance Abuse Program.

During her time on Work First, C.J. conquered her substance abuse, won the opportunity to serve other substance abusers at a new facility that Horizons opened, and completed an extensive employment/life skills class sponsored by Orange County Work First, Orange County JobLink and the Community Service Block Grant program.

For two years she was dedicated to the Work First Program, completing all tasks and fulfilling all requirements beyond expectation. C.J. took full advantage of all the programs, utilized the resources available at the JobLink Center and applied what she learned and in May 2011 she obtained full-time employment with PTA Thrift Shops. She is looking forward to bright future with her daughter.

## Randolph County JobLink Activities

**Randolph County's Team JobLink** continues to offer quality employment and training services through collaboration and partnerships. Knowledgeable staff provides services in our state-of-the-art resource room. Our team continues to prepare individuals for the skills and qualifications for employment in demand occupations.

- Employability Skills Lab is conducted by Randolph Community College's HRD instructors daily to increase individuals' employability potential. Instructors provide one-on-one assistance with job searches, applications, and building professional resumes. Tutoring services are provided for individuals who need extra help.
- A two-part workshop continues ongoing Interviewing and Application and Resume Preparation. RCC's HRD instructor teaches the classroom section and all staff work one-on-one in the resource room with students the last hour of the class assisting them with completing their resumes. Students who complete both sessions leave with a professional resume and portfolio.
- WorkKeys assessments are administered every Friday for JobLink customers. To help customers KeyTrain tutorial is available in our resource room to upgrade their skills.
- Team JobLink partnered with Goodwill Industries Community Resource Center and Sunset Church of God for the 2012 Career, Education, and Job Fair which was held at the Sunset Church of God in Asheboro on April 26, 2012.



This event provided visitors with the opportunity of job placement and for them to learn first-hand from area employers how to



meet business recruitment needs. Businesses recruited for job openings and informed job seekers about the skills and qualifications needed to meet their employment needs and were able to market their goods and services through

networking. Responses from surveys were extremely positive with employers expressing their pleasure with the caliber and preparedness of the job seekers. Workshops were conducted prior to the event to prepare job seekers for interviewing; to develop a professional resume; and to



develop their portfolios. The JobLink mobile unit was available for online applications and an interview room was available to employers. This large scale event drew nearly 300 job seekers and 32 vendors. Participation was free of charge.



## Randolph County JobLink Activities



**Team JobLink assisted Randolph Community College's Health Occupations Department with their Annual Career Fair by referring students to our on-going JobLink Resume, Application and Interviewing workshops and providing a portfolio.**

- Team JobLink participated in the Asheboro/Randolph Chamber of Commerce's Annual Business Showcase.
- Team JobLink continues to partner with the Randolph County Re-entry program and assists with arranging presenters as well as presenting on JobLink resources and services.
- Team JobLink attends the Asheboro City Schools' Post School Provider Fair. Staff serves on the school's senior project board.
- Workforce Investment Act participants continued to excel with their academics with 52 achieving honor's lists fall semester 2011; 44 achieving honor's lists spring semester 2012; and six achieving honor's lists summer semester 2012.
- Department of Social Services full-time staff continues to provide support services to customers. Staff assist the Workfirst class in the resource room on a bi-weekly basis. DSS staff assist with Child Care, Work Permits, Food and Nutrition, Medicaid, and NC Health Choice applications.



## PROGRAM YEAR 2011 - 2012 BUDGET



| <b>ALAMANCE COUNTY</b>                |                       |
|---------------------------------------|-----------------------|
| <b>EMPLOYMENT SECURITY COMMISSION</b> |                       |
| Administration                        | 22,882                |
| Adult                                 | 229,892               |
| Dislocated Worker                     | <u>182,275</u>        |
| <b>ALAMANCE TOTAL</b>                 | <b><u>434,829</u></b> |
| <b>YOUTH</b>                          |                       |
| <b>ALAMANCE YOUTH TOTAL</b>           | <b><u>298,135</u></b> |
| <b>ALAMANCE COUNTY TOTAL</b>          | <b><u>730,964</u></b> |

| <b>RANDOLPH COUNTY</b>       |                       |
|------------------------------|-----------------------|
| <b>JOBLINK CAREER CENTER</b> |                       |
| Adult                        | 251,080               |
| Dislocated Worker            | 233,459               |
| Youth                        | <u>242,537</u>        |
| <b>RANDOLPH TOTAL</b>        | <b><u>660,357</u></b> |
| <b>RANDOLPH COUNTY TOTAL</b> | <b><u>727,075</u></b> |

| <b>MONTGOMERY COUNTY</b>     |                       |
|------------------------------|-----------------------|
| <b>JOBLINK CAREER CENTER</b> |                       |
| Adult                        | 95,171                |
| Dislocated Worker            | <u>91,867</u>         |
| <b>MONTGOMERY TOTAL</b>      | <b><u>187,038</u></b> |

| <b>RICHMOND COMMUNITY SUPPORT CENTER</b> |                       |
|--|-----------------------|
| Administration                           | 5,388                 |
| Youth                                    | <u>101,830</u>        |
| <b>RICHMOND COMMUNITY SUPPORT TOTAL</b>  | <b><u>107,198</u></b> |
| <b>MONTGOMERY COUNTY TOTAL</b>           | <b><u>294,236</u></b> |

**LOCAL AREA**

|  |                       |
|--|-----------------------|
| Administration                             | 364,975               |
| Adult                                      | 87,915                |
| Dislocated Worker                          | 76,608                |
| Dislocated Worker Supplemental (Americhem) | 9,490                 |
| Youth                                      | 98,062                |
| Set Aside—Incentive                        | 86,869                |
| Set Aside—Options                          | 81,093                |
| Set Aside—Empowerment                      | 56,288                |
| Incumbent Worker Grants                    | 63,317                |
| CRC Workkeys                               | 12,551                |
| Project Second Chance                      | <u>8,365</u>          |
| <b>LOCAL AREA TOTAL</b>                    | <b><u>945,532</u></b> |

| <b>MOORE COUNTY</b>                      |                       |
|--|-----------------------|
| <b>EMPLOYMENT SECURITY COMMISSION</b>    |                       |
| Administration                           | 9,711                 |
| Adult                                    | 92,799                |
| Dislocated Worker                        | <u>65,080</u>         |
| <b>MOORE TOTAL</b>                       | <b><u>167,590</u></b> |
| <b>RICHMOND COMMUNITY SUPPORT CENTER</b> |                       |
| Administration                           | 6,992                 |
| Youth                                    | <u>135,923</u>        |
| <b>RICHMOND COMMUNITY SUPPORT TOTAL</b>  | <b><u>142,915</u></b> |
| <b>MOORE COUNTY TOTAL</b>                | <b><u>310,505</u></b> |

| <b>ORANGE COUNTY</b>       |                       |
|----------------------------|-----------------------|
| <b>JOCCA</b>               |                       |
| Administration             | 34,548                |
| Adult                      | 129,423               |
| Dislocated Worker          | 140,793               |
| Youth                      | <u>355,592</u>        |
| <b>JOCCA TOTAL</b>         | <b><u>660,357</u></b> |
| <b>ORANGE COUNTY TOTAL</b> | <b><u>660,357</u></b> |

**TOTAL REGIONAL PARTNERSHIP BUDGET \$3,668,670**

## Alamance County Building Futures Activities

### *Summer Job Leads to Career Choice - Geneva Walker*

Geneva Walker was enrolled into the Alamance County Building Futures program in the spring of 2011. She was a junior in high school and very much wanted to go to college to become a veterinarian. Geneva was deficient in basic skills and began WIA services by participating in study skills workshops, individual tutoring and utilization of the Key Train tutorial.

That first summer, she was placed with the Burlington Pet Adoption Center where she worked full time for 8 weeks. The staff was very impressed with her attitude and her quality of work. They asked her to return to complete a paid work experience during the school year while completing her senior year of high school as long as she managed to maintain a minimum 2.0 GPA. Geneva worked part time during the school year and was given more duties with a greater level of responsibility and again excelled in her work. She also met her basic skills goal and earned her Career Readiness Certificate.

The Pet Adoption Center Director was glad to write a letter of recommendation for Geneva for college. She was accepted at NC A&T State University where she will take courses leading to Bachelor of Science Degree in Animal Science.



*Geneva Walker at the Pet Adoption Center*

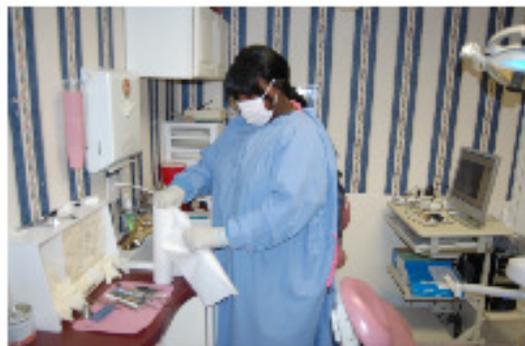
### *Other Summer Youth Activities:*



*Nathan Rice works at a Tire Center while working towards his Associate's Degree in Automotive Technology.*



*Alamance Building Futures Youth participate in the Annual Youth Summit in Greensboro, NC*



*Christina Anderson completes a work experience at a local dentist's office.*

## Montgomery County Building Futures Activities

This has been an exciting year for the Montgomery Building Futures Youth. Leadership activities revolved around the theme entitled "Imagine the Possibilities". Monthly leadership workshops included topics on Healthy Eating, Teen Motivation, Career Design and Anger Management. The youth and young adults used information sharing moments on several of the leadership topics during our field trips to Carowinds for the Education/Engineering Career Day, the Montgomery County Job Fair, the Youth Summit and Small Business Expo. The year ended with Summer Youth Employment Opportunity placements for most of our in-school youth throughout the county.

## Orange County Building Futures Activities

During Program Year 2011, Joint Orange Chatham Community Action (JOCCA) enrolled a total of eighty-six (86) youth, twenty younger youth (16 – 18) and sixty-six older youth (19 – 21) were served in the WIA Youth program. They were enrolled in activities that included Leadership Training, Occupational Skills Training, Work Experience and Summer Youth employment. Sixteen workshops were planned for youth based on their interest and educational needs. Youth wrote essays on the workshops that were used as a reading and math lesson. Morris Casper, Keisha Nettles, and Frederika Dale, JOCCA employees planned the activities for the workshop.

Approximately 80% of the youth attended all workshops. A workshop to inform youth of the opportunities for higher education was presented by older youth enrolled in the youth program and who are attending a college or university. Bianca Harvey, Teliqva Bachman, Rashetta Bellamy, and Bradley McKinney shared their experiences in enrolling into four-year colleges or universities. Financial aid, applications, testing, choosing the right school to suit their needs were covered and discussed by the participants.

## Randolph County Building Futures Activities

Randolph County's WIA Youth program continues to offer year-round and summer work experience opportunities to participants who are work ready and eligible based on the youth's career interest. The academic and occupational skills they acquire through this training will benefit them in getting and keeping future employment. The following represents some of our work experience participants:



**Upper Left:** Joshua McKinney, Maintenance/Custodial at Asheboro City Schools. Joshua is currently working towards obtaining a GED at Randolph Community College. He was excited to be able to earn income while taking GED classes. He hopes to gain experience that will assist him with future job opportunities.

**Upper Right:** Jessica Stevens, Goodwill Industries, Office Clerical Assistant. Jessica is a parenting youth. She is earning an Associate's Degree from Randolph Community College in Business Administration/Accounting. She will utilize skills and training obtained from her curriculum while performing general office duties, working with customers, and providing customer service.

**Bottom Left:** Christina Palmieri, Thrift Store Assistant at Christians United Outreach Center. Christina is a parenting youth. She obtained a GED in May 2011. She is earning an Associate's Degree from Randolph Community College in Business Administration. She will utilize skills and training obtained from her curriculum while performing general office duties, working with customers, providing customer service and assisting supervisor with daily activities.

**Bottom Right:** Rebecca Bullard, Summer Library Assistant at Asheboro Public Library. Rebecca was basic skills deficient when she entered the program and has successfully improved her reading and math skills. Rebecca is earning her Associate's Degree from Randolph Community College in Photography. Rebecca will utilize skills and training obtained from her curriculum while taking photos during special events at the library.

## Randolph County Building Futures Activities

### Youth Summit – March 30-31, 2012

The Randolph County WIA Building Futures Youth Center program sponsored three participants to attend the 2012 NC Youth Summit "Turning Dreams into Reality" held March 30-31, 2012 in Greensboro, NC. The two-day summit focused on pioneering and developing entrepreneurship opportunities for today's youth. The first workshop was conducted by Arel Moodie, Co-Owner of Extreme Entrepreneurship Tour. This workshop focused on what it takes to be successful as a young entrepreneur, with various techniques and valuable resources to help these youth become successful. Youth had the opportunity to ask panelists with various backgrounds questions they had about their business, how they became successful, and how they, themselves, can become successful. Other workshops included a business plan simulation where NC REAL delivered an interactive event that reinforced entrepreneurial skills taught throughout the Summit. They discussed steps in starting and managing a business. Another workshop consisted of a Panel Session with business experts sharing valuable knowledge on financial literacy, college preparation, independent living, health relationships, and other topics that youth were interested in.



### Field Trip – June 16, 2012

The Randolph County Building Futures Youth Center sponsored a field trip to the USS NC Battleship located in Wilmington and to the NC Aquarium located at Fort Fisher. Five participants participated in the field trip. The youth explored the battleship and learned about the conditions the crew had to endure while living on the ship as well as explored possible career options in the military. The NC Aquarium offered opportunities for the youth to touch shark and other harmless sea life. They learned about protecting the marine life and the natural habitats of sea turtles. Some of the career exploration conducted were being marine biologists and working at the aquarium taking care of the marine life.



## Regional Partnership WIA Participants Success Stories

### **Michael Randall, Alamance County Adult Program**

Michael came to the WIA Adult Program in February of 2012. He had some experience in driving a truck and decided to attend Class-A CDL training at Future Truckers of America during the month of March, 2012. He graduated on March 29, 2012 and began work on April 2, 2012. He obtained all the endorsements needed for employment including his Hazmat, tanker & twin. He received the highest grades possible for a graduate. Swift Transportation offered employment that is usually reserved for drivers with more experience as he would be home on weekends and have a dedicated route.

### **Tracy Greeson, Alamance County Dislocated Worker**

Tracy had been laid off from Carpet Super Mart after 4 years, working in Shipping & Receiving. He was receiving unemployment benefits but now needed to depend on WIA and financial aid to complete his training. He came into WIA seeking assistance for completion of a Medical Laboratory Technology degree at Alamance Community College. He entered the WIA, Dislocated Worker Program on April 22, 2009. During his tenure at ACC he was in good standing for each semester. He completed training in December 2011 and was awarded a degree in Medical Laboratory Technology. He was hired at Danville Regional Medical Center, Danville, VA.

### **Sharnice Long, Alamance County Building Futures Youth**

Sharnice enrolled into WIA Youth Program on January 9, 2008 and began taking classes at Alamance Community College in the Early Childhood Education curriculum. In the beginning she was working full time and was able to attend school part time. In October 2008, she was in an automobile accident which took her out of work for a few weeks. When she returned she was offered a part-time position which she accepted. In December, she found out that she was 2 ½ months pregnant. In March 2009 when she was 25 weeks into her pregnancy she went into premature labor and gave birth to a 1 lb. 11 oz baby boy who had to be placed on life support. She returned to school in the fall where she took 11 credit hours. The baby remained hospitalized for 6 months. When he was released in September, he was on oxygen and would remain so for 1 year. He was unable to attend daycare because of this; therefore she was unable to work more than 15 hours a week, but was determined to remain in school.

In December 2010, Sharnice earned her Career Readiness Certificate. On May 9, 2012, Sharnice was hired full-time at RCS/Head Start as an Assistant Teacher. She is currently enrolled in her last class and will earn her Associate's Degree in Early Childhood Education on July 15, 2012.

### **Simeon McRae, Montgomery County Adult**

Simeon was enrolled into the WIA Adult Program on January 12, 2012. Although he had personal struggles during his educational training, he has continued to work hard for his AAS Human Services Technology degree through Montgomery Community College (MCC). With approximately 4 classes toward retaining his degree, during spring semester 2012, his mother became extremely ill. This caused him to miss more than the allowed days from classes as he spent time with his mother in the hospital and at home. His instructors at MCC allowed him to make up the assignments. Even though points were deducted for the assignments being submitted late, he worked very hard and earned enough credits to receive his Human Services Diploma. He plans to continue his education having only 2 more classes remaining for his A.A.S. Human Services Degree. Simeon is also very involved in the Minority Male Mentoring program (3MP) at MCC, and was elected President in January 2012.

### **Travis Stuart, Montgomery County Dislocated Worker**

On July 8, 2011 Travis was laid off from Pet Dairy Flav-O-Rich in Winston Salem after 12 years of employment as a Truck Driver/Milk Distributor. He had applied for jobs with several businesses and realized he needed some type of training. When Travis applied for WIA Dislocated Worker program assistance on January 6, 2012, he was already enrolled into the HVAC series at MCC and had completed a full semester of two classes in fall 2011.

The HVAC series is a year-long, four-part series of classes designed to give students a thorough knowledge of components found on conventional heating systems. Since enrollment in the HVAC program, Travis felt that enrolling into the Welding Program would help to enhance his skills much further. As part of the HVAC series, Travis passed the core exam and the heat pump exam to receive his certification as part of the HVAC series. Travis completed HVAC Series: Part A, Fundamental; Part B, Refrigeration; Part C, Heating; & Part D, Advanced. He received HVAC Certification; Certification in Air-to-Air Heat Pump; Certified as Universal Technician; and a Certificate in Mainstream Engineering Corporation; Certificate in Welding & a Silver CR. He has completed both programs HVAC and Welding in May 2012.

### **Deanna Hill, Montgomery County Building Futures Youth**

Deanna came into the WIA youth program in 2010. She had to face the barrier of being single, young and pregnant while in high school. She had several obstacles due to her pregnancy however she managed to continue school and keep her grades up with the help of her family support system.

Deanna set goals and knew that she had to complete high school in order to provide for herself and for her son. She has said many times "Just because I have a son that does not mean that I cannot graduate from high school or college, and I will not be a statistic!" Deanna attended West Montgomery High School, where she completed her Allied Health courses and received her Nursing Assistance I Certification in January 2012. In June of 2012 she graduated 25th out of her class with honors, she received two cords for BETA Club, and HOSA. Deanna's ultimate goal is to be a Registered Nurse. Deanna will attend Stanley Community College in August to start her nursing classes.

## Regional Partnership WIA Participants Success Stories...

### **Donna Enloe, Moore County Adult**

In October, 2008, Donna was laid off of her job as office manager and accounts payable clerk due to the economy and the crash of housing industry. She decided that she needed additional training. After meeting with WIA staff in the Moore County JobLink Center, she was referred to Sandhills Community College, and decided to pursue a career in the medical profession. She began training in the Respiratory Therapy program and enrolled in the WIA adult program January 4, 2011.

Because of her GPA she was inducted into the honor society of Phi Theta Kappa for maintaining a high grade point average; she made a perfect 4.0 grade point average in curriculum classes and was placed on the President's list. She completed the program on May 12, 2012 and graduated with an Associate Degree in Health Science in the Respiratory Therapy program. Her final grade point average upon graduation was 3.91. She began employment at UNC Hospital in Chapel Hill on May 29, 2012 as a Respiratory Therapist.

### **Barbara Garrett, Moore County Dislocated Worker**

After having eye surgery, in July of 2008, Barbara was relieved of her job duties as a cashier at Goodwill Industries. She realized that she needed steady employment and decided on the healthcare field. She enrolled in the Medical Coding Certificate program at Sandhills Community College (SCC). She obtained the Medical Coding Certificate and decided she would continue training to gain an Associate Degree.

During her training she faced financial hardships and sought out WIA to assist her with training. She was enrolled in the WIA Dislocated Worker program on July 29, 2009. She was invited to join the honor society of Phi Theta Kappa. She maintained no less than a 3.80 grade point average her entire two years. She was also placed on the Dean's List and President's List. She completed her program on May 12, 2012 and graduated Magna cum laude with an Associate of Applied Science Degree in Medical Office Administration at SCC. She also passed the NC Career Readiness Certificate Program and received a Gold certificate. She is currently working at Select Staffing/Ingersoll-Rand as an Administrative Assistance.

### **Latoya Taylor, Orange County Adult**

Latoyoa is a single parent of two children. She applied for assistance through the Orange County Job Link Center. She was on a waiting list for the nursing program at Durham Technical Community College. One of the requirements for acceptance into the nursing program is the CNA certification. Latoyoa was enrolled on May 13, 2009 into the WIA Adult program and the CNA hybrid course. She has now completed her first year of prep courses for nursing.

During the period of enrollment in the CNA class a participant may only have three absences. Due to circumstances beyond her control she was forced to be absent for three days. She did have a doctor's note from the hospital but the instructor could only follow the established rules, so she was not allowed to continue. She advised the participant that she could not make an exception for her, but presented an option. She suggested studying on her own and to challenge the state board. Her case manager assisted her with completing her application. Latoyoa did not give up; she continued to study for the test and searched for employment. She landed a job at Duke Medical Center on the 3rd shift, working weekend hours earning \$12.00 per hour. She was scheduled to take the state board on 1/19/12. She took the test and while she passed the written portion, she did not pass the hands on portion. She retook the exam on 4/28/12 and passed. All of this was accomplished within a one-year time frame. She is now a Certified Nursing Assistant with the state of North Carolina and an employee of Duke Medical Center, Durham, North Carolina. Her job title is Seizure Surveillance Medical Assistant for Neurodiagnostic Services & Certified Nursing Assistant for Cardiac Rehabilitation. She plans to continue her employment on weekends at Duke and will participate daily in the nursing program at Durham Technical Community College.

### **Heidi Bukoski, Orange County Dislocated Worker**

Heidi was a single parent who was laid off as a baker at the Great Harvest Bakery on April 30, 2010. She knew that she was the sole support of her children and began attending networking meetings for job seekers. At one of these meetings, WIA was mentioned, and she enrolled in WIA Dislocated Worker Program on July 17, 2010. She entered the Sustainable Agriculture Program at Central Carolina Community College (CCCC- the only school in the area) with the goal of completing the one-year (certificate) program. As she progressed and grew more excited about the world of agriculture it became obvious that Heidi was the ideal candidate for the two-year degree program. Her 3.904 GPA does attest to the quality of her assignments, work, and participation in the Sustainable Agriculture.

Heidi participated in WIA Work Experience in 2011 with the NC Cooperative Extension Service, giving her many farm/field trip opportunities on which she would come to the office and readily report! In May, 2012, Heidi graduated with a degree – and with honors from CCCC- a GPA of 3.904! Heidi began working recently at Chapel Hill Creamery – where she milks 30 cows, and performs "farm work maintenance" - without which there would be no cheese trade.

## Regional Partnership WIA Participants Success Stories...

### **Derrick Parrish, Orange County Building Futures Youth**

Bad choices made a bleak outlook for Derrick until he discovered the WIA Building Futures Program on September 23, 2009. He was unemployed, had no training, and was headed down the wrong path. The Building Futures Program provided Derrick with hope as he worked two summers at the Town of Chapel Hill in the work experience program (2010 and 2011). This helped shape his desire to be employable with skills, and WIA was able to assist Derrick with training for HVAC certification and also an Industrial Systems Technology degree.

Derrick has obtained HVAC certification from Durham Technical Community College on April 20, 2010, and received the Career Readiness Certificate on May 6, 2010. He is currently enrolled in Industrial Systems Technology Engineering expecting a degree this December. He applied for full-time employment with the Town of Chapel Hill and his background came into question, but because Derrick had worked there through work experience, he was hired full time.

### **Courtney Williams, Randolph County Dislocated Worker**

Courtney hardship began when she was laid off from her job at Dart Container on March 25, 2010. She later enrolled into the WIA-Dislocated Worker program on June 24, 2010. She was enrolled as a full-time student at Randolph Community College in the Medical Office Administration curriculum program beginning on August 16, 2010. She received her A.A.S. Medical Office Administration degree on May 9, 2012. She maintained a 4.0 GPA during her enrollment in the Medical Office Administration program and accepted a membership into the Phi Theta Kappa international honor society on March 10, 2011. She has been listed on the President's list since fall semester 2010. She also received a Gold Career Readiness Certificate on December 1, 2010.

Courtney not only had one full-time job offer in one day on May 1, 2012, but had two job offers. She chose the one nearest to her residence with her first day of work being May 7, 2012. Her current employer is Randolph Orthopedics and her job title is Front Desk/Receptionist.

### **Richard Poe, Randolph County Dislocated Worker**

Richard became a dislocated worker for the third time after twenty-seven years of experience in the drafting field. With the down-turn in manufacturing, he was experiencing difficulties in finding employment in his field. He had always desired to become a law enforcement officer, but did not have the opportunity to pursue his dream. He knew that switching careers at this stage in his life would be difficult, but with support from his family, he made the decision to pursue this career. The Basic Law Enforcement Training (BLET) is a very rigorous program both mentally and physically. Richard knew that a man his age might have challenges but he was determined to accomplish this goal.

He was enrolled in the WIA Program August 2011 and began the evening BLET classes. Richard was one of the oldest students in the class. He not only pushed himself but his classmates as well. He wrote study guides and study questions for his classmates and shared them with both the day and evening students. He received the BLET Certificate from Randolph Community College on April 13, 2012. He received an additional certification for completing Oc, Pepper Spray, Taser, and Asp training. He graduated on May 18, 2012 with a GPA of 97 and a state exam overall average of 92. He finished the POPA test time in less than six minutes, under the required seven minutes. During the ceremony, classmates "honored" Richard with a Ruger LCP 380 semi-automatic pistol for assisting them in reaching their goals. Paul Goins, BLET Director/CJC CE Coordinator, stated that this was one of the smartest BLET classes to graduate from Randolph Community College since it began the program. Richard was sworn in as a police officer with the Randleman Police Department on June 4, 2012.

### **Rebecca Bullard, Randolph County Building Futures Youth**

Rebecca is a high school graduate who lives at home with her mother and two brothers. She searched for employment but found that it was difficult to find a job without furthering her education. After learning about the WIA program, Rebecca wondered if this may be a chance to make her dream become a reality. She enrolled into the WIA Youth Program on August 17, 2009. Rebecca received a PELL Grant and with her family's support and WIA assistance, she enrolled at Randolph Community College (RCC) in the Photography program.

Rebecca completed a hands-on course where she was required to drive to Concord, NC; Monday-Thursday and work 10-hour days earning no income. She received numerous compliments from the Professional Photography Studio and was informed if a job position became available she would be highly recommended. She participated in the graduation ceremony in May 2012; and continues to strive for excellence while completing one last required class before receiving her degree. Rebecca participated in a work experience at the Asheboro Public Library where she will get to utilize her Photography skills during summer events. She also schedules small photo-sessions which has helped her realize even more that this is a career she loves.

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** April 23, 2013

**Action Agenda**

**Item No.** 5-a

**SUBJECT:** MINUTES

---

**DEPARTMENT:** County Commissioners

**PUBLIC HEARING: (Y/N)**

No

**ATTACHMENT(S):** *Under Separate  
Cover*

**INFORMATION CONTACT:**  
Donna Baker, 245-2130

*Draft Minutes*

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

|              |                   |  |
|--------------|-------------------|--|
| Attachment 1 | February 19, 2013 | BOCC Regular Meeting   |
| Attachment 2 | March 7, 2013     | BOCC Regular Meeting   |
| Attachment 3 | March 12, 2013    | BOCC Meeting with Affordable Housing Advisory Board (5:30pm) |
| Attachment 4 | March 19, 2013    | 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.

1 DRAFT

MINUTES Attachment 1  
 BOARD OF COMMISSIONERS  
 REGULAR MEETING  
 February 19, 2013  
 7:00 p.m.

2  
3  
4  
5  
6  
7 The Orange County Board of Commissioners met in regular session on Tuesday,  
8 February 19, 2013 at 7:00 p.m. at the Southern Human Services Center, in Chapel Hill, N.C.  
9

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

12 **COUNTY COMMISSIONERS ABSENT:**

13 **COUNTY ATTORNEYS PRESENT:** John Roberts

14 **COUNTY STAFF PRESENT:** County Manager Frank Clifton, Assistant County Managers  
15 Michael Talbert, Clarence Grier and Clerk to the Board Donna Baker (All other staff members  
16 will be identified appropriately below)

17 **NOTE: ALL DOCUMENTS REFERRED TO IN THESE MINUTES ARE IN THE PERMANENT**  
18 **AGENDA FILE IN THE CLERK'S OFFICE.**  
19

20 **1. Additions or Changes to the Agenda**

21 Chair Jacobs reviewed the items at the County Commissioners' places:  
22

- 23 - Illustration- for item 5-f, Letter of Support for Durham County's Recreational Trails  
24 Grant Application
- 25 - White- PowerPoint for item 4-a, Animal Services Spay Neuter Program
- 26 - Rose sheet- 6-c, Resolution from Animal Services Advisory Board – as relates to  
27 the legislative agenda
- 28 - Property tax revenue projections – page 18 addition for item 7-b
- 29 - PowerPoint for item 7-c, Jordan Lake Partnership & Water Supply Allocation  
30 Process

31  
32 **PUBLIC CHARGE**

33  
34 *The Chair dispensed with the reading of the public charge.*  
35

36 **2. Public Comments**

37 **a. Matters not on the Printed Agenda**  
38

39 Annette Smith introduced herself as the parent co-chair for the school improvement  
40 team at Culbreth Middle School. She expressed the school's excitement about the proposed  
41 new science wing at the school and requested Board of County Commissioners to fund the  
42 science wing when the request is considered. She said the wing will be an educational tool and  
43 will also increase the school's capacity by 100 students with the addition of 6 classrooms, thus  
44 delaying the need for an additional middle school.

45 Principal Beverly Rudolph; science teacher, Fiona Ray; and one student spoke on  
46 behalf of this proposed project and discussed the inadequate science spaces currently being  
47 used and the benefits of the additional space for both teachers and students.

48 Chair Jacobs said he hoped the school would lobby to name the new science wing, if  
49 approved, in honor of Commissioner Gordon, who has worked tirelessly on this effort.  
50

1 Don O'Leary offered an opportunity for the Board to meet with him and six of his friends  
2 to discuss ICLEI and to work out the issues.

3  
4 Chair Jacobs told Mr. O'Leary that they would discuss his petition at Agenda Review.

5  
6 Steve Dear introduced himself as a long time resident of Orange County, and the  
7 Executive Director of People of Faith, a non-profit group seeking to repeal the death penalty.  
8 He asked the board to consider a resolution he presented, to repeal the death penalty. He said  
9 over 1000 businesses, churches and community groups have passed a resolution like this,  
10 including Chapel Hill, Carrboro and City of Durham. He said Orange County would be the first  
11 county in N.C. to pass this, if they chose to do so. He requested a future public hearing for  
12 community input.

13  
14 **b. Matters on the Printed Agenda**

15 (These matters were considered when the Board addressed that item on the agenda  
16 below.)

17  
18 **3. Petitions by Board Members (Three Minute Limit per Commissioner)**

19 Commissioner Pelissier pointed out that she had attended the Environmental Steering  
20 Committee meeting of the North Carolina Association of County Commissioners last Friday.  
21 She said the new Secretary of the Department of Environmental and Natural Resources  
22 encouraged people to send to him a letter regarding any concerns about the rules of Jordan  
23 and Falls Lake. She noted that the Board has a work session with this item on it in March and  
24 petitioned for the Board discuss it there and compile a letter.

25 Commissioner Pelissier re-petitioned the board about an item she asked about in the  
26 fall of 2011 regarding agricultural support enterprises. She said she would like the Board to look  
27 at zoning and ordinances that pertain to agriculture as well as to the arts and agri- tourism. She  
28 would like to have different advisory boards be involved and she would like to have a listening  
29 session with the public with all of these advisory boards. She said she would also like for the  
30 Cooperative Extension to be involved, since there is a related effort happening at the state  
31 level. She would like to have staff to come forward with a process and a timeline as relates to  
32 this.

33 Chair Jacobs said that there was a thorough letter produced two years ago by Dave  
34 Stancil based on the direction of the board in reference to Falls and Jordan Lake. He said this  
35 can be brought back to the Board for discussion about making any needed additions or  
36 changes.

37 Chair Jacobs said he recalled that the Board did ask staff to move forward on  
38 agricultural enterprises. He said he will refer this item and the other items to agenda review.

39  
40 **4. Proclamations/ Resolutions/ Special Presentations**

41  
42 **a. Resolution Acknowledging February 26, 2013 as Spay Neuter Day in Orange**  
43 **County and Community Spay and Neuter Program Presentation**

44 The Board considered a resolution officially acknowledging February 26, 2013 as "Spay  
45 Neuter Day" in Orange County and to receive an update about the County's Community Spay  
46 and Neuter Program and authorize the Chair to sign.

47 Bob Marotto said the Animal Services Advisory Board and Staff are here to request the  
48 Board to declare Feb. 26<sup>th</sup> as Spay/Neuter Day in Orange County. He noted that this is  
49 celebrated internationally as World Spay/Neuter Day. He said this is an event that is near and  
50 dear to the efforts of Animal Services in Orange County to develop a plan to reduce pet

1 overpopulation in the community. He said there will be activities that will occur on and around  
2 this date. He presented the PowerPoint slides, listed as follows:

3  
4 **Animal Services**

5 **Spay Neuter Program**

6 *Making sense & saving cents in Orange County!*

7 *Animal Services*

8 **Targeted Spay & Neuter: The Theory** (graphic)

9  
10 **Animals Admitted 2005-2012** (Bar graph)

11  
12 **Animal Outcomes 2005-2012** (Bar graph)

13  
14 **Animal Services Spay Neuter - What It Is & How It Works** (Graphic)

15  
16 **Targeted Spays & Neuters 2008-2012** (Bar Graph)

17  
18 **Benefits & Observations**

- 19
- 20 • Animal Service Operations
    - 21 – Controls costs
    - 22 – Makes staffing numbers work
  - 23 • Brings People Together
    - 24 – Partnerships
    - 25 – Common ground
    - 26 – Community Effort!
  - 27 • Models Public Policy
    - 28 – Self-funded program
    - 29 – Demonstrable results
    - 30 – NCACC 2010 Program Award
  - 31 • Promotes Responsible Pet Ownership

32 Bob Marotto said, referring to the above slides, the animal intake numbers have  
33 decreased from 4350 animals during the years between 2005 and 2009 to 3460 animals last  
34 year. He said there are also significant changes in animal experience after coming to the  
35 shelter and the re-homing numbers have jumped this year. He said the euthanization numbers  
36 have reduced from an average of 1900 per year to 1200 last year. He said there are three  
37 partners in this program - Animal Services, Department of Social Services, and AnimalKind. He  
38 noted that the total spay/neuter numbers for the past few years has been approximately 500  
39 last year, over 400 were from the Department of Social Services program. He said this  
40 program brings people together and models public policy in significant ways.

41  
42 Dr. Susan Elmore, Chair of the Animal Services Advisory Board (ASAB) read the  
43 resolution:

44  
45 RES-2013-009

46  
47 **ORANGE COUNTY BOARD OF COMMISSIONERS**  
48 **2013 SPAY NEUTER DAY RESOLUTION**  
49

1 WHEREAS, cats and dogs provide companionship to and share the homes of thousands of  
2 individuals in Orange County; and

3  
4 WHEREAS, spayed and neutered animals are less likely to have certain health problems or  
5 exhibit certain undesirable behaviors that can create community problems and use community  
6 resources; and

7  
8 WHEREAS, the problem of pet overpopulation costs the taxpayers of Orange County hundreds  
9 of thousands of dollars annually through animal control and sheltering programs aimed at  
10 coping with unwanted and homeless cats and dogs; and

11  
12 WHEREAS, humane societies and shelters throughout the country have to euthanize  
13 approximately four million cats and dogs each year, although many of them are healthy and  
14 adoptable, due to the lack of critical resources such as money, space, and good adoptive  
15 homes; and

16  
17 WHEREAS, the Animal Services Advisory Board and the Animal Services Department have  
18 made correcting pet overpopulation a priority, and prepared ***Managing Pet Overpopulation: A***  
19 ***Strategic Plan for Orange County***; and

20  
21 WHEREAS, Animal Services has partnered with AnimalKind and the Department of Social  
22 Services to offer “low cost” and “no cost” spay and neuter for cats and dogs, and has to date  
23 performed more than 1800 overall and more than 1200 for pets belonging to DSS clients; and

24  
25 WHEREAS, spaying and neutering cats and dogs, among other animal companions, has  
26 helped to reduce the intake rate of animals from 36 to 25 per 1000 human residents between  
27 2005 and the present and the number of animals euthanized from approximately 1900 in 2005  
28 to 1129 in 2012; and

29  
30 WHEREAS, the County received an Outstanding County Program Award from the North  
31 Carolina Association of County Commissioners in 2010; and

32  
33 WHEREAS, veterinarians, animal care and control organizations, national and local animal  
34 welfare organizations, and private individuals work together each year to ensure the spaying or  
35 neutering of thousands of companion animals through “World Spay Day”; and

36  
37 WHEREAS, veterinarians, animal care and control organizations, national and local animal  
38 welfare organizations, and private individuals have joined together again this year to advocate  
39 and support the spaying and neutering of companion animals on “World Spay Day 2013.”

40  
41 Now, therefore be it RESOLVED by Orange County that February 26, 2013 is declared “Spay  
42 Neuter Day”, and the Board of County Commissioners calls upon the people of Orange County  
43 to observe the day by having their own cats or dogs spayed or neutered or by sponsoring the  
44 spaying or neutering of another person’s cat or dog.

45  
46 This the 19<sup>th</sup> day of February, 2013.

47  
48 A motion was made by Commissioner McKee seconded by Commissioner Pelissier to  
49 approve a resolution officially acknowledging February 26, 2013 as “Spay Neuter Day” in

1 Orange County and to receive an update about the County's Community Spay and Neuter  
2 Program and authorize the Chair to sign.

3  
4 VOTE: UNANIMOUS

5  
6  
7 **5. Consent Agenda**

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

9 Commissioner Price asked to remove Item 5-a in order to acknowledge the retreat  
10 minutes.

11 • **Approval of Remaining Consent Agenda**

12  
13 A motion was made by Commissioner Rich seconded by Commissioner Dorosin to  
14 approve the remaining items on the consent agenda as stated below:

15  
16 VOTE: UNANIMOUS

17  
18 **a. Minutes**

19 This item was removed and placed at the end of the consent agenda for separate  
20 consideration.

21 **b. Motor Vehicle Property Tax Release/Refunds**

22 The Board adopted a resolution, which is incorporated by reference, to release motor vehicle  
23 property tax values for thirty (30) taxpayers with a total of thirty-three (33) bills that will result in  
24 a reduction of revenue in accordance with NCGS.

25 **c. Property Tax Releases/Refunds**

26 The Board adopted a resolution, which is incorporated by reference, to release property tax  
27 values for six (6) taxpayers with a total of (12) twelve bills that will result in a reduction of  
28 revenue in accordance with North Carolina General Statute 105-381.

29 **d. Resolution Creating a Special Board of Equalization and Review**

30 The Board adopted a resolution, which is incorporated by reference, providing for the  
31 establishment of a special Board of Equalization and Review to carry out the statutory  
32 responsibilities of ensuring that tax lists and tax records comply with the provisions of the North  
33 Carolina Machinery Act, and to delegate certain authorities to the Assessor (Note: Board of  
34 Commissioners approval of similar resolutions occurs on a regular basis in Orange County and  
35 across the State.) and authorized the Chair to sign.

36 **e. Fiscal Year 2012-13 Budget Amendment #7**

37 The Board approved budget, grant, and capital project ordinance amendments for fiscal year  
38 2012-13 for: Social Services, Library, Health Department, Department of Social  
39 Services/Housing, Human Rights and Community Development, and Orange County Schools  
40 Capital Project Ordinances.

41 **f. Letter of Support for Durham County's Recreational Trails Grant Application**

42 The Board approved submission of a letter of support for Durham County's application for a  
43 grant from the North Carolina Recreational Trails Program for construction of facilities at the  
44 planned Hollow Rock Access Area and authorized the Chair to sign.

45  
46  
47 • **Discussion and Approval of the Items Removed from the Consent Agenda**

48  
49 **a. Minutes**

1 The Board considered approval of the minutes from November 13, 20, December 3,  
2 2012 and February 1, 2013 as submitted by the Clerk to the Board.  
3

4 Commissioner Price acknowledged the quality of the minutes of the retreat and the  
5 quick turnaround and she thanked Donna S. Baker and the facilitator, Ms Cynthia Brown.  
6

7 A motion was made by Commissioner Price, seconded by Commissioner Gordon to  
8 approve the minutes from November 13, 20, December 3, 2012 and February 1, 2013 as  
9 submitted by the Clerk to the Board.  
10

11 VOTE: UNANIMOUS  
12  
13

14 **6. Public Hearings**  
15

16 **a. Senior Care of Orange County, Inc. – Lease Agreement**  
17

18 The Board conducted a statutorily required public hearing and considered approval of a  
19 resolution authorizing a lease agreement with Senior Care of Orange County, Inc. ("SC of OC")  
and authorized the Chair to sign.

20 John Roberts said this lease agreement is needed because in the past Orange County  
21 has had too much control over this non-profit organization. It is suggested that changes take  
22 place to get the organization more at arms' length, including Orange County leasing the space  
23 to Senior Care of Orange County with a \$1 per year, five year term renewable lease.

24 Commissioner Gordon commented that on page 10 in the second paragraph, there are  
25 some typos in lease. She said this lease is a step forward.

26 Chair of the Senior Care of Orange County Board, Mary Ann Peter gave some  
27 background on this organization. She said that Senior Care was incorporated in March of 2004  
28 to take over the operation of the Central Orange Adult Day Program. The organization moved  
29 to its current location in 2009. The mission of the program is to promote personal  
30 independence and health; maintain social, physical and emotional well-being; and to provide  
31 the opportunity for these adults to stay connected with peers and community. This is the only  
32 day health program in Orange County and has served 175 frail and disabled adults. She said  
33 the need for the program is growing. She said funding is primarily through the Veteran's  
34 Administration, as well as Elder Care Respite, grants, sliding scale, private pay, and long term  
35 care. She said the organization is thankful for their facility.

36 Commissioner Dorosin asked John Roberts if there is a list of default conditions in the  
37 lease, or any designation regarding what happens if the organization loses non-profit status, or  
38 decides to dissolve.

39 John Roberts said section 19 gives stipulations regarding default. He said it may or may  
40 not address non-profit status, and he will have to review it again. He said there is a stipulation  
41 in the by-laws that requires the property to go back to Orange County or a similar organization  
42 within Orange County if the current entity dissolves.

43 Chair Jacobs said that when the senior center was designed, it was designed for this  
44 primary function. He expressed appreciation for the service and a desire to continue to  
45 maintain a strong relationship with Orange Senior Care.  
46

47 **NO PUBLIC COMMENT**  
48

1 A motion was made by Commissioner McKee, seconded by Commissioner Pelissier to  
2 close the public hearing and to approve a resolution, with edits, authorizing a lease agreement  
3 with Senior Care of Orange County, Inc. ("SC of OC") and authorize the Chair to sign.  
4

5 VOTE: UNANIMOUS  
6

7 **b. Lease of the County-owned Building at 500 Valley Forge Road to the**  
8 **Piedmont Food and Agricultural Processing Center, Inc.**

9 The Board conducted a statutorily required public hearing and considered a lease  
10 agreement with the Piedmont Food and Agricultural Processing Center, Inc. regarding the  
11 occupation and lease of the building at 500 Valley Forge Road, Hillsborough and authorized the  
12 Vice-Chair to execute the agreement.

13 John Roberts said the purpose of this lease is to get this non-profit at arms' length from  
14 the county. He said there is a Board of Directors in place, as well as an agreement with the  
15 county for financial services and this is that last piece of the puzzle. He said the County  
16 established the by-laws of this organization, and if this non-profit was to dissolve then it will go  
17 to a similarly situated non-profit or back to the county. He said this is a one year lease where  
18 the rate escalates after the first year and there are options for renewal.

19 Chair Jacobs asked if it was a condition of participation of this 4 county agreement that  
20 a non-profit would be spun off.

21 Frank Clifton said the terms of the lease are somewhat different over time and this is not  
22 just for Orange County based businesses but will serve the four counties surrounding it.

23 Chair Jacobs recognized Matthew Roybal, the Manager of PFAP, who thanked the  
24 Board of County Commissioners for their support.

25 Commissioner Dorosin compared this lease to the prior lease for the senior center and  
26 said it is in a slightly more nascent stage with references to getting insurance, among other  
27 things.

28 John Roberts said PFAP has provided proof of insurance and they are still waiting on  
29 the actual policy.

30 Commissioner Gordon referenced section 18 and noted the same edits as in the  
31 previous lease.  
32  
33

34 **NO PUBLIC COMMENT**  
35

36 A motion was made by Commissioner Pelissier, seconded by Commissioner Rich to  
37 close the public hearing, to enter into a lease agreement with suggested changes on Section  
38 18, with the Piedmont Food and Agricultural Processing Center, Inc. regarding the occupation  
39 and lease of the building at 500 Valley Forge Road, Hillsborough and authorize the Vice-Chair  
40 to execute the agreement.  
41

42 VOTE: UNANIMOUS  
43

44 **c. Orange County's Proposed 2013 Legislative Agenda**

45 The Board conducted a public hearing on Orange County's potential legislative items for  
46 the 2013 North Carolina General Assembly Session and identified three to five specific items  
47 from the entire package to highlight for priority discussion at the March 11, 2013 meeting with  
48 Orange County's legislative delegation.  
49

1 Greg Wilder said the legislative issues work group consisted of Commissioner Dorosin  
2 and Commissioner McKee and the public hearing notice was published in three local  
3 newspapers as well as online. He said that after closing the hearing tonight, a package should  
4 be approved in preparation for the Board's meeting with the legislative delegation on March 11.

5 Greg Wilder said the first item from the work group is a resolution contained in  
6 attachment 2, and it consists of 30 items outlined beginning on page 5 of the abstract. He noted  
7 that the first item of the thirty is Revenue Options for Local Government, and it contains a  
8 version A and version B with the Commissioners being asked to pick one of those two versions.  
9 He also noted two corrections: one to item 7, which should be starred; and one to item 21,  
10 which is starred and should not be.

11 Greg Wilder said the other resolution is based on a request from the Clean Water  
12 Management Trust fund back in December for the County to consider a resolution to support  
13 funding for the Clean Water Management Trust Fund. He said this is attachment 3, and  
14 background information is given in attachment 4.

15 He noted the last item in the packet is NCAACC's adopted legislative goals, for use a  
16 reference source.

17 The manager's recommendation is as follows:

- 18
- 19 1) Conduct a public hearing on Orange County's potential legislative items for the  
20 2013 North Carolina General Assembly Session ;
  - 21 2) Close the public hearing and review and discuss the Legislative Issue Work  
22 Group's (LIWG) proposed 2013 legislative package and any other potential items  
23 for inclusion in Orange County's legislative agenda package for the 2013 North  
24 Carolina General Assembly Session.
  - 25 3) Approve one proposed resolution regarding support for funding for the Clean  
26 Water Management Trust Fund (CWMTF); and
  - 27 4) Consider identifying three to five specific items from the entire package to highlight  
28 for priority discussion at the March 11, 2013 meeting with Orange County's  
29 legislative delegation.
- 30

31 Chair Jacobs asked Greg Wilder to review the legislative deadlines and Greg Wilder  
32 said the House and Senate establish deadline for the filing of bills in the legislative branch and  
33 the introduction of bills on the floor. The deadline for the Senate will occur before the Board's  
34 legislative breakfast on March 11<sup>th</sup>; therefore this will be sent to Sen. Ellie Kinnaird so she can  
35 take action if she so chooses. He said that the House deadline will not have passed, so there  
36 will be time for reaction to comments and questions there.

37 Commissioner Dorosin said this was an engaging process with many items to discuss  
38 and they tried to streamline things as much as possible. He said this adequately represents the  
39 universe of things and it is a "wish list".

40 Commissioner Gordon thanked Commissioner Dorosin and Commissioner McKee for  
41 working on these issues. She thanked Greg Wilder for the efficient operation of Orange County  
42 and said that he does most of his work behind the scenes, and he is very much appreciated.

43 Commissioner Rich asked for clarification on option a and b for item 1.

44 Commissioner McKee said he and former Commissioner Yuhasz had had concerns in  
45 the past regarding option A, revenue options for local governments. He read the verbiage from  
46 the packet and said that he reads this as giving the Board the authority to enact the transfer tax  
47 that failed previously in Orange County. He said he will continue to oppose this as written. He  
48 said he supports the second wording in option b, as it does not enable the board to enact things  
49 arbitrarily.

1 Commissioner Dorosin said they could not come to consensus in their work group,  
2 which is why they brought it forth for the full board to discuss.

3  
4 **PUBLIC COMMENT**

5 Dr. Susan Elmore said Animal Services Advisory Board (ASAB) has discussed many  
6 times on the humane treatment of dogs in large breeding facilities and she said there is  
7 necessity for legislation that provides standards of care and a registration system for these  
8 facilities. She said the ASAB proposed a resolution of support for a commercial dog breeding  
9 bill to be introduced this session. She referred the Commissioners to the resolution contained  
10 on the rose colored sheet for item 6-c.

11 Chair Jacobs noted that there are two different versions.

12 Dr. Elmore said that it said that they support of this bill and this bill has language to  
13 improve standards in these facilities as well as to establish a registration system.

14  
15 Commissioner McKee requested that a determination be made between version a and  
16 version b of item 1 (Revenue Options for Local Government), or that this item be pulled off and  
17 voted on separately.

18 Chair Jacobs noted that the asterisk beside something is from the NCACC adopted  
19 goals and this is not an organization known for radical government takeovers. He said it is a  
20 very conservative organization that believes each government should be treated fairly and  
21 equally. He noted that seven counties on the coast do have the real estate transfer tax. He  
22 said he feels that this just acknowledges a statewide effort to give counties more flexibility and  
23 autonomy.

24 A motion was made by Commissioner Pelissier seconded by Commissioner Rich to  
25 consider version A on item 1 Revenue Options for Local Government as a separate item.

26 Commissioner McKee said if it is a separate item, then it is not a problem.

27 Commissioner Price said that she knows that there have been situations where Wake  
28 County wanted to have the option of the county owning the school buildings and that there was  
29 a concern that this would be accepted statewide. She said she is caught between the two  
30 arguments and she asked for clarification that Commissioner Pelissier wants the flexibility and  
31 Commissioner McKee says it's too much.

32 Commissioner McKee said his problem with version A is that it specifically allows local  
33 government to enact a tax in Orange County that was turned down by the voters.

34 Commissioner Pelissier said the issue that Commissioner Price raised is an issue that  
35 Wake County wanted to do but that it has not been approved by the General Assembly. She  
36 said she is talking about things that have actually been granted to counties in the past.

37  
38 A motion was made by Commissioner Pelissier, seconded by Commissioner Rich to  
39 separate out and vote for Version A of the Revenue Options for Local Government.

40  
41 **VOTE:** Ayes, 6 (Commissioner Dorosin, Commissioner Gordon, Chair Jacobs, Commissioner  
42 Pelissier, Commissioner Price, Commissioner Rich);  
43 Nays, 1 (Commissioner McKee)

44 Commissioner Dorosin said this is a large document, but called their attention to items  
45 29 and 30. He said item 30 is about concealed weapons in parks and he noted that last year  
46 the General Assembly took away Counties' abilities to develop their own county based  
47 regulations for this issue. This request is asking for local authority to be given back to local  
48 governments.

49 Commissioner Dorosin noted that item 29 generally talks about giving discretion back  
50 to counties in creating ordinances for controlling their planning and zoning.

1 Commissioner McKee made clarification that they are now talking about items 2-30 and  
2 item 1 has been decided.

3 Commissioner Gordon clarified that all of the items will be sent in together.

4 Commissioner Price questioned if the Board of County Commissioners already voted to  
5 allow concealed weapons in parks.

6 Chair Jacobs said yes, there was a 4-3 vote for Little River Park.

7 John Roberts said that what the Commissioners passed last year was an amendment  
8 of the County's ordinance to bring it into compliance with the State Law referenced in this item.  
9 He said the State took authority out of the County's hands prior to the statute being passed. He  
10 said that at this point the County cannot prohibit possession of concealed weapons in certain  
11 areas of the park, such as non-playground or non-athletic fields.

12 Chair Jacobs said the Board of County Commissioners did allow weapons in the  
13 playground in Little River Park with the argument that you had to walk through playground to get  
14 to the park.

15 There was some review and clarification questions of various legislative items.

16 Commissioner Price asked for clarification on item 13 and Chair Dorosin said this  
17 refers to funds already in existence.

18 Commissioner Price said item 14 should include forestry and forest land and Chair  
19 Jacobs said that there are conservation measures in place to protect this.

20 Commissioner Price referenced item 23 regarding use of herbicides in right of ways.  
21 She questioned if it is possible to appeal to the utility company if someone does not want  
22 herbicides used.

23 Commissioner Rich said that is not necessarily so.

24 Commissioner Price questioned the viability of this item since conventional farmers and  
25 garden centers will still be using herbicides right next door.

26 Commissioner McKee said the intent of this item is specific to highway right of ways  
27 and that the issue can be appealed to DOT but there is no way for enforcement. He said that  
28 the possibility of there being an impact on organic agriculture is important enough to request  
29 some exemptions in certain areas.

30 Commissioner Dorosin said as written, this refers to easements by the utility  
31 companies not private owners and he recognized that all of these items are part of a wish list,  
32 subject to General Assembly approval.

33 Commissioner Price said she was concerned about how some of these items were  
34 written and whether there will be pushback.

35 Commissioner Gordon highlighted #2 – County Responsibility for Roads; which she  
36 said would be an expensive and troublesome undertaking. She referenced #7 – Smart Start  
37 and More at Four, and said she said she would like a statement made in favor of education.  
38 She said with #13- Land Water and Agricultural Preservation Funding, she would like to see the  
39 addition of biological resources in here too. She referred back to #29 - Local Government  
40 Regulation of Development, and said that this strikes at the core of county governments and  
41 this is an important principle that is being eroded.

42 Chair Jacobs said, item #10 - Authority to Amend the Orange County Civil Rights  
43 Ordinance, has been part of the Orange County Legislative Agenda for a very long time and  
44 has never gotten any traction in the State Legislature. He said that this is, in a way, an  
45 embodiment of how the North Carolina Government should be addressing the issues that are  
46 important to Orange County through the legislative process.

47  
48 **A motion was made by Commissioner McKee, seconded by Commissioner Price**  
49 **to approve Items 2-30; adding biological resources to #13; including corrections on**

1 asterisks; and incorporating the rose sheet, Orange County Board of Commissioners  
 2 Resolution on Commercial Dog Breeding Facilities, as #31.  
 3 Commissioner Dorosin said this becomes #31, and Commissioner McKee and  
 4 Commissioner Price accepted this friendly amendment.  
 5

6 **VOTE: UNANIMOUS**  
 7

8 A motion was made by Commissioner Pelissier, seconded by Commissioner Rich  
 9 to approve the Clean Water Management Trust Fund Resolution.  
 10

11 **VOTE: UNANIMOUS**  
 12

13 Chair Jacobs asked commissioners to identify 3-5 items for priority discussion with their  
 14 delegation and the suggestions were as follows:

- 15 - Commissioner Gordon suggested items 2, 29, and 7, and 6
- 16 - Commissioner Rich also suggested item 29
- 17 - Commissioner Price suggested item 10
- 18 - Commissioner McKee suggested item 7
- 19 - Commissioner Dorosin suggested item 12
- 20 - Commissioner Pelissier and Chair Jacobs suggested item 20

21  
 22 Commissioner Pelissier said if it is known that there is something that NCACC is going  
 23 to heavily lobby for then strategically this item should be dropped in favor of something of  
 24 greater interest to Orange County.

25 Chair Jacobs noted that these NCACC goals will be found at the top of page 28 and  
 26 include numbers 2 and 12. He said he would argue for the couple of things that might actually  
 27 be possible, such as the electronics fee for recycling and the bio solids disposal.

28 Commissioner Gordon said she would be willing to drop item 6.

29 Chair Jacobs reviewed the Commissioner's suggestions.

30 Commissioner McKee suggested that Item 2, County Responsibility for Roads, be taken  
 31 off. He said he feels that Item 12, regarding Mental Health, is critical enough to be left on, even  
 32 if it is in the top NCACC goals. He said that he sees the issue of Mental Health is both a local  
 33 and state issue that plays into many other issues such as mass shootings, homelessness and  
 34 poverty and must remain a priority.

35 Commissioner Gordon suggested that all of the items mentioned should be considered  
 36 and 5 voted through.

37 Chair Jacobs said there are eight items being considered and suggested that someone  
 38 make a motion for five, or the vote could be taken one by one.  
 39

40 A motion was made by Commissioner Dorosin, seconded by Commissioner McKee to select  
 41 the following items for approval:

- 42 • 2 - **County Responsibility for Roads**
- 43 • 7 - **Smart Start and More at Four**
- 44 • 12 - **Mental Health**
- 45 • 20 - **Homestead Exemption**
- 46 • 29 - **Local Government Regulation of Development**

47  
 48 Commissioner Rich asked to switch out item 2, roads for item 3, and bio-solids.  
 49 Commissioner Dorosin and Commissioner McKee accepted the friendly amendment.  
 50

1 Commissioner Dorosin read the amended items as follows:

- 2 • 3 - **Bio-solids Disposal**
- 3 • 7 - **Smart Start and More at Four**
- 4 • 12 - **Mental Health**
- 5 • 20 - **Homestead Exemption**
- 6 • 29 - **Local Government Regulation of Development**

7  
8 VOTE: UNANIMOUS

9  
10  
11 **7. Regular Agenda**

12  
13 **a. North Carolina State Clearinghouse Request for Intergovernmental Review**  
14 **of Proposed Private Crossing Closures with the North Carolina Railroad (NCRR)-Norfolk**  
15 **Southern (NS) Railway**

16 The Board received information on the North Carolina Department of Transportation  
17 (NCDOT) proposal to close private North Carolina Railroad (NCRR)/Norfolk Southern (NS)  
18 Railway crossings at Gordon Thomas Drive, Greenbriar Drive and Byrdsville Road in Orange  
19 County, and considered a second letter submitting scoping comments related to the project.

20 Abigaile Pittman said that the Planning and Inspection Department received a  
21 solicitation for spoken comments from the NCDOT in September 2012 regarding the three  
22 railroad closures mentioned above. She said this track is part of the Southeast High Speed  
23 Rail Corridor which, when complete, will provide rail service between Washington DC and  
24 Charlotte, NC. Initial comments from the Commissioners October 16<sup>th</sup> meeting were sent to the  
25 NCDOT Rail Division in November 2012 and a response letter was received in December. This  
26 letter is included as Attachment 3 in the 7-a abstract. She said that public information  
27 workshop sessions have been held for all three closures and revised project study maps have  
28 been included as attachment 2 in the abstract. She noted that comments from the workshops  
29 are included as attachment 4 and a second set of comments for the NCDOT Rail Division has  
30 been drafted and is included as attachment 5. She referenced the revised maps of the  
31 proposed closings and reviewed the layouts. She said that the planning staff suggests several  
32 comments for the second letter and she listed the following:

- 33 • Greater clarity is needed regarding which alternative access roads will be publicly  
34 improved and/or constructed roads accepted into the state system for maintenance.
- 35 • More specific details are needed regarding the proposed right of way width, pavement  
36 width, drainage ditches, etc.
- 37 • When available the anticipated schedule is needed for required right-of-way acquisition,  
38 relocation of property structures and buildings where necessary, and construction  
39 dates.
- 40 • Clarifying details are needed with regard to improvements to alternate access.

41  
42 Abigail Pittman said that there are also other site specific comments, included in  
43 abstract attachment 5 on pages 4 and 5, and she read those comments.

44 Commissioner Dorosin asked if the letter in the packet is the letter that will be sent.

45 Abigaile Pittman said yes, with comments or edits.

46 Chair Jacobs noted that no one signed up to speak but there were a large number in the  
47 audience and he invited public comment.

48  
49 **PUBLIC COMMENT:**

1           Jahmal M. Pullen, PE. Infrastructure Engineering Manager with the NCDOT Rail  
2 Division, introduced himself and several other staff members. He gave a brief background and  
3 said they were awarded money three years ago to improve the line from Raleigh to Charlotte.  
4 He said these funds will be used to replace bridges and consolidate crossings, and one of the  
5 main goals is to improve safety along this corridor. He said the private crossing projects is a  
6 very unique and is allowed through the federal program. He said studies were done several  
7 years ago and funding was applied for. Those funds of over 500 million dollar are now  
8 available for those projects. He said there are 12 bridges being built and 30 miles of double  
9 track. He said they would like to provide another access point to a crossing that has a bridge or  
10 arms and lights. He noted that many of these private crossing don't warrant safety features  
11 because of the lack of traffic. He said the funds allow creation of alternate access to safer  
12 crossings, but this money is part of a time sensitive federal grant and needs to be used by  
13 September 2017, which is the reason for the process happening now. He said the projects need  
14 to be constructed and paid out prior to that September 2017 deadline. He noted that these  
15 three private crossing projects are early in the federally mandated process. He said that if it  
16 turns out there are no good alternatives then the project will not be pursued. He noted the  
17 various meetings and hearings scheduled to hear and address concerns.

18           Chair Jacobs said Abigail Pittman's letter addressed many concerns of the citizens. He  
19 noted that during the public meetings, the NCDOT consultants didn't seem to know the correct  
20 standards and were giving erroneous information to the citizens. He said that the citizens need  
21 to know accurate standards for things like travel lane requirements that impact people's  
22 property.

23           Jahmal Pullen said there will be an effort to correct this and he noted that people will get  
24 confused about the travel lane and how much right of way is outside of the paved area to  
25 maintain the ditch.

26           Chair Jacobs said that there is a huge difference for people whose yards are affected  
27 and it is important to make the impacts clear as early as possible.

28           Mr. Pullen said this issue also depends on whether the area in question is a state  
29 maintained road or not.

30           Daniel L. Havener, PE, Project Engineer, NCDOT – Planning and Development said the  
31 initial plan on Byrdesville was to take the state maintained road to the limits of the Byrdsville  
32 property and at that point and at that point the existing roads would be improved, patched and  
33 overlaid, but the roads within Byrdsville would not necessarily be taken into the state system.  
34 He said that the community meeting feedback was that the residents would like the main road  
35 to be included in the state system and this may have created the misunderstanding about right-  
36 of-way widths.

37           Jahmal Pullen said this will all be part of the discussion with the division office. He also  
38 noted that he would leave a 2 page handout with background on next steps and benefits, and  
39 he reviewed these access benefits for emergency services transportation and safety.

40           Chair Jacobs asked if these would be distributed at the information meetings or if the  
41 Board should post a copy on the website.

42           Jahmal Pullen said an electronic copy will be provided and if an email list is provided,  
43 the information can be sent that way as well.

44  
45           Marsh Carroll said the mail is sufficient and requested the information be sent by mail  
46 and not electronically.

47  
48           Commissioner McKee said he has the same impression as Chair Jacobs from these  
49 public meetings regarding the different interpretations and information being presented. He

1 said whatever is done at these private crossings, needs to be done with minimal disruption to  
2 the citizens and no out of pocket expenses.

3 Commissioner Dorosin asked to view the last map on attachment 2. He noted that it  
4 shows two of the crossings to be closed and asked where the traffic for these crossings will be  
5 re-directed.

6 Abigaile Pittman said the crossing to the east of the first closure will remain open and  
7 the traffic will primarily be going there. She noted that this area is where Old NC 10 goes under  
8 the trestle.

9 Commissioner Dorosin said he is trying to clarify where people will be crossing.

10 Planning Director, Craig Benedict said that for the one crossing people will have to  
11 come west and up Murphy School Road to Old NC 10. He explained some of the re-routing.

12 Commissioner Dorosin asked some clarifying questions, which were answered by  
13 planning staff, on the Greenbrier Drive Crossing closure.

14 Commissioner Dorosin asked if there had been any studies of the increased traffic  
15 impact in the re-routed areas.

16 Jahmal Pullen said that the traffic counts at Greenbrier and Byrdsville will be looked at,  
17 especially in the case of Byrdsville, which will have more traffic than the other two.

18 Frank Clifton asked if there had been any analysis done on N.C. 10 as far as future  
19 maintenance and widening associated with this change.

20 Jahmal Pullen said not at this point, but that Norfolk Southern and North Carolina  
21 Railroad have ownership in this and there would be a check in with those entities to see if there  
22 is a long range plan. He said that there might be future project to build a new bridge, but not at  
23 this point.

24 Chair Jacobs said if this comes back to the Board, it would be good to have an aerial  
25 view to get an overall feel for the re-routing.

26 Jahmal Pullen said that eventually, the goal would be to have two tracks in this corridor  
27 and in that event, this track would need to be replaced.

28  
29 A motion was made by Commissioner Gordon, seconded by Commissioner McKee to  
30 accept the manager's recommendation, which is as follows:

- 31 1) Receive the information on the NCDOT proposal to close private NCRR/NS Railway
- 32 crossings at Gordon Thomas Drive, Greenbriar Drive and Byrdsville Road in Orange
- 33 County;
- 34 2) Provide any additional comments the Board may have to be added to the attached
- 35 letter (Attachment 5) submitting a second set of scoping comments to NCDOT; and
- 36 3) Authorize Planning staff to send the letter to NCDOT.

37  
38 VOTE: UNANIMOUS

39  
40 **b. Next Steps Regarding Proposed Establishment of Three (3) New Fire**  
41 **Service Districts**

42 The Board considered scheduling a public hearing for the April 9, 2013 regular Board  
43 meeting to consider the establishment of the three new Fire Service Districts - the South  
44 Orange Fire Service District, the North Chatham Fire Service District and the Greater Chapel  
45 Hill Fire Service District.

46 Michael Talbert said these are the next steps for the establishment of three new fire service  
47 districts and he noted that this has nothing to do with fire protection and everything to do with  
48 fire insurance.

- 49 1. To schedule a public hearing for the April 9, 2013 regular Board meeting to consider the
- 50 establishment of the three new Fire Service Districts - the South Orange Fire Service

1 District, the North Chatham Fire Service District and the Greater Chapel Hill Fire Service  
2 District;

3 2. To authorize staff to move forward with a five-year contract for the Town of Chapel Hill to  
4 provide fire protection for the proposed new Greater Chapel Hill Fire Service District at a 15  
5 cent tax levy per one-hundred dollar valuation of real and personal property. (Note:  
6 The standard five-year contract does contain the option to terminate with a one-year notice  
7 to the parties.); and

8 3. If the Town of Chapel Hill is unwilling to support a five-year contract and a 15 cent tax  
9 levy per one-hundred dollar valuation of real and personal property, for a proposed  
10 Greater Chapel Hill Fire Service District, instruct staff to request that the Town of  
11 Carrboro consider a five-year contract to serve the proposed new Fire Service District at a  
12 10 cent tax levy per one-hundred dollar valuation of real and personal property.  
13

14 Michael Talbert reviewed the background for this item and addressed questions about  
15 the three different types of fire districts being dealt with. He said that the first is fire protection  
16 districts, which were established by the General Assembly. He noted that there are 12 districts  
17 and 10 individual rural fire departments. The second option is a fire service district, which is  
18 being considered at this meeting and is also permitted by the General Assembly. He said that  
19 the fire protection districts established in the 50's and 60's are virtually impossible to change.  
20 He said that the needs of the fire districts and the citizens are changing, and fire service  
21 districts are easier to set up and alter, once in place. He noted that the fire protection districts  
22 would not go away, but there would no longer be a protection district tax. Instead, the fire  
23 service districts would be overlaid and new taxes levied for those service districts. He said that  
24 the County is under no obligation to provide fire service at all and could do nothing at all, fund it  
25 with the general fund, or keep the districts as established in the past. He said the last option is  
26 to establish fire insurance districts, which can be part or all existing fire protection districts and  
27 are sent to the NC Department of Insurance State Fire Marshall's Office. He noted that once  
28 these are official, the ISO ratings would change.

29 Michael Talbert then referenced the maps and reviewed information from 7-a abstract  
30 pages 2-5, which are included below:  
31

32 On September 13, 2011 the Board was presented options for changing fire districts to  
33 improve insurance ratings for the 1,156 properties located outside of six (6) road miles from the  
34 closest fire station located in their fire insurance district. A County Attorney's memorandum  
35 dated September 1, 2011 provided a legal opinion for fire protection tax districts, with the  
36 available options listed below:

- 37 1. Realign Fire Insurance District boundaries, without changing Fire Tax Districts.
- 38 2. Change existing Fire Protection Districts, which would also change the Fire Tax District.
- 39 3. Establish one or more Fire Service Districts to replace or overlay existing Fire Protection  
40 Districts which could also change Fire Tax Districts.

41  
42 On March 13, 2012 the Board approved the request from the Orange Grove Fire  
43 Department to construct a new fire station #2 that is strategically located in the southeastern  
44 part of the Cane Creek Fire District. This newly constructed fire station is providing insurance  
45 district coverage for an estimated 400 property owners that were more than six (6) road miles  
46 from the Orange Grove Station. The Orange Grove Fire Department is in the planning stages  
47 for a new fire station #3 to be strategically located in the western part of the Cane Creek fire  
48 district. That new fire station #3 will provide insurance district coverage for an estimated 250  
49 property owners currently more than six (6) road miles from the Orange Grove Station.

1 The Emergency Services Workgroup has discussed all available options for the 1,156  
2 properties located outside of six (6) road miles from the closest fire station located in their fire  
3 insurance district. With the new fire stations in the Cane Creek Fire District, over 600 property  
4 owners will be provided insurance district coverage and will be located less than 6-road miles  
5 from the nearest Orange Grove Station.

6 Michael Talbert said the Emergency Services Work group was recommending the  
7 creation of three (3) New Fire Service Districts to overlay and replace three (3) existing Fire  
8 Protection Districts. With input from the State Fire Marshal's office, the proposal is to modify  
9 existing fire insurance districts and create new Fire Service Districts that are exactly the same  
10 as the revised fire insurance districts. The three (3) Fire Services Districts are proposed to be  
11 the South Orange Fire Service District, North Chatham Fire Service District and Greater Chapel  
12 Hill Fire Service District.

### 13 14 **South Orange Fire Service District**

15 Michael Talbert said Attachment 1 is a map of the existing South Orange Fire Insurance  
16 District. Due to the Town of Chapel Hill annexations, the South Orange Fire Insurance District  
17 has been split. The Town of Carrboro provides fire protection in the South Orange Fire  
18 Insurance District and now has to travel through the Town of Chapel Hill to respond to a fire call  
19 off Mt. Carmel Church Road.

20 Michael Talbert said Attachment 2 shows a detail map of the area and Chapel Hill Fire  
21 Station #5 that is less than one (1) mile from the area outlined in gray. The Town of Chapel Hill  
22 is better positioned and may be willing to provide fire protections for this area in gray. The Town  
23 Manager presented this possible solution to the Chapel Hill Town Council on January 14, 2013.  
24 The area in gray on Attachment 2 represents 100 parcels and \$36,003,769 of real property  
25 value. When vehicles and personal property values are added to the real property total, an  
26 estimated \$37,673,414 of taxable value would be removed from the existing South Orange Fire  
27 Insurance District. Attachment 4 shows the existing property valuation of \$556,977,528 for the  
28 South Orange Fire Insurance District, the reduction of \$37,673,414 of taxable value, and the  
29 remaining property valuation of \$519,304,114. The estimated tax valuation reduction from the  
30 existing South Orange Fire Insurance District equals 6.8% of the total. A fire district tax  
31 increase of .6 cents, from 7.85 cents to 8.45 cents, would be required to insure that this change  
32 is revenue neutral for the Town of Carrboro.

33 Michael Talbert said this issue has also been presented to the Town of Carrboro. On  
34 December 4, 2012 the Carrboro Board of Alderman Town voted to approve a resolution to  
35 modify the existing South Orange Fire Insurance District. The revised South Orange Insurance  
36 District will not include the donut hole in gray on Attachment 2 and the Town will continue to  
37 contract to provide fire protection to the proposed new Fire Insurance District (see Attachment  
38 3), with a new fire tax rate of 10 cents per \$100 of real and person property value.

39 He said on December 11, 2012 the Board expressed its intent to establish three new  
40 Fire Service Districts; the South Orange Fire Service District, the North Chatham Fire Service  
41 District and the Greater Chapel Hill Fire Service District. Staff was instructed to proceed with  
42 the necessary steps to establish three new Fire Service Districts.

### 43 44 **North Chatham Fire Service District**

45 Orange County has received a letter from North Chatham Volunteer Fire Department  
46 (Attachment 5) indicating that the Department will charge a tax rate of 8.8 cents beginning July  
47 1, 2013. This is the same rate currently charged in Chatham County and a 76% increase over  
48 the existing 5 cents. Attachment 6 is a map of the existing North Chatham Fire Insurance  
49 District. Included on Attachment 2, in yellow, are 112 homeowners located more than six (6)

1 road miles from the nearest North Chatham Station, but less than three (3) road miles from  
 2 Chapel Hill Fire Station #5. These homeowners have an insurance rating of 10 (see Attachment  
 3 7 for an example of insurance premiums related to fire insurance ratings). Several homeowners  
 4 in this area have indicated that they cannot get fire insurance or that the rate has more than  
 5 doubled.

6 Michael Talbert said the Town of Chapel Hill is better positioned and may be willing to  
 7 provide fire protections for this area in gray. The Town Manager is prepared to make a  
 8 recommendation to the Chapel Hill Town Council on January 14, 2013. The Town of Chapel Hill  
 9 is a municipal fire department which relies on hydrants as its water source to fight fires.  
 10 Discussions have occurred involving the Town of Chapel Hill Fire Chief and North Chatham Fire  
 11 Department Chief concerning possible fire and insurance solutions for this area. Attachment 8  
 12 is a map of the existing Greater Chapel Hill Fire Insurance District. Attachment 9 is a map of the  
 13 proposed new Greater Chapel Hill Fire Insurance District that includes not only the area  
 14 proposed to be deleted from South Orange, but also 112 homeowners from Attachment 2 and  
 15 additional property included in the Southern Triangle Fire District that have hydrants. The Town  
 16 of Chapel Hill staff is prepared to make this recommendation to the Chapel Hill Town Manager  
 17 and the North Chatham Fire Chief has indicated a plan to make this recommendation to the  
 18 North Chatham Board of Directors.

19 Michael Talbert said Attachment 10 shows a potential new Chapel Hill Fire Service District  
 20 which includes hydrants.

21 Michael Talbert said Attachment 11 is a projection of property values and revenues for  
 22 the New North Chatham Fire Insurance District. Attachment 12 is a map of the proposed New  
 23 North Chatham Fire Insurance District. With a property tax increase from 5 cents to 8.8 cents  
 24 and a reduction of property covered by the district, the net impact for the new district is a  
 25 revenue increase of \$31,441 from \$213,325 to \$244,766.

### 26 **Greater Chapel Hill Fire Service District**

27 Michael Talbert said Attachment 13 is a projection of property values and revenues for  
 28 the New Greater Chapel Hill Fire Insurance District. A map of Southern Orange County,  
 29 attachment 15, shows zoning, ETJ and the Rural Buffer as it relates to the proposed fire service  
 30 districts.  
 31

32 At its November 13, 2012 work session, the Board reviewed information regarding the  
 33 possibility of establishing three (3) new Fire Service Districts and instructed staff to proceed  
 34 with the steps necessary to establish the new Fire Service Districts. Listed below are actions  
 35 taken to date concerning the possible creation of three (3) new Fire Service Districts:  
 36

- 37 • On December 3, 2012, Orange County petitioned the Town of Chapel Hill to consider  
 38 modifications to the existing Greater Chapel Hill Fire Insurance District as discussed in the  
 39 background.
- 40 • On December 4, 2012 the Carrboro Board of Alderman Town voted to approve a resolution to  
 41 modify the existing South Orange Fire Insurance District. The revised  
 42 South Orange Insurance District will not include the donut hole in gray on Attachment  
 43 2 and the Town will continue to contract to provide fire protection to the proposed new Fire  
 44 Insurance District (see Attachment 3), with a new fire tax rate of 10 cents per \$100 of real and  
 45 person property value.
- 46 • On January 14, 2013 the Chapel Hill Town Council voted unanimously not to provide  
 47 Fire Protection for a proposed Greater Chapel Hill Fire Service and requested Orange County  
 48 Government's Assistance in encouraging the residents of the proposed Chapel Hill Fire Service  
 49 District to seek annexation into the Town of Chapel Hill.

1 • On February 11, 2013 the Chapel Hill Town Council again considered the County petition to  
 2 the Town to consider modifications to the existing Greater Chapel Hill Fire  
 3 Insurance District as discussed in the background. Several members of the Town  
 4 Council still consider annexation as the preferred method of providing fire protection and all  
 5 other Town services to these residents. There was discussion about the 15 cent rate being the  
 6 maximum rate allowed and Town Council discussed how the tax rate could be increased. The  
 7 Chapel Hill Town Council voted unanimously to enter into a service agreement to extend the  
 8 Town's current fire district into the affected neighborhoods for a period of two years and initiate  
 9 conversations with the County about how the changes in annexation laws affect the rational  
 10 planning model established within Orange County.

11  
 12 Listed below are actions need to be taken before three (3) new Fire Service Districts can be  
 13 created and included in the County's Fiscal 2013/2014 annual budget.

- 14
- 15 • Approval by the Orange County Board of Commissioners after holding a public hearing
- 16 on April 9, 2013. Attachment 14 lists the detailed procedures for notifying property
- 17 owners prior to conducting a public hearing.
- 18 • Approval by the North Chatham Fire Department Board of Directors
- 19 • Approval by the State Fire Marshal's Office
- 20 • Approval of new Fire Protection and Emergency Services Agreements before July 1,
- 21 2013 for the three (3) new Fire Service Districts
- 22

23 Michael Talbert said if this moves forward, it will take 4-6 weeks to get to a public  
 24 hearing and a letters will have to be sent to all parcel owners in the three fire districts outlining  
 25 plans with maps provided. He said this will be about 6,000 letters mailed out 4 weeks prior to a  
 26 public hearing.

27 Michael Talbert said if this goes forward, then the Board of County Commissioners  
 28 could approve the creation of the new districts. He noted that this would also have to be  
 29 approved by the North Chatham Fire Department and the information would be sent to the  
 30 State Fire Marshall's office, with an eventual move toward a new fire protection and emergency  
 31 services agreements with the three providers.

32 Michael Talbert again reviewed the three recommendations stated earlier.

33 Commissioner Dorosin asked for clarification on the one year opt out and asked if the  
 34 opt out was possible only in the first year or anytime each year.

35 Michael Talbert said the option is available at the beginning of each fiscal year and  
 36 notice would have to be given prior to June 30.

37 Commissioner Gordon said that Orange County has opted out by cancelling the existing  
 38 service contracts for these three areas. She said the contracts will run until June 30, 2013 and  
 39 then they must be renegotiated and signed to go into effect July 1.

40 Frank Clifton said either party can opt out of a contract with a year's notice. He said the  
 41 contracts were written back in the 90's and times and issues have changed, so the effort now is  
 42 to standardize the contracts with each of the districts and towns and deal with some of the  
 43 issues. He said that his recommendation is that a 5 year agreement be entered into and the  
 44 town can opt out, if it so chooses.

45  
 46 **PUBLIC COMMENT:**

47  
 48 Mayor Kleinschmidt thanked Michael Talbert for his assistance with this matter. He said  
 49 it was Michael Talbert who suggested that Chapel Hill do a two year contract. He said that  
 50 Chapel Hill was mainly concerned about the planning implementations. He noted that all but a

1 fraction of this property is in the ETJ of Chapel Hill and the town provides emergency services  
2 and inspection work in this area. He said the laws that govern annexation are so different now  
3 that these areas will probably never be annexed absent an incentive to encourage residents to  
4 seek membership. He said this discussion of fire districts sparked a desire of the Town Council  
5 to encourage these residents to want to become part of Chapel Hill voluntarily. He said these  
6 are Orange County residents that live near the town limits of Chapel Hill, and Chapel Hill is  
7 providing the services to the people in the ETJ and are paying the taxes for it. He said these  
8 residents believe that the properties built out on the edge of the community should become part  
9 of Chapel Hill.

10 Mayor Kleinschmidt said it was decided to move to a two year agreement so that Chapel  
11 Hill could have this conversation about how to rationally plan for their area. He said the tools  
12 that created the map are no longer useable and the concept of Chapel Hill residents paying for  
13 services in the unincorporated areas is no longer workable because the area will never become  
14 part of the town. He said Chapel Hill will continue to service this area like they always have.  
15 He asked the Board to respect the only change that the Council asked for, limiting the number  
16 of years on the agreement and he encouraged the Board to engage with them in this  
17 conversation. He said if they were to contract with Carrboro to do this, Chapel Hill Town  
18 Council would be very disappointed. He said he has asked the Mayor of Carrboro to respect  
19 this as well. If it is Orange County's will to consider a 5 year term, to then to please send it  
20 back to the Council to consider this again, rather than declaring it to be true.

21  
22 Commissioner Dorosin asked why the opt-out provision would not accommodate the  
23 town's concerns.

24 Mayor Kleinschmidt said this is basically a two year contract for five years and it may  
25 suffice, but it is not what the Council approved. He said that there are complicated political  
26 issues and an opt-out in the middle of a contract period is just another political decision in an  
27 already complicated environment. He said believes an agreement should be reached between  
28 the two parties.

29 Commissioner Dorosin said the agreement as provided meets everyone's goals and  
30 even if everyone agrees to 5 years, the opt-out is still in the agreement.

31 Mayor Kleinschmidt said the Town of Chapel Hill wants to provide fire services to this  
32 area because it is in alignment with the town's interest in annexation. He said it is rational for  
33 Chapel Hill to be the service provider but the town is asking for opportunities to continue to  
34 engage in a conversation that is unique to this area. He said that if there are times in which the  
35 conversation must be had because of renegotiation of a contract, then that provides an  
36 opportunity for discussion.

37 Frank Clifton said the reason this issue exists is because the state made changes to the  
38 rules for insurance coverage and most of the people in the green area of the map were left  
39 without insurance coverage. He noted that Michael Talbert spent a lot of time trying to find a  
40 solution. He said that when Chapel Hill was first approached, the response was that annexation  
41 needed to happen or service would not be provided. He said that this was when Carrboro was  
42 contacted and the staff indicated a willingness to move forward. He said that one of the issues  
43 at a staff level, is that 6,000 letters will be sent out explaining this situation to residents in this  
44 district and a two year agreement would necessitate that process be done all over again. He  
45 said that Carrboro is giving up territory and Chapel Hill is gaining territory and in the end, the  
46 county nets zero and is trying to do the most logical thing to service the citizens. He said that  
47 mutual aid is the nature of emergency services. He said that there is no intention to create  
48 disagreements between the two towns. He said that a public hearing date cannot be  
49 established until a consensus is reached and the notification process can move forward. He

1 noted that in the meantime there are residents who may or may not be able to get insurance,  
2 re-finance, or sell property; so a delay in the decision is an issue.

3 Michael Talbert said time is of the essence. He questioned the time frame if the issue is  
4 sent back to the town of Chapel Hill and Mayor Kleinschmidt said the item can be on the Town  
5 Council's agenda on 2/27. Michael Talbert said the item would then come back to the Board of  
6 County Commissioners' agenda on March 7<sup>th</sup>, pushing the public hearing date to April 23. He  
7 said time starts to run out if this date is missed or goes much further out.

8 Mayor Kleinschmidt said the town of Chapel Hill Manager is not authorized to enter into  
9 a 5 year agreement with the county but only a two year agreement. He said if they want a 5  
10 year contract and not a two year contract then it must go back to Chapel Hill.

11 Michael Talbert said Town of Carrboro has not been asked yet; so if the two year  
12 contract is not agreed to, then one of the other boards will have to consider the issue, which will  
13 push it back several weeks.

14 Commissioner Rich noted that people who cannot get insurance could be annexed and  
15 get insurance; the residents just choose not to. She questioned why the districts have to be  
16 connected every time something is changed.

17 Michael Talbert noted that Greater Chapel Hill will be its own separate district.

18 Commissioner Rich questioned why 6,000 letters would need to be sent out now and  
19 again in two years.

20 Michael Talbert said property would be potentially be taken from the existing fire  
21 protection district which can't easily be done without an election. He said the way around  
22 instigating that change is to not levy the tax within the fire protection district and create a Fire  
23 Service District encompassing all of the area. He said that this means everyone in both affected  
24 districts must be notified.

25 Commissioner Rich clarified that if these letters are sent out and a two year agreement  
26 is established, then these letters would not need to be sent out again. She noted that only the  
27 contracts with the town and county would need to be revised.

28 Michael Talbert said that is mostly correct, if the county chose to leave the districts  
29 exactly as set up and only changed service providers.

30 Commissioner Gordon said that she would like to provide some perspective on this  
31 issue. She noted that there are three new fire service districts and there are a lot of households  
32 in these districts. She said there is a dilemma with 112 homes that are outside of the 6 mile  
33 range and a lot of work has been done to address this issue. She referenced attachment two  
34 which shows the 112 homes and the attachments showing the old and new South Orange Fire  
35 District. She said that the claim is that there is fire protection, but there is no service provider  
36 and no contract after June 30<sup>th</sup>. She said there are many homes not in the Greater Chapel Hill  
37 Fire District that are caught up in this issue. She noted that a deadline of February 1<sup>st</sup> was  
38 given to get this work done and still have time to get the new districts to the State Fire  
39 Marshall's Office and negotiate the contracts, and now this is delayed. She said that these  
40 districts not involved in the greater Chapel Hill District need to somehow be moved forward.  
41 She asked for clarification of the steps and timeline necessary for the creation of the three fire  
42 districts and the negotiation and signing of three new contracts for fire protection. She  
43 questioned if these steps could be finished by a target date of May 21, 2013.

44 Michael Talbert said the steps necessary, as mentioned above are as follows: 1)  
45 Schedule a public hearing, which takes 6 weeks from the time of a decision; 2) Contracts must  
46 be approved after the public hearing, by North Chatham, Town of Chapel Hill and Carrboro; and  
47 3) The State Fire Marshal must give final approval. He said that the February 1<sup>st</sup> deadline came  
48 from the State Fire Marshal's office as a deadline to have the maps submitted to have a revised  
49 insurance district for those 112 property owners by July 1<sup>st</sup>. He said there is still time to get the  
50 service districts established and sign new contracts and establish a tax rate for July 1<sup>st</sup>. He said

1 the opportunity to have the State give final approval by July 1<sup>st</sup> has passed. He said that if the  
2 districts can be established, the State may or may not act by September or later to change the  
3 ISO rating.

4 Commissioner Gordon asked how the contracts will be negotiated with the fire service  
5 providers.

6 Michael Talbert said the contract with the providers would be effective July 1<sup>st</sup>  
7 regardless of the ISO rating.

8 Commissioner Gordon asked about the service district.

9 Michael Talbert said the service district will be established prior to June 30<sup>th</sup> and  
10 contracts will be in place prior to July 1<sup>st</sup>.

11 Commissioner Gordon asked how far those contracts for North Chatham and South  
12 Orange have gotten.

13 Michael Talbert said a first draft has been reviewed with the County Attorney. He said a  
14 second draft was reviewed with the Fire Department Chief's Association in January, and a final  
15 draft is expected in early March.

16 Commissioner Gordon clarified that early March is the goal for North Chatham, the  
17 Town of Carrboro, and South Orange.

18 Michael Talbert said this is for the whole Chief's Association and the plan is to  
19 eventually change all of the contracts. He said all three departments mentioned have been at  
20 the meetings and have given input on the contract changes. He said there will still be some  
21 negotiations after March but it will be done between March and May.

22 Commissioner Gordon asked if it would be done by May 21<sup>st</sup> and Michael Talbert said  
23 yes.

24 Chair Jacobs said it seems like a lot of issues have been worked out at staff level and  
25 this is an opportunity for the town to try and achieve another goal separate from fire service.  
26 He said he is not in favor of involuntary annexation, but he is not averse to a discussion about  
27 why annexation is desirable for the residents in question. He said perhaps this discussion could  
28 be put into a framework of two years with a commitment to bring the annexation issue to a vote  
29 within those two years. He suggested a five year contract with a two year opt out, and a two  
30 year commitment for the county to help facilitate a discussion process with the residents for  
31 possible annexation. He said this will make it more of a mutual compromise and may address  
32 some of the issues Chapel Hill has with long term planning interests.

33 Commissioner McKee said he sat through the Chapel Hill meeting in January and the  
34 discussion went entirely to annexation and not fire service districts. He said it is true that  
35 Chapel Hill responds to all fires in this area through a mutual aid agreement with other entities  
36 just like all the other departments in the county have with adjacent departments. He said this  
37 does not have to be this complicated and the people who are supposed to be helped are being  
38 forgotten and are not being discussed. He said there are 112 homes that through no fault of  
39 their own will incur an increase and are at risk of not being able to acquire insurance at some  
40 time. He said, a solution needs to be found to those 112 homes and this has been much more  
41 difficult than originally thought. He said the original deadline was missed and things were  
42 handed over the Fire Chiefs and the staff to come to an agreement and their agreement is the  
43 transfer of the property being discussed to Chapel Hill. He said the feedback he has received,  
44 said that before the January meeting, the rate was 10 cents. He said they are forgetting 200+  
45 other homeowners that are proposed to get a 15 cent rate without much corresponding  
46 reduction in home owner's insurance. He said a problem is being solved with some folks and a  
47 problem is being created with others. He said all of the discussion is around planning, police  
48 and service provisions of Chapel Hill and this is not part of this discussion; this is about fire  
49 provision for this area from the perspective of a service to citizens and what is physically  
50 responsible. He questioned jumping to a 15 cent rate is fiscally responsible when there is a

1 possibility of a 10 cent rate. He said he respects Mayor Kleinschmidt, but he does not agree  
2 with him.

3 He said this has already been through the Chapel Hill Town Council twice with no  
4 solution and he will not object to sending it back for a third time. However, he asked that it be  
5 sent it back with a 5 year contract and if Chapel Hill opts out in one or two years to pursue  
6 annexation, that is the Town's prerogative, but it is not the Board of County Commissioners' job  
7 to propose or advocate for annexation for any town in this county. He said the issue of  
8 contracts is a separate issue, except for the three service districts.

9 Chair Jacobs said it is 10:15pm and he said he asked that they defer items 7-c and 8-a.

10  
11 **A motion was made by Commissioner McKee, seconded by Commissioner Rich to**  
12 **defer Items 7-c and 8-a.**

13  
14 **VOTE: UNANIMOUS**

15  
16 Commissioner Gordon asked Mr. Brinson to have a more detailed report when he brings  
17 item 8-a back.

18  
19 The Board returned to item 7-b, and Commissioner Rich said that the goal is to help  
20 folks out, but to say there is no other solution to get insurance is unfair because the people  
21 could ask to be annexed and the problem would go away.

22 Commissioner Rich asked where the idea of 5 year contracts came from.

23 Michael Talbert said the original contracts back to 1992 were for 5 years with 1 year  
24 option out and the Fire Chief's Association asked for a long term agreement on a 5 year  
25 contract.

26 Chair Jacobs asked how many fire departments had those contracts with the county.

27 Michael Talbert said there are 12, 10 rural and 2 towns.

28 Commissioner Rich said it is important to engage Chapel Hill one more time and there is  
29 time to squeeze it in. She asked if there has been any attempt to talk to the state insurance  
30 companies to ask why this is being done.

31 Michael Talbert said it is state law if your home is located more than 6 road miles from  
32 the station in your fire district that provides your service, you are considered to have a class 10  
33 rating or be un-insured. He said under 6 miles gives a rating called 9-s, which allows  
34 insurance, but at the highest rate. He said this was caused by technology like MapQuest and  
35 GIS that allows the insurance companies to get exact mileage.

36 Commissioner Rich said the properties are less than 6 miles from Chapel Hill and  
37 Micheal Talbert said Chapel Hill is not the insurance provider or fire district.

38 Commissioner Rich said this is the point, why would the insurance company not be  
39 engaged in the discussion.

40 Michael Talbert said this was an issue for the State Legislature to fix.

41 Frank Clifton said this is not the first item like this Orange County has had. He said one  
42 of the fire departments built a new station in another location to expand and cover some of the  
43 lost area and then some fire departments have entered into agreements to provide services  
44 outside the district. He said there were at one time, 1100 homes countywide that were 6 miles  
45 beyond the stations and were losing insurance coverage. He said the Board has worked  
46 several years to overcome these.

47 Commissioner Dorosin said he endorsed Chair Jacobs' plan and he thinks that these  
48 people should be annexed. He said he also understands that the residents have been in the  
49 ETJ for 20 years and Chapel Hill had a long time to annex them but didn't. He said the  
50 Mayor's point about ETJ being a planning tool to allow growth has been commonly used by a lot

1 of towns. He thinks the people should be encouraged to be a part of the town but there is  
2 ample recrimination to go around when looking at how this could have been done differently.  
3 He said this should go back to the town as a 5-year contract with a 2-year opt out. He  
4 disagreed with Mayor Kleinschmidt and said that every year when this comes up, there is  
5 opportunity to talk about the values of annexation. He said this reflects the interests of  
6 everyone involved.

7 Commissioner McKee said there are multiple solutions to this problem; but this will not  
8 work out here like it has in other areas. He said he does not want to get into a situation where  
9 in two years this has to be done all over again. He noted the amount of time and effort invested  
10 already. If there is going to be another attempt to work with Chapel Hill, then there must be a 5  
11 year contract with a one year opt out.

12 Commissioner Pelissier said she too agreed with the need to go with a 5 year contract.  
13 She said it is important to make sure the people have the insurance at affordable rates, and  
14 then the town can talk about annexation. She said there needs to be a de-coupling of the  
15 annexation and the fire insurance issue.

16 Commissioner Gordon asked how many contracts were canceled.

17 Michael Talbert said just these three districts.

18 Commissioner Price said she echoed Commissioner Pelissier and she believes these  
19 two issues need to be separated. She said people cannot be forced into annexation, and by  
20 waiting on the annexation issue, people are missing out on fire protection and ratings.

21 Commissioner McKee said it is not in the Board's prerogative to get involved in  
22 annexation issues, and the focus needs to be on obtaining a solution specific to fire protection.  
23 He suggested the annexation be de-coupled from the fire protection issue.

24 Chair Jacobs said that these issues can't be de-coupled if the Board is partners with the  
25 Town of Chapel Hill because it is a component of the decision on whether or not to participate.  
26 He agrees in principle, but partnerships require two parties and the Mayor has told the Board  
27 that the annexation is an important issue and there is a long standing relationship with the town  
28 of Chapel Hill that needs to be improved and not further undermined. He said he believes a  
29 partnership arrangement should be offered and this is why he made his earlier proposal.

30 Commissioner McKee said cooperation is a two way street.

31 Mayor Kleinschmidt said the Council understands that this neighborhood will not be in  
32 the city anytime soon; however there are 60,000 residents who live in Chapel Hill who have  
33 been paying for services to be provided to the neighborhood; and the fire district issue is one  
34 way to recapture some of that expense. He said the Council wants to work with the County and  
35 their belief is that annexation is the answer. He said that it is easy for Carrboro have a 10 cent  
36 tax because they are not actually going to send a truck, but Chapel Hill is providing the service  
37 and has been for 12 years for zero dollars. He said the 15 cents was calculated at 12-13 cents  
38 for operational expenses and the 2-3 cent remainder being for long term capital needs and  
39 providing for the facilities associated with fire service. He said it is important to work on behalf  
40 of all the tax payers, including those inside the municipal limits of Chapel Hill who are burdened  
41 by this.

42 Commissioner Gordon asked if Mayor Kleinschmidt had any concerns about asking for  
43 a 5 year contract with an opt-out.

44 Mayor Kleinschmidt said he wants to be able to bring this back to the Council. He said  
45 that it can't be said that it will be a 5 year contract without bringing it back to the Council to have  
46 a signed contract.

47 *A motion was made by Commissioner Dorosin, seconded by Commissioner Pelissier for*  
48 *the Board to approve a recommendation for a 5 year contract with the Town of Chapel Hill, with*  
49 *a 15 cent tax levy per one-hundred dollar valuation of real and personal property rate, and for*  
50 *this recommendation to go back to the Chapel Hill Town Council for discussion; ask staff to*

1 *clearly lay out the "opt out" provisions in the contract; for the County to agree to work*  
 2 *collaboratively with the Town to explore ways to equitably provide and fund services to*  
 3 *residents in and around ETJ areas over the next 2 years, and to ask staff to come back with*  
 4 *suggestions to how to effectively implement this; to establish a public hearing, after the Town of*  
 5 *Chapel Hill has discussed this recommendation, to consider the establishment of the three new*  
 6 *Fire Service Districts - the South Orange Fire Service District, the North Chatham Fire Service*  
 7 *District and the Greater Chapel Hill Fire Service District.*

8  
 9 Commissioner McKee asked what equitable service provision meant.

10 Commissioner Dorosin said that services are provided at equitable levels and costs.

11 Commissioner McKee clarified that they are asking for a specific time and cost and  
 12 service. Commissioner McKee asked for Commissioner Dorosin and Commissioner Pelissier to  
 13 consider a friendly amendment to take out this last verbiage about equitable services.

14 Commissioner Dorosin said they need to have this conversation at some point about  
 15 how to provide services in all the potential ETJ areas and how those services are equitably  
 16 distributed. He said he does not accept the friendly amendment.

17 Chair Jacobs said the manager's recommendation should be added.

18 Frank Clifton suggested the county and city staff should do an analysis of services  
 19 currently provided within ETJs in all municipalities and the costs associated.

20 Chair Jacobs said that is a good clarifying point about the motion, but it is not part of the  
 21 motion.

22  
 23 ***Commissioner Gordon proposed a substitute motion, as follows:***

24 That staff is directed to schedule a public hearing for April 9, 2013 or sooner to consider  
 25 the creation of three new fire service districts- the South Orange Fire Service District, the North  
 26 Chatham Fire Service District and the Greater Chapel Hill Fire Service District; that staff are  
 27 authorized to move forward with a 5 year contract for the Town of Chapel Hill to provide  
 28 protection for the proposed new Greater Chapel Hill Fire Service District at a 15 cent tax levy  
 29 per one-hundred dollar valuation of real and personal property; that staff is instructed to move  
 30 forward to complete the contracts with the other two fire service districts for which contracts  
 31 were cancelled; that the agenda item giving the list of steps to create three fire service districts  
 32 is brought back to the March 7 Board of Commissioner's meeting to be negotiated and signed,  
 33 as well as a target date to complete the entire process of May 21, 2013; and that the Board  
 34 work collaboratively with the town of Chapel Hill to address planning and service provision  
 35 issues.

36  
 37 Commissioner McKee seconded this substitute motion.

38  
 39 John Roberts said the rules of procedure don't recognize substitute motions and require  
 40 there to be only one substantive motion at a time. He said this is a hostile motion to amend the  
 41 original motion and since it has been seconded, it needs to be voted on. He said if it fails, the  
 42 original motion still stands and if it succeeds the original motion is null.

43 Commissioner Dorosin asked how this motion is different than his, other than the  
 44 specific inclusion of a timeline.

45 Commissioner Gordon said it authorizes the proceeding forward on the other districts  
 46 and contracts with the other districts and brings back specific timelines and a checkpoint for  
 47 March 7.

48 Commissioner Dorosin asked if, other than dates, there was any substantive difference.

1 Commissioner Gordon said his motion does not have enough information in it and only  
2 seems to focus on greater Chapel Hill rather than comprehensive moving forward of all three  
3 districts.

4 Chair Jacobs said with a hostile motion there is no room for debate.

5  
6 **VOTE: Substitute motion** – Aye, 3 (Commissioner Price, Commissioner Gordon,  
7 Commissioner McKee)  
8 Nays, 4 (Chair Jacobs, Commissioner Dorosin, Commissioner Rich, Commissioner Pelissier)

9  
10 **Motion Fails**

11  
12 **VOTE: Original motion - UNANIMOUS**

13  
14 Chair Jacobs made note that annexation does not appear in the approved motion.

15  
16  
17 **c. Jordan Lake Allocation Process and Requirement**

18 The Board was to consider adding funds in this year's budget process for utility engineering  
19 study/analysis on how to distribute via infrastructure future water allocations from Jordan Lake.

20  
21 **DEFERRED**

22  
23 **8. Reports**

24  
25 **a. Update on Status/Implementation of Addressing and Road-Naming**  
26 **Ordinance**

27 The Board was to receive an update report on the status/implementation of the Road  
28 Naming and Addressing Ordinance.

29  
30 **DEFERRED**

31  
32 **9. County Manager's Report**  
33 **NONE**

34  
35 **10. County Attorney's Report**

36 John Roberts said he had forwarded information from the Town Attorney regarding an  
37 upcoming item on the quarterly public hearing. He said he has been in communication with the  
38 School Board Attorney's who say that they do not feel that the ordinance needs to be amended  
39 at this time and it would not need amending until 2017. He said that there was the possibility  
40 that no one at this table would be here in 2017 and the need for the ordinance to be amended  
41 will be forgotten. He noted that the School Board would not be the organization that would be  
42 sued or liable for any delays.

43  
44 **11. Appointments**

45  
46 **a. Orange County Nursing Home Community Advisory Committee – Appointment**  
47 The Board considered making an appointment to the Orange County Nursing Home  
48 Community Advisory Committee.  
49

1 A motion was made by Commissioner Pelissier seconded by to appoint Dr. Tracey Yap  
2 to the Orange County Nursing Home Community Advisory Committee, for a full term ending on  
3 1/30/2016.

4  
5 VOTE: UNANIMOUS

6  
7 **b. Small Business Loan Program Board – Appointment**

8 The Board considered making an appointment to the Small Business Loan Program  
9 Board.

10  
11 A motion was made by Commissioner Pelissier, seconded by Commissioner Dorosin to  
12 appoint Commissioner McKee to the Small Business Loan Program Board.

13  
14 VOTE: UNANIMOUS

15  
16 **12. Board Comments**

17 Commissioner Gordon said she, Commissioner Price, and Commissioner Rich attended  
18 the Chapel Hill Town Council meeting to view resources for the Southern Orange County  
19 Government Services Campus. She said the Town Council had a good discussion and  
20 discussed the special use permitting process and the development agreement process.

21 Commissioner Gordon said the Durham/Chapel Hill/Carrboro Metropolitan Planning  
22 Organization (MPO) released the 2040 MPO Report and Air Quality Determination and Analysis  
23 Report drafts. She said a public hearing will occur in March and both plans will be adopted in  
24 April.

25 Commissioner Price asked that in future when there are legislative goals, the new  
26 Commissioners be informed of the process.

27  
28 Commissioner Pelissier said she had forgotten to mention something at the last  
29 meeting related to the new start applications to the Light Rail Component of the Transportation  
30 Plan. She said there has been no response from the Federal Transportation Administration.  
31 She highlighted a few things from the Association of County Commissioners' meeting, and said  
32 there was a visit from Assistant Secretary Gillespie who said that there will be a focus on  
33 cleaning up all contaminated water supply sites around the State. She said that there will be an  
34 effort to fund the priority efforts such as this. She said there was also a long discussion on  
35 fracking and it was mentioned that all that is being discussed in the Senate Bills is offshore  
36 drilling.

37 Commissioner McKee – pass

38 Commissioner Dorosin – pass

39 Commissioner Rich thanked the staff for the new member orientation and she thanked  
40 Commissioner Gordon for coming and sharing some of her history. She said that the Visitor's  
41 Bureau hosted Taste of Carolina last night and there were over 300 people at this event at the  
42 Carolina Inn. She said about 200 of those people stayed in town and this was a good economic  
43 development tool.

44 Chair Jacobs said that he, Frank Clifton, Commissioner McKee and Donna S. Baker  
45 met with Congressman Coble yesterday and had a very amicable discussion regarding  
46 agriculture, conservation, economic development districts, I-85 widening, high speed internet  
47 access, economic development districts and plans for bus transit in the central part of the  
48 county. He said the staff is opening an office by the end of the month in Efland and will be  
49 invited to a meeting for introductions.

1 Chair Jacob addressed the SAPFO discussion and why this item is being pulled from  
 2 the 2/25 Quarterly Public Hearing. He said that the two school systems felt they had not been  
 3 consulted before a decision was made and there had been an agreement to delay bringing this  
 4 to public hearing.

5 Chair Jacobs asked Frank Clifton to come back with information on the development of  
 6 the Walnut Grove Convenience Center.

7 Frank Clifton said there is a wait for the rain to clear before paving can occur.  
 8

9 **13. Information Items**

- 10
- 11 • February 5, 2013 BOCC Meeting Follow-up Actions List
  - 12 • Tax Collector's Report – Numerical Analysis
  - 13 • Structure of Mental Health Services in Orange County
  - 14 • BOCC Chair Letter Responding to Petitions from Commissioner Bernadette Pelissier
  - 15 during January 24, 2013 Regular Meeting

16

17 **14. Closed Session**

18 A motion was made by Commissioner McKee, seconded by Commissioner Rich to  
 19 adjourn the meeting into closed session at 10:51 PM for the purpose of:  
 20

21 Pursuant to G.S. § 143-318.11(a)(3) "to consult with an attorney retained by the Board  
 22 in order to preserve the attorney-client privilege between the attorney and the Board."  
 23

24 VOTE: UNANIMOUS  
 25

26 **RECONVENE INTO REGULAR SESSION**

27

28 A motion was made by Commissioner McKee, seconded by Commissioner Rich to  
 29 reconvene into regular session at 11:50pm.  
 30

31 VOTE: UNANIMOUS  
 32

33 **15. Adjournment**

34 A motion was made by Commissioner McKee, seconded by Commissioner Rich to  
 35 adjourn the meeting at 11:50 pm.  
 36

37 VOTE: UNANIMOUS  
 38

39 Barry Jacobs, Chair

40

41 Donna S. Baker, CMC  
 42 Clerk to the Board  
 43

1 DRAFT

Attachment 2

2  
3 **MINUTES**  
4 **BOARD OF COMMISSIONERS**  
5 **REGULAR MEETING**  
6 **March 7, 2013**  
7 **7:00 p.m.**  
8

9 The Orange County Board of Commissioners met in regular session on Thursday,  
10 March 7, 2103 at 7:00 p.m. at the DSS offices, in Hillsborough, N.C.  
11

12 **COUNTY COMMISSIONERS PRESENT:** Chair Jacobs and Commissioners Alice M. Gordon,  
13 Barry Jacobs, Earl McKee, Bernadette Pelissier, Renee Price and Penny Rich

14 **COUNTY COMMISSIONERS ABSENT:** Mark Dorosin

15 **COUNTY ATTORNEYS PRESENT:** John Roberts

16 **COUNTY STAFF PRESENT:** County Manager Frank Clifton, Assistant County Managers  
17 Michael Talbert, Clarence Grier and Clerk to the Board Donna Baker (All other staff members  
18 will be identified appropriately below)

19 **NOTE: ALL DOCUMENTS REFERRED TO IN THESE MINUTES ARE IN THE PERMANENT**  
20 **AGENDA FILE IN THE CLERK’S OFFICE.**

21  
22 **1. Additions or Changes to the Agenda**

23 Chair Jacobs went through the items at the County Commissioners’ places.

- 24  
25 • Blue sheet - Revised Item 5-e - Change in BOCC Regular Meeting Schedule for 2013  
26  
27 • White – Item 6-b PPT for Draft Orange County Comprehensive Transportation Plan  
28 • White -7b- map attachment for Schedule a Public Hearing Regarding the Establishment  
29 of Three (3) New Fire Service Districts  
30 • White - 7-c - PPT - Jordan Lake Allocation Process and Engineering Study

31  
32 Chair Jacobs said that Commissioner Dorosin is out of town and Commissioner McKee  
33 will be late this evening.

34  
35 **PUBLIC CHARGE**

36  
37 *The Chair dispensed with the reading of the public charge.*  
38

39 **2. Public Comments**

40 **a. Matters not on the Printed Agenda**

41 Buzz Koenig read a prepared statement.  
42

43 **A request to the Orange County Board of Commissioners**

44  
45 **Special Request:** We request that you convene a group of pertinent parties to investigate  
46 issues and options regarding current water management practices, under the current Voluntary  
47 Capacity Use Agreement, that severely impact the operations of Lake Orange, Inc. and the  
48 interests of residents and “Friends of Lake Orange.”  
49

1 **NOTE: This request has been suggested by the Orange County Manager and his staff**

2  
3 Justified on the basis of the following additional reasons:

- 4
- 5 1. The Voluntary Capacity Use Agreement of 1988 is outdated and does not reflect current
  - 6 water user needs or other contemporary issues of the day.
  - 7 2. Lake Orange Inc.'s financial operations are impacted by the continual breach of their
  - 8 contract with the County in maintaining water levels sufficient for "deeded recreational
  - 9 rights" and land development.
  - 10 3. Current water release schedules for Lake Orange have not been revised due to the
  - 11 additional capacity of the West Fork Reservoir since it was brought online in 2000; the
  - 12 planned second phase of the WFER will increase its storage by an additional billion+
  - 13 gallons with no relief defined for Lake Orange.
  - 14 4. Application of the NC DWR's "Hydrological Model" demonstrates that the "Safe Yield"
  - 15 for Lake Orange is being exceeded by the current management plan while the WFER is
  - 16 being underutilized.
  - 17 5. The revision of the Volunteer Capacity Use Agreement may affect current investigations
  - 18 and decision alternatives regarding water supply sources (e.g.: Jordan Lake, OWASA,
  - 19 Haw River)

20  
21 Current practices affecting Lake Orange's water level represent a significant problem to Lake  
22 Orange, In. and those of us who enjoy use of the lake; there are options.

23  
24 We seek 'common ground' among all parties to mitigate the situation and be more sensitive to  
25 the needs of Orange County residents, commercial businesses, and the value of our limited  
26 water-related recreational assets we have in the county.

27  
28 George T. (Buzz) Koenig  
29 President, Friends of Lake Orange

30  
31 Don O'Leary said at the last meeting he had requested a response to sit down and meet  
32 and Chair Jacobs said this is forthcoming. He said Orange County is committing high treason.  
33 He said that he spoke as an expert on ICLEI and Article 21. He said that there was quite a  
34 response. He said that he is creating a task force to eliminate ICLEI. He said that one way or  
35 another, Orange County is going to get out of ICLEI. He said that he is doing what he has to  
36 do.

37  
38 **b. Matters on the Printed Agenda**

39 (These matters were considered when the Board addressed that item on the agenda  
40 below.)

41  
42 **3. Petitions by Board Members**

43 Commissioner Gordon petitioned to have a more formal process for the closed  
44 sessions. For each closed agenda item the Board should receive these closed session items  
45 along with their regular meeting agenda packet. The packet would include an agenda abstract  
46 with the purpose of the item, any decisions that the Board is expected to make, and any  
47 relevant background materials because of the closed sessions. She said the Board sometimes  
48 gets these materials during the meeting and it is a lot of information to process at such late  
49 hours of their closed sessions.

1 Chair Jacobs petitioned for staff to look at Outlook, and whether Outlook is the  
 2 instrument to use for the County and Board business. Chair Jacobs said IT Interim Director Jim  
 3 Northup is here and he would like for staff to find out if there are any viable alternatives to  
 4 Outlook. If other County Commissioners have concerns, he asked them to please get in touch  
 5 with Mr. Northup.  
 6

7 **4. Proclamations/ Resolutions/ Special Presentations-NONE**

8  
 9 **5. Consent Agenda**

10  
 11 • **Approval of Remaining Consent Agenda**

12  
 13 A motion was made by Commissioner Pelissier, seconded by Commissioner Gordon to  
 14 approve those items on the consent agenda as stated below:  
 15

16 VOTE: UNANIMOUS

17  
 18 **a. Minutes – None**

19  
 20 **b. Motor Vehicle Property Tax Releases/Refunds**

21 The Board adopted a resolution, which is incorporated by reference, to release motor vehicle  
 22 property tax values for twenty-one (21) taxpayers with a total of twenty-two (22) bills that will  
 23 result in a reduction of revenue in accordance with NCGS.

24 **c. Property Tax Releases/Refunds**

25 The Board adopted a resolution, which is incorporated by reference, to release property tax  
 26 values for ten (10) taxpayers with a total of twenty-two (22) bills that will result in a reduction of  
 27 revenue in accordance with North Carolina General Statute 105-381.

28 **d. Request to Add Colposcopy Fees to Health Department Fee Schedule**

29 The Board approved a Health Department request that the Board of County Commissioners  
 30 adopt fees for Colposcopy services approved by the Board of Health at its January 16, 2013  
 31 meeting.

32 **e. Change in BOCC Regular Meeting Schedule for 2013**

33 The Board approved a change in the County Commissioners' regular meeting calendar for 2013  
 34 to move Clerk/County Attorney Evaluation Meeting FROM Tuesday, March 26, 2013 TO  
 35 Tuesday, April 30, 2013 at 6:00 p.m. at the Link Government Services Center, 200 South  
 36 Cameron Street, Hillsborough, so as to allow time for subcommittee to review/develop  
 37 evaluation process/tools.  
 38

39 **6. Public Hearings**

40 **a. Joint Public Hearing with the Historic Preservation Commission for the**  
 41 **Captain John S. Pope Farm Local Historic Landmark Designation**

42 The Board conducted a joint public hearing with the Historic Preservation Commission  
 43 (HPC) to receive public comment on the application and proposed ordinance to designate the  
 44 Captain John S. Pope Farm as an Orange County Local Historic Landmark.  
 45

46 **Historic Preservation Members Present:** Todd Dickinson, Chair, Steve Rankin, Vice-Chair,  
 47 Statler Gilfillen, Bob Ireland, and Rob Golan

48  
 49 **Historic Preservation Members Absent:** Joanna Lelekacs,  
 50

1           Pete Sandbeck said this item is to conduct a joint public hearing between the Board of  
2 Commissioners and the HPC to receive public comment on the application and proposed  
3 ordinance to designate the Captain John S. Pope Farm as an Orange County Local Historic  
4 Landmark. He said this is part of the statutory process and the owner of the property is eager  
5 to obtain this designation. He said this application has been reviewed by the HPC and  
6 approved and by the state cultural office and approved.  
7

8           The background on this item is shown below:  
9

10 In 1991, Orange County adopted the "Ordinance Creating the Historic Preservation  
11 Commission (HPC) of Orange County", also referred to as the "Historic Preservation  
12 Ordinance". A few years later, in 1997, the County adopted a voluntary program to designate  
13 properties of local historic and architectural significance called the Local Landmark Program.  
14 One of the HPC's duties is to recommend properties for local landmark designation. Properties  
15 may be designated as individual landmarks or as part of historic districts. Properties must meet  
16 a higher standard of historic and/or architectural significance to be designated as an  
17 individual landmark. The higher standard is appropriate since landmark property owners are  
18 eligible for a fifty percent (50%) property tax deferral as long as the site continues to retain its  
19 historic character, as provided by North Carolina General Statutes under 160A-400.1-400.14.  
20

21 The historic landmark designation process, outlined in Article 3 of the County's Historic  
22 Preservation Ordinance, involves several steps culminating with the adoption of an ordinance  
23 for each individual landmark site or historic district. At its January 23, 2013 meeting, the HPC  
24 accepted a Part 2 application from Mr. Robert Pope to consider his property, the Captain John  
25 S. Pope Farm, for designation as an Orange County Local Historic Landmark, thus initiating the  
26 application process (Attachments 1 and 2). Mr. Pope's application materials were submitted to  
27 the State Historic Preservation Office (SHPO) for review and comment as required by the  
28 Historic Preservation Ordinance. The HPC received a favorable response from the SHPO staff  
29 (Attachment 3).  
30

31 The HPC concurred with the SHPO's evaluation that the Captain John S. Pope  
32 Farm was worthy of consideration for local landmark designation (Attachment 4). The HPC  
33 voted unanimously to request a joint public hearing with the BOCC, as required by Section 3.7  
34 of the Historic Preservation Ordinance (Attachment 5). In addition to the landmark designation  
35 process described above, members of the HPC endorsed a proposed National Register  
36 Nomination for the Captain John S. Pope Farm and voted unanimously to support this  
37 nomination at the January 23, 2013 regular meeting. The BOCC likewise endorsed the  
38 proposed National Register nomination for this property at the regular BOCC meeting on  
39 January 24, 2013. The Captain John S. Pope Farm was subsequently approved for final  
40 nomination to the National Register of Historic Places by the State National Register Advisory  
41 Committee and the State Historic Preservation Officer on February 14, 2013.  
42

43 The Pope Farm is one of the best-preserved historic agricultural complexes still surviving in  
44 northern Orange County, exemplifying a mid-sized tobacco farm of the type that prospered here  
45 from the late 19th century until the 1960s. The farm complex consists of the original two-story  
46 farmhouse, built 1870-74 for Captain John S. Pope, and twenty outbuildings dating from the  
47 1870s to the 1960s. The farm has remained in continuous operation by the Pope family and  
48 retains the original property acreage as well as the historic pattern of fields and forests.  
49

50 **This is a routine public hearing required by state enabling legislation and the County's**

1 **Historic Preservation Ordinance.** Following this joint public hearing, the BOCC and the HPC  
 2 will take into consideration any public comments in preparing the final ordinance. The HPC will  
 3 then return the final version of the proposed ordinance for the Board's consideration and  
 4 adoption at their April 9<sup>th</sup> meeting.

5  
 6 **NO PUBLIC COMMENT**

7  
 8 Commissioner Rich said this was very informative and thanked the staff and HPC for  
 9 their work. She asked how many properties in Orange County have this status.

10 Pete Sandbeck said there are five properties in Orange County at this time and the  
 11 process takes about six months.

12  
 13 Chair Jacobs said the County Commissioners did bring forth the HPC comments to the  
 14 joint meeting with the Town of Hillsborough.

15 A motion was made by Commissioner Price, seconded by Commissioner Pelissier to  
 16 refer the designation ordinance back to the Historic Preservation Commission for its final review  
 17 and recommendation, with the HPC returning a final version of the proposed ordinance for the  
 18 Board's consideration and adoption at their April 9<sup>th</sup> meeting.

19 VOTE: UNANIMOUS

20  
 21 **b. Draft Orange County Comprehensive Transportation Plan**

22 The Board received the Orange Unified Transportation Board's recommendation,  
 23 considered closing the public hearing, and making a decision on the draft Comprehensive  
 24 Transportation Plan (CTP) for Orange County's rural areas.

25  
 26 *Commissioner McKee arrived at 7:22 PM.*

27  
 28 Comprehensive Planning Supervisor Tom Altieri made a PowerPoint presentation.

29  
 30 **Draft Orange County**  
 31 **Comprehensive Transportation Plan**

32  
 33 **\*Rural Area\***  
 34 **March 7, 2013**  
 35 **BOCC Meeting**  
 36 **Item 6b**

37  
 38 **Purpose**

- 39 1. Receive the Orange Unified Transportation Board's recommendation.  
 40 2. Close the public hearing which was held January 24<sup>th</sup> and adjourned to tonight.  
 41 3. Consider adoption of the Comprehensive Transportation Plan maps.  
 42 4. Provide any additional comments on the technical report to NCDOT for its consideration  
 43 in the final report.

44  
 45 **What is a CTP?**

46 (C)omprehensive T(ransportation P(lan))

- 47 - **4 maps and cover sheet with supporting documentation**  
 48 - Long-range (2035), multi-modal, fiscally unconstrained (no funding or priorities)  
 49 o Highway, Public Transportation, Bicycle, Pedestrian  
 50 - Replaces previous thoroughfare plans  
 51 - Designed to be easily updated in order to remain relevant

1  
2 **Reminder:** this plan is for RPO area and encompasses no municipalities.  
3  
4

5 **OUTBoard Recommendations**

- 6 - At its February 20<sup>th</sup> meeting, the OUTBoard unanimously recommended approval of the  
7 CTP with minor revisions to the maps; and  
8 - Provided comments on the technical report.  
9

10 **Maps**

11 Highway Map:

- 12 - Line style and color used to show Minor Thoroughfares should be changed to be more  
13 visible.  
14 - Extend Minor Thoroughfare "Needs Improvement" line on Efland-Cedar Grove Rd from  
15 Carr Store Rd to the U.S. Post Office.

16 Public Transportation Map: No change.

17 Bicycle Map: No change recommended unless an off-road bicycle path would be a desirable  
18 option along Old NC 86 between Arthur Minnis Rd and ~~Ode Turner~~-Davis Rd.

19 Pedestrian Map: Correct labeling of Rural Community Nodes.

20 General Comment: Clearly label the MPO boundaries on all maps.  
21

22 **Highway Map Excerpt:**

23 Extend the Minor Thoroughfare 'Needs Improvement' line on Efland-Cedar Grove Road north  
24 from Carrboro Store Road to the northern property line of the U. S. Post Office. The Post  
25 Office is one of the larger trip generators in the area.  
26

27 **Bicycle Map Excerpt:**

28 To establish consistency between CTPs:

29 Option 1: No change. (Staff's recommendation)

30 Option 2: Add off-road bicycle path to map.  
31

32 **Report Comments**

33 Comments to be forwarded to NCDOT for consideration in final report. In general, comments  
34 involve requests to:

- 35 - Clarify the description of the Pedestrian map;  
36 - Add descriptions of highway shoulder widths and paving details;  
37 - Revise bicycle project description for Efland Cedar Grove Rd to be consistent with  
38 proposed map addition;  
39 - Add a statement at the end of the Old NC 86 description relating to bicycle safety and  
40 dangers posed by hilly and curvy nature of the road; and  
41 - Add statement that expansion of commuter rail in MPO areas may have traffic impact on  
42 "feeder" routes.  
43

44 **Manager Recommendation**

- 45 1. Receive the OUTBoard recommendation of approval;  
46 2. Close the public hearing;  
47 3. Adopt CTP Maps (Attachment 5) to include revisions recommended by the OUTBoard;  
48 and

- 1 4. Provide any additional comments the Board may have on the CTP technical report  
2 (Attachment 4).  
3  
4  
5

6 **NO PUBLIC COMMENT**  
7

8 Chair Jacobs asked about the off road bike route and where this would occur.

9 Tom Altieri said if he is referring to one of the alternatives the OUTBoard suggested and  
10 if there was a desire to have a bike path on this route- between Hillsborough and Carrboro -  
11 then it would be outside of the DOT right-of-way and it would be the first bicycle path of this  
12 type in Orange County. Staff has not discussed this. If the County Commissioners would like  
13 to pursue this, they would like to involve the MPO and their partners.

14 Chair Jacobs asked how the bike plan regards the alternative routes that people already  
15 use. He said that it would make more sense to have bike lanes on these routes other than NC  
16 86.

17 Tom Altieri said he did believe that was the OUTBoard's preference and staffs' too.  
18 There are other routes that would be preferable and those would be on-road as opposed to off-  
19 road.

20 Chair Jacobs asked what the County Commissioners were being asked to do.

21 Tom Altieri said that the Board is being asked to approve the maps with the OUTBoard  
22 recommendation, choosing either Option 1 (no change) or Option 2 (showing the off-road  
23 bicycle map). In either case, staff needs to coordinate with the MPO.

24 Commissioner Gordon said the RPO is the ahead of the MPO in their discussion of the  
25 CTP and if they decide to remove this section, there would be a discussion at the MPO.  
26

27 A motion was made by Commissioner McKee, seconded by Commissioner Price to  
28 close the public hearing.

29 VOTE: UNANIMOUS  
30

31 A motion was made by Commissioner Gordon, seconded by Commissioner McKee to  
32 Adopt Part 1 (Attachment 5) of the Comprehensive Transportation Plan to include map  
33 revisions recommended by the OUTBoard (Attachment 2), and to include option 1 on the Old  
34 86 Bike route, which is to make no changes in the map.  
35

36 Commissioner Rich said she liked option 2 to be sent to the MPO for discussion.

37 Commissioner McKee said option 2 would require access of and purchase of rights-of-  
38 way from DOT and he is not sure if homeowners would want to do this. He said they are only  
39 talking about a short section for an off-road travel way on Old 86. He said it would not be  
40 justified to have a short segment.

41 Commissioner Rich said she really wants to have a conversation about safety and  
42 gather sufficient information about this.

43 Chair Jacobs said Orange County has no funding for bikes and it is up to DOT. He  
44 would rather see bike lanes on less traveled roads.

45 Commissioner Pelissier said she supports option 1 that Commissioner Gordon made in  
46 her motion because she sees more bikers on the safer, straighter roads.

47 Commissioner Price agreed with option 1 as well.  
48

49 VOTE: Ayes, 5; No, 1 (Commissioner Rich)  
50

1 **7. Regular Agenda**

2 **a. License Agreement for Farmers Market Pavilion – Eno River Farmers’**  
 3 **Market, Inc.**

4 The Board considered the approval of a new license agreement for the Eno River  
 5 Farmers’ Market, Inc. (ERFM) for use of the Farmers’ Market Pavilion from April 1, 2013  
 6 through March 31, 2016 (existing agreement expires March 31, 2013) and authorizing the Chair  
 7 to sign.

8 Department of Environment, Agriculture, Parks and Recreation Director Dave Stancil  
 9 said on May 5, 2009 Orange County entered into a license agreement with the Eno River  
 10 Farmers’ Market, Inc. (ERFM), for use of the Farmers’ Market Pavilion. The Pavilion is located  
 11 within the County’s River Park and is just south of East Margaret Lane behind the Orange  
 12 County District Attorney’s office.

13 On March 13, 2012 Orange County and the ERFM agreed to a one year amendment of  
 14 this agreement. The amendment included some changes, most notably a clause stipulating  
 15 payment by the ERFM to Orange County for use of the Pavilion two days each week during the  
 16 term of the agreement. The agreed upon rate was \$500 for the year.

17 He said that a new draft license agreement (in their agenda packet) continues the \$500  
 18 annual rate for an additional three years. The agreement also stipulates (at the Market’s  
 19 suggestion) that the ERFM will use the Pavilion only once per week (on Saturdays from 6:00am  
 20 to 1:00 pm). The Agreement excludes Hog Day weekend, but adds three additional Saturday  
 21 periods for special events. In total, the number of events does not exceed 54 in a given year.  
 22 Otherwise, there is no substantive change from the amendment.

23 David Stancil said the County will be responsible for utilities, restroom cleanup, and  
 24 routine site maintenance. ERFM will be responsible for removing solid waste and recyclable  
 25 content from the on-site containers after each event, as well as a general sweeping of the  
 26 pavilion floor and a general litter policing of the area.

27 The proposed agreement has been reviewed by the ERFM Board. While in agreement  
 28 with most of the provisions, the ERFM proposes to instead pay an annual fee of \$300 for use of  
 29 the Pavilion. The ERFM Board plans to use the Pavilion on Saturdays only in the upcoming  
 30 lease, and has inquired as to a reduction in the annual fee on this basis.

31  
 32 Commissioner Rich asked what the fee actually covers.

33 Dave Stancil said it is in lieu of a usage fee such as cleaning, etc.

34 Frank Clifton said the \$500 rate allows the ERFM to use the facility every Saturday.

35 Commissioner Price said this is a pavilion for all to use but it was actually built for a  
 36 farmers market and Chair Jacobs said yes and that the County received federal funds.

37  
 38 **PUBLIC COMMENT:**

39 Amanda Sherle said she is the Farmer’s Market manager and she is glad for the  
 40 County’s support. She said they do ask for a reduction in fees due to the reduction in hours  
 41 since they cut out the Wednesday markets. She said the vendor fees have had to be raised  
 42 this year. If the fee is reduced, the Farmer’s Market would like to provide more community  
 43 events.

44 A motion was made by Commissioner McKee, seconded by Commissioner Price to  
 45 approve the ERFM request for a reduction in license fee to \$300, approve the License  
 46 Agreement, and authorize the Chair to sign the Agreement on behalf of the Board.

47 VOTE: UNANIMOUS

48  
 49 **b. Schedule a Public Hearing Regarding the Establishment of Three (3) New**  
 50 **Fire Service Districts**

1 The Board considered scheduling a public hearing for April 23, 2013 to consider the  
2 establishment of the three new Fire Service Districts; the South Orange Fire Service District,  
3 the North Chatham Fire Service District and the Greater Chapel Hill Fire Service District.

4 Michael Talbert said the action the staff is requesting is a date for this public hearing for  
5 three new fire service districts: the South Orange Fire Service District, the Greater Chapel Hill  
6 Fire Service District and then a new third district for which there is a change. The new proposal  
7 is to change from the North Chatham Fire Service District to the new Southern Triangle Fire  
8 Service District. That change is shown in the new Attachment 4. The North Chatham Fire  
9 Insurance District has two fire districts. The new proposal is to include just the portion of this  
10 district that is east of 15-501, which would be the remainder of the Southern Triangle fire  
11 district. The processing time for the Tax Department for this change would be reduced greatly.  
12 The Town Council unanimously approved the service agreement for the new Greater Chapel  
13 Hill Fire Service District and the Town's current fire district will be expanded to a five-year  
14 contract at a rate of 15 cents. He said the next steps would be to schedule a public hearing  
15 proposed for April 17<sup>th</sup> at Carrboro High School instead of April 23<sup>rd</sup>. Once the public hearing is  
16 held, this will move forward.

17 Commissioner Rich asked if the new map affects the costs to residents.

18 Michael Talbert said the existing tax rate in Chatham County will be going up from 5  
19 cents to 8.8 cents. This will be clearly explained at the public hearing.

20 Commissioner Gordon asked why the proposal is being made to change from the North  
21 Chatham Fire Service District to the Southern Triangle Fire Service District.

22 Michael Talbert said that the original intent was to make the fire service districts  
23 correspond to the fire insurance districts. Both the Damascus fire protection district and the  
24 Southern Triangle fire protection district are in the North Chatham fire insurance district.  
25 However, since the Damascus district is not being changed, it is not necessary to send out  
26 notices to that area.

27 Commissioner Gordon made reference to page 4 and the actions that need to be taken  
28 before the new fire service districts can be created and she read these. She asked about the  
29 target date for Board of County Commissioners' approval. She is concerned that the contracts  
30 be in place before they expire on June 30.

31 Michael Talbert said the earliest possible date would be April 17<sup>th</sup> or April 23<sup>rd</sup> after the  
32 public hearing. The quicker they act the quicker they can send to the state. The state expects  
33 a six-month process.

34 Discussion ensued about the ending date for the fire contracts.

35 Frank Clifton said that the fire contracts are separate from the insurance districts and  
36 insurance rates.

37 Commissioner Gordon suggested changing this to say "submit for approval to the state."  
38 She said it should be presented to the County Commissioners no later than June 18, 2013.  
39 She said it would be a mistake to hold a public hearing on the same night as this is approved.  
40 She said it would be better to have the public hearing April 17<sup>th</sup> and then the approval on April  
41 23<sup>rd</sup>.

42 Commissioner McKee said it is unfortunate they are trying to deal with so many different  
43 concepts in one package. He said the approval of the fire contracts for fire protection is not tied  
44 into the fire service districts or state agency approval. It is a county responsibility to get these  
45 contracts in place. He said the separation of the Southern Triangle in two different sections is  
46 good. He said he has no problem with holding a public hearing and voting on the item at the  
47 same meeting such as April 17<sup>th</sup>. He said he will support this solution because it has been over  
48 a year in the making.

49 Chair Jacobs said the County Commissioners all appreciated the work by the  
50 Emergency Services Work Group and staff.

1 Commissioner Pelissier agreed with Commissioner McKee but she is not sure there  
2 should be a separate date for the public hearing.

3 Frank Clifton said if they are going to send out 3,000+ letters, that could lead to a very  
4 large crowd and they felt this was a way to accommodate all who wanted to speak, having the  
5 meeting at the high school.

6 Commissioner Pelissier said, in that case, she changed her mind.  
7

8 A motion was made by Commissioner Gordon, seconded by Commissioner McKee to  
9 schedule the public hearing on April 17, 2013 at Carrboro High School and that the actions they  
10 need to take before the three new fire service districts are created and included in county  
11 budget would be:

- 12
- 13 • Approval by the Orange County Board of Commissioners on April 23, 2013
- 14 • Approval by the North Chatham Fire Department Board of Directors in April 2013
- 15 • Submission for approval by the State Fire Marshal's office
- 16 • Approval by the Orange County Board of Commissioners of new Fire Protection and  
17 Emergency Service Agreements on or before June 18, 2013 for the three new Fire  
18 Service Districts
- 19

20 Commissioner McKee said he would second this with friendly amendment to specify the  
21 three new fire service districts as the South Orange Fire Service District, the new Southern  
22 Triangle Fire Service District, and the Greater Chapel Hill Fire Service District. The amendment  
23 was accepted by Commissioner Gordon.

24 VOTE: UNANIMOUS  
25

26 **c. Jordan Lake Allocation Process and Engineering Study**

27 The Board considered adding funds in this year's budget process for utility engineering  
28 study/analysis regarding the infrastructure distribution program for future water allocations from  
29 Jordan Lake.

30 Planning Director Craig Benedict made a PowerPoint presentation.  
31  
32

33 **JORDAN LAKE PARTNERSHIP &**  
34 **Water Supply Allocation Process**  
35

36 **A. Background**

- 37 ♦ HOW we got here?
  - 38 ■ State DENR Opens Jordan Lake Additional Water Supply Allocation  
39 Request Process
  - 40 ■ Jordan Lake Partnership (JLP) MOU 2/17/2009
  - 41 ■ Partners includes Orange, Durham, & Wake County & Cities
  - 42 ■ Pre-Application Process
  - 43 ■ Standard Demand and Supply Assumptions
  - 44

45 **DENR Application Contents**

- 46 I. Water Demand Forecast
- 47 II. Conservation and Demand Management
- 48 III. Current Water Supply
- 49 IV. Future Water Supply Needs
- 50 V. Alternative Water Supplies

1 VI. Plans to Use Jordan Lake

2  
3 **B. Infrastructure**  
4 **Engineering Study**

- 5 ♦ WHY do we need to do this? and WHAT is it?

6 This study determines:

- 7 ■ Feasibility and design  
8 ■ Pipe sizes and distances  
9 ■ Various water system models

10 From: Source(s)(Jordan Lake or other)

11 Thru: Water Resource Partners (Durham, Hillsborough, OWASA, etc.)

12 To: EDD Customer Zones  
13  
14

15 **Study Issues**

16 **Infrastructure Engineering Analysis**

- 17 ♦ Existing and Necessary  
18 ■ Bolster Jordan Lake Application Request  
19 ■ Non-Utility Entity is Unique Situation  
20 ■ Further Dialogue and Partnerships with Local Utilities and Cities

21 **C. Next Steps**

- 22 ■ Further Discussion at March 12<sup>th</sup> BOCC Work Session  
23 ■ Orange County Draft Jordan Lake Application Due April 1<sup>st</sup>  
24 ■ Add the Engineering Design OC Share (\$49,901)  
25 ♦ 2013-2014 Budget Process  
26 ■ Final Draft Application Due July 1, 2013  
27  
28

29 Commissioner Pelissier said the average use in the OWASA service area per day is  
30 about 8 million gallons. She said that it is striking that Orange County is going to ask for 4  
31 million per day. She said there is no connection with Mebane and she thought she understood  
32 that Mebane had sufficient water in the Buckhorn EDD. She asked about the yellow areas in  
33 Hillsborough and said not all of these areas are in the Hillsborough EDD.

34 Craig Benedict said 4 million gallons does seem like a lot compared to OWASA and  
35 these areas are appreciable to the size of those jurisdictions. There is a possibility of using less  
36 than 4 million gallons. Regarding Mebane, it has adequate water supply in the short-term  
37 horizon. Regarding Hillsborough, these areas are in the urban transition. There have not been  
38 any definitive answers from Hillsborough about whether it will use the second phase of the  
39 allocation.

40 Commissioner Rich asked if Orange County has ever used any water in its allocation  
41 and Craig Benedict said no, because it is a level two allocation, which is a reserve.

42 Commissioner McKee said he is pleased to see the potential of an allocation of an  
43 additional amount. He said economic development will require a lot of water, and he supports  
44 this allocation.

45 Chair Jacobs asked if there are there any inter-basin transfers involved. Craig Benedict  
46 said the City of Durham has a grandfather clause and this is still a topic of consideration.

1 Chair Jacobs said this is like a big poker game and the stakes are raised now and  
2 entities have to put in more money.

3 Frank Clifton said the request is now just in a draft stage. The uses discussed tonight  
4 have been mostly domestic, but the future uses may be more commercial.

5 This will be discussed again at the work session next week.  
6

7 **d. Proposal to Move Toward a Franchise to Privatize Curbside Solid Waste**  
8 **and Recycling Services in Unincorporated Area of Orange County**

9 The Board discussed a proposal to move toward a county-wide franchise agreement  
10 that would privatize curbside Solid Waste and Recycling Services in the unincorporated areas  
11 of Orange County.

12 Chair Jacobs said this is a process that is projected to take eight months. He said the  
13 County is not trying to back away from its commitment to recycling.

14 Frank Clifton said the systems in place now will be changing and this is one option.

15 Michael Talbert said they are going to talk about the possibility of moving forward and  
16 this will have no impact on the solid waste convenience centers (SWCC). Orange County is  
17 moving forward with closing the landfill and as they do this June 30, 2013 much will still remain  
18 at that site such as the C&D landfill and white goods, but will be part of the recycling budget.  
19 He said Orange County does recycling better than anyone in the state but doing that is not  
20 cheap. He said right now solid waste in the unincorporated areas of Orange County is provided  
21 by private haulers. There are about 12 private haulers in and around Orange County. The  
22 towns collect their own solid waste within their town limits and after June 30<sup>th</sup> they will be  
23 looking at other options to take their waste rather than the landfill.

24 The earliest implementation of this new program will be July 1, 2014.  
25

26 An anticipated timeline, if Orange County moves toward the Franchise of Curbside Solid  
27 Waste and Recycling services in Unincorporated Area of Orange County is:  
28

- 29 - March 15, 2013 – Notice to existing private solid waste collection services of the April  
30 23, 2013 meeting to discuss Franchise Agreement and displacement of private solid  
31 waste collection services.
- 32 - April 23, 2013 Public Hearing to discuss Franchise Agreement and displacement of  
33 private solid waste collection services implementing the 15 month public notice  
34 requirement
- 35 - April 23, 2013 – June 15, 2013 Create Request for Proposals (RFP) – Franchise  
36 Agreement
- 37 - June 15, 2013 – August 15, 2013 RFP available for vendors to response
- 38 - August 15, 2013 – September 30, 2013 staff evaluation of proposals and negotiations  
39 with vendors
- 40 - October 8, 2013 Work Session discussion of Franchise Agreement
- 41 - November 5, 2013 Public Hearing to consider Franchise Agreement
- 42 - November 19, 2013 Board approval of Franchise Agreement
- 43 - July 1, 2014 – December 31, 2015 – Phased Implementation of Franchise Agreement  
44  
45

46 **PUBLIC COMMENT:**

47 Bonnie Hauser spoke for Orange County Voice. She said with the landfill closing, we welcome  
48 a fresh look at solid waste and recycling services to the unincorporated parts of the county.

49 As you know, for our small, complex county, one-size-fits all models don't work. Communities  
50 near towns tend to enjoy town-like services like trash and recycling curbside collection. The

1 county reports 5000 out of the 20,000 county families – about ¼ -- use curbside trash services.  
 2 The rest prefer to use the county's five convenience centers.  
 3 We hope you privatize rural recycling collection – in a voluntary program where county  
 4 households can opt out. As you know, the town program is already privatized and it works well.  
 5 We see no reason to pursue waste franchises. Today – private haulers large and small,  
 6 provide good service at reasonable cost. The Solid Waste Work Group opposed franchises in  
 7 fear of displacing small, local providers, such as Efland Trash Services, who is here tonight.  
 8 We opposed more fees.  
 9 This may be a good time to take a victory lap on the 56% waste reduction rate, and shift your  
 10 focus to costs and service. With the landfill closing, and the towns going their own way, waste  
 11 reduction is no longer a reliable measure. Now we need your attention on the fiscal impact of  
 12 losing millions of dollars from landfill fees, and major new expenses to upgrade convenience  
 13 centers and haul our trash out of county.  
 14 Don't worry – we'll still compost and recycle – and the county's work with schools and  
 15 apartment complexes will help no matter how you measure it.  
 16 To citizens, what matters is transparency in services, costs and fees. You discussed this at  
 17 length last week. Most households -- town and county – don't realize that they already pay 3  
 18 solid waste fees, and more in property taxes. That's in addition to whatever they pay for  
 19 curbside trash services.  
 20 So here's some questions we hope you'll ask tonight:

- 21 1. Can the county quickly privatize rural recycling collection and make it a voluntary  
 22 program. Is it possible to add county families who want curbside recycling to the  
 23 program for town residents?
- 24 2. What are waste franchises and why pursue them? Who benefits? How will services  
 25 and fees be affected? Will local companies be displaced? Can vendors match the  
 26 services people are currently receiving?
- 27 3. Are there other ways to save money and/or improve service? For example, can vendors  
 28 help haul materials from convenience centers?
- 29 4. Finally, how will services, costs and fees change as the landfill closes? Is it possible to  
 30 simplify fees and provide more transparency so citizens can understand how fees relate  
 31 to services and costs.

32 We'd like to see the county quickly privatize recycling and make it voluntary. We hope you'll  
 33 delay discussing new services until we all understand the fiscal realities of closing the landfill,  
 34 and have a simplified fee structure that aligns to service and usage.

35 Thank you

36  
 37 Janice Palmer thanked the Board of County Commissioners for their work for Orange  
 38 County. She said she is interested in being educated and she asked why a change was  
 39 needed. She asked if there had been a study of the pros and cons and the effect of these  
 40 changes.

41 Rob Taylor said he is speaking from three perspectives. He said as a citizen he  
 42 appreciates the curbside recycling and he is afraid that he may have to pay more under a  
 43 franchise and that there seems to be a lack of transparency with this option and process. As a  
 44 past County employee, he knows this service is co-integrated with many other services that are  
 45 provided and he said he is worried that if they pull this apart, these others parts may cease to  
 46 exist. As a state employee, Orange County's recycling program is the most effective in N.C.  
 47 and franchise programs are less effective that he has seen across the state.

1 Joe Clayton said prior to coming under Orange County's control, these programs were  
2 run poorly. He is now a solid waste economist and he said everyone needs to be included in  
3 the program and everyone should benefit. He said the County should be completely honest and  
4 open.

5 Jessica Bollinger said she has an Efland Trash service and she started this business.  
6 Her business is specifically set up to handle long, narrow driveways that trucks cannot handle.  
7 She said she believes her business will suffer if Orange County franchises solid waste.

8 Jan Sassaman was speaking as a resident of Chapel Hill and not as a member of the  
9 Solid Waste Advisory Board. He said he appreciated that this is a process but he feels a sense  
10 of urgency with this process. He said the recycling program of Orange County is doing fine.  
11 He said a subscription based program would create a disincentive to recycle. He asked staff to  
12 identify the specific issues they are trying to resolve. He said this proposal is counter to the  
13 long-range solid waste plan adopted by the County Commissioners.

14 Tom Linden said he has not heard any compelling reasons to go to a franchise system  
15 and he is afraid they will be going with an "opt in" system which may reduce recycling in Orange  
16 County.

17 Jim Ward from Chapel Hill Town Council said in his opinion this recommendation  
18 represents a precipitous decision that begins to sabotage the County's program. He said the  
19 information he has seen has come out of the Manager's office. He does not understand why  
20 the County would want to dismantle the recycling program. He fears that the premiere recycling  
21 program would cease to exist. He would like the Board to discuss the other options in a public  
22 forum.

23 Commissioner Rich said she would like to digest the public's comments before the  
24 Board moves forward.

25 Chair Jacobs said the next step was to schedule a public hearing on April 23<sup>rd</sup> at the  
26 Southern Human Services Center and whether to pursue a franchise agreement process.

27 Commissioner Rich said she is hearing that maybe there may be more discussion that  
28 needs to take place before considering a franchise.

29 Commissioner Price said the public has asked for pros and cons and how to do this and  
30 that there should be a public hearing. She asked if this was possible in advance of the public  
31 hearing. She said she felt uneasy with moving forward with just one option. The Board needs  
32 to explore other alternatives.

33 Chair Jacobs asked Frank Clifton if it is reasonable to have a more detailed discussion  
34 at one of the future meetings.

35 Frank Clifton said the process is laid out like it is because it is a laborious process that  
36 must be followed.

37 Commissioner Price said with the timeline it assumes that the Board wants this option  
38 alone.

39 Frank Clifton said the staff has not made any decisions yet. The Board still can decide  
40 on any of the options. At any point there can be more meetings and more public input.

41 Chair Jacobs said there is time before April 23<sup>rd</sup> to have a full discussion on the pros  
42 and cons and that could precede the public hearing.

43 Commissioner McKee agreed with Chair Jacobs and said that would be a path to follow  
44 - to hold the April 23<sup>rd</sup> public hearing but have this item on another regular meeting or work  
45 session to discuss this further.

46 Commissioner Gordon asked when the other meeting would be held. She said the  
47 public hearing does set the Board on this path.

48 Frank Clifton said there is a timeframe by state statute to send out notices to existing  
49 vendors and this would need to go out by March 15<sup>th</sup>. This is the deadline for everyone to be  
50 notified.

1 Chair Jacobs said he was envisioning taking a block of time at one of the regular  
2 meetings and having this as an agenda item.

3 Commissioner Pelissier said the Board is not committing to anything other than adhering  
4 to a timeline.

5 A motion was made by Commissioner McKee, seconded by Commissioner Pelissier to  
6 approve the scheduling of a public hearing to discuss a proposal to move toward a county-wide  
7 Franchise agreement for curbside Solid Waste and Recycling Services in the unincorporated  
8 areas of Orange County for April 23, 2013 with a discussion of options at the April 9<sup>th</sup> meeting,  
9 with a mail-out of notices to vendors on March 15<sup>th</sup>.

10 VOTE: UNANIMOUS

11  
12  
13 **8. Reports**

14 **a. Update on Status/Implementation of Addressing and Road-Naming**  
15 **Ordinance**

16 The Board received an update report on the status/implementation of the Road Naming  
17 and Addressing Ordinance.

18 Orange County Tax Administrator Dwane Brinson reviewed the background of the  
19 ordinance.

20  
21 In December 2011 the Board of County Commissioners adopted a Road Naming and  
22 Addressing Ordinance. Affected areas include those outside municipal jurisdictions. In  
23 November 2012 the County's Geographic Information Systems (GIS) operations were  
24 delegated under the direction of the Tax Administrator. Additionally, the Land Records/GIS  
25 Division Manager became the Address Administrator as outlined in the Ordinance.  
26 The Ordinance took effect January 1, 2013, and the Tax Administrator, Address Administrator  
27 and County Attorney's Office have been working diligently to create an implementation and  
28 enforcement plan. A foremost goal of implementation is meeting with community partners and  
29 educating and empowering the public with a soft implementation throughout 2013. This  
30 informational presentation is provided as a means to garner BOCC feedback and suggestions  
31 that may augment and improve the current implementation and enforcement plan.

32  
33 Dwane Brinson said this is a public safety issue regarding EMS getting to the structures.  
34 One of the main reasons for the ordinance is that address numbers on roads are out of  
35 sequence. The plan is to use 2013 as a soft implementation. By January 2014 the most critical  
36 issues should be worked out. There are three steps of compliance and the fourth step is a fine  
37 to homeowners. This is a very large project and it is needed.

38 Commissioner Gordon made reference to page 4 and also referred to the August 29<sup>th</sup>  
39 letter and information on the County website. She said she thought the process of  
40 implementation was that the County was going to work through the areas of the County  
41 systematically, and that the burden of initiating the address changes would not be on the  
42 citizens. She asked for clarification on who would have the burden for changing the addresses  
43 for those roads with the numbers that are out of sequence, etc.

44 Dwane Brinson said the August letter is now outdated and they have revised the  
45 information. He said the burden is totally on the Tax Office/GIS.

46 Commissioner Gordon suggested that the staff change the part of the website dealing  
47 with addressing concerns to reflect the revisions.

48 Chair Jacobs said he would like to see the letter before it goes out to the public. He said  
49 citizens were not happy with the first letter that went out because it sounded very offensive.

1 Commissioner McKee said the previous letter that went out left a bad impression with  
 2 residents. He said part of the discussion has to be that 25 or so years ago, there was an effort  
 3 by the County to name all roads in the County and to assign numbers. For whatever reason,  
 4 some people did not do this and now there is a dual system that is causing fairly major  
 5 problems with EMS and fire services.

6 Commissioner Price said putting the burden on the County would make things a lot  
 7 smoother.

8 Frank Clifton said staff recognizes the confusion of the last letter. There has been some  
 9 internal organization since then and the next notification will be better.

10 Commissioner Gordon requested that the steps be written out and put on the website in  
 11 a manner that is more understandable and less threatening.

12  
 13 **9. County Manager's Report**

14 None

15  
 16 **10. County Attorney's Report**

17 None

18  
 19 **11. Appointments**

20 None

21  
 22 **12. Board Comments**

23 Commissioner Price said she went to the NACo conference and there was a  
 24 presentation about transparency in county government and Orange County had a B-.

25 Commissioner McKee attended the Fire Chief's meeting last night and there were 42 in  
 26 attendance, including representatives from Motorola/wireless. He said communication services  
 27 are being improved through Motorola.

28 Commissioner Pelissier said the Pauli Murray Awards were held in February and she  
 29 would like for the Human Relations Commission to provide text on the website from some of the  
 30 essays. She said she also went to the NACo conference and one of the big issues of  
 31 discussion was the possibility of a remote sales tax. This would be great for North Carolina.

32 Commissioner Rich said there was an informational item on Rogers Road and the next  
 33 steps document is being developed.

34 Commissioner Rich said she attended the Partnership for Young Children art show and  
 35 it was a lot of fun. She said she also attended NACo and it was very informative. She thanked  
 36 Commissioner Gordon for sharing her time with Congressman Price.

37 Commissioner Gordon said she attended the NACo conference. Regarding the session  
 38 with Congressman Price, there is a real chance that the remote sales tax bill will pass. She  
 39 said North Carolina loses almost \$122 million in sales taxes annually at this time.

40 Chair Jacobs encouraged all to share their NACo information with other County  
 41 Commissioners.

42 Chair Jacobs said he was in the Link Center recently and the TV monitors with the  
 43 notices on them. He said it is a waste of energy to have these on in a meeting room where  
 44 there is no one.

45 Frank Clifton said this is a testing process for the cable station. These monitors are not  
 46 on all the time.

47  
 48 **13. Information Items**

- 49  
 50 • February 19, 2013 BOCC Meeting Follow-up Actions List

- 1 • Tax Collector's Report – Numerical Analysis
- 2 • Memorandum Regarding Mattress Recycling Pilot
- 3 • BOCC Chair Letter Responding to Board Member Petitions during February 5, 2013
- 4 Regular Meeting
- 5 • Memorandum from Managers on Collaborative Approach to Rogers Road

6

7 **14. Closed Session**

8 A motion was made by Commissioner Pelissier, seconded by Commissioner McKee to  
9 go into closed session at 10:11 PM for the purpose of discussing:

10

11 Pursuant to G.S. § 143-318.11(a)(3) "to consult with an attorney retained by the Board in order  
12 to preserve the attorney-client privilege between the attorney and the Board."

13

14 "To consult with an attorney retained by the Board in order to preserve the attorney/client  
15 privilege between the attorney and the Board.

16

17 "To discuss the County's position and to instruct the County Manager and County Attorney on  
18 the negotiating position regarding the terms of a contract to purchase real property," NCGS §  
19 143-318.11(a)(5).

20

21 Pursuant to N.C.G.S. **143-318.11. (a) (4)**: To discuss matters relating to the location or  
22 expansion of industries or other businesses in the area served by the public body, including  
23 agreement on a tentative list of economic development incentives that may be offered by the  
24 public body in negotiations. The action approving the signing of an economic development  
25 contract or commitment, or the action authorizing the payment of economic development  
26 expenditures, shall be taken in an open session."

27

28 VOTE: UNANIMOUS

29

30 **RECONVENE INTO REGULAR SESSION**

31 A motion was made by Commissioner Price, seconded by Commissioner McKee to  
32 reconvene into regular session at 11:45 p.m.

33 VOTE: UNANIMOUS

34

35 **15. Adjournment**

36 A motion was made by Commissioner Price seconded by Commissioner McKee to  
37 adjourn the meeting at 11:45pm.

38

39 VOTE: UNANIMOUS

40

41

42 Barry Jacobs, Chair

43

44 Donna S. Baker, CMC

1 DRAFT

Attachment 3

2  
3  
4  
5  
6  
7  
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9

**MINUTES  
JOINT MEETING  
ORANGE COUNTY BOARD OF COMMISSIONERS  
AFFORDABLE HOUSING ADVISORY BOARD  
MARCH 12, 2013  
5:30 p.m.**

10 The Orange County Board of Commissioners met for a joint meeting with the Orange  
11 County Affordable Housing Advisory Board (AHAB) on Tuesday, March 12, 2013 at 5:30 p.m. at  
12 the Southern Human Services Center in Chapel Hill, N.C.

13  
14 **COUNTY COMMISSIONERS PRESENT:** Chair Barry Jacobs, and Commissioners Mark  
15 Dorosin, Alice Gordon, Earl McKee, Bernadette Pelissier, Renee Price and Penny Rich

16 **COUNTY COMMISSIONERS ABSENT:**

17 **COUNTY ATTORNEYS PRESENT:**

18 **COUNTY STAFF PRESENT:** County Manager Frank Clifton and Clerk to the Board Donna S.  
19 Baker (All other staff members will be identified appropriately below).

20 **AHAB MEMBERS PRESENT:** Jonzella Bailey-Pridham, Patsy Barbee, Diane Beecham,  
21 Katherine Doom, Nannie Richmond, Arthur Sprinczeles, James Stroud, Andrew Shannon

22 **AHAB ABSENT:**

23 **HOUSING, HUMAN RIGHTS AND COMMUNITY DEVELOPMENT STAFF PRESENT:**

24 Dr. Tara Fikes, Director  
25  
26

27 **I. Introductions and Opening Comments**

28  
29 Chair Jacobs welcomed everyone and introductions were made.

30 AHAB Chair Patsy Barbee reviewed the following goals:

31  
32 **Comprehensive Plan Housing Goals**

33 **Housing Overarching Goal:** Opportunity for all citizens of Orange County to rent or  
34 purchase safe, decent, accessible, and affordable housing.

35 **Housing Goal 1:** A wide range of types and densities of quality housing affordable to all  
36 in all parts of the County.

37 **Housing Goal 2:** Housing that is useable by as many people as possible regardless of  
38 age, ability or circumstance.

39 **Housing Goal 3:** The preservation, repair, and replacement of existing housing supply.

40 **Housing Goal 4:** Development ordinances and incentives that promote inclusionary  
41 practices and housing options for all income levels.  
42

43 Patsy Barbee said that the 2012/2013 work plan includes implementation of a media  
44 campaign that will stimulate conversation regarding the need for affordable housing in the  
45 community. This campaign will target the county and the towns of Chapel Hill, Hillsborough and  
46 Carrboro. She said that efforts will include brochures and the use of social media. Other work  
47 plan items include encouragement of expenditure of unspent funds from previous bond  
48 referendums and continued recruitment of advisory board members.

49 She also reviewed concerns and issues for the coming year. These issues include:  
50 exploration of a future bond referendum for affordable housing, the northern Orange County  
51 options, and mobile home standards.

1  
2 **II. Community Home Trust**

3  
4 **- Housing Bond Program- Greenbridge**

5  
6 Tara Fikes, Housing/CD Director, said there is a letter in the Commissioners' packet,  
7 dated Dec. 18<sup>th</sup> from Robert Dowling of the Community Home Trust (CHT). She noted that this  
8 is one of two letters asking that a portion of the county bond funds be set aside for anticipated  
9 repairs at the Greenbridge Condominiums in Chapel Hill. She said that this property was one of  
10 the inclusionary developments and has 15 condos that were sold to low income households. It  
11 was later discovered that the HVAC systems installed there are problematic, no longer under  
12 warranty, and very costly to replace. She said that the thought is that if some repairs can be  
13 done, the units may last longer. She referred to a letter from Attorney David Brooks, explaining  
14 what happens in the event of foreclosure and its impact on the warranties. She said that it has  
15 been requested that \$75,000 be set aside for these anticipated repairs

16 Commissioner Rich asked if these units will be replaced with longer lasting units that are  
17 not as costly to repair.

18  
19 *Commissioner Gordon arrived at 6:08 PM .*

20  
21 CHT Executive Director Robert Dowling said that the problem is that the units are no  
22 longer being made and when some units at Greenbridge broke down, someone cannibalized  
23 the parts from the unsold units to fix them. This meant that when those units were sold, the  
24 cannibalized units had to be replaced with a compatible system. He said that compatible  
25 replacements will be more reliable, but not as efficient.

26 Chair Jacobs asked how much is being spent per existing units to fix the systems and  
27 how many units \$75,000 will cover.

28 Robert Dowling said 15 units will be fixed. He said new systems costs around  
29 \$11,000/unit now but will likely cost more in the future when replacement is needed. He said  
30 the \$75,000 is being requested with the thought that it will provide a \$5,000 down payment  
31 toward the future cost of a new unit for each of those 15 units.

32 Chair Jacobs asked if this will proactively replace all 15 or just the ones not functioning.

33  
34 Robert said none will be replaced until necessary.

35  
36 Tara Fikes said the \$75,000 will be used for repairs to extend the life of the units.

37  
38 Arthur Sprinczeles questioned how repairs can be made if parts are not available.

39  
40 Robert Dowling said it is complicated. He explained that the sensors can be replaced  
41 and this had been done in several instances over the winter. He said that the vision was that  
42 the \$5000/unit x 15 units will be put into a stewardship fund, and when a unit breaks, the \$5000  
43 can be put toward a new unit.

44 Commissioner McKee asked if there is any way to disassociate the individual units from  
45 the linked system as they break, replacing them with new individual units.

46  
47 Robert Dowling said this can be looked into.

48  
49 Frank Clifton said the units were not selected by the county. The developer put "green"  
50 units into the project and the county and town had no role in selection of this. He said this  
51 situation should be considered in future discussions about housing inventory.  
52

1 Commissioner McKee clarified that he is not criticizing any county actions.

2  
3 Commissioner Dorosin said the Board needs to re-visit the policy of this model with high  
4 end condo units and the sustainability issues that come with requiring unit set-asides. He said  
5 that integrated housing is desired, but issues like this and problems with homeowner  
6 association dues can outweigh the different price point units. He said there should be more  
7 control over how the units are designed and function in the future. He said the Board needs to  
8 really look at how it is using financial and political resources.

9 Commissioner Rich said this discussion always occurs when development projects  
10 come forward. She said that the affordable housing program always wants units, but a plan  
11 needs to be made that considers a balance of the issues.

12 Commissioner Dorosin said the lesson learned with Abby Court is that the homeowners  
13 associations are controlled by the majority of the unit holders; and the majority is not the  
14 affordable housing residents. This means that those low income residents are at the mercy of  
15 the association.

16 Chair Jacobs said Orange County government does not require any condo units; that is  
17 done by the towns. He said Robert Dowling did ask the towns to re-visit this issue. He said  
18 unless they engage the municipalities in this discussion, affordable housing in the southern part  
19 of the county is not under the Board's purview. He said perhaps promotion of high density  
20 housing is desired so that affordable units are possible; however this means the Board needs to  
21 have its own policy. He said that, with this building, he would like to see if there are any other  
22 systems like this that will become an issue a year from now.

23 Commissioner Rich said the Bosch washers and dryers are the same situation.

24 Chair Jacobs asked if anyone has done a comparative analysis of the pitfalls of these  
25 units,

26 Robert Dowling said an analysis has not been done. He said there has been a transfer  
27 fee tax implemented that will support affordable units, and as units sell, these fees will help. He  
28 said that there will be special assessments and there is money for some of these unknowns, but  
29 there is not enough money to pay for the HVAC units.

30 Commissioner Price clarified that if the Board goes along with this request, the money  
31 will pay for new units, not repairs.

32 Robert Dowling said CHT could handle the small repairs.

33 Katherine Doom said AHAB did ask extensive questions during their tour of  
34 Greenbridge. She said that there are no good answers here. She said AHAB spoke with  
35 owners of units and saw both a low end and a high end unit. She acknowledged that there is  
36 not a good way to resolve this issue.

37 Tara Fikes said the recommendation of AHAB is for these funds to be set aside for the  
38 requested services. She has talked with the Orange County Finance Director, who said it is  
39 okay to move forward. She said the recommendation is for approval of the requested funds.

40 Katherine Doom said there was no way to avoid hurting the homeowners if the funds are  
41 not approved.

42 Commissioner McKee said Robert Dowling mentioned another style that could possibly  
43 be put in the units. He requested that Robert Dowling let the Board know the answer as to  
44 whether this could be done.

45  
46 **- HOME Program – Live/Work and First-time Homebuyer Requirements**

47  
48 Tara Fikes said the second letter in front of the Commissioners came from CHT and  
49 highlights the difficulties CHT is having in selling homes. She said the request is for the HOME  
50 review committee to be relieved of the Live/Work clause (having to work and live in Orange  
51 County). She said the request is that if a buyer cannot be found in Orange County within 90  
52 days, CHT would like to look outside of Orange County to broaden the pool of purchases. She

1 said there is also a request to waive the first time home buyer requirement after 90 days. She  
2 said the Home Review Committee has discussed this and Commissioner McKee represents the  
3 Orange County Board of County Commissioners on this committee; however she wanted to  
4 share it with the whole board. She noted that CHT is having significant difficulty in selling  
5 properties.

6 Commissioner Dorosin asked if the HOME committee has a position on this issue.

7 Tara Fikes said the committee was willing to waive these requirements and review in a  
8 year to see if it made a difference in sales.

9 Commissioner Dorosin asked if AHAB looked at this issue and does it have a  
10 recommendation.

11 Tara Fikes said no, the AHAB has not looked at it.

12 Commissioner Rich asked if this had gone to Chapel Hill Town Council yet.

13 Robert Dowling said it has gone to Chapel Hill, but they have not responded yet.  
14

15 Commissioner McKee said there was reluctance to do this because of the precedence it  
16 would create; however there was recognition of the decline in the housing market. He said the  
17 general sentiment was to move forward with implementing the 90 day waiver and look at it again  
18 in a year. He said these units need to be occupied and it would be great to have residents from  
19 Orange County, but this other route is best in the meantime.

20 Commissioner Pelissier asked if there has been any effort to approach another local  
21 bank to see if there could be some help with the borrowing issues.

22 Robert Dowling said yes. He said when he went to the Chapel Hill Council and made  
23 this request, he was told that he faced so many obstacles that he had no control over. He said  
24 a council member encouraged him to come forward with bigger plans and be very real with the  
25 Town Council. He has done this, but has not received a response yet. He said he has talked to  
26 many banks, but they don't seem to like the CHT model, because their collateral is the lease  
27 hold interest in the property and there is no knowledge of this worth. He said the banks want  
28 the property itself in the event of foreclosure, rather than the lease hold interest, in order to lend  
29 money. He said this is what CHT has to discuss as a committee because this would mean the  
30 properties would be lost in the event of foreclosure; however, this may be the way things have  
31 to be done in order to move forward.

32 Commissioner Pelissier said she is fine with waiving the requirements, but she feels  
33 priority should be given to Orange County residents who might have just moved here.

34 Commissioner Price asked if CHT has had people from outside of Orange County  
35 requesting housing. She also asked about prioritizing people who are born and raised in this  
36 county and want to come back.

37 Robert Dowling said it will not make a big difference if they waive these requirements.  
38 He said they occasionally do come across someone who could purchase the home but is  
39 unable to because of the requirements. He said this will help with those occasional situations  
40 and clarified that there won't be any recruiting in other counties

41 Commissioner Gordon said that she hears the information with concern. She said,  
42 having been around when this program was instituted, she knows that these rules were put in  
43 place for a reason. She said the goal was to help individuals in Orange County, who might not  
44 otherwise be able to live here. She said that if these rules are eroded, it raises the question of  
45 whether the goals of the program are being met. She said that this should be for people with  
46 some commitment to Orange County.

47 Commissioner Dorosin said he feels these requirements should be jettisoned. He said  
48 that the program still targets low income residents and once the person has bought the property,  
49 they become an Orange County resident. He noted that these residents will then shop here and  
50 pay taxes here, and that these residents tend to stay. He asked if CHT has considered  
51 converting these properties to rentals.

1 Robert Dowling said this had been considered but there are complications, including;  
2 subsidy money in the property, restrictive special use permits, and workload of rental  
3 management.

4 Chair Jacobs said he appreciated Commissioner Gordon's comments but he agrees with  
5 Commissioner Dorosin. He said that he defers to Robert Dowling's expertise and he feels there  
6 needs to be more flexibility. He suggested that a date six months from now be chosen and a  
7 report be given at that point to see how things are going.

8 Chair Jacobs suggested that, at some point, Robert Dowling share with the full board the  
9 points he made at a past Assembly of Governments meeting. He said this would give a more  
10 comprehensive look at the issues that CHT and affordable housing in general, are facing.

11 Frank Clifton noted that Robert Dowling had already said the current model was created  
12 15 years ago and it is not currently working. He said that he understands that CHT does not  
13 want to do rentals, but when the units sit empty for 6 months, it becomes a philosophical issue,  
14 and perhaps there ought to be rentals in order to generate income. He said there ought to be a  
15 more in-depth discussion about these things to decide on the key priorities. He said there are  
16 going to be fewer and fewer federal dollars over time and so there needs to be an analysis of  
17 how to get the best bang for the dollars that are there.

18 Commissioner Gordon said it is a good idea to go back and look at the model again.  
19 She said that goals and priorities need to be examined again and the incremental changes  
20 being discussed at this meeting don't get at the basic issues.

## 21 **Affordable Housing Awareness Campaign**

22  
23  
24 AHAB Member Katherine Doom said that a UNC marketing class took up this cause as a  
25 case study in class and surveyed the community about affordable housing. This survey  
26 revealed a general lack of awareness of the issue. She said that the class put together an  
27 awareness campaign, which initiated AHAB to begin a media campaign through Facebook to  
28 raise awareness about the issue and the opportunities in the county. AHAB manages the page  
29 and plans on posting meeting information, and special events and opportunities. There is also a  
30 brochure planned on affordable housing.

## 31 **IV. Proposed Affordable Housing Clearinghouse**

32  
33  
34 AHAB Member James Stroud distributed a hand out on the Clearinghouse. He said the  
35 goal is to impose this clearinghouse to have a catch all, one stop shop for all things regarding  
36 affordable housing. He referenced a copy of the business statement and said the current goal  
37 is to develop a committee to come in and assist in the design of a clearinghouse. He noted that  
38 the Center for Home Ownership has received national accreditation from the National  
39 Community Re-investment Coalition, so the capacity is there for this project to be pulled  
40 together.

## 41 **V. Other Discussion Items**

## 42 **VI. Closing Statements**

43  
44  
45 Chair Jacobs suggested a work session with affordable housing in October with a longer  
46 time for discussion.

## 47 **VII. Adjourn**

48 The meeting adjourned at [6:59 PM](#) .  
49  
50  
51

1 DRAFT

Attachment 4

2 **MINUTES**  
 3 **BOARD OF COMMISSIONERS**  
 4 **REGULAR MEETING**  
 5 **March 19, 2013**  
 6 **7:00 p.m.**

7  
 8 The Orange County Board of Commissioners met in regular session on Tuesday, March  
 9 19, 2013 at 7:00 p.m. at the Southern Human Services Center, in Chapel Hill, N.C.

10  
 11 **COUNTY COMMISSIONERS PRESENT:** Chair Jacobs and Commissioners Mark Dorosin,  
 12 Alice M. Gordon, Barry Jacobs, Earl McKee, Bernadette Pelissier, Renee Price and Penny Rich

13 **COUNTY COMMISSIONERS ABSENT:**

14 **COUNTY ATTORNEYS PRESENT:** John Roberts

15 **COUNTY STAFF PRESENT:** County Manager Frank Clifton, Assistant County Managers  
 16 Michael Talbert, Clarence Grier and Clerk to the Board Donna Baker (All other staff members  
 17 will be identified appropriately below)

18  
 19 **NOTE: ALL DOCUMENTS REFERRED TO IN THESE MINUTES ARE IN THE PERMANENT**  
 20 **AGENDA FILE IN THE CLERK'S OFFICE.**

21  
 22 **1. Additions or Changes to the Agenda**

23 The Chair went through the items at the County Commissioners' places:

- 24  
 25 - Community Giving Foundation outreach materials for Item 4-c-  
 26 - Enlarged excel spread sheets for Item 5-d – Page 63-64 – Schools Adequate Public  
 27 Facilities Ordinance (SAPFO) – Receipt and Transmittal of 2013 Annual Technical  
 28 Advisory Committee Report  
 29 - PowerPoint for Item 7-b – Southern Branch Library Siting Criteria – Process Update  
 30 - Blue Sheet – for Item 11-h- Planning Board appointments – Revised abstract fact  
 31 sheet

32  
 33 Chair Jacobs said that the Board had shown interest in vetting applicants, and those  
 34 with fiduciary responsibilities, for certain boards, including: Planning Board, Board of  
 35 Adjustment, ABC, OWASA, and the E&R Board. He noted that there is a work session  
 36 scheduled for May 14<sup>th</sup> regarding appointment and vetting protocols. He said a letter was  
 37 received from Attorney, John Roberts concerning the Board's thoughts on the application  
 38 process and no one responded. He suggested that the Board defer making appointments to  
 39 the Planning Board and the Board of Adjustment until after the May 14<sup>th</sup> discussion; and people  
 40 currently serving can continue until replacements are made.

41 Commissioner Gordon expressed her support of the idea that these two boards are  
 42 deferred

43 A motion was made by Commissioner Gordon, seconded by Commissioner Pelissier to  
 44 defer appointments to the Planning Board and the Board of Adjustment.

45  
 46 VOTE: UNANIMOUS

47  
 48 **PUBLIC CHARGE**

49  
 50 *The Chair dispensed with the reading of the public charge.*

1 **2. Public Comments**

2  
3 **a. Matters not on the Printed Agenda**

4 Don O’Leary said he had received the Agenda Review’s response to his  
5 petition to discuss ICLEI with Commissioner McKee and Chair Jacobs. He said  
6 sometimes a difference of opinion is based on a different perception of reality. He  
7 said that, taking everything into the universe into consideration all that really  
8 matters is about 3 centimeters in the back of your brain and he is looking forward  
9 to the scheduled meeting.

10  
11 **3. Petitions by Board Members**

12 Commissioner Dorosin said about a year ago the Board of County Commissioners  
13 agreed to banning of the box on employment applications, regarding criminal convictions that  
14 would prohibit someone from being considered for employment. He said that other  
15 communities who have done this have a more comprehensive policy and process related to  
16 applications. He requested more information about the impact of this change and information  
17 as to whether there should be a more extensive process and policy. This is to ensure there is  
18 no discrimination against folks because of their background.

19 Chair Jacobs said he received calls from legislators, Senator Ellie Kinnaird and  
20 Representative Foushee, about legislative deadlines. He petitioned the Board to develop a  
21 more expeditious way to respond to legislative concerns. He noted that by the time the Board  
22 gets an item on an agenda, it is already been decided at the state level and it is then too late to  
23 act. He said the Board needs a more streamlined process. He said that perhaps the Chair  
24 and Vice Chair and other members of the legislative goals committee could respond or could  
25 add the item to the agenda for the entire board to act on.

26 Chair Jacobs referenced a discussion with Commissioner Dorosin regarding the  
27 consent agenda and the way the Board communicates. He noted that the Board of County  
28 Commissioners is encouraged to ask questions regarding items on the consent agenda by  
29 emails through noon of the day before the meeting. He said the Board members receive  
30 answers, but these are not shared with the public. He suggested that staff figure a way to post  
31 these consent item emails in a more conspicuous spot on the website. This will allow the public  
32 to see the answers to items that are not discussed on the consent agenda.

33  
34 **4. Proclamations/ Resolutions/ Special Presentations**

35  
36 **a. Special Recognition for the Carol Woods Retirement Community**

37 The Board recognized the Carol Woods Retirement Community for its continuing  
38 financial contribution to Orange County.

39 Clarence Grier said he would like to recognize the Carol Woods Retirement Community  
40 for their continued financial contributions to Orange County. He said that since 2003 Carol  
41 Woods has been exempted from property taxes, but the community has still found civic ways to  
42 contribute the County General Fund. He said that since 2003 the community has provided  
43 yearly contributions of around \$175,000, totaling \$2,066,244.

44 Janice Tyler said Carol Woods has made the contributions mentioned above because of  
45 community’s mission to be responsible and supportive to the larger community. She said her  
46 department is especially pleased to have Carol Woods as a community partner and values the  
47 many hours the residents contribute to volunteer work. She introduced Nape Baker, President  
48 of Carol Woods Retirement Community.

49 Nape Baker, on behalf of the Carol Woods Community, said he is grateful to be a part of  
50 Orange County and to support the programs for aging in the area. He said the most recent

1 report showed that the 450 residents of Carol Woods have contributed more than 35,000  
2 volunteer hours to their community.

3  
4  
5 **b. Resolution Recognizing the Orange County Emergency Services Workgroup**

6 The Board considered approval of a Resolution recognizing the Emergency Services  
7 Workgroup, comprised of a very dynamic and diverse group of residents, elected officials, and  
8 emergency responders, for providing a valuable service to Orange County.

9 Commissioner McKee introduced this item. He said this group started meeting over a  
10 year ago and, along with Steve Allan, came up with a list of improvements and changes for  
11 Emergency Services. He said there was a broad range of individuals who worked on this group;  
12 representatives from the Board of County Commissioners, fire departments, Emergency  
13 Services, citizens, etc. The recommendations that came out of this group will improve and  
14 speed up the services and will make it easier for the departments, staff and County  
15 management to work together for the benefit of the citizens.

16  
17 Commissioner Gordon read the resolution:

18  
19 **ORANGE COUNTY BOARD OF COMMISSIONERS**

20  
21 **RESOLUTION OF RECOGNITION AND APPRECIATION FOR THE ORANGE COUNTY**  
22 **EMERGENCY SERVICES WORK GROUP**

23  
24 **WHEREAS**, on January 24, 2012, the Orange County Board of Commissioners created the  
25 Emergency Services Workgroup with a charge to: review VIPER system improvements and  
26 provide input; review the preliminary findings of Solutions for Local Government, Inc. and  
27 provide input; provide the Board with alternative short-term and long-term solutions relating to  
28 Fire Protections Districts, Fire Insurance Districts and Fire Tax Districts; and review the Fire  
29 Departments Strategic Plan once complete and provide input; and

30  
31 **WHEREAS**, the Workgroup was charged with making recommendations for system  
32 improvements for EMS Ambulance response times including but not limited to equipment,  
33 staffing, facilities and/or a strategic plan, to define data elements for meaningful analytical data  
34 as related to ambulance response time and to discuss and review that data and to recommend  
35 improvements for the E911 Communications Center including but not limited to technology,  
36 equipment, staffing, training and/or a strategic plan; and

37  
38 **WHEREAS**, the Emergency Services Workgroup, comprised of a diverse membership  
39 representing residents and the many facets of emergency services in Orange County, gave of  
40 their time and expertise for over 12 months, to this Workgroup and the members of this  
41 Workgroup represented significant experience and expertise in emergency response services:

- 42
- 43 • Volunteer Fire Chiefs – Orange County Fire Chief’s Association –Fire Chief Mike  
44 Tapp and Fire Chief Bryan Baker
  - 45 • South Orange Rescue Squad – Chief Matthew Mauzy
  - 46 • Municipal Fire Chief – Town of Chapel Hill Fire Chief Dan Jones  
47 Alternate – Police Chief Chris Blue
  - 48 • Municipal Police Chief – Town of Carrboro Police Chief or Designee – Captain  
49 Walter Horton
  - 50 • Municipal Police Chief – Town of Hillsborough Police Chief or Designee – Police  
Chief Duane Hampton



1 charitable funds established by residents and organizations across the triangle. She noted that  
 2 TCF invested more than 1.5 million dollars in Orange County last year. She listed several  
 3 organization across Orange County whose assets and investments are managed by TCF.  
 4 Through its partnership with Orange County Community fund, TCF will be able to help people  
 5 give directly to enhance services in Orange County. She noted that there is a list of over 40  
 6 different options for contribution designations (attachment 3, page 5 of item 4-c).

7 Carla Banks, County Director of Public Affairs, reviewed the outreach materials for the  
 8 community giving fund. She said the materials in front of the Board will be the main focus for  
 9 the marketing outreach. She noted the list of giving options mentioned above, as well as  
 10 frequently asked questions, and an identifying card for donations. She noted the banners and  
 11 other materials to be used in promotion as well as the website (OCNCGiving.org) and email.  
 12 She said there will be radio and newspaper advertisements to run in the summer, promoting the  
 13 fund.

14 Chair Jacobs said he realizes that the public contributes involuntarily to Orange County  
 15 Government, but noted that this is an opportunity to target voluntary contributions. He thanked  
 16 the management team for their hard work.

17  
 18 **5. Consent Agenda**

19 A motion was made by Commissioner McKee, seconded by Commissioner Gordon to  
 20 approve the consent agenda.

21 VOTE: UNANIMOUS  
 22

23 **a. Minutes**

24 The Board approved the minutes from December 11, 2012, January 24, 29 and February 12,  
 25 2013 as submitted by the Clerk to the Board.

26 **b. Motor Vehicle Property Tax Releases/Refunds**

27 The Board adopted a resolution, which is incorporated by reference, to release motor vehicle  
 28 property tax values for twenty-five (25) taxpayers with a total of fifty (50) bills that will result in a  
 29 reduction of revenue in accordance with NCGS.

30 **c. Property Tax Releases/Refunds**

31 The Board adopted a resolution, which is incorporated by reference, to release property tax  
 32 values for eight (8) taxpayers with a total of eleven (11) bills that will result in a reduction of  
 33 revenue in accordance with North Carolina General Statute 105-381.

34 **d. Schools Adequate Public Facilities Ordinance (SAPFO) – Receipt and Transmittal of**  
 35 **2013 Annual Technical Advisory Committee Report**

36 The Board received the 2013 Annual Report of the SAPFO Technical Advisory Committee  
 37 (SAPFOTAC) and transmitted it to the SAPFO partners for comments before certification in  
 38 May.  
 39

40 **e. Fiscal Year 2012-13 Budget Amendment #8**

41 The Board approved budget and grant project ordinance amendments for fiscal year 2012-13  
 42 for: Visitors Bureau, Department on Aging, and Board of Elections.

43 **f. Public Safety Radio Replacement/Purchase and Approval of Budget Amendment #8-**

44 **A**

45 The Board approved the replacement of twenty-seven (27) current Motorola portable radios with  
 46 the purchase of new APX model Motorola Radios, and approve Budget Amendment # 8-A,  
 47 which appropriates \$89,077 from the County's Unassigned General Fund balance for the  
 48 purchase.

49 **g. Public Safety Console Replacement and Approval of Budget Amendment #8-B**

1 The Board approved an agreement for the purchase of seven (7) Motorola Radio consoles in  
 2 the 9-1-1 Center to replace seven (7) existing consoles that will soon be obsolete, and  
 3 purchase four (4) additional consoles to prepare for growth, with the new consoles all being  
 4 APCO P25 digital compliant for a total project cost of \$770,088 and authorize the Chair to sign.

5 **h. Application for North Carolina Education Lottery Proceeds for Chapel Hill – Carrboro**  
 6 **City Schools (CHCCS) and Contingent Approval of Budget Amendment #8-C Related**  
 7 **to CHCCS Capital Project Ordinances**

8 The Board approved an application to the North Carolina Department of Public Instruction  
 9 (NCDPI) to release funds from the NC Education Lottery account related to FY 2012-13 debt  
 10 service payments for Chapel Hill – Carrboro City Schools, and approved Budget Amendment  
 11 #8-C (amended School Capital Project Ordinances), contingent on the State's approval of the  
 12 application, and authorized the Chair to sign.

13 **i. Approval to Extend the Central Orange Fire Insurance District Boundary**

14 The Board approved the Central Orange Insurance District Map which has been expanded to  
 15 include properties from the Cedar Grove Fire District that are not currently in an insurance  
 16 district.

17 **j. White Cross Fire Department Proposal to Construct Station #2, Purchase Tanker,**  
 18 **and Increase Station Staffing**

19 The Board approved the proposal from White Cross Fire Department to construct a second  
 20 station to be located at 2521 Neville Road, purchase a tanker, and increase staffing.

21 **k. Changes in BOCC Regular Meeting Schedule for 2013**

22 The Board considered three changes in the County Commissioners' regular meeting calendar  
 23 for 2013 as follows:

- 24 - Add a BOCC meeting on Thursday, April 4, 2013 to jointly meet with the Town of  
 25 Hillsborough, Town residents, Cultural Community representatives, and Orange  
 26 County School member regarding the potential uses for the Whitted space. This  
 27 meeting will be held at the Whitted facility. (The Asset Management Services  
 28 Department will be responsible for meeting set up, A/V, sound system, etc.)
- 29 - Add a BOCC meeting (public hearing) for the Fire Service Districts on Wednesday,  
 30 April 17, 2013 at 7:00 pm at Carrboro High School.

31  
 32 **6. Public Hearings-NONE**

33  
 34 **7. Regular Agenda**

35  
 36 **a. Approval of Use Agreement between Orange County and the Orange Rural Fire**  
 37 **Department**

38 The Board considered approving the recommendation from the Emergency Services  
 39 Director to enter into an agreement with the Orange Rural Fire Department in order to place  
 40 one (1) emergency medical services (EMS) ambulance at the Orange Rural Fire Department  
 41 (ORFD) station at 835 Phelps Road and authorize the Manager to sign.

42 Jim Groves, Emergency Services Director for Orange County, recognized Jeff Cabe,  
 43 Chief of Orange Rural Fire Department and Jeff Borland, Chief of Cedar Grove Fire  
 44 Department. He said the Allen Study on Emergency Services was very beneficial to Orange  
 45 County in recommending work on improved response times in Orange County. He said Jeff  
 46 Cabe has worked with Emergency Services to house Emergency Services ambulances, to store  
 47 their drugs in a secure location and a to provide a place for their staff to rest when there is  
 48 downtime. He said all of Emergency Services ambulances are located outside at this time and  
 49 station 2 will provide a great place to house an ambulance in the northern part of Orange  
 50 County. He discussed current response times, referring to a map of the district zones. He

1 noted that having this station to co-locate their ambulance will help decrease response times in  
 2 these northern areas. He said the only cost will be the difference in utility costs incurred with  
 3 usage. He noted the key points of agreement as follows: it provides a bay area for ambulances,  
 4 provides a work area for medics, and is a rent free facility - Emergency Services will only pay  
 5 the difference in utilities.

6 Commissioner Dorosin asked where the ambulance to be sited at this area is currently  
 7 being kept and Jim Groves said it is a roving ambulance.

8 Commissioner McKee said this is excellent opportunity and a new concept and he  
 9 hoped to use this agreement as a template to approach other departments with staging  
 10 opportunities.

11 Commissioner Price applauded all of these efforts and asked if there could be the  
 12 addition of the word ethnicity to the agreement.

13 A motion was made by Commissioner Price seconded by Commissioner McKee to  
 14 approve the recommendation from the Emergency Services Director to enter into an  
 15 agreement, with a change to item 17 to add the word ethnicity, with the Orange Rural Fire  
 16 Department in order to place one (1) emergency medical services (EMS) ambulance at the  
 17 Orange Rural Fire Department (ORFD) station at 835 Phelps Road and authorize the Manager  
 18 to sign the Use Agreement.

19 VOTE: UNANIMOUS

20  
 21 Commissioner McKee said the consent agenda mentioned the departments working  
 22 collaboratively on the insurance district boundaries to bring people within the 6 mile limit. He  
 23 expressed his appreciation of these efforts.

24  
 25 **b. Southern Branch Library Siting Criteria – Process Update**

26 The Board received an update on the Southern Branch Library site selection analysis,  
 27 provided feedback to staff on next steps, and authorized staff to present this information and  
 28 relevant BOCC comments to the Carrboro Board of Aldermen at its April 9, 2013 work session.

29 Chair Jacobs asked staff to address the letter from Carrboro on page 10 during their  
 30 presentations

31 Lucinda Munger, Orange County Library Director, introduced the presentation and  
 32 reviewed the PowerPoint Slides as follows:

33  
 34 ***Southern Library Site Evaluation Update***  
 35 ***3/19/13***

- 36 • **Area Locator: (map)**
- 37
- 38 • **Intended Outcome:**
  - 39 - *Background*
  - 40 - *Summary of Carrboro Suggested Site Evaluation*
    - 41 ▪ *301 West Main Street (Town Hall)*
    - 42 ▪ *401 Fidelity Street*
    - 43 ▪ *1128 Hillsborough Street*
  - 44 - *BOCC Feedback and Guidance*
  - 45 - *BOCC authorization to present to the Carrboro Board of Aldermen*

46  
 47 Jeff Thompson, Asset Management Services Director continued the presentation of  
 48 slides as follows

- 49  
 50 • **Background:**

- 1           -   *Southern Library Intent*
- 2                ▪   *Full service library*
- 3                ▪   *Potential 20,000 square foot, single level facility*
- 4                ▪   *Serving residents in southern Orange County*
- 5                ▪   *2016-17 CIP*
- 6           -   *BOCC Establishment of Site Selection Criteria with Carrboro Input – 9/18/12*
- 7           -   *Carrboro Aldermen site suggestions – three sites – 12/6/12*
- 8
- 9    •   **Preliminary Evaluation Summary:**
- 10           -   *Initial Staff Review:*
- 11                ▪   *Literature Review*
- 12                ▪   *Site Visits*
- 13                ▪   *No Technical Analysis*
- 14                    ▪   *(Survey, Soils, Environmental, Appraisal, Title, etc.)*
- 15           -   *Town Hall not viable*
- 16                ▪   *Expense*
- 17                ▪   *Parking Displacement/Limits*
- 18                ▪   *Displacement of existing services (Market Shelters, Government*
- 19                    *Services, etc.)*
- 20                ▪   *Unknown and/or Limited Expansion Potential*
- 21    •   **Town Hall: (map)**
- 22
- 23    •   **Staff Opinion for Continued Technical Site Review & Assessment:**
- 24           -   *401 Fidelity & 1128 Hillsborough Sites are both viable and warrant technical*
- 25                *analysis*
- 26                ▪   *Good access to public transportation*
- 27                ▪   *Utility Availability*
- 28                ▪   *Adequate land area*
- 29                ▪   *Similar zoning review process*
- 30                ▪   *Proximity to existing population*
- 31                ▪   *Reasonable acquisition cost*
- 32
- 33    •   **Staff Opinion for Continued Technical Site Review & Assessment:**
- 34           -   *Staff prefers 1128 Hillsborough:*
- 35                ▪   *Reasonable existing site conditions*
- 36                ▪   *Enhanced opportunities for synergy between a park and library facility*
- 37                    *(i.e. – shared programs & infrastructure)*
- 38                ▪   *Service to existing and future regional populations*
- 39                ▪   *Sufficient area for expansion for future*
- 40                    *Orange County need*
- 41    •   **401 Fidelity: (map)**
- 42
- 43    •   **401 Fidelity: Conceptual Location (map)**
- 44
- 45    •   **1128 Hillsborough: (map)**
- 46
- 47    •   **1128 Hillsborough: Conceptual Location (map)**
- 48

1           Jeff Thompson, referring to the map for 401 Fidelity, said one of the concerns with this  
2 property is the work needed to build so close to the adjoining cemetery. He referenced large  
3 rock outcroppings that necessitate more work to prepare the site and he reviewed the  
4 conceptual map. With regard to 1128 Hillsborough, he noted that the area outlined in red on  
5 the map (the Shetley property) is property currently for sale and the area outlined in blue is the  
6 Martin Luther King Junior Park site. Combining the two properties together offers the most  
7 promise in siting. The Shetley property has limitations such as limited road access but when  
8 combined with the park property there is road frontage and visibility if the library could be  
9 placed on the park property. He said that this will require partnership with Carrboro and will  
10 give plenty of area for synergy between the park and library. He said that there may be some  
11 difficulties with wet areas.

12           Chair Jacobs said he talked with Mayor Chilton today. He referred to the letter on page  
13 10 of the abstract for item 7-b and read the following paragraph:  
14 “the Carrboro Board would also like to continue discussions with the Orange County Board of  
15 Commissioners, regarding the County’s siting criteria. The purpose of this discussion would be  
16 to reevaluate the criteria in order for consideration of additional sites in planned and approved  
17 mixed-use projects in downtown Carrboro...”  
18 Chair Jacobs said Mayor Chilton made some suggestions about some sites and made it clear  
19 he had some sense of what his board was interested in. Chair Jacobs said Mayor Chilton  
20 expressed desire for continued conversation regarding other potential sites. He suggested  
21 some receptivity on the idea of partnering with Carrboro on looking at other projects in the  
22 works.

23           Commissioner Rich said she had spoken to some Aldermen, who expressed the same  
24 sentiment as the Mayor. She also asked why there is an effort to build a 20,000 sq ft single  
25 level facility in the Town of Carrboro.

26           Frank Clifton said it is not a library for Carrboro but will provide library services  
27 throughout that portion of Orange County. He said the problem with Orange County property is  
28 that there are no adequate utilities, so the current plans look at the town’s area with utilities.  
29 He said the county currently operates a part time library at McDougle Elementary that is closed  
30 during the day and open on evenings and weekends. He said this limits the activities of the  
31 library. He said that there have been many locations looked at, including along Highway 54 and  
32 other areas. He said that the 20,000 square foot plan comes from past studies and allows for  
33 all basic library services as well as meeting space and area for children’s activities.

34           Commissioner Rich noted that, according to Frank Clifton, the library studies were done  
35 years ago. She said it is her opinion that the Board needs to think into the future and not build  
36 yesterday’s library. She noted that there is a there is a new expanded library opening in Chapel  
37 Hill next month. She expressed concern about the plan and said that as Carrboro brings forth  
38 options for siting the library, the Board needs to consider not building yesterday’s library.

39           Chair Jacobs said he was on all three library task forces, and Orange County created  
40 the Cybrary and Carrboro provided the space for this cybrary in the Century Center free of  
41 charge. He noted that this was a nationally award winning collaboration and one of the first  
42 places where people could come exclusively to use computers and magazines to access the  
43 library services. He said that the library services task force report that is referred to  
44 recommends a 43,000 square foot central library and a smaller 20,000 square foot branch  
45 library. He noted that the County has a 23,000 square foot central library, so a concomitantly  
46 sized branch library might be considerably smaller than 20,000 square feet. He said this board  
47 has never decided what size of branch library they would like to build and this is a concept  
48 based on a report relating to a standard in place ten years ago. He said the Board may want to  
49 wait on the results of the library strategic plan before deciding on size.

1 Commissioner Price asked if the Cybrary would be part of the new library or would  
2 remain as is. She also questioned whether mixed use or multi-purpose library space had been  
3 discussed, since she this had been discussed among people in the community.

4 Frank Clifton said this issue has been pursued many times over the years. He said that  
5 there is an element that would like to see an urbanized library and coffee shop. He said that  
6 the difference is that Chapel Hill is a municipal library, built primarily for the citizens of Chapel  
7 Hill. He said that the County has a broader range of residents to reach and not everyone has  
8 bus service so most who would use the County facilities would have to travel there by  
9 automobile. He said that, with regard to one level, a multi-level requires more staffing. He said  
10 the County needs to build a facility that it can afford to operate.

11 Commissioner Dorosin referenced the Hillsborough Road site and asked if the three  
12 acre parcel would be purchased just for a driveway or if there could be additional uses for this  
13 property.

14 Jeff Thompson said there could be other uses. He said that there would be synergy  
15 with the park and possibly some outdoor library programs.

16 Commissioner Gordon asked where the pond on the Hillsborough site is located.

17 Jeff Thompson referenced the pond area on the map and said this area may not be  
18 suitable for development other than park development.

19  
20 **PUBLIC COMMENT:**

21 James Carnahan expressed his excitement at seeing this project come to fruition and  
22 read from 2004 library services task force report indicating the support of the Town of Carrboro  
23 for a library in central Carrboro. He said he wanted to re-iterate the number of people who  
24 would be served by this library and he advocated for a location in the central business district.  
25 He stressed the benefit of a synergistic arrangement. He said that he respectfully disagrees  
26 with the dismissal of the Town Hall site. He referenced a feasibility report on this site and  
27 offered to share that report with the board.

28 Randee Haven O'Donnell, Board of Alderman member, said she served with Chair  
29 Jacobs on the last two task forces. She said she learned that a library is part of an economic  
30 engine and it generates community and other business. She noted that the discussion is about  
31 the southwest neighborhoods and communities that are already involved in downtown Carrboro  
32 and she advocated for a synergistic partnership. She said there have been several  
33 opportunities to site a smaller library in downtown Carrboro and encouraged the Board of  
34 County Commissioners to take a look at this potential. She referenced the Hillsborough Road  
35 map and said that they should hold off on having too much discussion about this property. The  
36 Carrboro Board has not been looking at this potential property as one that would have the  
37 library on the park part of the property. She suggested that it be added onto the list of potential  
38 sites to be reviewed on April 9.

39  
40 Patrick McDonough said he has been a resident of Orange County for 13 years and he  
41 is a parent and is speaking on his own behalf. He said there is room for improvement on the  
42 site selection process. He shared some highlights of an email he sent previously and said that  
43 the staff criteria are painfully biased against urban locations. He said that a minimum acreage  
44 standard is not needed, rather a minimum square foot to fulfill library functions. He said that  
45 the Board might look at whether the square footage can be allowed under the height  
46 requirements. He said that multiple uses in buildings can gain efficiencies that make up for  
47 larger staff needs. He said that if there is a fiscal issue, then it should be set forth as a money  
48 limit, but not a size limit. He noted that there are plenty of shared parking options at other  
49 libraries in the area. He referenced transit access and said that it is important that a spot with  
50 good access is used. He said that the library is more needed in a lower median income area

1 and said that he would like to see more urban sites considered. He referenced his website,  
2 [www.citybeautiful21.com](http://www.citybeautiful21.com)

3 Gary Giles referenced the feasibility study mentioned by Patrick McDonough and said  
4 the study proved the site could work. He said he hoped the board would review the report. He  
5 said he appreciates the comments made about the changing nature of libraries and noted that  
6 the digital age is here and is shrinking the need for traditional libraries. He said the he had just  
7 gotten back from the Hunt Library in Raleigh and it is a grand library but has not accounted for  
8 the digital age. He said that the library planning reports do not account for this new digital age.  
9 He said that the urban sites have the advantage of having Carrboro contribute the cost of the  
10 land, because it is a public site. He said there are several sites where no-rezoning will be  
11 required, there is existing infrastructure, and no trees need to be cut down. He said all of these  
12 things save money and the urban concept should be looked at.

13 Nerys Levy, with the Friends of the Carrboro Library, said she has been working on this  
14 project for 23 years and she commended the work being done to serve the underserved. She  
15 noted the population of 35,000 underserved citizens in southern and southwestern Orange  
16 County. She said there are plenty of librarians and experts to help with the planning to make  
17 this happen. She said the decision needs to be made soon because 15,000 people in Orange  
18 County cannot read or write. She said this is a serious situation and there are 7 generations of  
19 underserved people. She said that the Friends of Carrboro Library has lost 64 members as a  
20 result of this lengthy process. She said that a decision is needed now.

21 Marilee Teague, resident of Bingham Township, said that a full service library would be  
22 redundant to the Chapel Hill library. She noted that her measurement of the distance from one  
23 of the proposed sites in Carrboro to the Chapel Hill Library is only 3.4 miles. She said that she  
24 feels this idea needs to be reconceived and the \$8 million capital expenditure would be better  
25 invested in another way. She said that the expenses of a library of this size could be used for  
26 things such as bringing a dental clinic back to Carrboro and improving schools, rather than  
27 duplicating services.

28  
29 Chair Jacobs asked Lucinda Munger to explain the Library Strategic plan and timeline.

30  
31 Lucinda Munger said this will come before the board in May and will provide the Board  
32 of Commissioners a draft for discussion. She said this is the first one ever done and the  
33 purpose of the plan is to seek the input of the residents of Orange County on what they would  
34 like in a 21<sup>st</sup> century library. This will help create a better vision of what the residents of Orange  
35 County want in a full service library, and will give a clear direction on which to go to serve the  
36 needs of the residents.

37 Chair Jacobs asked the Commissioners to frame comments with the thought of directing  
38 staff in how to move forward.

39 Commissioner Pelissier said it should be noted that the Board is interested in looking at  
40 other sites and considering multi-use facilities. She also expressed a desire to consider the  
41 long term needs of the library in the future.

42 Commissioner Dorosin said he favors the Fidelity Street site and feels that locating a  
43 library in a working class neighborhood is better than a locating it in a residential neighborhood.  
44 He also said he is open to considering other sites.

45 Commissioner McKee said, given the comments of the Town Board and the proposed  
46 strategic plan, he feels the Board needs to take time to look around more; and he feels that the  
47 Board also needs to consider what a 21<sup>st</sup> century library looks like. He said parking is a major  
48 issue to him when siting this library, considering there will be many people using it that will not  
49 use public transportation of be close enough to bike. He expressed concern with placing a  
50 library in downtown Carrboro, where there are already parking issues. He said another critical

1 issue is that Chapel Hill Library is funded with a percentage of county funding for Library  
 2 Services. He said that the expansion of that library will likely mean further demand for those  
 3 funding needs. He questioned what level the Chapel Hill Library would be funded while building  
 4 and operating another library within three or four miles.

5 Commissioner Rich said she would like to hear more options on building an urban library  
 6 versus a suburban library. She would like to also look at other options for sites and feels this  
 7 would clarify that a suburban library is not what needs to be built.

8 Chair Jacobs said it is critical to think of this library in relation to the Chapel Hill library.  
 9 He said that a 20,000 square foot library is not necessary in Carrboro. He has always opposed  
 10 a suburban style library in Carrboro and feels it is a misreading of the original recommendations  
 11 and drives the size of the parcel that must be bought. He said the strategic plan needs to be  
 12 considered before any decisions are made about a site. He said he is supportive of having a  
 13 true partnership with Carrboro. He said that Carrboro has participated financially in the Cybrary  
 14 and should be treated like a partner in this process. He said the Board should honor what is in  
 15 the Carrboro letter and should invite Carrboro to the work session for the strategic plan for the  
 16 library. He feels the work session should move from Hillsborough to Southern Human Services  
 17 Center to make it easier.

18 Commissioner Gordon said one key thing for her is that the Board of Alderman (BOA)  
 19 has worked with the Board of County Commissioners and wants to have a further discussion.  
 20 She feels the Board should honor this request and look at criteria and additional sites.

21 Commissioner Price said the Board should look at a multi-use facility.

22 Commissioner Pelissier said it would be helpful to get some projections for urban versus  
 23 rural usage.

24 Chair Jacobs summarized as follows: consider other sites; consider a multiple use  
 25 facility; adopt a long term vision; consider neighborhood demographics; consider a working  
 26 class site; coordinate timing with the strategic plan; consider parking needs; get a better  
 27 projection of urban and rural usage; consider the relation of this library with Chapel Hill;  
 28 examine an urban library versus a rural library; honor the partnership with Carrboro; consider  
 29 moving the work session on May 14<sup>th</sup> from Link Government Services Center to Southern  
 30 Human Services Center.

### 31 32 **c. Reappointment of Tax Administrator**

33 The Board approved a resolution reappointing Timothy Dwane Brinson as Orange  
 34 County Tax Administrator, effective July 1, 2013.

35 John Roberts said this item is to reappoint a tax administrator. He said that Dwane  
 36 Brinson was appointed last year to fill an unexpired term of a previous tax administrator whose  
 37 term expires on June 30, 2013 and the action tonight will appoint Dwane Brinson to that  
 38 position. He said that statutes authorize the Board to appoint him for a minimum of two years  
 39 or a maximum of 4 years.

40 Dwane Brinson thanked the Board for appointing him last year and said he has enjoyed  
 41 working with the staff, residents and department heads and he loves the job.

42 A motion was made by Commissioner Pelissier, seconded by Commissioner Rich to  
 43 approve a resolution reappointing Timothy Dwane Brinson as Orange County Tax  
 44 Administrator, effective July 1, 2013 for four years.

45  
46 VOTE: UNANIMOUS

### 47 48 **8. Reports - NONE**

### 49 50 **9. County Manager's Report**

1  
2 **Frank Clifton noted that there is no need for closed session tonight**

3  
4 **10. County Attorney's Report**

5 John Roberts asked for direction and said the legislative delegation needs help in  
6 meeting their bill drafting deadline. He asked for Board approval to help with this.

7 Commissioner Dorosin questioned whether the legislative delegation already has a  
8 service for this need.

9 John Roberts said the bill drafting division is "swamped" and this does not happen  
10 regularly. He said, in the event that there is last minute bill that can help Orange County, he  
11 would like to be available.

12 Commissioner Price said she was in Raleigh last week and can attest to the fact that  
13 Senator Kinnaird was working diligently and would appreciate the help.

14 Chair Jacobs said he spoke with Ellie Kinnaird and Representative Foushee about this  
15 earlier today. He noted that Representative Foushee asked for help in drafting language for a  
16 bill about the recycling authority. He noted that Senator Kinnaird also expressed desire for  
17 help. He said that Representative Foushee would also like to draft a bill for the Homestead  
18 Exemption.

19 John Roberts said he is short staffed at the moment and is making this request on a  
20 limited basis for this time frame.

21 Frank Clifton said there are opportunities from time to time to have the county added or  
22 removed from legislation that is moving through the legislature. He said many times, a local bill  
23 will come up and it is easier to add yourself to a local bill than to draft a new bill.

24 Chair Jacobs said his petition requested to do this.

25  
26 A motion was made by Commissioner Price, seconded by Commissioner Pelissier to  
27 authorize our County Attorney to work with legislators.

28  
29 VOTE: UNANIMOUS

30  
31 Chair Jacobs said the effort would be made to keep all Board of County  
32 Commissioners in the loop regarding legislative issues.

33  
34 **11. Appointments**

35  
36 **a. Adult Care Home Community Advisory Committee – Appointment**

37 The Board considered making an appointment to the Adult Care Home Community  
38 Advisory Committee.

39 A motion was made by Commissioner Gordon, seconded by Commissioner Pelissier to  
40 appoint T.L. Crews to the Adult Care Home Community Advisory Committee.

41 VOTE: UNANIMOUS

42  
43 **b. Equalization and Review Board – Appointments**

44 The Board considered appointments to the Board of Equalization and Review (E&R).

45  
46 Dwane Brinson explained the primary purpose of the E&R Board is to hear tax appeals  
47 for the year. He noted that real property appeals are heard in the spring and personal property  
48 appeals are heard in the fall.

49 Commissioner Dorosin said one of the applicants is his partner. John Roberts said there  
50 is no conflict because there is no direct financial impact of this action on him.

1  
2 A motion was made by Chair Jacobs, seconded by Commissioner McKee to appoint  
3 Jane Sparks to the Board of Equalization and Review.

4 VOTE: UNANIMOUS

5  
6 A motion was made by Commissioner Dorosin, seconded by Commissioner Price to  
7 appoint Bronwyn Merritt and Jennifer Marsh to the Board of Equalization and Review.

8 VOTE: UNANIMOUS

9  
10 A motion was made by Chair Jacobs, seconded by Commissioner McKee to appoint  
11 Jane Sparks as Chair of the Board of Equalization and Review.

12 VOTE: UNANIMOUS

13  
14 A motion was made by Commissioner McKee, seconded by Commissioner Dorosin to  
15 appoint Margaret Brown, Pamela Davis, Barbara Levine, Reginald Morgan, Karen Morrisette,  
16 Patricia Roberts, and Ann Stroobant as alternates to the Board of Equalization and Review.

17 VOTE: UNANIMOUS

18  
19 **c. Historic Preservation Commission – Appointments**

20 The Board considered making appointments to the Historic Preservation Commission.

21  
22 A motion was made by Commissioner Gordon, seconded by Commissioner McKee to  
23 appoint Robert Ireland to the Historic Preservation Commission, for a first full term expiring  
24 3/31/16.

25 VOTE: UNANIMOUS

26  
27 A motion was made by Commissioner Gordon, seconded by Commissioner McKee to  
28 appoint Robert Golan to the Historic Preservation Commission, for a second full term, expiring  
29 3/31/16.

30 VOTE: UNANIMOUS

31  
32 **d. Orange County Arts Commission – Appointment**

33 The Board considered making an appointment to the Orange County Arts Commission.

34  
35 A motion was made by Commissioner Pelissier, seconded by Commissioner Rich to  
36 appoint Devira Thomas to the Orange County Arts Commission, for a first partial term, expiring  
37 3/31/2014.

38 VOTE: UNANIMOUS

39  
40 **e. Orange County Board of Adjustment – New Appointments**

41 The Board was to consider making new appointments to the Orange County Board of  
42 Adjustment.

43 **DEFERRED**

44  
45 **f. Orange County Nursing Home Community Advisory Committee – Appointment**

46 The Board considered making an appointment to the Orange County Nursing Home  
47 Community Advisory Committee.

48

1 A motion was made by Commissioner Pelissier, seconded by Commissioner Rich to  
 2 appoint Vicki Barringer to the Orange County Nursing Home Community Advisory Committee,  
 3 in the Nursing Home Administration position, for a first full term, expiring 3/31/16.

4 VOTE: UNANIMOUS

5  
 6 **g. Orange County Parks and Recreation Council – Appointments**

7 The Board considered making appointments to the Orange County Parks and  
 8 Recreation Council.

9  
 10 A motion was made by Commissioner Gordon, seconded by Commissioner McKee to  
 11 appoint James E. Carter to the Eno Township Position on the Orange County Parks and  
 12 Recreation Council, for a full second term, expiring 12/31/16.

13 VOTE: UNANIMOUS

14  
 15 A motion was made by Commissioner Gordon, seconded by Commissioner McKee to  
 16 appoint Erin Dilliard to an At-Large Position on the Orange County Parks and Recreation  
 17 Council, for a full first term, expiring 3/31/16.

18 VOTE: UNANIMOUS

19  
 20  
 21 **h. Orange County Planning Board – Appointments**

22 The Board was to consider making appointments to the Orange County Planning Board.

23 **DEFERRED**

24  
 25 **i. Orange Unified Transportation Board – Appointment**

26 The Board considered making an appointment to the Orange Unified Transportation  
 27 Board.

28  
 29 A motion was made by Commissioner Gordon, seconded by Commissioner McKee to  
 30 appoint Andrea Rohrbacher as the Planning Board representative to the Orange Unified  
 31 Transportation Board, for a first term, expiring on 9/30/14.

32 VOTE: UNANIMOUS

33  
 34 **12. Board Comments**

35 Commissioner Price said she can't see the screen above her head and asked to look  
 36 into other options.

37  
 38 Commissioner Dorosin asked, regarding the report about tax collector's enforced  
 39 collections, if the listed properties had been foreclosed on and if the county had recouped its tax  
 40 liability.

41 Dwane Brinson said there had been one sale and the others are in the process.

42 Commissioner Dorosin asked to be kept informed of these sales and process.

43  
 44 Commissioner Gordon said the Durham/Chapel Hill/Carrboro Metropolitan Planning  
 45 Organization (MPO) Transportation Advisory Committee (TAC) had a meeting and the 2040  
 46 Metropolitan Transportation Plan is moving forward and must be finished by the middle of June.

47 Commissioner Gordon attended the Durham/Chapel Hill/Orange Work group and the  
 48 Orange County Bus and Rail Plan was discussed. She noted that the development cost of the  
 49 Durham/Orange Light Rail Project was estimated at \$35 million with an expected completion  
 50 date of December 2015.

1 Commissioner Gordon referenced the sheets she requested regarding item 5-d  
2 (SAPFO) and expressed her hope that the Commissioners would read them. She stressed that  
3 they are a critical part of the report.

4 Commissioner Gordon reported that a public notice had been approved to have a  
5 public hearing regarding the fire districts on April 17<sup>th</sup> at 7pm at Carrboro High School. She said  
6 it would be helpful for the Board of County Commissioners to get a copy of the notices sent to  
7 the residents.

8 Commissioner McKee had no comments.

9 Commissioner Rich had no comments.

10 Commissioner Pelissier said last Friday she went to a community conversation on  
11 affordable housing and transit oriented development in Durham. She said there were many  
12 interesting presentations for a variety of sources looking at issues of gentrification in the  
13 Durham corridor and discussing ten different indicators. She said there were discussions  
14 regarding the need to expand affordability discussions to include not just housing affordability,  
15 but also transportation affordability; and a total of no more than 45% of income should be spent  
16 on the combination of these two items. She said a key point was that there needs to be a plan  
17 for housing that starts now.

### 18 19 **13. Information Items**

- 20
- 21 • March 7, 2012 BOCC Meeting Follow-up Actions List
- 22 • Tax Collector's Report – Numerical Analysis
- 23 • Tax Collector's Report – Measures of Enforced Collections
- 24 • BOCC Chair Letter to Don O'Leary Regarding ICLEI Discussion
- 25 • BOCC Chair Letter to Steve Dear Regarding Resolution in Support of the Repeal of the
- 26 Death Penalty
- 27 • BOCC Chair Letter Regarding February 19, 2013 Meeting Petitions from Commissioner
- 28 Bernadette Pelissier and Members of the Public
- 29

### 30 **14. Closed Session**

31  
32 **DEFERRED**

### 33 34 35 36 **15. Adjournment**

37  
38 A motion was made by Commissioner McKee seconded by Commissioner Rich to adjourn at  
39 [9:12 PM](#) .

40  
41 **VOTE: UNANIMOUS**

42  
43  
44  
45  
46  
47  
48  
Barry Jacobs, Chair

Donna S. Baker, CMC  
Clerk to the Board

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** April 23, 2013

**Action Agenda  
Item No.** 5-b

**SUBJECT:** Motor Vehicle Property Tax Releases/Refunds

---

**DEPARTMENT:** Tax Administration

**PUBLIC HEARING: (Y/N)**

No

**ATTACHMENT(S):**

Resolution  
Releases/Refunds Data Spreadsheet  
Reason for Adjustment Summary

**INFORMATION CONTACT:**

Dwane Brinson, Tax Administrator,  
919-245-2726

---

**PURPOSE:** To consider adoption of a resolution to release motor vehicle property tax values for twenty-five (25) taxpayers with a total of seventy-one (71) bills that will result in a reduction of revenue.

**BACKGROUND:** North Carolina General Statute (NCGS) 105-381(a)(1) allows a taxpayer to assert a valid defense to the enforcement of the collection of a tax assessed upon his/her property under three sets of circumstances:

- (a) "a tax imposed through clerical error", for example when there is an actual error in mathematical calculation;
- (b) "an illegal tax", such as when the vehicle should have been billed in another county, an incorrect name was used, or an incorrect rate code (the wrong combination of applicable county, municipal, fire district, etc. tax rates) was used;
- (c) "a tax levied for an illegal purpose", which would involve charging a tax which was later deemed to be impermissible under state law.

NCGS 105-381(b), "Action of Governing Body" provides that "Upon receiving a taxpayer's written statement of defense and request for release or refund, the governing body of the taxing unit shall within 90 days after receipt of such a request determine whether the taxpayer has a valid defense to the tax imposed or any part thereof and shall either release or refund that portion of the amount that is determined to be in excess of the correct liability or notify the taxpayer in writing that no release or refund will be made".

For classified motor vehicles, NCGS 105-330.2(b) allows for a full or partial refund when a tax has been paid and a pending appeal for valuation reduction due to excessive mileage, vehicle damage, etc. is decided in the owner's favor.

Of the seventy-one (71) bills, forty-eight (48) are due to recent changes in the State's requirements for government agencies using permanent license plates for vehicles. The changes resulted in these vehicles being billed when they should not have been due to their tax exempt status.

**FINANCIAL IMPACT:** Approval of these release/refund requests will result in a total reduction of \$8,522.95 to Orange County, the towns, and school and fire districts. Financial impact year to date for FY 2012-2013 is \$65,181.28.

Of the \$8,522.95, over half (\$4,666.32) is due to the aforementioned license plate regulations change at the State level. This revenue was not expected, and the release of this amount has no impact. Therefore, the net reduction to Orange County, the towns, and school and fire districts would be \$3,856.63.

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

- Accept the report reflecting the motor vehicle property tax releases/refunds requested in accordance with the NCGS; and
- Approve the attached refund resolution.

NORTH CAROLINA

RES-2013-026

ORANGE COUNTY

**REFUND/RELEASE RESOLUTION (Approval)**

**Whereas**, North Carolina General Statutes 105-381 and/or 330.2(b) allows for the refund and/or release of taxes when the Board of County Commissioners determines that a taxpayer applying for the release/refund has a valid defense to the tax imposed; and

**Whereas**, the properties listed in each of the attached "Request for Property Tax Refund/Release" has been taxed and the tax has not been collected: and

**Whereas**, as to each of the properties listed in the Request for Property Tax Refund/Release, the taxpayer has timely applied in writing for a refund or release of the tax imposed and has presented a valid defense to the tax imposed as indicated on the Request for Property Tax Refund/Release.

**NOW, THEREFORE, IT IS RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF ORANGE COUNTY THAT** the recommended property tax refund(s) and release(s) are approved.

Upon motion duly made and seconded, the foregoing resolution was passed by the following votes:

Ayes: Commissioners \_\_\_\_\_

\_\_\_\_\_

Noes: \_\_\_\_\_

I, Donna Baker, Clerk to the Board of Commissioners for the County of Orange, North Carolina, DO HEREBY CERTIFY that the foregoing has been carefully copied from the recorded minutes of the Board of Commissioners for said County at a regular meeting of said Board held on \_\_\_\_\_, said record having been made in the Minute Book of the minutes of said Board, and is a true copy of so much of said proceedings of said Board as relates in any way to the passage of the resolution described in said proceedings.

WITNESS my hand and the corporate seal of said County, this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

\_\_\_\_\_  
Clerk to the Board of Commissioners

Clerical error 105-381(a)(1)a.(Incorrect rate)  
 Illegal tax 105-381(a)(1)b.  
 Appraisal appeal 105-330.2(b)

**BOCC REPORT REGISTERED MOTOR VEHICLE  
 APRIL 23, 2013**

| NAME                             | ABSTRACT NUMBER | BILLING YEAR | ORIGINAL VALUE | ADJUSTED VALUE | FINANCIAL IMPACT | REASON FOR ADJUSTMENT                    |
|----------------------------------|-----------------|--------------|----------------|----------------|------------------|--|
| Adolph, Darwin                   | 959808          | 2012         | 2,140          | 2,140          | (43.40)          | Incorrect situs address (Clerical error) |
| Baker, Brian                     | 1024237         | 2012         | 24,820         | 22,338         | (22.54)          | High mileage (Appraisal appeal)          |
| Bass, Stephanie                  | 1027387         | 2012         | 2,600          | 1,600          | (8.99)           | High mileage (Appraisal appeal)          |
| Charles, John Richard            | 960462          | 2012         | 8,880          | 0              | (166.79)         | County changed to Randolph (Illegal tax) |
| Clark Unlimited L.L.C.           | 1024795         | 2012         | 37,770         | 0              | (640.90)         | DMV error (Illegal tax)                  |
| Cornelius, Delores               | 956579          | 2012         | 13,790         | 8,826          | (76.34)          | High mileage (Appraisal appeal)          |
| Dwane, Richard John              | 1028886         | 2012         | 29,650         | 0              | (486.73)         | County changed to Durham (Illegal tax)   |
| Earp, Lila                       | 1029105         | 2012         | 2,910          | 0              | (77.60)          | County changed to Durham (Illegal tax)   |
| Ebenezer Baptist Church          | 1025694         | 2012         | 19,060         | 0              | (174.95)         | Tax exempt (Illegal tax)                 |
| Freedom House Recovery           | 1004042         | 2012         | 6,280          | 0              | (135.92)         | Tax exempt (Illegal tax)                 |
| Fulbright, Tiffany               | 1011600         | 2012         | 9,560          | 0              | (197.72)         | County changed to Ashe (Illegal tax)     |
| Gattis, Melvin                   | 998450          | 2012         | 12,340         | 0              | (116.73)         | County changed to Durham (Illegal tax)   |
| Henshaw, Cynthia                 | 631361          | 2012         | 12,530         | 11,026         | (23.18)          | High mileage (Appraisal appeal)          |
| Long, Karen                      | 639737          | 2012         | 16,170         | 13,906         | (37.04)          | High mileage (Appraisal appeal)          |
| O.E. Enterprises                 | 1029140         | 2012         | 1,500          | 0              | (10.00)          | Tax exempt (Illegal tax)                 |
| O.E. Enterprises                 | 1029142         | 2012         | 1,500          | 0              | (10.00)          | Tax exempt (Illegal tax)                 |
| O.E. Enterprises                 | 1029141         | 2012         | 4,480          | 0              | (10.00)          | Tax exempt (Illegal tax)                 |
| Orange Water and Sewer Authority | 1027998         | 2012         | 6,960          | 0              | (143.85)         | Tax exempt (Illegal tax)                 |
| Orange Water and Sewer Authority | 1027164         | 2012         | 2,200          | 0              | (65.99)          | Tax exempt (Illegal tax)                 |
| Orange Water and Sewer Authority | 1027195         | 2012         | 2,710          | 0              | (74.33)          | Tax exempt (Illegal tax)                 |
| Orange Water and Sewer Authority | 1027197         | 2012         | 4,510          | 0              | (30.00)          | Tax exempt (Illegal tax)                 |
| Orange Water and Sewer Authority | 1027198         | 2012         | 2,540          | 0              | (71.55)          | Tax exempt (Illegal tax)                 |
| Orange Water and Sewer Authority | 1027223         | 2012         | 5,300          | 0              | (30.00)          | Tax exempt (Illegal tax)                 |
| Orange Water and Sewer Authority | 1027228         | 2012         | 2,150          | 0              | (65.17)          | Tax exempt (Illegal tax)                 |
| Orange Water and Sewer Authority | 1027229         | 2012         | 4,710          | 0              | (30.00)          | Tax exempt (Illegal tax)                 |
| Orange Water and Sewer Authority | 1027242         | 2012         | 4,950          | 0              | (110.98)         | Tax exempt (Illegal tax)                 |
| Orange Water and Sewer Authority | 1027245         | 2012         | 3,350          | 0              | (30.00)          | Tax exempt (Illegal tax)                 |
| Orange Water and Sewer Authority | 1027268         | 2012         | 6,700          | 0              | (30.00)          | Tax exempt (Illegal tax)                 |
| Orange Water and Sewer Authority | 1027288         | 2012         | 3,430          | 0              | (30.00)          | Tax exempt (Illegal tax)                 |
| Orange Water and Sewer Authority | 1027314         | 2012         | 5,970          | 0              | (127.66)         | Tax exempt (Illegal tax)                 |
| Orange Water and Sewer Authority | 1027355         | 2012         | 4,710          | 0              | (30.00)          | Tax exempt (Illegal tax)                 |
| Orange Water and Sewer Authority | 1027364         | 2012         | 3,560          | 0              | (88.23)          | Tax exempt (Illegal tax)                 |
| Orange Water and Sewer Authority | 1027384         | 2012         | 4,110          | 0              | (30.00)          | Tax exempt (Illegal tax)                 |
| Orange Water and Sewer Authority | 1027398         | 2012         | 8,660          | 0              | (171.66)         | Tax exempt (Illegal tax)                 |
| Orange Water and Sewer Authority | 1027400         | 2012         | 1,720          | 0              | (58.14)          | Tax exempt (Illegal tax)                 |

March 21, 2013 thru  
 April 3, 2013

Clerical error 105-381(a)(1)a.(Incorrect rate)  
 Illegal tax 105-381(a)(1)b.  
 Appraisal appeal 105-330.2(b)

**BOCC REPORT REGISTERED MOTOR VEHICLE  
 APRIL 23, 2013**

| NAME                             | ABSTRACT NUMBER | BILLING YEAR | ORIGINAL VALUE | ADJUSTED VALUE | FINANCIAL IMPACT | REASON FOR ADJUSTMENT                    |
|----------------------------------|-----------------|--------------|----------------|----------------|------------------|--|
| Orange Water and Sewer Authority | 1027418         | 2012         | 1,910          | 0              | (61.25)          | Tax exempt (Illegal tax)                 |
| Orange Water and Sewer Authority | 1027433         | 2012         | 8,260          | 0              | (165.11)         | Tax exempt (Illegal tax)                 |
| Orange Water and Sewer Authority | 1027440         | 2012         | 4,990          | 0              | (30.00)          | Tax exempt (Illegal tax)                 |
| Orange Water and Sewer Authority | 1027468         | 2012         | 3,350          | 0              | (30.00)          | Tax exempt (Illegal tax)                 |
| Orange Water and Sewer Authority | 1027471         | 2012         | 3,220          | 0              | (82.68)          | Tax exempt (Illegal tax)                 |
| Orange Water and Sewer Authority | 1027512         | 2012         | 2,150          | 0              | (65.17)          | Tax exempt (Illegal tax)                 |
| Orange Water and Sewer Authority | 1027521         | 2012         | 7,850          | 0              | (30.00)          | Tax exempt (Illegal tax)                 |
| Orange Water and Sewer Authority | 1027544         | 2012         | 6,480          | 0              | (30.00)          | Tax exempt (Illegal tax)                 |
| Orange Water and Sewer Authority | 1027569         | 2012         | 7,070          | 0              | (30.00)          | Tax exempt (Illegal tax)                 |
| Orange Water and Sewer Authority | 1027571         | 2012         | 8,180          | 0              | (163.80)         | Tax exempt (Illegal tax)                 |
| Orange Water and Sewer Authority | 1027575         | 2012         | 2,150          | 0              | (65.17)          | Tax exempt (Illegal tax)                 |
| Orange Water and Sewer Authority | 1027585         | 2012         | 3,450          | 0              | (30.00)          | Tax exempt (Illegal tax)                 |
| Orange Water and Sewer Authority | 1027600         | 2012         | 8,180          | 0              | (163.80)         | Tax exempt (Illegal tax)                 |
| Orange Water and Sewer Authority | 1027603         | 2012         | 2,310          | 0              | (67.79)          | Tax exempt (Illegal tax)                 |
| Orange Water and Sewer Authority | 1027818         | 2012         | 15,030         | 0              | (30.00)          | Tax exempt (Illegal tax)                 |
| Orange Water and Sewer Authority | 1027918         | 2012         | 8,700          | 0              | (172.32)         | Tax exempt (Illegal tax)                 |
| Orange Water and Sewer Authority | 1028160         | 2012         | 12,990         | 0              | (242.48)         | Tax exempt (Illegal tax)                 |
| Orange Water and Sewer Authority | 1028173         | 2012         | 30,420         | 0              | (30.00)          | Tax exempt (Illegal tax)                 |
| Pillot, Jeffrey                  | 1028411         | 2012         | 32,120         | 0              | (524.77)         | County changed to Durham (Illegal tax)   |
| Residential Services Inc.        | 992580          | 2012         | 17,660         | 0              | (302.03)         | Tax exempt (Illegal tax)                 |
| Residential Services Inc.        | 1025058         | 2012         | 1,500          | 0              | (53.11)          | Tax exempt (Illegal tax)                 |
| Residential Services Inc.        | 1025230         | 2012         | 4,990          | 0              | (106.86)         | Tax exempt (Illegal tax)                 |
| Residential Services Inc.        | 1025306         | 2012         | 3,370          | 0              | (81.91)          | Tax exempt (Illegal tax)                 |
| Residential Services Inc.        | 1025779         | 2012         | 10,520         | 0              | (192.05)         | Tax exempt (Illegal tax)                 |
| Residential Services Inc.        | 1025849         | 2012         | 15,270         | 0              | (265.22)         | Tax exempt (Illegal tax)                 |
| Residential Services Inc.        | 1025881         | 2012         | 15,510         | 0              | (268.92)         | Tax exempt (Illegal tax)                 |
| Residential Services Inc.        | 1025897         | 2012         | 10,200         | 0              | (187.13)         | Tax exempt (Illegal tax)                 |
| Residential Services Inc.        | 1025977         | 2012         | 8,510          | 0              | (161.09)         | Tax exempt (Illegal tax)                 |
| Shukla, Veda                     | 9923158         | 2012         | 16,020         | 0              | (276.77)         | County changed to Wake (Illegal tax)     |
| Siatini, Jennifer                | 986747          | 2012         | 9,610          | 0              | (178.03)         | County changed to Alamance (Illegal tax) |
| Stadter, Philip                  | 641872          | 2012         | 1,590          | 0              | (54.49)          | County changed to Chatham (Illegal tax)  |
| Stapleton, Aileen                | 1026527         | 2012         | 24,650         | 20,706         | (64.52)          | High mileage (Appraisal appeal)          |
| Taylor, Marguerite               | 1023522         | 2012         | 18,260         | 15,338         | (32.86)          | High mileage (Appraisal appeal)          |
| Tolton, Mark                     | 1027909         | 2012         | 15,370         | 0              | (266.76)         | County changed to Durham (Illegal tax)   |
| Tolton, Mark                     | 1028486         | 2012         | 29,160         | 0              | (479.18)         | County changed to Durham (Illegal tax)   |
| Welch, Joan Michels              | 959134          | 2012         | 3,330          | 0              | (81.29)          | County changed to Chatham (Illegal tax)  |
|                                  |                 |              |                | Total          | (8,522.95)       |  |

March 21, 2013 thru  
 April 3, 2013

**Military Leave and Earning Statement:** Is a copy of a serviceman's payroll stub covering a particular pay period. This does list his home of record, which is his permanent state of residence where he would pay any state income taxes.

## Vehicle Titles

**Salvaged and Salvage Rebuilt:** Any repairs that exceed 75% of the vehicle's market value using NADA, Kelly Blue Book and various other publications. When the insurance company has totaled the vehicle, and the customer has received the claim check, four things can happen:

- Insurance company can keep the vehicle.
- Customer can keep the vehicle. The customer is instructed to contact the local DMV inspector to have an initial inspection done, for vehicles 2001 to 2006 (these dates change yearly, example in 2007 the models will be 2002-2007).
- Affidavit of Rebuilder- The inspector lists each part that needs to be repaired.
- Final inspection- if all work is cleared and approved by the inspector then the rebuilt status is then removed (salvaged status remains).

**Note: Finance companies will not finance a salvaged vehicle.**

**Total Loss:** Repairs were more than the market value of the vehicle and the insurance company is unwilling to pay for the repairs.

**Total Loss/Rebuilt:** Whatever the repairs were to make the vehicle road worthy after a Total Loss status has been given. Vehicle must be 5 years old or older. Vehicle status then remains as salvaged or rebuilt.

**Certificate of Reconstruction:** When work has been done on (vehicles 2001-2006 in year 2006) this is issued when the inspector didn't see the original damaged and the vehicle has been repaired.

**Certificate of Destruction:** NC DMV will not register this type of vehicle. It is not fit for North Carolina roads.

**Custom Built:** When the customer has built this vehicle himself or herself. Ex. parts taken from various vehicles to build one vehicle. Three titles are required from the DMV in this case. 1) Frame 2) Transmission 3) Engine. Then an indemnity bond must be issued. An indemnity bond must also be issued when the vehicle does not have a title at all.

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** April 23, 2013

**Action Agenda  
Item No. 5-c**

**SUBJECT:** Property Tax Releases/Refunds

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**DEPARTMENT:** Tax Administration

**PUBLIC HEARING: (Y/N)**

No

**ATTACHMENT(S):**

Resolution  
Spreadsheet

**INFORMATION CONTACT:**

Dwane Brinson, Tax Administrator,  
(919) 245-2726

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**PURPOSE:** To consider adoption of a resolution to release property tax values for three (3) taxpayers with a total of (3) three bills that will result in a reduction of revenue.

**BACKGROUND:** The Tax Administration Office has received six taxpayer requests for release or refund of property taxes. North Carolina General Statute 105-381(b), "Action of Governing Body" provides that "upon receiving a taxpayer's written statement of defense and request for release or refund, the governing body of the Taxing Unit shall within 90 days after receipt of such a request determine whether the taxpayer has a valid defense to the tax imposed or any part thereof and shall either release or refund that portion of the amount that is determined to be in excess of the correct liability or notify the taxpayer in writing that no release or refund will be made". North Carolina law allows the Board to approve property tax refunds for the current and four previous fiscal years.

**FINANCIAL IMPACT:** Approval of this change will result in a net reduction in revenue of \$869.35 to the County, municipalities, and special districts. The Tax Assessor recognized that refunds could impact the budget and accounted for these in the annual budget projections.

**RECOMMENDATION(S):** The Manager recommends the Board approve the attached resolution approving these property tax release/refund requests in accordance with North Carolina General Statute 105-381.

NORTH CAROLINA

RES-2013-027

ORANGE COUNTY

**REFUND/RELEASE RESOLUTION (Approval)**

**Whereas**, North Carolina General Statutes 105-381 and/or 330.2(b) allows for the refund and/or release of taxes when the Board of County Commissioners determines that a taxpayer applying for the release/refund has a valid defense to the tax imposed; and

**Whereas**, the properties listed in each of the attached "Request for Property Tax Refund/Release" has been taxed and the tax has not been collected: and

**Whereas**, as to each of the properties listed in the Request for Property Tax Refund/Release, the taxpayer has timely applied in writing for a refund or release of the tax imposed and has presented a valid defense to the tax imposed as indicated on the Request for Property Tax Refund/Release.

**NOW, THEREFORE, IT IS RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF ORANGE COUNTY THAT** the recommended property tax refund(s) and release(s) are approved.

Upon motion duly made and seconded, the foregoing resolution was passed by the following votes:

Ayes: Commissioners \_\_\_\_\_

\_\_\_\_\_

Noes: \_\_\_\_\_

I, Donna Baker, Clerk to the Board of Commissioners for the County of Orange, North Carolina, DO HEREBY CERTIFY that the foregoing has been carefully copied from the recorded minutes of the Board of Commissioners for said County at a regular meeting of said Board held on \_\_\_\_\_, said record having been made in the Minute Book of the minutes of said Board, and is a true copy of so much of said proceedings of said Board as relates in any way to the passage of the resolution described in said proceedings.

WITNESS my hand and the corporate seal of said County, this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

\_\_\_\_\_  
Clerk to the Board of Commissioners

Releases/refund both clerical errors  
and illegal tax - GS 105-381

**BOCC REPORT- REAL/PERSONAL**  
**APRIL 23, 2013**

| <b>NAME</b>            | <b>ABSTRACT<br/>NUMBER</b> | <b>BILLING<br/>YEAR</b> | <b>ORIGINAL<br/>VALUE</b> | <b>ADJUSTED<br/>VALUE</b> | <b>FINANCIAL<br/>IMPACT</b> | <b>REASON FOR ADJUSTMENT</b>  |
|------------------------|----------------------------|-------------------------|---------------------------|---------------------------|-----------------------------|---|
| Johnson, Martha Bolden | 988743                     | 2012                    | 490                       | 0                         | (7.79)                      | Property was sold in 2011 (Illegal Tax)                                       |
| Sparrow, Emily S.      | 237899                     | 2012                    | 290,261                   | 0                         | (392.55)                    | Conversion issue, PIN was closed and inactive in 2012 AssessPro (Illegal tax) |
| Wilson, Johnny L.      | 169624                     | 2012                    | 42,011                    | 0                         | (469.01)                    | Taxpayer was double billed for 2012 (Clerical error)                          |
|                        |                            |                         |                           | Total                     | (869.35)                    |   |

March 21, 2013 thru  
April 3, 2013

ORD-2013-015

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** April 23, 2013

**Action Agenda**

**Item No.** 5-d

**SUBJECT:** Fiscal Year 2012-13 Budget Amendment #9

---

**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

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**PURPOSE:** To approve budget and capital project amendments for fiscal year 2012-13.

**BACKGROUND:**

**Visitors Bureau**

1. The Visitors Bureau anticipates revenues, totaling \$1,800, from the sale of the 2013 Food Guide. Staff will use funds for advertising campaigns. This budget amendment provides for the receipt of these additional funds. *(See Attachment 1, column 1)*

**Department on the Environment, Agriculture, Parks and Recreation (DEAPR)**

2. The Department of Environment, Agriculture, Parks and Recreation (DEAPR) has received an \$8,000 donation from the Trailheads organization, co-sponsor of a January 2013 road race held at Little River Regional Park. The department will use the funds for capital expenses at the park. This budget amendment provides for the receipt of these additional funds. *(See Attachment 1, column 2)*

**Department on Aging**

3. The Department on Aging has received additional revenues for the following programs:
  - **Eldercare/Transitions** – receipt of \$7,740, from the NC Division of Aging and Adult Services, for the Family Caregiver-To-Caregiver Peer Support Initiative. The grant will provide nonpermanent, Chinese-speaking staff and volunteer assistance to Chinese-American families, who serve as caregivers. The

department will also use the funds to purchase a laptop with dual language capability. The State will reimburse the department for all expenses incurred.

- **Volunteer Income Tax Assistance (VITA) Program** – receipt of \$1,187 from the United Way of the Greater Triangle, through the Compass Center, to provide free tax services for low-to-moderate income citizens. The revenue will permit an existing permanent, part-time staff member to perform VITA administrative tasks.

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

### Department of Social Services

4. The Department of Social Services has received additional revenues for the following programs:

- **Juvenile Crime Prevention Council (JCPC)** – State pass-through funds, totaling \$27,808, for JCPC agency disbursement and personnel costs for JCPC program administration.
- **Child Day Care** – receipt of \$832,903 to provide childcare services and subsidies to low-income families.
- **Smart Start Enhancement Program** – receipt of \$247,500 for Smart Start Subsidized Child Care program administration. The department will pay program funds directly to childcare providers.
- **Youth Transportation** – receipt of \$5,321, from the Miles Second Family Foundation (SFF), to provide transportation services for youths in SFF and Social Services programs. The revenue will fund two, part-time, nonpermanent van drivers and subsidize motor pool costs.

This budget amendment provides for the receipt of these additional funds. (See *Attachment 1, column 4*)

### Animal Services

5. The Animal Services Department has received revenue of \$1,556 from the sale of pet calendars. The department plans to use these funds to purchase two (2) park benches and waste receptacles for the Animal Services facility. This budget amendment provides for the receipt of these funds for the above stated purposes. (See *Attachment 1, column 5*)

### Health Department

6. The Health Department has received additional revenues for the following programs:

- **Food and Lodging Program** – receipt of \$8,025 from the NC Division of Public Health to ensure consistency and quality of Food and Lodging permitting and inspection activities. These funds will be used for food, lodging, and institution sanitation programs and activities, as required by the

State, and to increase efficiency through scanning and other technology devices.

- **Eat Smart Move More Grant** – receipt of \$5,500 from the NC Physical Activity and Nutrition Branch of the NC Division of Public Health. These funds will be used to support and promote multi-level physical activity and healthy eating intervention efforts in the County.
- **Healthy Communities Program** – receipt of \$9,640 from the NC Division of Public Health to help address physical inactivity, poor nutrition, tobacco use, and other risk factors that contribute to a poor quality of health. These funds will be used to provide additional advertising and outreach in the community to promote healthy eating, prevent tobacco use, and increase physical activity.
- **Refugee Health Program** – receipt of \$2,000 from the NC Division of Public Health. These funds will be used to provide additional interpreter coverage needed during health assessments for program participants.
- **Susan G. Komen Grant** – receipt of a Susan G. Komen for the Cure grant award totaling \$61,113. In partnership with Piedmont Health Services, the department will be able to expand breast cancer screening access and diagnostic testing to eligible clients in order to increase early detection and treatment of breast cancer. The grant period is from April 1, 2013 to March 31, 2014. This budget amendment provides for the receipt of \$30,556 for use in the current fiscal year, and the department will budget the remaining amount of \$30,557 as part of its FY 2013-14 budget request.

This budget amendment provides for the receipt of these additional funds. (See *Attachment, column 6*)

### School Capital Project Ordinance

7. The FY 2012-13 Approved Budget included \$760,000 in the Article 46 Sales Tax Fund for Chapel Hill-Carrboro City Schools (CHCCS), but budgeted funds were not allocated to specific projects. The CHCCS Board of Education has approved the use of \$380,000 to address structural analysis and design improvements needed at Culbreth Middle School and Chapel Hill High School, as identified in the district's recently completed Facilities Assessment. This budget amendment amends the following Schools Capital Project Ordinance for use of these allocated funds:

#### Chapel Hill-Carrboro City Schools (\$380,000):

##### ***Classroom/Academic Improvements (\$380,000) Project #53025***

Revenues for this project:

|                              | Through FY<br>2012-13 | FY 2012-13<br>Amendment | FY 2012-13<br>Revised |
|------------------------------|-----------------------|-------------------------|-----------------------|
| From General Fund            | \$686,352             | \$0                     | \$686,352             |
| Article 46 Sales Tax         | \$0                   | \$380,000               | \$380,000             |
| <b>Total Project Funding</b> | <b>\$686,352</b>      | <b>\$380,000</b>        | <b>\$1,066,352</b>    |

Appropriated for this project:

|                    | Through FY<br>2012-13 | FY 2012-13<br>Amendment | FY 2012-13<br>Revised |
|--------------------|-----------------------|-------------------------|-----------------------|
| Construction       | \$686,352             | \$380,000               | \$1,066,352           |
| <b>Total Costs</b> | <b>\$686,352</b>      | <b>\$380,000</b>        | <b>\$1,066,352</b>    |

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

**RECOMMENDATION(S):** The Manager recommends the Board approve budget and capital project amendments for fiscal year 2012-13.

**Attachment 1. Orange County Proposed 2012-13 Budget Amendment**  
 The 2012-13 Orange County Budget Ordinance is amended as follows:

| Original Budget | Encumbrance Carry Forwards | Budget as Amended Through BOA #8 | #1 Visitors Bureau revenue from 2013 Food Guide sales. (\$1,800) | #2. DEAPR receipt of an \$8,000 from the Trailheads organization, for Little River Park operating expenses. | #3. Department on Aging receipt of State revenue for the Caregiver Support program (\$7,740) and United Way revenue (\$1,187) for VITA program administration. | #4. Social Services receipt of State revenues for JCPC programs (\$27,808), Smart Start program (\$247,500) and Daycare subsidies (\$832,903). Also have received funds from Miles Second family for DSS youth transportation (\$5,231). | #5 Animal Services receipt of \$1,556 from the sale of pet calendars | #6 Health Department receipt of revenue for Food & Lodging (\$8,025); Eat Smart Move More (\$5,500); Healthy Communities (\$9,640); Refugee Health (\$2,000); and Susan G. Komen Grant (\$30,556) | Budget as Amended Through BOA #9 |
|-----------------|----------------------------|----------------------------------|--|---|--|--|--|---|----------------------------------|
|-----------------|----------------------------|----------------------------------|--|---|--|--|--|---|----------------------------------|

**General Fund**

**Revenue**

|                                    |                       |                   |                       |             |                 |                 |                     |                 |                  |                       |
|------------------------------------|-----------------------|-------------------|-----------------------|-------------|-----------------|-----------------|---------------------|-----------------|------------------|-----------------------|
| Property Taxes                     | \$ 136,928,193        | \$ -              | \$ 136,928,193        | \$ -        | \$ -            | \$ -            | \$ -                | \$ -            | \$ -             | \$ 136,928,193        |
| Sales Taxes                        | \$ 15,742,304         | \$ -              | \$ 15,742,304         | \$ -        | \$ -            | \$ -            | \$ -                | \$ -            | \$ -             | \$ 15,742,304         |
| License and Permits                | \$ 313,000            | \$ -              | \$ 313,000            | \$ -        | \$ -            | \$ -            | \$ -                | \$ -            | \$ -             | \$ 313,000            |
| Intergovernmental                  | \$ 13,595,810         | \$ -              | \$ 18,070,362         | \$ -        | \$ -            | \$ 7,740        | \$ 1,108,211        | \$ -            | \$ 55,721        | \$ 19,242,034         |
| Charges for Service                | \$ 9,292,257          | \$ -              | \$ 9,375,179          | \$ -        | \$ -            | \$ -            | \$ -                | \$ 1,556        | \$ -             | \$ 9,376,735          |
| Investment Earnings                | \$ 105,000            | \$ -              | \$ 105,000            | \$ -        | \$ -            | \$ -            | \$ -                | \$ -            | \$ -             | \$ 105,000            |
| Miscellaneous                      | \$ 798,340            | \$ -              | \$ 882,494            | \$ -        | \$ 8,000        | \$ 1,187        | \$ 5,231            | \$ -            | \$ -             | \$ 896,912            |
| Transfers from Other Funds         | \$ 1,040,000          | \$ -              | \$ 1,087,700          | \$ -        | \$ -            | \$ -            | \$ -                | \$ -            | \$ -             | \$ 1,087,700          |
| Fund Balance                       | \$ 2,187,872          | \$ 781,630        | \$ 8,117,611          | \$ -        | \$ -            | \$ -            | \$ -                | \$ -            | \$ -             | \$ 8,117,611          |
| <b>Total General Fund Revenues</b> | <b>\$ 180,002,776</b> | <b>\$ 781,630</b> | <b>\$ 190,621,843</b> | <b>\$ -</b> | <b>\$ 8,000</b> | <b>\$ 8,927</b> | <b>\$ 1,113,442</b> | <b>\$ 1,556</b> | <b>\$ 55,721</b> | <b>\$ 191,809,489</b> |

**Expenditures**

|   |                       |                   |                       |             |                 |                 |                     |                 |                  |                       |
|---|-----------------------|-------------------|-----------------------|-------------|-----------------|-----------------|---------------------|-----------------|------------------|-----------------------|
| Governing & Management                  | \$ 15,339,623         | \$ 231,691        | \$ 15,615,577         | \$ -        | \$ -            | \$ -            | \$ -                | \$ 1,556        | \$ -             | \$ 15,617,133         |
| General Services                        | \$ 17,910,408         | \$ 120,317        | \$ 18,142,778         | \$ -        | \$ -            | \$ -            | \$ -                | \$ -            | \$ -             | \$ 18,142,778         |
| Community & Environment                 | \$ 5,851,987          | \$ 67,971         | \$ 5,960,794          | \$ -        | \$ 8,000        | \$ -            | \$ -                | \$ -            | \$ -             | \$ 5,968,794          |
| Human Services                          | \$ 30,711,556         | \$ 160,216        | \$ 34,721,690         | \$ -        | \$ -            | \$ 8,927        | \$ 1,113,442        | \$ -            | \$ 55,721        | \$ 35,899,780         |
| Public Safety                           | \$ 20,121,532         | \$ 201,435        | \$ 20,588,169         | \$ -        | \$ -            | \$ -            | \$ -                | \$ -            | \$ -             | \$ 20,588,169         |
| Culture & Recreation                    | \$ 2,332,405          | \$ -              | \$ 2,367,282          | \$ -        | \$ -            | \$ -            | \$ -                | \$ -            | \$ -             | \$ 2,367,282          |
| Education                               | \$ 82,300,134         | \$ -              | \$ 82,300,134         | \$ -        | \$ -            | \$ -            | \$ -                | \$ -            | \$ -             | \$ 82,300,134         |
| Transfers Out                           | \$ 5,435,131          | \$ -              | \$ 10,925,419         | \$ -        | \$ -            | \$ -            | \$ -                | \$ -            | \$ -             | \$ 10,925,419         |
| <b>Total General Fund Appropriation</b> | <b>\$ 180,002,776</b> | <b>\$ 781,630</b> | <b>\$ 190,621,843</b> | <b>\$ -</b> | <b>\$ 8,000</b> | <b>\$ 8,927</b> | <b>\$ 1,113,442</b> | <b>\$ 1,556</b> | <b>\$ 55,721</b> | <b>\$ 191,809,489</b> |
|   | \$ -                  | \$ -              | \$ -                  | \$ -        | \$ -            | \$ -            | \$ -                | \$ -            | \$ -             | \$ -                  |

**Visitors Bureau Fund**

**Revenues**

|                           |                     |             |                     |                 |             |             |             |             |             |                     |
|---------------------------|---------------------|-------------|---------------------|-----------------|-------------|-------------|-------------|-------------|-------------|---------------------|
| Occupancy Tax             | \$ 959,518          | \$ -        | \$ 959,518          | \$ -            | \$ -        | \$ -        | \$ -        | \$ -        | \$ -        | \$ 959,518          |
| Sales and Fees            | \$ 1,000            | \$ -        | \$ 1,000            | \$ -            | \$ -        | \$ -        | \$ -        | \$ -        | \$ -        | \$ 1,000            |
| Intergovernmental         | \$ 180,482          | \$ -        | \$ 205,482          | \$ -            | \$ -        | \$ -        | \$ -        | \$ -        | \$ -        | \$ 205,482          |
| Investment Earnings       | \$ 500              | \$ -        | \$ 500              | \$ -            | \$ -        | \$ -        | \$ -        | \$ -        | \$ -        | \$ 500              |
| Miscellaneous             | \$ -                | \$ -        | \$ -                | \$ 1,800        | \$ -        | \$ -        | \$ -        | \$ -        | \$ -        | \$ 1,800            |
| Appropriated Fund Balance | \$ 150,000          | \$ -        | \$ 175,000          | \$ -            | \$ -        | \$ -        | \$ -        | \$ -        | \$ -        | \$ 175,000          |
| <b>Total Revenues</b>     | <b>\$ 1,291,500</b> | <b>\$ -</b> | <b>\$ 1,341,500</b> | <b>\$ 1,800</b> | <b>\$ -</b> | <b>\$ 1,343,300</b> |

**Expenditures**

|                                  |                     |             |                     |                 |             |             |             |             |             |                     |
|----------------------------------|---------------------|-------------|---------------------|-----------------|-------------|-------------|-------------|-------------|-------------|---------------------|
| <b>Community and Environment</b> | <b>\$ 1,291,500</b> | <b>\$ -</b> | <b>\$ 1,341,500</b> | <b>\$ 1,800</b> | <b>\$ -</b> | <b>\$ 1,343,300</b> |
|----------------------------------|---------------------|-------------|---------------------|-----------------|-------------|-------------|-------------|-------------|-------------|---------------------|

## Year-To-Date Budget Summary

*Fiscal Year 2012-13*

### General Fund Budget Summary

|  |                      |
|--|----------------------|
| Original General Fund Budget   | \$180,002,776        |
| Additional Revenue Received Through Budget Amendment #9 (April 23, 2013)                     |                      |
| Grant Funds  | \$170,436            |
| Non Grant Funds  | \$5,706,538          |
| General Fund - Fund Balance for Anticipated Appropriations (i.e. Encumbrances)               | \$781,630            |
| General Fund - Fund Balance Appropriated to Cover Anticipated and Unanticipated Expenditures | \$5,148,109          |
| <b>Total Amended General Fund Budget</b>   | <b>\$191,809,489</b> |
| Dollar Change in 2012-13 Approved General Fund Budget  | \$11,806,713         |
| % Change in 2012-13 Approved General Fund Budget   | 6.56%                |

### Authorized Full Time Equivalent Positions

|  |                |
|--|----------------|
| Original Approved General Fund Full Time Equivalent Positions                | 801.425        |
| Original Approved Other Funds Full Time Equivalent Positions                 | 86.750         |
| Position Reductions during Mid-Year  | (3.000)        |
| Additional Positions Approved Mid-Year                                       | 3.500          |
| <b>Total Approved Full-Time-Equivalent Positions for Fiscal Year 2012-13</b> | <b>888.675</b> |

**Paul Laughton:**  
 \$24,597 to cover remaining costs of Pay and Class Study allocation; \$49,327 to cover 2nd Primary Election costs (BOA #1); \$25,500 to cover Sheriff Office vehicle purchase (BOA #1); \$904,367 to resolve matter with NC 911 Board regarding past use of E911 Funds (BOA #2-A); \$104,397 to help with purchase of OSSII-CAD system (BOA #2-B); \$43,310 to cover additional hours and days of early voting period (BOA #3); \$380,000 to establish a Historic Rogers Road Community Center Capital Project (BOA #3-B); \$40,000 for an increased allocation to Pretrial Services (BOA #4); \$50,000 for a Needs Assessment for the VIPER system (BOA #4); \$19,350 for carry forward budgeted funds from FY 11-12 (BOA #4); \$10,000 to establish the Community Giving Fund of Orange County; \$150,000 for construction of Rogers Road Community Center (BOA #4); \$75,261 to upgrade AV equipment at SHSC (BOA #4-B); \$147,000 to hire 2 new staff in Emergency Services (BOA #4-C); \$100,000 to establish a Community Loan Fund for water/sewer connections (BOA #4-D); \$3,000,000 for OPEB funding (BOA #4-E); \$25,000 to support the Health Department's Nicotine Replacement Therapy pilot project (BOA #7)

**Paul Laughton:**  
 3.0 FTE Time-limited Grant positions within the DSS Homelessness Grant

**Paul Laughton:**  
 .50 FTE Medical Office Assistant position approved on 1/24/13 as part of a reclassifying and reallocation of existing budgeted funds within the Health Dept; 3.0 FTE Time-limited positions in

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** April 23, 2013

**Action Agenda  
Item No. 5-e**

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**SUBJECT:** Bid Award – One (1) Commercial Recycling Truck for Recycling Operations

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**DEPARTMENT:** Finance & Administrative  
Services (Purchasing) and  
Solid Waste Management

**PUBLIC HEARING: (Y/N)**

|    |
|----|
| No |
|----|

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**ATTACHMENT(S):**

H-GAC Contract

**INFORMATION CONTACT:**

Gayle Wilson, (919) 968-2885  
Michael Talbert, (919) 245-2308  
David Cannell, (919) 245-2651

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**PURPOSE:** To consider awarding a bid for the purchase of a new Side Loading Recycling truck from G-S Products.

**BACKGROUND:** The purchase of a Side Loading Recycling Truck with compaction will replace an existing 2003 Recycling collection vehicle with no compaction capability, has over 90,000 miles and is in very poor operational condition. Replacing the existing collection vehicle will lower maintenance costs and the compacting body will allow the County to realize the full potential of collecting single stream material by creating more efficient collection. Based on the Board's recent reaffirmation of the County's commitment to recycling, the need for this new truck remains regardless of the County's pending decisions relative to solid waste and recycling funding and operations.

This vehicle will primarily be used to collect commercial single stream recycling for businesses, serve as a backup for multi-family collection and will also help support the single stream recycling collection at both the County and Chapel Hill Carrboro City Schools. The truck has semi-automated dual cart tipplers on each side which most efficiently services the clustered array of roll carts used by businesses, particularly those in constrained areas.

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 Houston-Galveston Area Council (H-GAC) is a cooperative purchasing group that meets the requirements of NCGS 143-129(e)(3). The specific contract number HT11-12. The terms of the contract call for items to be sold and serviced through a local dealer. Since this item is two separate bids, the County requires on (1) responsible dealer to be the "seller" of the combined units. G-S Products has previously been the recommended dealer for this combination and has provided documentation accepting responsibility for the combination of the units under this bid.

Staff compiled a list of specifications that meet the County's needs and compared these specifications to information within the Request for Proposals (RFP). There were no noted deficiencies and staff determined that all specifications met the County's needs.

The recommended unit consists of a 2014 Freightliner M2 106 cab and chassis with a G-S 33 cubic yard body with full eject system at a total cost of \$208,025.92.

**FINANCIAL IMPACT:** The purchase price of the Side Loading Recycling collection truck is \$208,025.92. This replacement is authorized in the revised Fiscal 2012/13 Capital Improvement Plan and funded in the Recycling Division capital vehicles account.

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

- 1) Approve the purchase of the unit through H-GAC contract #HT11-12 from G-S Products at a total cost of \$208,025.92; and
- 2) Authorize the Finance and Administrative Services Director to execute the necessary paperwork.




**CONTRACT PRICING WORKSHEET**  
 For MOTOR VEHICLES Only

 Contract  
 No.:

HT11-12

 Date  
 Prepared:

2/21/2013

**This Worksheet is prepared by Contractor and given to End User. If a PO is issued, both documents MUST be faxed to H-GAC @ 713-993-4548. Therefore please type or print legibly.**

|                 |               |              |                              |
|-----------------|---------------|--------------|------------------------------|
| Buying Agency:  | Orange County | Contractor:  | Houston Freightliner, Inc    |
| Contact Person: | Cody Marshall | Prepared By: | Michael McCarthy             |
| Phone:          | 919-968-2899  | Phone:       | 713-580-8122                 |
| Fax:            |               | Fax:         | 713-676-1603                 |
| Email:          |               | Email:       | Mike.McCarthy@STRHouston.com |

|               |    |              |                             |
|---------------|----|--------------|-----------------------------|
| Product Code: | F4 | Description: | 2013 Freightliner M2-106-80 |
|---------------|----|--------------|-----------------------------|

|   |       |
|---|-------|
| <b>A. Product Item Base Unit Price Per Contractor's H-GAC Contract:</b> | 68845 |
|---|-------|

**B. Published Options - Itemize below - Attach additional sheet(s) if necessary - Include Option Code in description if applicable.**  
 (Note: Published Options are options which were submitted and priced in Contractor's bid.)

| Description   | Cost        | Description                               | Cost         |
|---|-------------|---|--------------|
|   | 0           | 1/4" Frame Liner                          | 975          |
| Allison 3000 RDS Transmission                         | 5073        | Air conditioner                           | 726          |
| 46,000 LB Tufftrac Rear Suspension                    | 3704        | Cummins Compression Brake                 | 1884         |
| Vehicle Interface with PDM BOC                        | 621         | National 2000 Series Air Driver Seat      | 256          |
| Electronic Transmission Access Connector Firewall Mtd | 139         | AM/FM/CD Radio                            | 375          |
| 252" Wheelbase  | 1028        | 1100 Sq In Radiator                       | 48           |
| Under Step Mtd Exhaust with Vertical Pipe             | 495         | BW AD-9 Air Dryer                         | 288          |
| 11/32x3.5x10 5/16" Frame 120kSI                       | 425         | Dual West Coast Mirrors with LH/RH Remote | 324          |
| Front tow Hooks                                       | 89          |   |              |
| Air Cab Mounts  | 132         |   |              |
| Air Horn  | 122         |   |              |
|   |             | <b>Subtotal From Additional Sheet(s):</b> |              |
| <b>16000 LB Front Axle</b>                            | <b>1387</b> | <b>Subtotal B:</b>                        | <b>18091</b> |

**C. Unpublished Options - Itemize below / attach additional sheet(s) if necessary.**  
 (Note: Unpublished options are items which were not submitted and priced in Contractor's bid.)

| Description                  | Cost  | Description                         | Cost         |
|------------------------------|-------|-------------------------------------|--------------|
| Stand Up RH Drive Conversion | 15375 | 2014 Model Increase with OBD        | 1500         |
| Cummins ISL 345 HP           | 2235  | <b>Work Brake with Auto Neutral</b> | <b>290</b>   |
| 70Gallon Fuel Tank           | 725   |                                     |              |
|                              |       | <b>Subtotal C:</b>                  | <b>20125</b> |

|  |  |     |
|--|--|-----|
| Check: Total cost of Unpublished Options (C) cannot exceed 25% of the total of the Base Unit Price plus Published Options (A+B). | <b>For this transaction the percentage is:</b> | 23% |
|--|--|-----|

**D. Total Cost Before Any Applicable Trade-In / Other Allowances / Discounts (A+B+C)**

|                   |   |                          |        |   |             |        |
|-------------------|---|--------------------------|--------|---|-------------|--------|
| Quantity Ordered: | 1 | X Subtotal of A + B + C: | 107061 | = | Subtotal D: | 107061 |
|-------------------|---|--------------------------|--------|---|-------------|--------|

|   |                    |     |
|---|--------------------|-----|
| <b>E. H-GAC Order Processing Charge (Amount Per Current Policy)</b> | <b>Subtotal E:</b> | 600 |
|---|--------------------|-----|

**F. Trade-Ins / Special Discounts / Other Allowances / Freight / Installation / Miscellaneous Charges**

| Description                             | Cost | Description        | Cost        |
|---|------|--------------------|-------------|
| Cummins 5 Year Extended Warranty        | 1550 | Freight            | 1100        |
| Allison 3 Year Extended Warranty        | 845  |                    |             |
| Cummins 4 Year After Treatment Warranty | 400  |                    |             |
|   |      | <b>Subtotal F:</b> | <b>3895</b> |

|                       |   |        |
|-----------------------|---|--------|
| <b>Delivery Date:</b> | <b>G. Total Purchase Price (D+E+F):</b> | 111556 |
|-----------------------|---|--------|

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** April 23, 2013

**Action Agenda  
Item No.** 5-f

**SUBJECT:** Resolution in Support of the Proposed Old Well to Jordan Lake Scenic Byway

**DEPARTMENT:** Environment, Agriculture, Parks  
and Recreation (DEAPR)

**PUBLIC HEARING: (Y/N)**

|    |
|----|
| No |
|----|

**ATTACHMENTS:**

- 1) Resolution of Support
- 2) Map of Proposed Byway Corridor
- 3) Application Title Sheet
- 4) Existing Scenic Byways in Orange County

**INFORMATION CONTACTS:**

David Stancil, 245-2510  
Rich Shaw, 245-2514

**PURPOSE:** To consider a resolution of support for a joint application to the North Carolina Department of Transportation to designate a new scenic byway from Chapel Hill to Jordan Lake.

**BACKGROUND:** Over the past two years, DEAPR has worked with citizen volunteers and staff from the Town of Chapel Hill and Chatham County to develop an application to the North Carolina Scenic Byways program. The application is for designation of a proposed new scenic byway that would link downtown Chapel Hill to Jordan Lake.

The NC Department of Transportation (NCDOT) has designated 51 scenic byways to give visitors and residents a chance to experience North Carolina history, geography and culture, while also raising awareness of its beautiful landscapes. Byways are carefully selected to portray the diverse beauty and culture of the state and provide travelers with safe and interesting alternative travel routes. There are three existing scenic byways in Orange County: the *Colonial Heritage Highway* (NC 86 north of Hillsborough), the *Football Road* (Old Greensboro Road west of Carrboro), and the *Scots-Welsh Heritage Byway* (Old NC 86, Arthur Minnis, Orange Grove, and Dairyland roads).

In early 2010 Orange County staff submitted a preliminary proposal to the NCDOT Scenic Byway staff to receive feedback on a proposed new byway linking Mount Carmel Church Road to Jordan Lake. Orange County staff met with staff from Chatham County and Town of Chapel Hill to gauge interest in a collaborative effort. The elected boards from all three jurisdictions were favorable to developing a joint application.

After traveling the initial proposed route, the NCDOT Scenic Byway staff recommended extending the route north into downtown Chapel Hill to incorporate the University and its rich history. Citizen volunteers working with the staff have recommended extending the route south to the middle of the Jordan Lake State Recreation Area. Both changes enhance the drive and increase the likelihood of scenic byway designation.

The proposed *Old Well to Jordan Lake Scenic Byway* (15 miles long) features a number of locations with historical, natural, recreational, and educational values. It begins on the campus of UNC Chapel Hill and would go generally south along Columbia Street (NC 86) and Mount Carmel Church Road into Chatham County. The route would then pass through the Governor's Club area along Farrington Point Road and continue south across two sections of Jordan Lake to where the road ends at NC Highway 64 in the middle of the Jordan Lake State Recreation Area (which includes a park office, restrooms, boat ramp, swimming beach, and picnic areas). It is also known throughout central North Carolina as a prime destination for bird watching and stargazing.

From Jordan Lake travelers could continue on their journey (via NC 64) or loop back to Chapel Hill along the same roads or on a somewhat different route. The alternative byway returns north on Farrington Point Road, Lystra Road (SR 1721), US Highway 15-501, and Old Lystra Road (SR 1915) until it rejoins Mt. Carmel Church Road and back to Chapel Hill. (See proposed route map attached.)

The proposed designation of the Old Well to Jordan Lake Scenic Byway would not impose any new land-use restrictions or modifications along the roadways. The NCDOT Scenic Byway materials include following implications for scenic byway designation:

- The Scenic Byway system is intended to identify, not create, scenic byways.
- NCDOT will incorporate the rules prescribed to sustain the integrity and safety of the Scenic Byway/Highway system into its planning and maintenance operations.
- Scenic byway designation does not require any modification in local land use regulations/restrictions or require any change in commercial or agricultural activity.
- Scenic byway designation does not affect future highway rehabilitation, development, or the need to maintain or improve the roads.
- No new outdoor advertising signs may be erected adjacent to a designated scenic byway that is or becomes part of the National Highway System (e.g., interstate or federal-aid primary highway). Pre-existing signage may remain, however. [*This provision is not applicable to the proposed new scenic byway.*]

A proposed resolution of County support for the application is attached for the Board's consideration. The elected boards from Chatham County and the Town of Chapel Hill are expected to consider their support of the application in May. Staff has also requested a letter of support from the University of North Carolina. **The final application is due for submittal to NCDOT by August 31.**

**FINANCIAL IMPACT:** There is no cost associated with the application other than the staff time involved in preparing the application and support materials.

**RECOMMENDATION(S):** The Manager recommends that the Board approve the resolution of support and authorize the Chair to sign on behalf of Orange County.

## ORANGE COUNTY BOARD OF COMMISSIONERS

### RESOLUTION IN SUPPORT OF THE OLD WELL TO JORDAN LAKE SCENIC BYWAY APPLICATION

**WHEREAS**, Orange County has an adopted goal of promoting the preservation of rural character in the County; and

**WHEREAS**, one of the stated County objectives for preserving rural character is to preserve and protect visual resources in rural sections of the County, including rural roadscapes that invoke the 'feel' of the countryside; and

**WHEREAS**, the North Carolina Department of Transportation administers a North Carolina Scenic Byways program, which encourages residents and visitors to experience North Carolina history, geography and culture through a system of beautiful roadways without regulating future development or land use along the roadway; and

**WHEREAS**, staff from Orange County, Chatham County, and the Town of Chapel Hill, in collaboration with citizen volunteers, have developed a joint application to the NC Department of Transportation to have certain roadways between Chapel Hill and Jordan Lake designated as a North Carolina Scenic Byway; and

**WHEREAS**, the proposed byway starts at the Old Well on the campus of the University of North Carolina at Chapel Hill and travels generally southward out of Chapel Hill and through the rural Mt. Carmel Church and newer Governor's Club communities to the Jordan Lake State Recreational Area in Chatham County; and

**WHEREAS**, the road travels by several local historic landmarks and communities, including the Carolina Inn, Merritt Store, James Taylor Bridge, Old Sparrow Farm, Mt. Carmel Baptist Church, Windy Oaks, Lystra Baptist Church, and Farrington Point; and

**WHEREAS**, a preliminary application resulted in the proposed byway being placed on the study list for Scenic Byway designation with a more detailed application needing to be submitted by August 31, 2013 for further consideration;

**NOW, THEREFORE, BE IT RESOLVED** that the Orange County Board of Commissioners does hereby support the designation of roadways linking Chapel Hill to Jordan Lake as a North Carolina Scenic Byway and asks that the NC Department of Transportation look favorably on the application.

This the 23<sup>rd</sup> day of April, 2013.

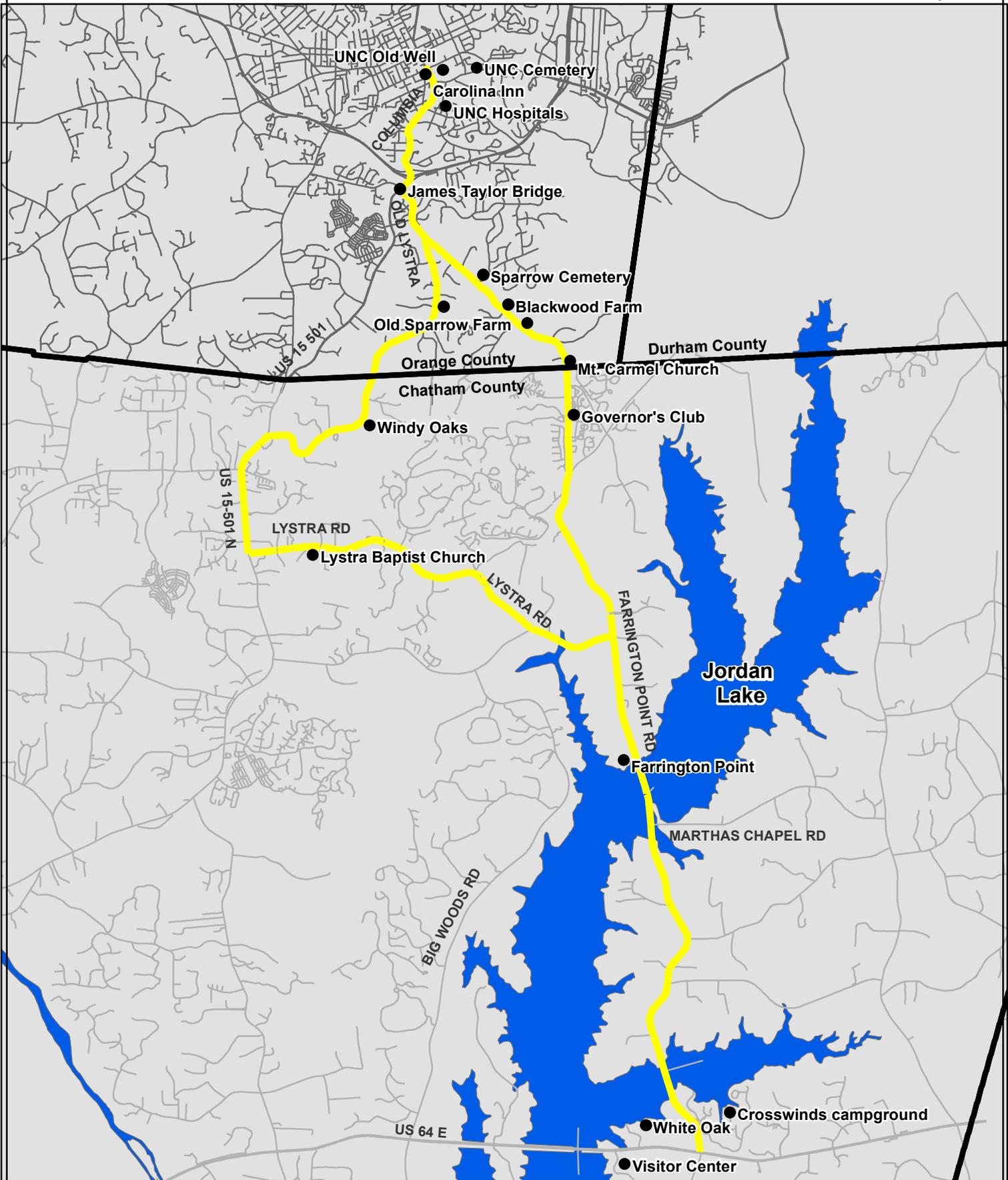
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Barry Jacobs, Chair  
Orange County Board of Commissioners

ATTEST:

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Donna Baker  
Clerk to the Board



### Proposed Old Well to Jordan Lake Scenic Byway

- Points of interest
- Jordan Lake
- Scenic byway
- ▭ County boundary
- Streets



0 1,250 2,500 5,000 Feet

Orange County  
 Department of Environment,  
 Agriculture, Parks and Recreation  
 M Jones Land Records GIS-4/8/2013  
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## Attachment 3

**N.C. SCENIC BYWAY APPLICATION TITLE SHEET**

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**Applicants (PROPONENT):** Orange County, Chatham County, and the Town of Chapel Hill

**Address:** C/O Orange County DEAPR, P.O. Box 8181, Hillsborough, NC 27278

**Phone:** 919-245-2514

**Fax:** 919-644-3351

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**Name of contact person:** Rich Shaw, Land Conservation Manager

**Address:** Orange County DEAPR, P.O. Box 8181, Hillsborough, NC 27278

**Phone:** 919-245-2514

**Fax:** 919-644-3351

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**ROUTE DESCRIPTION (BEGINNING TO END):** Begin at the Old Well on E. Cameron Street (UNC Campus, Chapel Hill); west and through Columbia Street intersection; then south on Pittsboro Street for 0.4 mile; merge onto S. Columbia St (NC 86) and go 1.0 mile and over the James Taylor Bridge; then left onto Mt. Carmel Church Road (SR 1008). Continue southeast on this rural road for 2.9 miles, past Mt. Carmel Baptist Church (on left) and cross into Chatham County where the road is named Mt. Carmel Road. Pass the Governor's Club and associated communities. Road name changes to Farrington Point Road and continues 3.5 miles to the north shore of Jordan Lake. At Farrington Point there is a boat ramp, swimming beach, and informal picnic area. From Farrington Point, continue south on Farrington Road 4.7 miles to where road ends at US Highway 64. Jordan Lake State Recreation Area Visitor Center is located 0.3 mile west on US 64, then south on State Park Road.

Option loop back to Chapel Hill: From US 64, drive north on Farrington Road (and Farrington Point Road) 6.4 miles; turn left (west) onto Lystra Road (SR 1721). Continue 4.5 miles on Lystra Road until it ends; then right onto US 15-501 for 1.4 miles, then turn right onto Old Lystra Road (SR 1915) northward 3.7 miles until it empties back onto Mt. Carmel Church Road. Turn left and drive northwest to complete the byway loop back to Chapel Hill. At the north end of Mt. Carmel Church Road, turn right and cross James Taylor Bridge. Cross a second, larger bridge over NC 54 Bypass and continue north. The road becomes South Columbia Street (NC 86) and winds north through older residential area and past UNC Chapel Hill Hospital and then other university buildings before S. Columbia Street curves sharply to the left and into the UNC campus area. Continue north to Franklin Street, the central hub of downtown Chapel Hill.

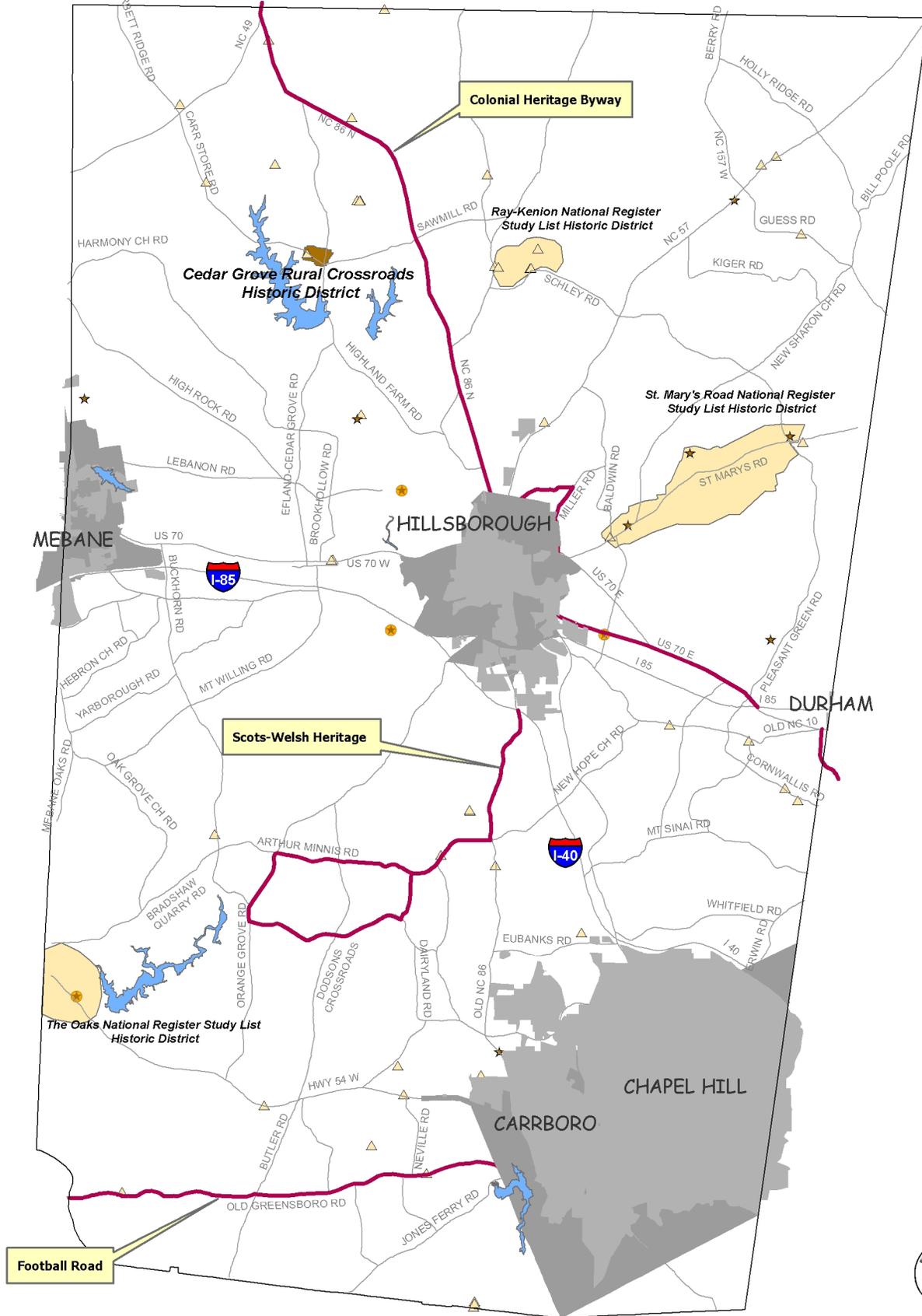
**INTRINSIC QUALITIES CHECKLIST:**

Scenic, Recreational, Historical, Educational, Natural, Wildlife, Cultural

**Signature/Title:** \_\_\_\_\_ **Date:** \_\_\_\_\_

# Cultural Resources

(unincorporated portions of Orange County)



- Legend**
- North Carolina Scenic Byways
  - Municipal ETJs
  - Cities
  - Main roads
  - Lakes
  - Local Landmark & National Register
  - ★ National Register
  - National Register Historic District
  - ▲ National Register Study List
  - National Register Study List Historic District

GIS Map prepared by  
 Orange County  
 Environment & Resource  
 Conservation Department

Note: This map does not include architectural resources in the municipalities of Hillsborough, Chapel Hill, Carrboro or Mebane, or in their extra territorial jurisdictions.

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** April 23, 2013

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

**SUBJECT:** Public Hearing to Consider Operational and Funding Options for Orange County's Solid Waste and Recycling Programs

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**DEPARTMENT:** Solid Waste/Recycling

**PUBLIC HEARING: (Y/N)**

Yes

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**ATTACHMENT(S):**

- 1) General Statutes 153A-421 Regional Solid Waste Management Authorities
- 2) Analysis of Operational and Funding Options for Solid Waste and Recycling Programs

**INFORMATION CONTACT:**

Frank Clifton, 245-2300  
 Gayle Wilson, 968-2885  
 John Roberts, 245-2318  
 Michael Talbert, 245-2308

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**PURPOSE:** To hold a public hearing to consider operational and funding options for Orange County's Solid Waste and Recycling Programs.

**BACKGROUND:** Orange County is recognized as being number one in the state for waste reduction, reaching 59% of its 61% aggressive reduction. The County is disposing only 0.56 tons/person compared to the base year of 1991-92, when the disposal rate measured 1.36 tons. In the region, Wake County has achieved a 25% reduction rate, Durham County rate is at 21%, Chatham County is 37%, and Alamance County with 26%. Orange County's 61% waste reduction goal was adopted in 1997 by the County and by the Towns of Carrboro, Chapel Hill and Hillsborough as part of the County's original Comprehensive Solid Waste Plan. The County is committed to robust public education services and waste reduction programs regardless of the funding options preferred by the Board.

The County's Reduce, Reuse & Recycle (3-R) Fees consists of four annual recycling fees adopted by Orange County in 2004 to fund recycling programs and services that are billed in conjunction with the annual property tax. The fee consists of a Basic Fee (\$37/year) that is charged to all improved properties county-wide and funds various recycling operations such as the county Toxicity Reduction Improvement Program (Household Hazardous Waste, batteries, waste oil, electronics, etc.), recycling drop-off sites, recycling at solid waste convenience centers, education and outreach, enforcement, planning, etc. An Urban Curbside Fee (\$52/year) is assessed to improved residential properties within incorporated municipalities and funds weekly curbside recycling service. A Rural Curbside Fee (\$38/year) is charged to residential property in areas of unincorporated Orange County eligible to receive bi-weekly curbside recycling service. Finally, a Multi-family Fee (\$19/year) is charged multi-family units throughout Orange County for multi-family recycling services. See the Attachment 4, Solid Waste Recycling Division Schedule of Revenues and Expenses for Fiscal 2011/2012.

Not related to recycling, the County also assesses a county-wide Solid Waste Convenience Center Fee that is billed in conjunction with the annual property tax. The Unincorporated Areas Fee is (\$20/year/Household), Incorporated Areas Fee is (\$10/year/Household), and Multi-family Fee is (\$2/year/multi-family unit). This basic Solid Waste Convenience Center Fee covers a portion of the operating costs of the County's five (5) Convenience Centers.

A recent court decision, *Lanvale v Cabarrus County*, essentially says that where there is no direct statutory authority to levy a fee, a local government cannot levy a fee. Since the *Lanvale* opinion was issued, Orange County's staff has been engaged in discussions regarding how, going forward, the County can best address the issues created by this action by the Supreme Court. The Supreme Court decision indicates that the Basic Fee is likely consistent with existing law, but the Urban, Rural and Multi-family recycling fees may not be consistent with existing case law. The County Manager will recommend that the Board of County Commissioners cease assessing the Urban, Rural and Multi-family recycling fees beginning with the Fiscal 2013/14 Annual Budget. The County Manager further recommends funding these services for Fiscal 2013/14 only with solid waste enterprise fund reserves in order to allow the Board of Commissioners time to resolve the funding problem.

The Rural Curbside program currently is limited to 13,730 households eligible in the unincorporated area of the County. A rural curbside recycling fee is charged to those households where recycling services are made available. These services are provided by County Solid Waste staff. Just 6,000 households lack access to rural curbside service at this time and are not charged the Rural Curbside Fee. Waste collections in unincorporated Orange County are provided by several private haulers, without a County Franchise Agreement, on a voluntary basis to those using the services.

The Urban Curbside recycling fee is charged to Chapel Hill, Carrboro and Hillsborough municipal residents by the County for urban curbside recycling services. The services are paid for by Orange County Solid Waste under contract with Waste Industries, Inc. and the towns are responsible for household solid waste within their town limits.

The Multi-family Fee is charged to each multi-family establishment in both incorporated and unincorporated Orange County based on the number of residential units for collection of recyclable materials at each of these locations. The multi-family recycling services are provided by Orange County Solid Waste staff.

On April 9, 2013 the Board reviewed eight (8) options for Orange County to fund the County's Solid Waste and Recycling Services and eliminated a county-wide Franchise agreement from consideration. The Board instructed staff to repurpose the public hearing scheduled for April 23, 2013 to take public comments on the top three (3) options identified by the Board on April 9, 2013. Attachment 2 provides a detailed assessment of the three (3) options considering the Board's goals and commitment to recycling. Listed below are the (3) options identified by the Board:

### **1. County-Wide Solid Waste Management Authority**

Eliminate all 3-R Fees & Create a County-Wide Solid Waste Management Authority. North Carolina General Statute's 153A-421 (Attachment 1) outlines how two or more units of local government may create a regional solid waste management authority by adopting substantially identical resolutions to that effect in accordance with the provisions of this Article. The

resolutions creating a regional solid waste management authority and any amendments thereto are referred to in this Article as the "charter" of the regional solid waste management authority. Units of local government which participate in the creation of a regional solid waste management authority are referred to in this Article as "members". The purpose of a regional solid waste management authority is to provide environmentally sound, cost effective management of solid waste, including storage, collection, transporting, separation, processing, recycling, and disposal of solid waste in order to protect the public health, safety, and welfare.

## **2. (Options 2,3 & 4) Solid Waste Tax Service District**

Keep the Basic 3-R Fee and Create a single Solid Waste Tax Service District that would include the Towns (who would be encouraged to join) and the current Rural Curbside Service Area serving 13,730 households. In addition, approximately 2,300 additional rural households (Map Attachment) could be added relatively quickly, without additional resources, due to recently gained single stream efficiencies (leaving only approximately 3,700 rural households outside of the district). Towns that choose not to join would become responsible for their own curbside and multi-family recycling services. Effective date of Tax District would be July 1, 2014.

## **3. Eliminate Rural Curbside Recycling**

Keep the Basic 3-R Fee, eliminate all other 3-R Fees, and eliminate rural curbside recycling relying on Convenience Centers and Drop-off-sites. Urban and Multifamily curbside recycling would be left up to the Towns. The County could increase the number of Recycling Drop-off-sites, both urban & rural, and increase the Basic 3-R fee to pay for the operation of the new facilities.

**FINANCIAL IMPACT:** There is no financial impact to the County in discussing funding options for the County's Recycling Programs. There will not be an impact on Solid Waste employees, any reductions in allocated positions to be managed through attrition, retirement and/or placement within Solid Waste.

**RECOMMENDATION(S):** The Manager recommends that the Board hold the public hearing to consider operational and funding options for Orange County's Solid Waste and Recycling Programs and provide guidance to staff for a short-term solution for the next fiscal year and a comprehensive long-term solution for solid waste management practices in Orange County going forward after June 30, 2014.

1. The optimal long-range solution for Orange County in this situation may be the formation of a Solid Waste Management Authority provided for within North Carolina General Statutes. The hurdle to this approach is that at least one of the three primary Towns within the county must also agree to the creation of the Authority. A comprehensive approach to both solid waste and recycling services can then be pursued that is functional and fundable via many various options. Services can be provided by County staff, contracted, franchised, optional or mandatory programs can be developed and/or otherwise formulated to compensate for a transitional process that ensures solid waste management and recycling remain an environmental priority in Orange County.
2. A county-wide Solid Waste Tax Service District approach is the more comprehensive and flexible option if a Solid Waste Management Authority is not considered. It can

provide services via County staffing, contracted, optional or mandatory programs or otherwise formulated approaches to both solid waste and recycling services as long as services are delivered and funded on some basis county-wide in the unincorporated areas of the County and can allow one or more towns to opt into the District.

There are challenges and timelines that must be addressed with any of the options considered. Funding constraints do exist for continuation of existing programs beyond June 2014. As difficult as this decision may be, ultimately a change from existing circumstances is required.

If any of the variances outlined above under Item #2 (options 2, 3 and 4) Tax Service Districts is pursued, it is recommended that the Board move forward immediately to authorize the creation of the selected tax district approach. The Tax District if created now would not levy the actual tax until FY 2014-15.

Variations of a mix of fees (Basic R Fees) and property taxes within the Tax District could be evaluated over the next twelve months before final decisions are made.

## Article 22.

## Regional Solid Waste Management Authorities.

**§ 153A-421. Definitions; applicability; creation of authorities.**

(a) Unless a different meaning is required by the context, terms relating to the management of solid waste used in this Article have the same meaning as in G.S. 130A-2 and in G.S. 130A-290. As used in this Article, the term "solid waste" means nonhazardous solid waste, that is, solid waste as defined in G.S. 130A-290 but not including hazardous waste. In addition to the meaning set out in G.S. 130A-290, the term "unit of local government" means the Eastern Band of the Cherokee Indians in North Carolina.

(b) This Article shall not be construed to authorize any authority created pursuant to this Article to regulate or manage hazardous waste. An authority created under this Article may manage sludges, other than a sludge that is a hazardous waste, under rules of the Commission for Public Health and criteria established by the Department of Environment and Natural Resources for the management of sludge.

(c) Any two or more units of local government may create a regional solid waste management authority by adopting substantially identical resolutions to that effect in accordance with the provisions of this Article. The resolutions creating a regional solid waste management authority and any amendments thereto are referred to in this Article as the "charter" of the regional solid waste management authority. Units of local government which participate in the creation of a regional solid waste management authority are referred to in this Article as "members".

(d) As used in G.S. 153A-427(a)(24), the term "transferred" means placed at or delivered to any (i) place normally and customarily used by the authority for the collection of solid waste, (ii) other place agreed upon by the generator or owner of recyclable materials and the authority, or (iii) facility owned, operated, or designated by the authority. (1989 (Reg. Sess., 1990), c. 888, s. 1; 1991, c. 580, s. 2; 1991 (Reg. Sess., 1992), c. 932, s. 4; c. 948, s. 1; 1997-443, s. 11A.123; 2007-182, s. 2.)

**§ 153A-422. Purposes of an authority.**

The purpose of a regional solid waste management authority is to provide environmentally sound, cost effective management of solid waste, including storage, collection, transporting, separation, processing, recycling, and disposal of solid waste in order to protect the public health, safety, and welfare; enhance the environment for the people of this State; and recover resources and energy which have the potential for further use and to encourage, implement and promote the purposes set forth in Part 2A of Article 9 of Chapter 130A of the General Statutes. (1989 (Reg. Sess., 1990), c. 888, s. 1.)

**§ 153A-423. Membership; board; delegates.**

(a) Each unit of local government initially adopting a resolution under G.S. 153A-421 shall become a member of the regional solid waste management authority. Thereafter, any unit of local government may join the authority by ratifying its charter and by being admitted by a unanimous vote of the existing members. All of the rights and privileges of membership in a regional solid waste management authority shall be exercised on behalf of the member units of local government by a board composed of delegates to the authority who shall be appointed by and shall serve at the pleasure of the governing boards of their respective units of local government. A vacancy on the board shall be filled by appointment by the governing board of the unit of local government having the original appointment.

(b) Any delegate appointed by a member unit of local government to an authority created pursuant to this Article who is a county commissioner or city or town alderman or commissioner serves on the board of the authority in an ex officio capacity and such service shall not constitute the holding of an office for the purpose of determining dual office holding under Section 9 of Article VI of the

Constitution of North Carolina or of Article 1 of Chapter 128 of the General Statutes. (1989 (Reg. Sess., 1990), c. 888, s. 1.)

**§ 153A-424. Contents of charter.**

(a) The charter of a regional solid waste management authority shall:

- (1) Specify the name of the authority;
- (2) Establish the powers, duties and functions that the authority may exercise and perform;
- (3) Establish the number of delegates to represent the member units of local government and prescribe the compensation and allowances, if any, to be paid to delegates;
- (4) Set out the method of determining the financial support that will be given to the authority by each member unit of local government; and
- (5) Establish a method for amending the charter, and for dissolving the authority and liquidating its assets and liabilities.

(b) The charter of a regional solid waste management authority may, but need not, contain rules for the conduct of authority business and any other matter pertaining to the organization, powers, and functioning of the authority that the member units of local government deem appropriate. (1989 (Reg. Sess., 1990), c. 888, s. 1.)

**§ 153A-425. Organization of authorities.**

The governing board of a regional solid waste management authority shall hold an initial organizational meeting at such time and place as is agreed upon by its member units of local government and shall elect a chairman and any other officers that the charter may specify or the delegates may deem advisable. The authority shall then adopt bylaws for the conduct of its business. All meetings of regional solid waste management authorities shall be subject to the provisions of Article 33C of Chapter 143 of the General Statutes. (1989 (Reg. Sess., 1990), c. 888, s. 1.)

**§ 153A-426. Withdrawal from an authority.**

If the authority has no outstanding indebtedness, any member may withdraw from a regional solid waste management authority effective at the end of the current fiscal year by giving at least six months notice in writing to each of the other members. Withdrawal of a member shall not dissolve the authority if at least two members remain. (1989 (Reg. Sess., 1990), c. 888, s. 1.)

**§ 153A-427. Powers of an authority.**

(a) The charter may confer on the regional solid waste management authority any or all of the following powers:

- (1) To apply for, accept, receive, and disburse funds and grants made available to it by the State or any agency thereof, the United States of America or any agency thereof, any unit of local government whether or not a member of the authority, any private or civic agency, and any persons, firms, or corporations;
- (2) To employ personnel;
- (3) To contract with consultants;
- (4) To contract with the United States of America or any agency or instrumentality thereof, the State or any agency, instrumentality, political subdivision, or municipality thereof, or any private corporation, partnership, association, or individual, providing for the acquisition, construction, improvement, enlargement, operation or maintenance of any solid waste management facility, or providing for any solid waste management services;
- (5) To adopt bylaws for the regulation of its affairs and the conduct of its business and to

- prescribe rules and policies in connection with the performance of its functions and duties, not inconsistent with this Article;
- (6) To adopt an official seal and alter the same;
  - (7) To establish and maintain suitable administrative buildings or offices at such place or places as it may determine by purchase, construction, lease, or other arrangements either by the authority alone or through appropriate cost-sharing arrangements with any unit of local government or other person;
  - (8) To sue and be sued in its own name, and to plead and be impleaded;
  - (9) To receive, administer, and comply with the conditions and requirements respecting any gift, grant, or donation of any property or money;
  - (10) To acquire by purchase, lease, gift, or otherwise, or to obtain options for the acquisition of any property, real or personal, improved or unimproved, including an interest in land less than the fee thereof;
  - (11) To sell, lease, exchange, transfer, or otherwise dispose of, or to grant options for any such purposes with respect to any real or personal property or interest therein;
  - (12) To pledge, assign, mortgage, or otherwise grant a security interest in any real or personal property or interest therein, including the right and power to pledge, assign, or otherwise grant a security interest in any money, rents, charges, or other revenues and any proceeds derived by an authority from any and all sources;
  - (13) To issue revenue bonds of the authority and enter into other financial arrangements including those permitted by this Chapter and Chapters 159, 159I, and 160A of the General Statutes to finance solid waste management activities, including but not limited to systems and facilities for waste reduction, materials recovery, recycling, resource recovery, landfilling, ash management, and disposal and for related support facilities, to refund any revenue bonds or notes issued by the authority, whether or not in advance of their maturity or earliest redemption date, or to provide funds for other corporate purposes of the authority;
  - (14) With the approval of any unit of local government, to use officers, employees, agents, and facilities of the unit of local government for such purposes and upon such terms as may be mutually agreeable;
  - (15) To develop and make data, plans, information, surveys, and studies of solid waste management facilities within the territorial jurisdiction of the members of the authority, to prepare and make recommendations in regard thereto;
  - (16) To study, plan, design, construct, operate, acquire, lease, and improve systems and facilities, including systems and facilities for waste reduction, materials recovery, recycling, resource recovery, landfilling, ash management, household hazardous waste management, transportation, disposal, and public education regarding solid waste management, in order to provide environmentally sound, cost-effective management of solid waste including storage, collection, transporting, separation, processing, recycling, and disposal of solid waste in order to protect the public health, safety, and welfare; to enhance the environment for the people of this State; recover resources and energy which have the potential for further use, and to promote and implement the purposes set forth in Part 2A of Article 9 of Chapter 130A of the General Statutes;
  - (17) To locate solid waste facilities, including ancillary support facilities, as the authority may see fit;
  - (18) To assume any responsibility for disposal and management of solid waste imposed by law on any member unit of local government;
  - (19) To operate such facilities together with any person, firm, corporation, the State, any entity of the State, or any unit of local government as appropriate and otherwise

permitted by its charter and the laws of this State;

- (20) To set and collect such fees and charges as is reasonable to offset operating costs, debt service, and capital reserve requirements of the authority;
- (21) To apply to the appropriate agencies of the State, the United States of America or any state thereof, and to any other appropriate agency for such permits, licenses, certificates, or approvals as may be necessary, and to construct, maintain, and operate projects in accordance with such permits, licenses, certificates, or approvals in the same manner as any other person or operating unit of any other person;
- (22) To employ engineers, architects, attorneys, real estate counselors, appraisers, financial advisors, and such other consultants and employees as may be required in the judgment of the authority, to fix and pay their compensation from funds available to the authority therefor, to select and retain, subject to approval of the Local Government Commission, the financial consultants, underwriters, and bond attorneys to be associated with the issuance of any revenue bonds, and to pay for services rendered by financial consultants, underwriters, or bond attorneys from funds available to the authority including the proceeds of any revenue bond issue with regard to which the services were performed;
- (23) To acquire property located within the territorial jurisdiction of any member unit of local government by eminent domain pursuant to authority granted to counties;
- (24) To require that any and all (i) solid waste generated within the authority's service area and (ii) recyclable materials generated within the authority's service area and transferred to the authority be separated and delivered to specific locations and facilities provided that if a private landfill shall be substantially affected by such requirement then the regional solid waste management authority shall be required to give the operator of the affected landfill at least two years written notice prior to the effective date of the requirement; and
- (25) To do all things necessary, convenient, or desirable to carry out the purposes and to exercise the powers granted to an authority under its charter.

(b) The acquisition and disposal of real and personal property by an authority created under this Article shall be governed by those provisions of the General Statutes which govern the acquisition and disposal of real and personal property by counties, except that Article 8 of Chapter 143 of the General Statutes and Part 3 of Article 8 of Chapter 153A of the General Statutes do not apply. No authority created pursuant to this Article shall exercise any power of eminent domain with respect to any property located outside the territorial jurisdiction of the members of such authority.

(c) Each authority's plan shall take into consideration facilities and other resources for management of solid waste which may be available through private enterprise. This Article shall be construed to encourage the involvement and participation of private enterprise in solid waste management. An authority created pursuant to this Article shall establish goals for the procurement of goods and services from minority and historically underutilized businesses. (1989 (Reg. Sess., 1990), c. 888, s. 1; 1991, c. 580, s. 1; 2007-131, ss. 1, 2.)

#### **§ 153A-428. Fiscal accountability; support from other governments.**

(a) A regional solid waste management authority is a public authority subject to the provisions of Chapter 159 of the General Statutes.

(b) The establishment and operation of an authority as herein authorized are governmental functions and constitute a public purpose, and the State and any unit of local government may appropriate funds to support the establishment and operation of an authority.

(c) The State and any unit of local government may also dedicate, sell, convey, donate, or lease any of their interests in any property to an authority. (1989 (Reg. Sess., 1990), c. 888, s. 1.)

**§ 153A-429. Long-term contract permitted by and with an authority.**

(a) To the extent authorized by its charter, an authority may enter into long-term and continuing contracts, not to exceed a term of 60 years, with member or other units of local government for the acquisition, construction, improvement, enlargement, operation, or maintenance of any solid waste management facility or for solid waste management services with respect to solid waste generated within their geographic boundaries or brought into their geographic boundaries.

(b) Contracts entered into by an authority may include, but are not limited to, provisions for:

- (1) Payment by the members of the authority and other units of local government of a fee or other charge by the authority to accept and dispose of solid waste;
- (2) Periodic adjustments to the fee or other charges to be paid by each member of the authority and such other units of local government;
- (3) Warranties from the members of the authority and such other units of local government with respect to the quantity of the solid waste which will be delivered to the authority and warranties relating to the content or quality of the solid waste; and
- (4) Legal and equitable title to the solid waste passing to the authority upon delivery of the solid waste to the authority. (1989 (Reg. Sess., 1990), c. 888, s. 1.)

**§ 153A-430. Compliance with other law.**

(a) Repealed by Session Laws 1989 (Regular Session, 1990), c. 1004, s. 47, effective July 20, 1990.

(b) An authority created pursuant to this Article shall comply with all applicable federal and State laws, regulations, and rules, including specifically those enacted or adopted for the management of solid waste or for the protection of the environment or public health.

(c) Except as provided by subsection (d) of this section, a unit of local government that is exempt from compliance with State laws or rules enacted or adopted for the management of solid waste or for the protection of the environment shall, by becoming a member of a regional solid waste management authority created under this Article and as a condition of such membership, agree to comply with and to be bound by all applicable federal and State laws, regulations, and rules enacted or adopted for the management of solid waste and for the protection of the environment with respect to all solid waste management activities of the authority within the territorial jurisdiction of the unit of local government and with respect to all solid waste management activities performed by the unit of local government in connection with membership in the authority.

(d) A unit of local government that is exempt from compliance with State laws or rules enacted or adopted for the management of solid waste shall obtain all permits that may be necessary for the conduct of solid waste management activities within the territorial jurisdiction of the unit of local government as provided by federal law and regulations. Responsibility for the enforcement of laws, regulations, and rules enacted or adopted for the management of solid waste within the territorial jurisdiction of a unit of local government that is exempt from compliance with State laws or rules enacted or adopted for the management of solid waste shall be as provided by federal law and regulations. (1989 (Reg. Sess., 1990), c. 888, s. 1; c. 1004, s. 47; c. 1075, s. 5; 1991 (Reg. Sess., 1992), c. 948, s. 2.)

**§ 153A-431. Issuance of revenue bonds and notes.**

The State and Local Government Revenue Bond Act, Article 5 of Chapter 159 of the General Statutes, governs the issuance of revenue bonds by an authority. Article 9 of Chapter 159 of the General Statutes governs the issuance of notes in anticipation of the sale of revenue bonds. (1989 (Reg. Sess., 1990), c. 888, s. 1.)

**§ 153A-432. Advances.**

Any member or other units of local government may make advances from any monies that may be available for such purpose, in connection with the creation of an authority and to provide for the preliminary expenses of an authority. Any such advances may be repaid to such member or other units of local government from the proceeds of the revenue bonds or anticipation notes issued by such authority or from funds otherwise available to the authority. (1989 (Reg. Sess., 1990), c. 888, s. 1.)

**§§ 153A-433 through 153A-434: Reserved for future codification purposes.**

## ***Analysis of Operational and Funding Options for Solid Waste and Recycling Programs***

### ***1) Option 1 - Solid Waste Management Authority***

Establishment of a Solid Waste Management Authority county-wide could allow the elimination of all 3-R Fees, with the authority governing all recyclables collection, processing and marketing among the member jurisdictions. An authority could also include municipal solid waste collection and disposal operations as well as large scale composting or other processing facilities.

North Carolina General Statute's 153A-421 outlines how two or more units of local government may create a regional solid waste management authority by adopting substantially identical resolutions to that effect in accordance with the provisions of this Article. The resolutions creating a regional solid waste management authority and any amendments thereto are referred to in this Article as the "charter" of the regional solid waste management authority. Units of local government which participate in the creation of a regional solid waste management authority are referred to in this Article as "members". The purpose of a regional solid waste management authority is to provide environmentally sound, cost-effective management of solid waste, including storage, collection, transporting, separation, processing, recycling, and disposal of solid waste in order to protect the public health, safety, and welfare.

The Charter of a Regional Solid Waste Management Authority typically contains provisions delineating:

- Powers, duties and functions
- Number of delegates from each local government
- Amount (or formula) of financial contributions from each local government
- Methods for amending charter, dissolving Authority, liquidating assets

The authority conveyed by the Members can include the following provisions:

- Exercise "corporate" powers
- Enter into up to 60-year contracts to provide solid waste services with member or other local governments
- Assume responsibility for disposal and management of solid waste imposed by law on any member unit
- Set and collect fees and charges to cover operating and capital costs
- Exercise power of eminent domain
- Issue revenue bonds, special obligation bonds, and grant security interests in real or personal property
- Exercise some degree of flow control

An Authority may finance services, facilities and programs by:

- Assessing fees and charges to customers directly to cover solid waste collection or disposal operating and capital costs
- Each member local government may appropriate funds to Authority using:
  - Local tax revenues
  - Local solid waste fee revenues

### Conformance with Adopted Goals

A Solid Waste Management Authority would conform with Board of Commissioner (BOCC) Goals to a large extent according to the provisions established within the charter. Considerable uncertainty exists with regard to how this type of entity would be created in Orange County.

**Until Authority is created, the number of towns participating is known, it is difficult to address the effectiveness and efficiency regarding recently adopted BOCC goals.**

#### Cost Efficiency

- Existing recycling program and service efficiencies could be maintained or improved by an authority.
- Could shift financial responsibility
- Without anchor waste facilities that generate revenue, recycling collection fees or convenience center fees (fees for service) alone would likely be sufficient to fund services and programs. Additional supplemental funding by members would likely be required.
- If residential or non-residential solid waste collection is included as a function collection fees could generate income;
- Most efficient with current Interlocal Agreement parties as members; fewer members would likely mean less cost efficiency i.e. reduced economies of scale and duplication of services by non-members

#### Recycling Maximization

- Has potential to continue current high performing programs and services if three Towns join the County. Fewer participating members will mean diminished recycling performance, participation, materials recovery, public confusion caused by non-uniform service practices and methods

#### Equity Maximization

- Unknown

#### Fairness to Private Haulers and County Staff

- If the authority considers flow control or other means to regulate, license etc. that could impact private haulers
- Authority could contract with some private garbage and/or recycling haulers for certain collection services to the exclusion of other private haulers
- It is possible that existing recycling services and programs could be continued preserving or minimizing impacts on existing staff functions

#### Advances Comprehensive Waste Reduction in Partnerships with Towns

- Could provide the vehicle to strengthen long term partnerships with member towns that continues and improves existing programs and services
- Could limit the County's influence and involvement and lessen local government interactions

- Non-member Towns could result in duplication of services, reduced economies of scale and public confusion with regard to differing rules and practices for recycling
- Authority could facilitate collaboration in waste reduction

### Transition Planning/Timeline

Based on statutory requirements the timeline could be a matter of only a few months, collaboration in Orange County to establish a Solid Waste Authority would take much longer. If negotiations were prolonged a longer interim agreement could be required to maintain existing services and programs until the process could be completed.

#### April – June 2013

- Staff to finalize budget for continuing existing urban and rural programs through FY 2013/14. BOCC to adopt interim funding source FY 13/14 utilizing solid waste enterprise fund reserves, a temporary property tax increase, contribution from the General Fund fund balance or some combination.
- BOCC to initiate discussions/negotiations with Towns to establish an interim/short-term Interlocal Agreement (IA) that addresses all recycling services for at least Fiscal 2013/14.
- Local governments to create a means for broader discussion and decisions on how to proceed to consider creation of a Solid Waste Authority. The UNC School of Government among other resources could assist in this educational effort.

#### July – December 2013

- Urban, Rural and Multi-family 3-R Fee components to be eliminated and not billed.
- Implement process for discussion and orientation of local elected officials on particulars of a Solid Waste Authority.
- Following informational process, interested governments would establish a process to proceed to discuss specific charter provisions and conveyed authority, including financing provisions and all issues relating to establishing an Authority.

#### January – June 2014

- If Authority is determined to be desirable, BOCC and Towns determine deadline for commitments from each Town to join Authority
- Governments pledged to join Authority proceed to complete Charter and develop other operating and financial provisions necessary to create Authority.
- Plan for withdrawing curbside and multi-family recycling services from non-participating Towns
- Authority created effective July 1, 2014.

#### **2) Options 2,3 & 4 -Solid Waste District Tax**

Keep the Basic 3-R Fee and Create a single Solid Waste Tax Service District that would include the Towns (who would be encouraged to join) and the current Rural Curbside Service Area serving 13,730 households. In addition, approximately 2,300 additional rural households (Map Attachment) could be added relatively quickly, without additional resources, due to recently gained single stream efficiencies (leaving only approximately 3,700 rural households outside of

the district). Towns that choose not to join would become responsible for their own curbside and multi-family recycling services. Effective date of Tax District would be July 1, 2014.

The Board must consider:

- a. The resident population and population density of the proposed district;
- b. The appraised value of property subject to the taxation in the proposed district;
- c. The present tax rates of the County and any city or special district tax in which the district or any portion is located;
- d. The ability of the proposed district to sustain additional taxes, and;
- e. Any other matters the board believes to have bearing on whether the district should be established.

The Board may then establish a service district if, upon information and evidence it receives, it finds that all of the following apply:

- a. A demonstrable need for providing the service in the district;
- b. It is impossible or impractical to provide the service on a county-wide basis;
- c. It is economically feasible to provide the proposed services in the district without unreasonable or burdensome annual tax levies; and
- d. A demonstrable demand for the proposed services by the persons residing in the district.

#### Conformance with Adopted Goals

##### Cost Efficiency

- Allows maintenance of existing costs/efficiencies and provide a stable platform for implementation of additional efficiency measures such as roll-carts and automated compaction collection vehicles for both rural and urban curbside programs
- Allows consideration of future inclusion of Solid Waste Convenience Center Fee and/or Base 3-R Fee into a more comprehensive district tax funding mechanism
- Would be accounted for in a separate fund, public school funding match policy (48.1) would not apply
- Remaining 3,700 rural area households could be included for inclusion in the district

##### Recycling Maximization

- Would allow continuation of existing integrated programs and waste reduction accomplishments in County and in Towns who join district
- Could provide the platform for expanding and enhancing current programs and services
- Would allow expanding District in the future to include currently ineligible rural areas that would then provide more convenience for residents and opportunity to increase recycling participation and quantities of recyclable materials
- Would continue local government control and ability to direct levels of service and pursuit of waste reduction goals

##### Equity Maximization

- Could be established to not impose District Tax on unincorporated areas ineligible for rural curbside service
- Would allow for the inclusion of currently ineligible areas at some future time on an equal basis as remainder of unincorporated area
- Combines urban, multi-family and rural recycling services (for towns that join) into a single district tax rate that should reduce annual costs to majority of those now paying 3-R Fee
- Some property owners who now are not charged the current 3-R Fee (vacant property) would pay district tax
- District taxes would not generate funding from each recipient of the service at the same rate, but funding would be generated by property relative values
- Non-profit owned properties would not pay district tax, however, a special voluntary fee could be applied to those receiving services

#### Fairness to Private Haulers and County Staff

- Maintains county programs and services and thus maintains county staffing
- Private waste haulers would experience little change to status quo, except some limited impacts in the proposed expanded rural recycling area

#### Advances Comprehensive Waste Reduction in Partnerships with Towns

- Allows Towns who agree to join District to maintain uninterrupted, integrated existing curbside and multi-family services
- Agreement to join District would allow proceeding with roll cart implementation and addition of new materials curbside which are likely to increase recycling rates
- Allows continued provision of enforcement, educational and customer service activities within towns
- Allows Towns to concentrate on addressing/improving municipal solid waste collection and transfer functions without having to also be concerned with recycling
- Allows continuance of uniform materials accepted for recycling and uniform education and outreach between urban and rural programs resulting in greater program understanding by all residents

#### Transition Planning/Timeline

##### April-June 2013

- Staff to finalize budget for continuing existing urban and rural programs through FY 2013/14. BOCC to adopt interim funding source FY 13/14 utilizing solid waste enterprise fund reserves, a temporary one year property tax increase, contribution from the General Fund fund balance or some combination.
- Urban, Rural and Multi-family 3-R Fee components to be eliminated and not billed.
- BOCC to initiate discussions/negotiations with Towns to establish a basic interim/short-term Interlocal Agreement (IA) that addresses all recycling services. This IA should also establish process or otherwise create a means for broader discussion and decisions on the future of the county-wide recycling system and the extent of continuing existing partnerships and methods of funding remaining waste management services.

##### July – December 2013

- BOCC to finalize rural boundaries for Solid Waste District

- Staff calculates District Tax rate necessary to fund curbside and multi-family programs for various scenarios depending on which Towns are anticipated to join
- BOCC requests commitment from each Town to join district (May require joint meeting of Towns/County to discuss and/or small working group of elected officials)
- County provides legal advertisement, public hearing, findings and other statutory requirements
- With an Interlocal Agreement the County operation of curbside and multi-family recycling programs County would let bid for roll carts for urban curbside program
- County to apply on behalf of Towns for State grants (totaling about \$225,000) to help purchase of roll carts
- County to solicit request for proposals for urban curbside recycling contract to become effective July 1, 2014 (roll carts to be distributed by this date also)
- Bid award for roll carts and urban collection contract

#### January – June 2014

- BOCC formally establish Solid Waste Tax District effective July 1, 2014, with specific tax rate to be established through FY 2014/15 county budget process or other timeline as determined
- Staff plans rural curbside expansion of about 2,300 more homes with service to begin in fall with potential to piggyback on previous urban roll cart bid; staff bids for automated compaction curbside trucks to replace existing manual, non-compacting collection trucks

#### July 2014 - ??

- Tax Administration bills District Tax, along with Base 3-R Fee and Convenience Center Availability Fee.
- Initiate discussion between Towns and County regarding elimination of Base 3-R Fee and/or Convenience Center Availability Fee and incorporation into Solid Waste Tax District
- Alternatively, Towns and County could begin discussions regarding establishment of Solid Waste Management Authority

### **2) Option 8 - Convenience Center/Drop-off Recycling Site Expansion**

This option would keep the Basic 3-R Fee, eliminate all other 3-R Fees, and eliminate rural curbside recycling relying instead on Convenience Centers and Drop-off-sites. Urban and Multi-family curbside recycling would be left up to the Towns. The County could increase the number of Recycling Drop-off-sites and Convenience Centers and increase the Basic 3-R fee to pay for the operation of the new facilities.

For this option staff would plan for the addition, in unincorporated areas, of a minimum of two new Neighborhood Solid Waste Convenience Centers which would receive both recyclable and municipal solid waste and maintenance of the existing five drop-off recyclables only sites. Also, one additional recycling drop-off site in Chapel Hill and one in Carrboro for will be needed for a total of seven sites located within the three municipalities.

#### Conformance with Adopted Goals

##### Cost Efficiency

- Would incur costs and administrative time related to siting, purchasing land, construction, equipment and operating a minimum of two additional neighborhood solid waste convenience centers and two new urban drop-off sites
- Impact on hauling costs at existing convenience centers and drop-off sites is uncertain without further evaluation and knowledge as to Towns intentions on replacing eliminated curbside and multi-family services.
- Anticipated inefficiencies (overloading of existing centers) due to ceasing rural curbside program effective July 1, 2014 and the likelihood of taking up to two or more years to site and construct new convenience centers and perhaps that long for the new recycling only drop-off sites (based on past experiences)
- Difficult to estimate cost/gas/emissions for individual residents to deliver materials to drop-off sites and convenience centers versus curbside service collecting hundreds of residences together, but a total system cost analysis that factors in all elements self-hauling versus building and operating the new facilities would prove this option more costly than current methodologies of service
- Ability of existing centers to manage anticipated new quantities being diverted from curbside and multi-family programs and associated increase in costs to service new and existing centers/drop-off sites likely to result in a less efficient program
- Elimination of solid waste staff and equipment associated with rural curbside and multi-family service would partially offset added cost of new centers;
- Reduction in revenue from recovered materials due to anticipated reduced tonnages recycled

#### Recycling Maximization

- The combination of curbside/multi-family recycling and convenience center recycling would be expected to generate significantly more recoverable recyclables and realize higher resident participation than utilization of only convenience centers/recycling drop-off sites
- Convenience is generally acknowledged as the greatest factor for maximizing recycling performance and curbside service is a more convenient method of service. The easier you make recycling, the more recycling material you will get
- Should expect to see a reduction of resident participation and quantities of materials recycled for self-hauling to centers

#### Equity Maximization

- All residents would continue to pay Base Fee, there are still some residents who would choose not to recycle, thus paying for service they do not use
- Increases in Base Fee could be partially offset by elimination of Urban/Rural and Multi-family Fees
- Some residents without transportation or with physical limitations may be required to rely on others to deliver recyclables to centers or to not recycle (currently special back-door recycling collection is provided for handicap citizens in both Urban and Rural programs)
- Residents who live adjacent to where new convenience centers/drop-off sites are located may feel unequal burden of hosting the center
- New convenience centers/drop-off sites may be more convenient to some residents than existing centers

#### Fairness to Private Haulers and County Staff

- Three county staff would be displaced by elimination of rural curbside recycling and one additional for multi-family program; staff could be transferred to Center Operator positions at new centers (although new centers would not be available for staffing until sometime after curbside service eliminated); may also need additional staff driver to service centers; other staff impacts require more detailed analysis
- Locating new convenience centers in rural areas now serviced by private haulers could reduce customers of haulers if customer shift to using now more closely located convenience centers for garbage
- Residents who prefer curbside recycling could seek private service, but would still pay for convenience center and drop-off site expansions
- There would be no restrictions for any private hauler to collect garbage in the rural part of the County

#### Advances Comprehensive Waste Reduction in Partnerships with Towns

- If urban curbside and multi-family services were eliminated by County, Towns would be forced to proceed outside of partnership; this option would likely eliminate opportunity for continued Town partnerships and could negatively impact current integrated recycling program waste reduction successes
- Considerable difficulty would be encountered by attempting to site additional recycling drop-off sites in Towns; meeting local Town development codes may be prohibitive
- Town recycling drop-off sites may be overwhelmed with displaced materials from curbside service elimination (unincorporated residents near Towns would also use municipal recycling infrastructure)
- New convenience centers/drop-off sites would be available to town residents, although centers may generally be too distant for use
- Elimination of urban curbside and multi-family recycling services by County may negatively impact effectiveness and performance of remaining Base Fee provided non-residential services within Towns

#### Transition Planning/Timeline

This transition discussion does not include what actions Towns might take to address cessation of urban curbside and multi-family recycling services beginning July 2014.

#### April-June 2013

- Staff to finalize budget for continuing existing urban and rural programs through FY 2013/14. BOCC to adopt interim funding source FY 13/14 utilizing solid waste enterprise fund reserves, a temporary property tax increase, contribution from the General Fund fund balance or some combination.
- BOCC to initiate discussions/negotiations with Towns to establish an interim/short-term Interlocal Agreement (IA) that addresses all recycling services. This IA should also establish process or otherwise create a means for broader discussion and decisions on a more comprehensive and longer-term IA governing the future of the county-wide recycling system and other solid waste management issues of mutual interest.

#### July-December 2013

- Urban, Rural and Multi-family 3-R Fee components to be eliminated and not billed.

- Initiate process for discussion of a longer-term Interlocal Agreement between Towns and County for post July 2014 that includes county residential recycling operations to shift to drop-off methodology.

#### January-June 2014

- Evaluate preferred areas of county for new centers and establish siting process.
- Consult Towns with regard to potential process for establishing new recycling drop-off sites; develop cost estimates for new drop-off sites
- Use existing conceptual design cost estimates for Neighborhood Convenience Centers for budgeting for FY 2014/15, when new SWCC's would be constructed (if sites can be identified). Budget should also include funds to purchase property (5 acres minimum) for two new centers.
- Budget for two new recycling drop-off sites in towns; one in Carrboro, one in Chapel Hill.
- Eliminate rural, urban and multi-family recycling from FY 2014/15 Budget.

#### July 2014 - ??

- Complete site search, purchase property, design and construct two new convenience centers and two new drop-off sites.
- Evaluate if two new centers and two new drop-off sites sufficient or whether others should be considered.
- New long-term Interlocal Agreement implemented.

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** April 23, 2013

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

**SUBJECT:** Establishment of Three (3) New Fire Service Districts and Approve New Boundaries for Three (3) Existing Fire Insurance Districts – South Orange Fire Service District, Greater Chapel Hill Fire Service District and Southern Triangle Fire Service District

**DEPARTMENT:** Emergency Services

**PUBLIC HEARING: (Y/N)**

No

**ATTACHMENT(S):**

- 1) Resolution to Establish The South Orange Fire Service District and Map
- 2) Resolution to Establish The Greater Chapel Hill Fire Service District and Map
- 3) Resolution to Establish The Southern Triangle Fire Service District and Map
- 4) New North Chatham Fire Insurance District

**INFORMATION CONTACT:**

John Roberts, 245-2318  
Annette Moore, 245-2317  
Michael Talbert, 245-2308

**PURPOSE:** To approve the establishment of the three new Fire Service Districts – the South Orange Fire Service District, the Greater Chapel Hill Fire Service District and the Southern Triangle Fire Service District; and approve new boundaries for three existing fire insurance districts – South Orange Fire Insurance District, Greater Chapel Hill Fire Insurance District and North Chatham Fire Insurance District.

**BACKGROUND:** On September 13, 2011 the Board was presented options for changing fire districts to improve insurance ratings for the 1,156 properties located outside of six (6) road miles from the closest fire station located in their fire insurance district. A County Attorney's memorandum dated September 1, 2011 provided a legal opinion for fire protection tax districts, with the available options listed below:

1. Realign Fire Insurance District boundaries without changing Fire Tax Districts.
2. Change existing Fire Protection Districts, which would also change the Fire Tax District.
3. Establish one or more Fire Service Districts to replace or overlay existing Fire Protection Districts which could also change Fire Tax Districts.

On March 13, 2012 the Board approved the request from the Orange Grove Fire Department to construct a new fire station #2 that is strategically located in the southeastern part of the Cane Creek Fire District. This newly constructed fire station is providing insurance district coverage for an estimated 400 property owners that were more than six (6) road miles from the Orange

Grove Station. The Orange Grove Fire Department is in the planning stages for a new fire station #3 to be strategically located in the western part of the Cane Creek fire district. That new fire station #3 will provide insurance district coverage for an estimated 250 property owners currently more than six (6) road miles from the Orange Grove Station.

The Emergency Services Workgroup discussed all available options for the 1,156 properties located outside of six (6) road miles from the closest fire station located in their fire insurance district. With the new fire stations in the Cane Creek Fire District, over 600 property owners will be provided insurance district coverage and will be located less than 6-road miles from the nearest Orange Grove Station.

The Emergency Services Workgroup has recommended the creation of three (3) New Fire Service Districts to overlay and replace three (3) existing Fire Protection Districts. With input from the State Fire Marshal's office, the proposal is to modify existing fire insurance districts and create new Fire Service Districts that are exactly the same as the revised fire insurance districts. The three (3) Fire Service Districts are proposed to be the South Orange Fire Service District, Southern Triangle Fire Service District and Greater Chapel Hill Fire Service District.

### **South Orange Fire Service District**

Attachment 2 of the new Greater Chapel Hill Fire Service District shows a detail map of the area and Chapel Hill Fire Station #5. Due to the Town of Chapel Hill annexations, the South Orange Fire Insurance District has been split. The Town of Carrboro provides fire protection for the South Orange Fire Insurance District and now has to travel through the Town of Chapel Hill to respond to a fire call off Mt. Carmel Church Road. The Town of Chapel Hill is better positioned and has agreed to provide fire protections for this area. Attachment 1 is a map of the proposed new South Orange Fire Service District.

Total property value of \$37,673,414 is estimated to be moved from the existing South Orange Fire Insurance District to the new Greater Chapel Fire Insurance District. The remaining property valuation for the new South Orange Fire Service District is \$519,304,114. The estimated tax valuation reduction from the existing South Orange Fire Insurance District equals 6.8% of the total. On December 4, 2012 the Carrboro Board of Aldermen voted to approve a resolution to modify the existing South Orange Fire Insurance District. The Town will continue to contract to provide fire protection to the proposed new South Orange Fire Insurance District (see Attachment 1), with a new fire tax rate of 10 cents per \$100 of real and person property value.

### **Southern Triangle Fire Service District**

Orange County has received a letter from North Chatham Volunteer Fire Department indicating that the Department will request a tax rate of 8.8 cents beginning July 1, 2013. This is the same rate currently charged in Chatham County and a 76% increase over the existing five (5) cents. The existing Southern Triangle Fire District includes 112 homeowners located more than six (6) road miles from the nearest North Chatham Station, but less than three (3) road miles from Chapel Hill Fire Station #5. These homeowners have an insurance rating of 10. Several homeowners in this area have indicated that they cannot get fire insurance or that the rate has more than doubled.

The Town of Chapel Hill is better positioned and may be willing to provide fire protections for this area in yellow. The Town of Chapel Hill is a municipal fire department which relies on hydrants as its water source to fight fires. Discussions have occurred involving the Town of

Chapel Hill Fire Chief and North Chatham Fire Department Chief concerning possible fire and insurance solutions for this area. Attachment 2 includes a map of the proposed new Greater Chapel Hill Fire Service District.

The North Chatham Fire Chief has indicated that he is willing to recommend to the North Chatham Board of Directors that the 112 homeowners currently in the Southern Triangle Fire District would be better served by the Town of Chapel Hill. With a property tax increase from five (5) cents to 8.8 cents and a reduction of property covered by the district, the net impact for the new Southern Triangle Fire Service District is a revenue increase of \$31,441 from \$213,325 to \$244,766.

The North Chatham Fire Department provides fire service for both the Damascus and Southern Triangle Fire Districts. Attachment 3 is the proposed New Southern Triangle Fire District. Both the Damascus and New Southern Triangle Fire District make up the New North Chatham Fire Insurance District shown in Attachment 4.

### **Greater Chapel Hill Fire Service District**

Attachment 2 includes a map of the proposed new Greater Chapel Hill Fire Insurance District that includes not only the area proposed to be deleted from South Orange, but additional property included in the Southern Triangle Fire District. With a proposed property tax increase from 7.5 cents to 15 cents and additional property covered by the district, the net impact for the new North Chatham Fire Insurance District is a revenue increase of \$276,025 from \$1,706 to \$277,731.

At its November 13, 2012 work session, the Board reviewed information regarding the possibility of establishing three (3) new Fire Service Districts and instructed staff to proceed with the steps necessary to establish the new Fire Service Districts. Listed below are actions taken to date concerning the possible creation of three (3) new Fire Service Districts:

- On December 3, 2012 Orange County petitioned the Town of Chapel Hill to consider modifications to the existing Greater Chapel Hill Fire Insurance District as discussed in the background.
- On December 4, 2012 the Carrboro Board of Aldermen voted to approve a resolution to modify the existing South Orange Fire Insurance District.
- On January 14, 2013 the Chapel Hill Town Council voted unanimously not to provide Fire Protection for a proposed Greater Chapel Hill Fire Service and requested Orange County Government's assistance in encouraging the residents of the proposed Chapel Hill Fire Service District to seek annexation into the Town of Chapel Hill.
- On February 11, 2013 the Chapel Hill Town Council again considered the County petition to the Town to consider modifications to the existing Greater Chapel Hill Fire Insurance District as discussed in the background. Several members of the Town Council still consider annexation as the preferred method of providing fire protection and all other Town services to these residents. There was discussion about the 15 cent rate being the maximum rate allowed and the Town Council discussed how the tax rate could be increased. The Chapel Hill Town Council voted unanimously to enter into a service agreement to extend the Town's current fire district into the affected neighborhoods for a period of two (2) years and initiate conversations with

the County about how the changes in annexation laws affect the rational planning model established within Orange County.

- On February 19, 2013 the Board of Commissioners voted to approve a recommendation for a five-year contract with the Town of Chapel Hill, with a 15 cent tax levy per one-hundred dollar valuation of real and personal property rate, and for this recommendation to go back to the Chapel Hill Town Council for discussion; ask staff to clearly lay out the “opt out” provisions in the contract; for the County to agree to work collaboratively with the Town to explore ways to equitably provide and fund services to residents in and around ETJ areas over the next 2 years, and to ask staff to come back with suggestions to how to effectively implement this; to establish a public hearing, after the Town of Chapel Hill has discussed this recommendation, to consider the establishment of the three new Fire Service Districts - the South Orange Fire Service District, the North Chatham Fire Service District and the Greater Chapel Hill Fire Service District.
- On February 27, 2013 the Chapel Hill Town Council voted unanimously to enter into a service agreement to extend the Town’s current fire district into the affected neighborhoods for a period of five (5) years with a 15 cent tax levy per one-hundred dollar valuation of real and personal property.
- On April 17, 2013 the Board of Commissioners held a public hearing to consider establishment of three (3) new Fire Service Districts. The Board received comments from eighteen (18) individuals that were generally in support of the three (3) new Fire Service Districts.

Listed below are actions that need to be taken before three (3) new Fire Service Districts can be created and included in the County’s Fiscal Year 2013/2014 annual budget.

- Approval by the Orange County Board of Commissioners after holding a public hearing on April 17, 2013
- Approval by the North Chatham Fire Department Board of Directors
- Approval by the State Fire Marshal’s Office
- Approval by the Orange County Board of Commissioners of new Fire Protection and Emergency Services Agreements before July 1, 2013 for the three (3) new Fire Service Districts

**FINANCIAL IMPACT:** There is no financial impact to the County, but there is a financial impact on all property owners in the three (3) proposed new Fire Service Districts with higher Fire District Tax rates for the property owners.

**RECOMMENDATION(S):** The Manager recommends that the Board approve and authorize the Chair to sign as necessary:

1. The three resolutions establishing of the three new Fire Service Districts;
  - The South Orange Fire Service District and Map
  - The Greater Chapel Hill Fire Service District and Map
  - The Southern Triangle Fire Service District and Map

2. New boundaries for three (3) existing fire insurance districts – South Orange Fire Insurance District, Greater Chapel Hill Fire Insurance District and North Chatham Fire Insurance District.

## ORANGE COUNTY BOARD OF COMMISSIONERS

### RESOLUTION ESTABLISHING THE SOUTH ORANGE FIRE SERVICE DISTRICT

**WHEREAS**, the Orange County Board of County Commissioners (“Board”) has determined there is a need to establish a fire service district in order to provide fire protection to the residents of the area shown on Attachment A hereto that being the South Orange Fire Service District (“District”); and

**WHEREAS**, in accordance with Article 16 of Chapter 153A of the North Carolina General Statutes the Board conducted a public hearing on the establishment of the District; and

**WHEREAS**, during the public hearing and in determining whether to establish the District the Board considered the resident or seasonal population and population density of the proposed District, the appraised value of property subject to taxation in the proposed District, the present tax rates of the county and any cities or special districts in which the District or any portion thereof is located, the ability of the proposed District to sustain the additional taxes necessary to provide the services planned for the District, and the need for fire protection services in the District.

**NOW, THEREFORE, BE IT RESOLVED**, the Board finds that there is a demonstrable need for providing fire protection in the District as authorized by N.C.G.S. 153A-301(a)(2), it is impossible or impracticable to provide those services on a countywide basis, it is economically feasible to provide the proposed services in the District without unreasonable or burdensome annual tax levies, and there is a demonstrable demand for the proposed services by persons residing in the District.

**BE IT FURTHER RESOLVED** that for all the foregoing reasons the Orange County Board of Commissioners hereby establishes the South Orange Fire Service District

Passed the \_\_\_\_ day of \_\_\_\_\_, 2013 and having an effective date of July 1, 2013.

\_\_\_\_\_  
Barry Jacobs, Chair  
Orange County Board of Commissioners

Attest:

\_\_\_\_\_  
Clerk to the Board of Commissioners

# New South Orange Fire Insurance District

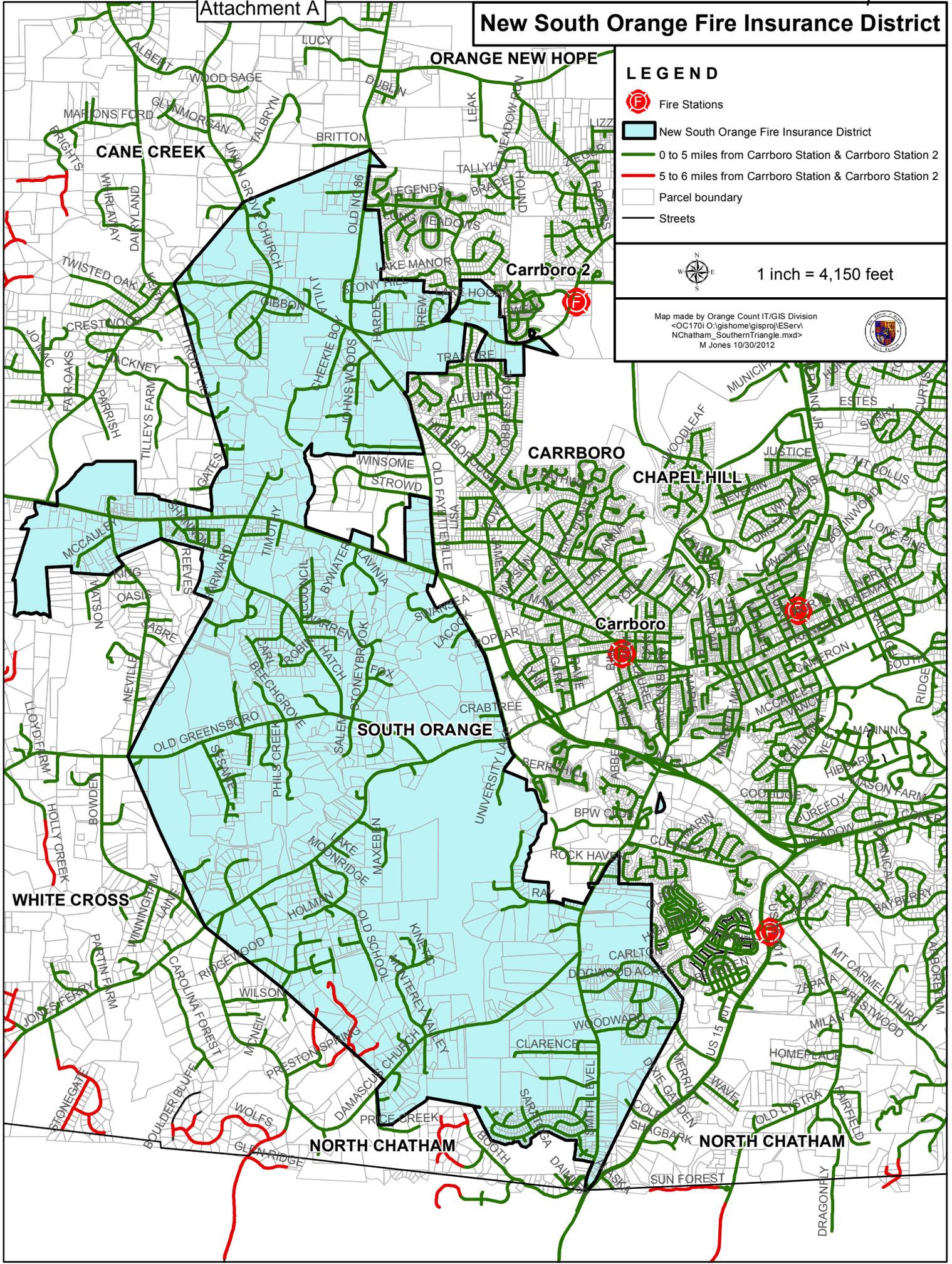
## LEGEND

-  Fire Stations
-  New South Orange Fire Insurance District
-  0 to 5 miles from Carrboro Station & Carrboro Station 2
-  5 to 6 miles from Carrboro Station & Carrboro Station 2
-  Parcel boundary
-  Streets



1 inch = 4,150 feet

Map made by Orange Count IT/GIS Division  
 <OC1701 O:\gis\home\gisproj\EServ\NChatham\_SouthernTriangle.mxd>  
 M Jones 10/30/2012



## ORANGE COUNTY BOARD OF COMMISSIONERS

### RESOLUTION ESTABLISHING THE GREATER CHAPEL HILL FIRE SERVICE DISTRICT

**WHEREAS**, the Orange County Board of County Commissioners (“Board”) has determined there is a need to establish a fire service district in order to provide fire protection to the residents of the area shown on Attachment A hereto that being the Greater Chapel Hill Fire Service District (“District”); and

**WHEREAS**, in accordance with Article 16 of Chapter 153A of the North Carolina General Statutes the Board conducted a public hearing on the establishment of the District; and

**WHEREAS**, during the public hearing and in determining whether to establish the District the Board considered the resident or seasonal population and population density of the proposed District, the appraised value of property subject to taxation in the proposed District, the present tax rates of the county and any cities or special districts in which the District or any portion thereof is located, the ability of the proposed District to sustain the additional taxes necessary to provide the services planned for the District, and the need for fire protection services in the District.

**NOW, THEREFORE, BE IT RESOLVED**, the Board finds that there is a demonstrable need for providing fire protection in the District as authorized by N.C.G.S. 153A-301(a)(2), it is impossible or impracticable to provide those services on a countywide basis, it is economically feasible to provide the proposed services in the District without unreasonable or burdensome annual tax levies, and there is a demonstrable demand for the proposed services by persons residing in the District.

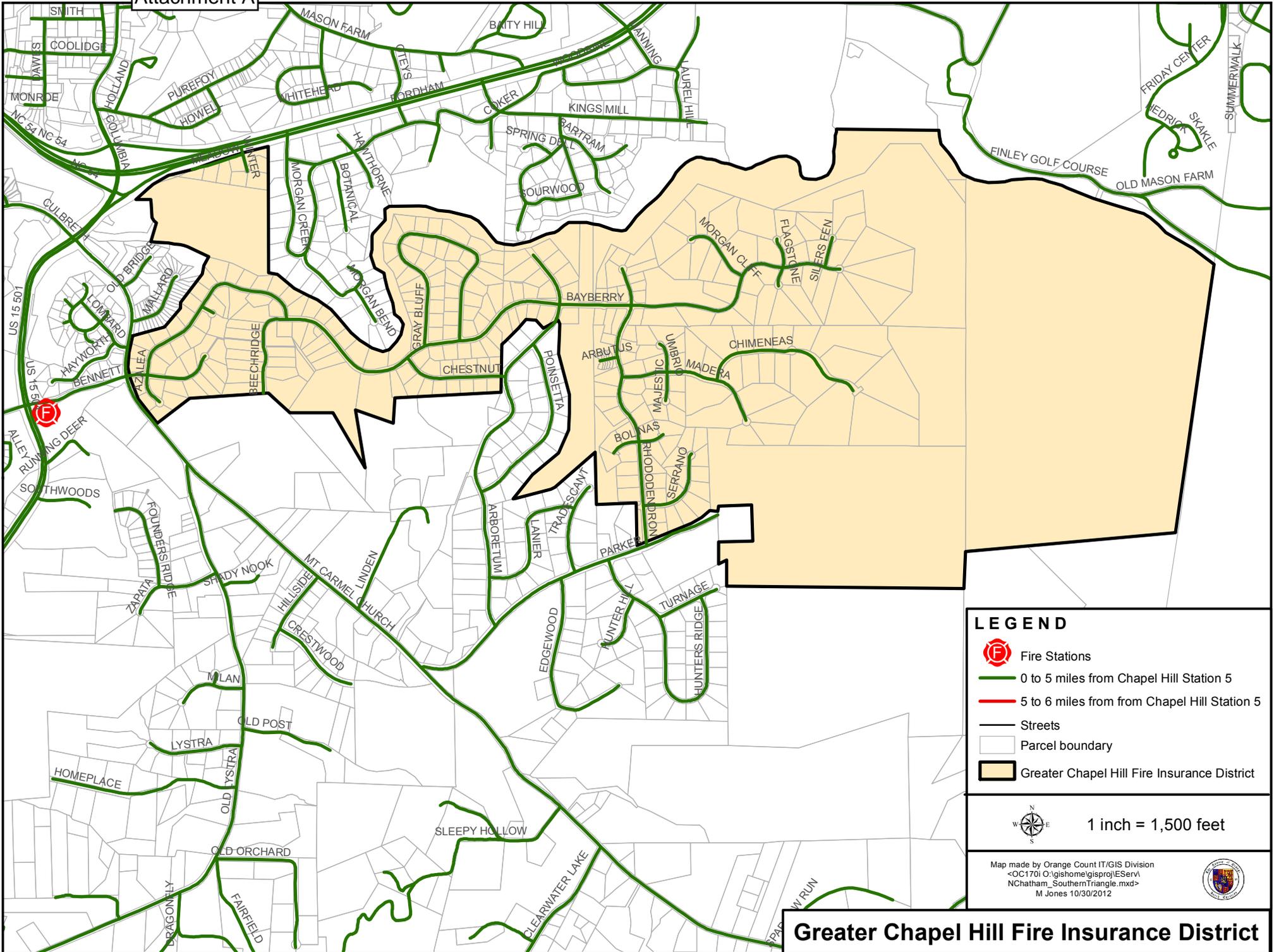
**BE IT FURTHER RESOLVED** that for all the foregoing reasons the Orange County Board of Commissioners hereby establishes the Greater Chapel Hill Fire Service District

Passed the \_\_\_\_ day of \_\_\_\_\_, 2013 and having an effective date of July 1, 2013.

\_\_\_\_\_  
Barry Jacobs, Chair  
Orange County Board of Commissioners

Attest:

\_\_\_\_\_  
Clerk to the Board of Commissioners



**LEGEND**

- Fire Stations
- 0 to 5 miles from Chapel Hill Station 5
- 5 to 6 miles from from Chapel Hill Station 5
- Streets
- Parcel boundary
- Greater Chapel Hill Fire Insurance District

1 inch = 1,500 feet

Map made by Orange Count IT/GIS Division  
 <OC170i O:\gishome\gisproj\EServ\NChatham\_SouthernTriangle.mxd>  
 M Jones 10/30/2012



**Greater Chapel Hill Fire Insurance District**

## ORANGE COUNTY BOARD OF COMMISSIONERS

### RESOLUTION ESTABLISHING THE SOUTHERN TRIANGLE FIRE SERVICE DISTRICT

**WHEREAS**, the Orange County Board of County Commissioners (“Board”) has determined there is a need to establish a fire service district in order to provide fire protection to the residents of the area shown on Attachment A hereto that being the Southern Triangle Fire Service District (“District”); and

**WHEREAS**, in accordance with Article 16 of Chapter 153A of the North Carolina General Statutes the Board conducted a public hearing on the establishment of the District; and

**WHEREAS**, during the public hearing and in determining whether to establish the District the Board considered the resident or seasonal population and population density of the proposed District, the appraised value of property subject to taxation in the proposed District, the present tax rates of the county and any cities or special districts in which the District or any portion thereof is located, the ability of the proposed District to sustain the additional taxes necessary to provide the services planned for the District, and the need for fire protection services in the District.

**NOW, THEREFORE, BE IT RESOLVED**, the Board finds that there is a demonstrable need for providing fire protection in the District as authorized by N.C.G.S. 153A-301(a)(2), it is impossible or impracticable to provide those services on a countywide basis, it is economically feasible to provide the proposed services in the District without unreasonable or burdensome annual tax levies, and there is a demonstrable demand for the proposed services by persons residing in the District.

**BE IT FURTHER RESOLVED** that for all the foregoing reasons the Orange County Board of Commissioners hereby establishes the Southern Triangle Fire Service District

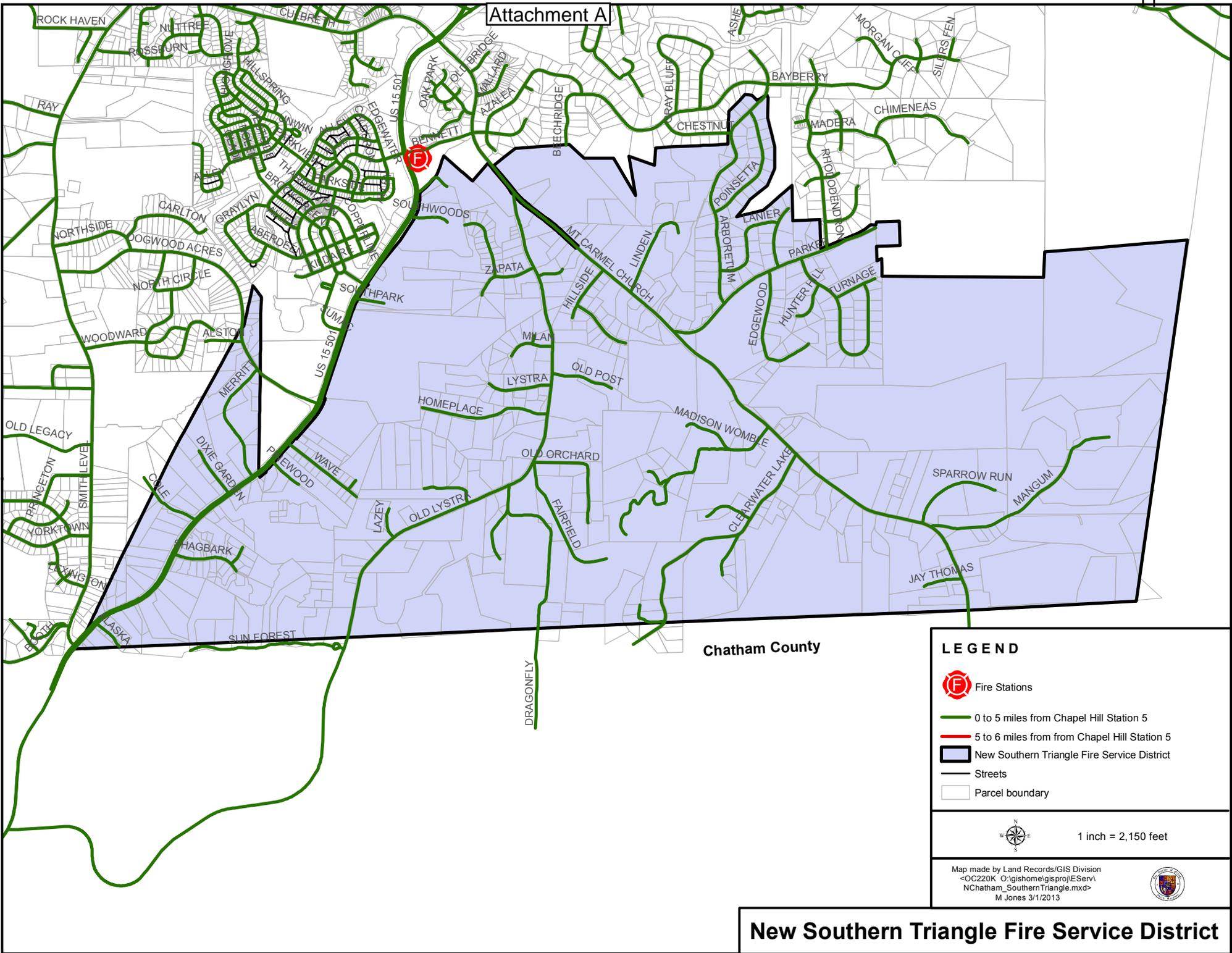
Passed the \_\_\_\_ day of \_\_\_\_\_, 2013 and having an effective date of July 1, 2013.

\_\_\_\_\_  
Barry Jacobs, Chair  
Orange County Board of Commissioners

Attest:

\_\_\_\_\_  
Clerk to the Board of Commissioners

Attachment A



**LEGEND**

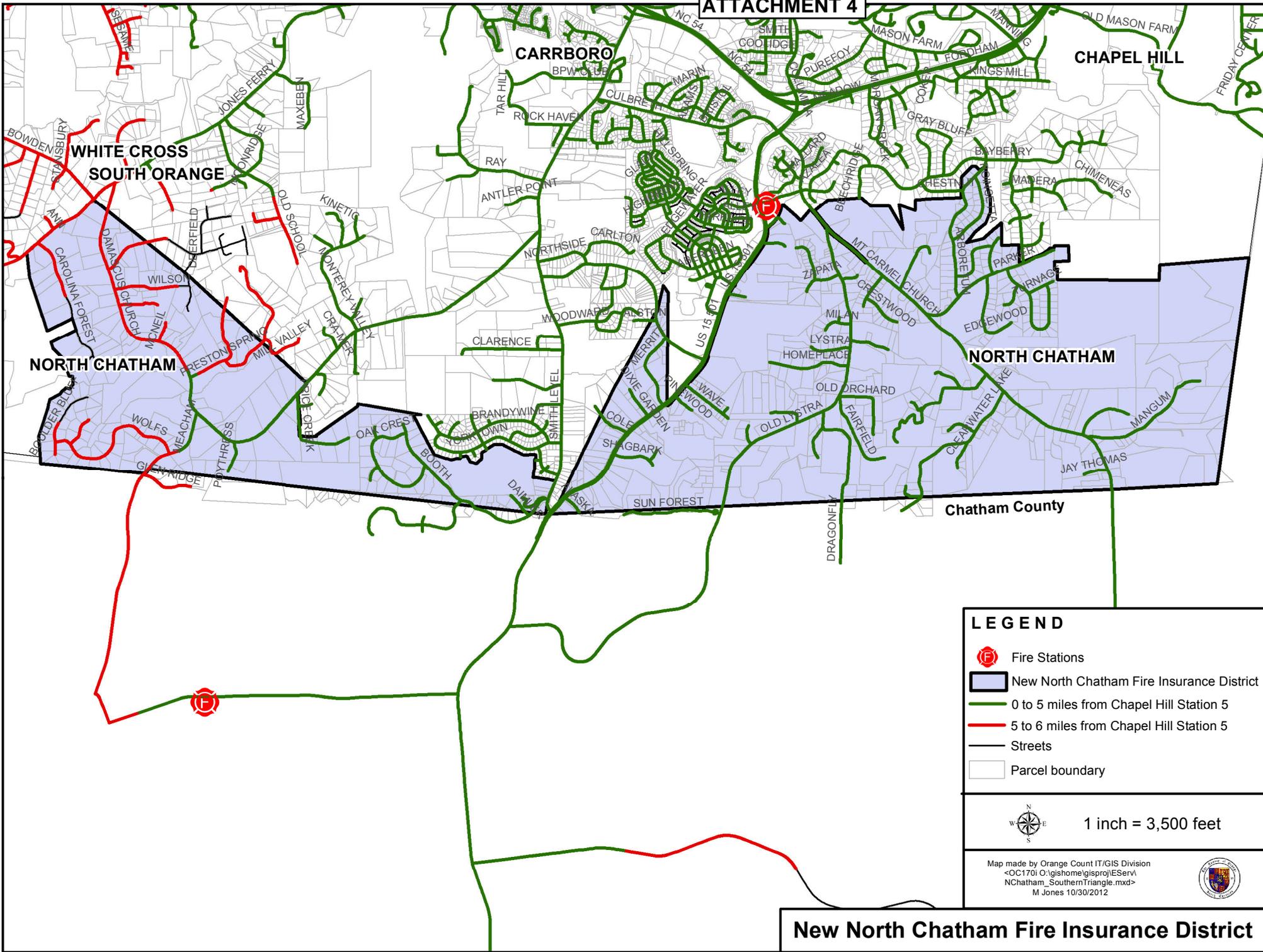
- Fire Stations
- 0 to 5 miles from Chapel Hill Station 5
- 5 to 6 miles from from Chapel Hill Station 5
- New Southern Triangle Fire Service District
- Streets
- Parcel boundary

1 inch = 2,150 feet

Map made by Land Records/GIS Division  
 <OC220K O:\gishome\gisproj\EServ\NChatham\_SouthernTriangle.mxd>  
 M Jones 3/1/2013



**New Southern Triangle Fire Service District**



**LEGEND**

-  Fire Stations
-  New North Chatham Fire Insurance District
-  0 to 5 miles from Chapel Hill Station 5
-  5 to 6 miles from Chapel Hill Station 5
-  Streets
-  Parcel boundary

 1 inch = 3,500 feet

Map made by Orange Count IT/GIS Division  
 <OC170i O:\gishome\gisproj\EServ\NChatham\_SouthernTriangle.mxd>  
 M Jones 10/30/2012



**New North Chatham Fire Insurance District**

**ORANGE COUNTY  
BOARD OF COMMISSIONERS  
ACTION AGENDA ITEM ABSTRACT**  
Meeting Date: April 23, 2013

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

**SUBJECT:** Major Subdivision Preliminary Plat Application – Annandale at Creek Wood

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**DEPARTMENT:** Planning and Inspections

**PUBLIC HEARING: (Y/N)**

No

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**ATTACHMENTS:**

1. Preliminary Plat Application Package
  2. Property and Vicinity Map
  3. Staff Generated Correspondence
  4. Fiscal Impact Analysis
  5. Notes from October 15, 2012  
Neighborhood Information Meeting
  6. Excerpt of Approved Minutes from the  
November 7, 2012 Planning Board  
Meeting
  7. Excerpt of Approved Minutes from the  
March 6, 2013 Planning Board Meeting
  8. Annandale at Creek Wood Resolution of  
Approval
  9. Preliminary Plat
- 

**INFORMATION CONTACT:**

Michael D. Harvey, Planner III, (919) 245-2597  
Craig Benedict, Director, (919) 245-2575

**PURPOSE:** To receive the recommendation of the Planning Board and take action on a Major Subdivision Preliminary Plat application in accordance with the provisions of Section 2.15 and Article 7 *Subdivisions* of the Unified Development Ordinance (UDO).

**BACKGROUND:** The basic facts concerning the application are as follows:

Applicant(s): Whitfield Lots LCC  
c/o Tom Hefner  
4130 Garrett Road  
Durham, NC 27707

Owner: Patricia J. Yahner  
200 Kenilworth Place  
Chapel Hill, NC 27516

Agent(s): EarthCentric Engineering  
204 West Clay Street  
Mebane, NC 27302

Project Name: Annandale at Creek Wood

Location: Whitfield Road – approximately 1,200 feet east of the intersection of Whitfield Road and NC Highway 86. Please refer to Attachment 2 for a vicinity map of the parcel.

Parcel Information:

- a. **PIN:** 9880-28-1953
- b. **Size of parcel:** 36.46 acres in area
- c. **Zoning of parcels:** Rural Buffer (RB) and Major Transportation Corridor Overlay District (MTC). The western and southern portions of the property are encumbered by the overlay district.
- d. **Township:** Chapel Hill
- e. **School District:** Chapel Hill/Carrboro County Schools
- f. **Future Land Use Map Designation:** Rural Buffer
- g. **Growth Management System Designation:** Rural
- h. **Joint Land Use Plan Designation:** Rural Buffer – Rural Residential Area
- i. **Existing Conditions/Physical Features:** Varying topography with heavy vegetation, primarily mixed hardwoods, throughout.  
There are two streams running through the property with varying slopes. Stream corridor width varies from 120 feet to 250 feet.
- j. **Roads:** Vehicular access to the parcel is through Whitfield (SR 1730), a state-maintained road.
- k. **Water and Sewer Service:** The property is not located within a primary public utility service area according to the Water and Sewer Management Planning Boundary Agreement (WASMPBA).

Surrounding Land Uses:

- a. **NORTH:** Property owned by Duke Forest zoned RB and maintained as forest/open space.
- b. **SOUTH:** Single-family residences zoned RB
- c. **EAST:** Property owned by the Triangle Land Conservancy zoned RB and maintained as forest/open space.
- d. **WEST:** Single-family residence zoned RB

Development Process, Schedule, and Action: In accordance with Section 2.15 of the UDO, the review of a major subdivision is as follows:

- **FIRST ACTION** – Submission of a concept plan application containing a proposed layout for the project based on a ‘conventional’ and ‘flexible’ development option.

*STAFF COMMENT:* A complete concept plan application was submitted.

- **SECOND ACTION** – Planning staff schedules a Neighborhood Information Meeting to invite property owners within 500 feet of the subject property to view the proposal.

*STAFF COMMENT:* Staff held the required meeting on October 15, 2012. A synopsis of the comments made during the meeting is contained within Attachment 5.

- **THIRD ACTION** – The Planning Board shall review and make a recommendation on the Concept Plan Application making a decision on whether the proposed development should proceed as a ‘conventional’ or ‘flexible’ development.

*STAFF COMMENT:* At its November 7, 2012 regular meeting, the Planning Board voted unanimously to approve the flexible development option for the project. Agenda materials for this meeting can be viewed utilizing the following link: <http://orangecountync.gov/planning/documents/NovPBPacket.pdf>. Minutes from the meeting are contained within Attachment 6.

- **FOURTH ACTION** – Once a concept plan option is approved, the Planning Board reviews and makes a recommendation on the approval of the Preliminary Plat application.

*STAFF COMMENT:* At its March 6, 2013 regular meeting, the Board voted 9 to 1 to recommend approval of the Preliminary Plat application. Agenda materials for this meeting can be viewed utilizing the following link: <http://orangecountync.gov/planning/documents/3.6.13PBPacket.pdf>. Minutes from the meeting are contained within Attachment 7.

- **FIFTH ACTION** – The BOCC receives the Planning Board recommendation and takes action on the Preliminary Plat application.

*STAFF COMMENT:* The BOCC is pursuing this action during this April 23, 2013 regular meeting.

- **SIXTH ACTION** – If approved, and once all construction activities have been completed or appropriate financial assurances have been approved, staff will approve and sign a Final Plat, which will be recorded in the Orange County Registrar of Deeds Office.

Proposal: The applicant has submitted a Preliminary Plat application for a single-family residential subdivision consistent with the approved Concept Plan proposing 11 lots, each at least two acres in area, with an overall proposed density of one dwelling unit per every 3.31 acres of land area with 12.16 acres of open space.

Roads: Two roads shall serve the project, each constructed to North Carolina Department of Transportation (NCDOT) public road standards. The applicant intends to turn these roads over to NCDOT for maintenance. Specifically, the proposal calls for:

- Construction of two cul-de-sac roadways. The first, identified as Dumfries Lane, will provide access to lots 8 through 11. The second, identified as Lochwood Court, will provide access to lots 1 through 7.

*STAFF COMMENT:* In reviewing the matter with NCDOT, staff has been informed there are no concerns with accepting the roads for maintenance as long as they are constructed to NCDOT standards. Please refer to Attachment 3 for additional information.

- Roads shall be located within a fifty-foot right-of-way and involve a 27-foot improved travel way and a 37-foot cul-de-sac radius that will include curb and gutter. These dimensions comply with NCDOT standards for residential subdivisions.

*STAFF COMMENT:* At the November 7, 2012 Planning Board meeting, a board member suggested the applicant consider a 40-foot improved radius rather than the depicted 35-foot radius denoted on the Concept Plan for the proposed cul-de-sacs.

The applicant revised the plans denoting a 37-foot radius in the cul-de-sacs.

- Access to Lot 7 will require a stream crossing. Both Planning and NCDOT staff discussed the viability of having a driveway off Whitfield Road to serve this lot and avoid a stream crossing. Unfortunately, it was determined direct access off Whitfield Road would create other issues and was not viable due to separation from adjoining roadways and safety concerns (i.e. sight visibility).

*STAFF COMMENT:* The proposed crossing is consistent with the provisions of Section 6.13 *Stream Buffers* of the UDO.

Utilities – Water and Sewer: The project will be served by individual wells and septic systems. Sheet C3.0 of the preliminary plat denotes anticipated locations for well and septic sites.

At the March 6, 2013 Planning Board meeting, a Board member asked if septic areas denoted on the plat could be ‘moved closer’ to designated home sites to avoid unnecessary clearing. Both the applicant and staff indicated the areas shown on the plat were approximate locations for septic and repair areas and were not intended to denote the exact location for the systems, their anticipated size, or to define clearing limits. The applicant indicated clearing of property would be kept at a minimum and septic systems could be ‘moved closer’ to designated home sites as suggested.

*STAFF COMMENT:* Orange County Environmental Health has indicated preliminary approval for the proposed septic and well system locations.

Stormwater Drainage: Drainage will be conveyed through a curb and gutter system located within the proposed road rights-of-way.

At the March 6, 2013 Planning Board meeting, a Board member expressed concern over the proposed stormwater management system and asked if there was an opportunity to require grass swales instead of curb and gutter. The Board member also expressed concerns over local wildlife, such as turtles and salamanders, being able to navigate the proposed system and suggested grassed swales would be more appropriate.

Both the applicant and staff indicated the curb and gutter system was proposed as part of the Concept Plan, approved by the Planning Board at its November 7, 2012 regular meeting and the system was necessary to address compliance issues with recently established stormwater management standards. As part of the proposed stormwater management system, the applicant has voluntarily reduced the maximum allowable impervious surface area for the entire project (i.e. roadways, driveways, and all buildings under roof) to 10.7% or 169,937 sq. ft., in order to comply with Section 6.14.7 *Stormwater Management – Nutrient Load* of the UDO.

*STAFF COMMENT:* Orange County Erosion Control has indicated the project complies with applicable stormwater regulations. Please refer to Attachment 3 for additional information.

Open Space: Per Section 7.13.3 (C) (1) and (2) of the Orange County Unified Development Ordinance (UDO) open space for the project is broken down as follows:

PRIMARY:

- Wetlands including but not limited to streams, creeks, ponds, reservoirs, etc.: **6.76 acres** of open space around an existing stream.

SECONDARY:

- Roadside Buffer – 75 foot roadside buffer along Whitfield Road: **2.61 acres**
- Woodlands – preservation of existing forested area as an open space buffer: **2.22 acres** west of Dumfries Lane and **.24 acres** east of Lockwood
- Pedestrian Open Space Access (POSA): **.33 acres**

**TOTAL: 12.16 acres (33.31%) of the subject parcel**

Open space areas are composed of existing, mature, vegetation and trees with an approximate height of between 50 to 70 feet.

The Preliminary Plat denotes a pedestrian open space access (POSA) affording potential future connectivity to an adjacent property, owned by TLC, as well as a pedestrian footbridge over the existing stream. The project calls for an internal trail system connecting Dumfries Lane to Lockwood Court passing between Lots 9 and 10 and Lots 5 and 6 respectively. This internal trail system has not been designed as a POSA as the applicant is concerned over third party access and wishes to limit use of the aforementioned internal trail to residents of the project.

*STAFF COMMENT:* Staff has determined the proposed open space meets the requirements of the UDO.

Land Use Buffer: As previously indicated, there will be a 75-foot buffer along Whitfield Road comprised of existing, dense, vegetation, and trees with an approximate height of between 50 to 70 feet. The applicant is also proposing a 50-foot tree protection area along the perimeter of the project abutting TLC and Duke Forest property.

*STAFF COMMENT:* Staff has determined the proposed land use buffer meets the requirements of the UDO.

Recreation: The applicant is proposing to provide a payment-in-lieu of parkland dedication in the amount of \$5,005 (\$455 times 11 lots) as provided within the UDO.

Additional Comments: Attachment 3 contains additional comments for this project, including:

- An e-mail from David Sykes, Orange County Emergency Management, indicating there is an existing pond in the area to address fire suppression issues.
- An e-mail from Jeff Scouten, Orange County Solid Waste, approving road layout and construction.

It should be noted that staff has not received any comments/concerns from either Triangle Land Conservancy (TLC) or Duke Forest related to this proposal. Both were notified of the neighborhood information meeting and regarding their possible interest in assuming management of proposed open space areas. Given the applicant's proposed land use buffers and tree protection areas, it would appear any concerns over ancillary impacts have been addressed.

JPA Review: In accordance with the Joint Planning Area (JPA) Agreement, this project was sent to the Town of Chapel Hill for review and comment on December 17, 2012. To date, staff has not received any comments.

Planning Board Recommendation: At its March 6, 2013 regular meeting, the Planning Board voted 9 to 1 to recommend approval of the Annandale at Creek Wood Preliminary Plat

application. The vote rejecting the application was based primarily on concerns over the proposed curb and gutter stormwater system and potential impacts on local wildlife.

Agenda materials for this meeting can be viewed utilizing the following link: <http://orangecountync.gov/planning/documents/3.6.13PBPacket.pdf>. Minutes from the meeting are contained within Attachment 7.

**Planning Director Recommendation:** As required under Section 2.15.3 (C) (7) of the UDO, the Planning Director is required to: *'submit a written analysis of the application and his/her recommendation'* on the preliminary plat for consideration. In analyzing this request, the Planning Director offers the following:

1. The application has been deemed complete in the required form and quantity in accordance with the requirements of Section 2.2 and 2.15.3 of the UDO.
2. All required auxiliary documents have been properly submitted and the application has been reviewed by the appropriate officials and agencies.
3. The application is compliant with all provisions of the UDO in regard to minimum lot size, impervious cover, density, open space percentage, roadway design, and land use buffers.
4. The proposal is consistent with the various goals outlined within the Comprehensive Plan concerning development, including:
  - a. Land Use Overarching Goal: *Coordination of the amount, location, pattern, and designation of future land uses, with availability of County services and facilities sufficient to meet the needs of Orange County's population and economy consistent with other Comprehensive Plan element goals and objectives.*
  - b. Land Use Goal 2: *Land uses that are appropriate to on-site environmental conditions and features and that protect natural resources, cultural resources, and community character.*
  - c. Land Use Goal 3: *A variety of land uses that are coordinated within a program and pattern that limits sprawl, preserves community and rural character, minimizes land use conflicts, supported by an efficient and balanced transportation system.*
5. The proposed subdivision is consistent with the provisions and goals of the Joint Planning Land Use Plan and Joint Planning Agreement.

**FINANCIAL IMPACT:** Attachment 4 provides a fiscal impact analysis for the project, as a whole, on County services. Staff has determined the project would not require augmentation of County budgetary outlays to support services and that anticipated revenues from property taxes should supplement increases in cost.

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

1. Receive the Planning Board and Planning Director's recommendation on the Preliminary Plat application for the Annandale at Creek Wood Subdivision;
2. Discuss the proposal; and
3. Approve the Preliminary Plat as submitted and the Resolution of Approval contained in Attachment 8.

## EARTHCENTRIC ENGINEERING, INC.



204 W. Clay Street  
 Mebane, NC 27302

Phone: 919-563-9041  
 Fax: 919-304-3234  
 E-mail: Phil.Koch@EarthCentric.com

|          |  |          |                                     |
|----------|--|----------|-------------------------------------|
| To:      | Michael Harvey<br>Orange County Zoning           | Date:    | 12-07-2012                          |
| Address: | 131 West Margaret Lane<br>Hillsborough, NC 27278 | Project: | 12-017 – Annandale at<br>Creek Wood |
| Phone:   | 919-245-2897                                     |          |                                     |

**Documents Enclosed:**

| Item | Pages | Copies | Description                          |
|------|-------|--------|--------------------------------------|
| 1    | 8     | 25     | Preliminary Major Subdivision Plans  |
| 2    | 2     | 1      | Application for Preliminary          |
| 3    | 1     | 1      | Copy of Orange County Tax Map        |
| 4    | 1     | 1      | Estimated Build-Out Schedule         |
| 5    | 22    | 1      | Example copy of protective covenants |
| 6    | 7     | 1      | Copy of Driveway Study               |
| 7    |       | 1      | Preliminary Calculation Set          |
| 8    | 1     | 1      | Submittal Fee                        |
|      |       |        |                                      |
|      |       |        |                                      |

**Instructions/Comments:**

Preliminary Major Subdivision Submittal

Transmitted Via: Hand Deliver

|        |                |
|--------|----------------|
| From:  | Shawn Sidener  |
| Title: | Office Manager |

# APPLICATION FOR PRELIMINARY PLAN (PROVAL) MAJOR SUBDIVISION

ORANGE COUNTY

5/05

PLEASE TYPE OR PRINT (INK ONLY)

DATE: \_\_\_\_\_

SUBDIVISION NAME: Annandale at Creek Wood

LOCATION: 2520 Whitfield Road, Chapel Hill, NC 27514

OWNER/DEVELOPER: Whitfield Lots, LLC

ADDRESS: 200 Kenilworth Place TELEPHONE NO.: 919-929-9653  
Chapel Hill, NC 27516

AGENT/CONTACT: Heffner Properties, Inc. / Thomas Heffner

ADDRESS: 4130 Garrett Road, #117 TELEPHONE NO.: 919-929-0518  
Durham, NC 27707

**A SUMMARY INFORMATION** Pin# 9880-28-1953  
 Orange County Tax Map \_\_\_\_\_ Block \_\_\_\_\_ Lot(s) \_\_\_\_\_ Township 7  
 Zoning District(s): RB - Rural Buffer  
 Total Number of Acres: 36.46  
 Total Number of Lots: 11 Average Lot Size: 2.07 AC Minimum Lot Size: 2.00 AC  
 Number/Type of Structures: (existing) None (proposed) 11 Single Family Homes  
 Linear Feet in Streets: 1,260.84 LF Acres in Open Space: 12.15 AC  
 Water Supply: \_\_\_\_\_ Public (specify) \_\_\_\_\_ Community \_\_\_\_\_  Well Individual  
 Wastewater Disposal: \_\_\_\_\_ Public (specify) \_\_\_\_\_ Community \_\_\_\_\_  Septic Individual  
 School District: CH - Carr School Fire District: New Hope Fire  
 General Land Uses in Area: Residential & Vacant Lands  
 Critical Areas: Stream & Buffer on Site stream/drainageways \_\_\_\_\_ flood prone areas \_\_\_\_\_  
Jordan Lake Unprotected watershed (specify) \_\_\_\_\_ historic sites \_\_\_\_\_  
 other (explain) \_\_\_\_\_

Is the property to be subdivided currently under "farm use value taxation"? Yes \_\_\_\_\_ No . If "yes," please contact the Orange County Tax Office. Subdivision of the property may require payment of deferred taxes under "farm use value taxation."

**B** All plats must be submitted on sheet no smaller than one inch equals two-hundred feet (1"=200') and no larger than one inch equals twenty feet (1"=20') and must contain the following information:

- |   |   |
|---|---|
| <p><u>CPK</u> _____ subdivision name</p> <p><u>CPK</u> _____ name &amp; address of owner(s)</p> <p><u>CPK</u> _____ name &amp; address of subdivider (if other than owner)</p> <p><u>CPK</u> _____ name of surveyor, engineer, landscape architect or architect, address, registration # &amp; seal</p> <p><u>CPK</u> _____ (title) Preliminary Plan</p> <p><u>CPK</u> _____ scale, north arrow</p> <p><u>CPK</u> _____ date of plan preparation and revisions</p> <p><u>N/A</u> _____ township, tax map-block-lot references</p> <p><u>CPK</u> _____ Parent Parcel Identification # deed book and page # of property to be subdivided</p> <p><u>CPK</u> _____ boundary described with bearings and distances</p> | <p><u>CPK</u> _____ zoning of tract and adjacent properties</p> <p><u>CPK</u> _____ building setback lines by notation or typical lot layout</p> <p><u>CPK</u> _____ location and width of existing and proposed easements (drainage, utilities, roads, etc.)</p> <p><u>CPK</u> _____ Existing, proposed and adjoining rights-of-way including dimensions and street names and State Road numbers. Linear feet of road centerlines and approximate acreage of new street rights-of-way</p> <p><u>CPK</u> _____ existing and proposed utilities, including type, sizes, hydrants, valves, manholes</p> <p><u>CPK</u> _____ existing and proposed curbs, gutters and culverts, including sizes and grades</p> |
|---|---|

|            |       |  |            |       |  |
|------------|-------|--|------------|-------|--|
| <u>CPK</u> | _____ | total acreage of the tract and acreage of lots, including and excluding area within rights-of-way                    | <u>N/A</u> | _____ | location and width of alleys, sidewalks, bike lanes, transit systems, and bus stops  |
| <u>CPK</u> | _____ | control corner   | <u>CPK</u> | _____ | typical street cross-sections and intersection details including design and width of travelway and shoulders                                       |
| <u>CPK</u> | _____ | proposed lot lines with dimensions   | <u>CPK</u> | _____ | horizontal alignment, centerline radius, and general curve data on all proposed streets  |
| <u>CPK</u> | _____ | lot & block numbers  |            |       |  |
| <u>N/A</u> | _____ | phasing line(s)  |            |       |  |
| <u>CPK</u> | _____ | topography at ten (10) foot intervals  | <u>CPK</u> | _____ | permanent features such as buildings, cemeteries, historic landmarks   |
| <u>CPK</u> | _____ | water bodies, streams, floodways and floodplains   |            |       |  |
| <u>CPK</u> | _____ | stream buffers   | <u>CPK</u> | _____ | adjoining lot layout names of adjoining property owners. If subdivided, subdivision plat name, plat book & page number, and perimeter lot numbers. |
| <u>CPK</u> | _____ | location and size of parcels dedicated for public use, recreational use or reserved in common, with purpose noted    |            |       |  |
| <u>CPK</u> | _____ | impervious surface data (if located in water supply watershed)   | <u>N/A</u> | _____ | location and size of lots of restricted development potential and notation on plat regarding same  |
| <u>CPK</u> | _____ | vicinity map showing general location of subdivision with streets and roads identified by State Road number and name | <u>CPK</u> | _____ | stormwater detention and/or retention sites and undisturbed areas for infiltration purposes (if located in water supply watershed)                 |
| <u>CPK</u> | _____ | landscaping and buffer requirements  |            |       |  |
| <u>N/A</u> | _____ | township, corporate and extraterritorial planning jurisdiction lines which cross the property                        | <u>CPK</u> | _____ | identified natural areas and wildlife corridors  |

**C OTHER SUBMITTAL REQUIREMENTS:**

1. Twenty-five (25) copies of the Preliminary Plat.
2. One full size copy of an Orange County Tax Map (with tax parcels involved clearly marked).
3. Where municipal or OWASA sewer is not available, a copy of the Preliminary Plat indicating Health Department approval/denial for each lot show thereon.
4. Where a private road is proposed, a written statement by the applicant or his/her authorized representative which sets for the justification for a private road (see Section IV-B-3-d-1 of the Orange County Subdivision Regulations).
5. Auxiliary documents, in draft form, prepared in accordance with Section VI of this Ordinance which assure completion and/or maintenance of improvements required by this Ordinance. Such documents may include, but not be limited to, a private road maintenance agreement and articles of incorporation and restrictive covenants pertaining to a homeowners association. These documents may be required as necessary as evidence that the ordinance requirements are being met.
6. Fee - \$500 plus \$5.00 per lot (one fee for Preliminary and Final Plat).
7. If the subdivision contains 10 lots or more, the following information shall be submitted with the application:
  - a. Number of years to buildout.
  - b. Number of houses to be built during each year until buildout.
  - c. Average price of houses including lots for each year to buildout.

I certify that to the best of my knowledge the information contained above, and in the supporting documents, is a factual representation of the proposed development. I acknowledge that by signing this application, the Orange County Planning and Inspections Department is authorized, pursuant to N.C. Gen. Stat. Section 153a-360, to make as many inspections of the subject property as may be necessary to verify that the proposed work outlined herein is consistent with the provisions of all applicable State and local laws, ordinances and regulations. By signing this application, I acknowledge and agree that inspectors, zoning officers, erosion control officers, and other staff of the Orange County Planning & Inspections Department have a right, upon presentation of proper credentials, to enter the subject property at any reasonable hour for the purposes of inspection or other enforcement action.

*[Signature]*      12/7/12      *[Signature]*      12/7/12  
 APPLICANT'S SIGNATURE      DATE      OWNER'S SIGNATURE      DATE

FEES: Amount \_\_\_\_\_ Date Paid \_\_\_\_\_ Receipt # \_\_\_\_\_



**ANNANDALE AT CREEK WOOD**  
**ESTIMATED BUILD-OUT SCHEDULE**

- a. **Number of years to build-out: Three (2013, 2014, 2015)**
- b. **Number of houses to be built during each year until build-out:**
  - 2013 – 3**
  - 2014 – 5**
  - 2015 – 3**
- c. **Average price of houses including lots for each year to build-out:**
  - 2013 - \$750,000**
  - 2014 - \$800,000**
  - 2015 - \$850,000**

# MAJOR SUBDIVISION - PRELIMINARY PLAN FOR: ANNANDALE AT CREEK WOOD

**ECE GENERAL NOTES**

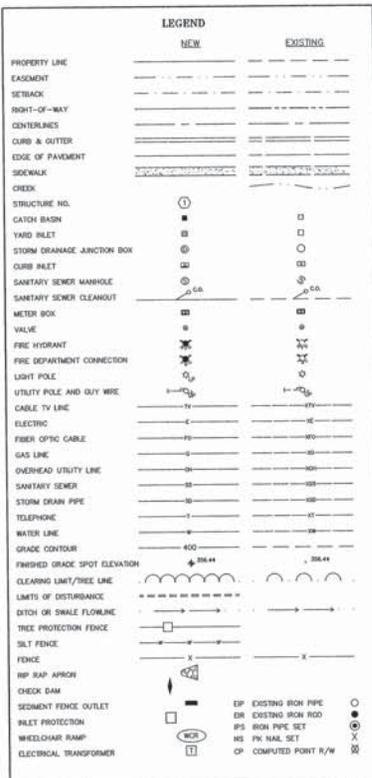
**GENERAL NOTES**

- EXISTING BOUNDARY AND TOPOGRAPHIC INFORMATION TAKEN FROM SURVEY DATA SUPPLIED BY R. S. JONES AND ASSOCIATES, INC.
- WORK WITHIN PUBLIC RIGHT-OF-WAYS SHALL BE IN ACCORDANCE WITH ALL FEDERAL, STATE AND LOCAL REQUIREMENTS, NOTIFICATIONS, STANDARDS AND POLICES.
- CONTRACTOR SHALL BE RESPONSIBLE FOR TRAFFIC CONTROL MEASURES FOR ALL WORK WITHIN PUBLIC R/W FOR THE MAINTENANCE OF LANE-SHIFT CONTROL DEVICES FOR STREETS AND HIGHWAYS AND THE N.C. SUPERHIGHWAY TO THE MAINTENANCE AND LOCAL CITY INSPECTORS' DIRECTION.
- ALL CONSTRUCTION SHALL BE PERFORMED IN ACCORDANCE WITH THE PROJECT PLANS AND/OR SPECIFICATIONS, LOCAL STANDARD DETAILS AND CONSTRUCTION STANDARDS, STATE CONSTRUCTION STANDARDS, AND OTHER APPLICABLE CONTRACT DOCUMENTS.
- CONTRACTOR IS FULLY RESPONSIBLE FOR CONTACTING ALL APPROPRIATE PARTIES AND ASSURING THAT UTILITIES ARE LOCATED PRIOR TO THE COMMENCEMENT OF CONSTRUCTION. CALL NO ONE CALL (PREVIOUSLY 1.800.0) AT 1-800-632-6448 FOR UTILITY LOCATING SERVICES 48 HOURS PRIOR TO COMMENCEMENT OF ANY WORK. CONTRACTOR SHALL VERIFY LOCATION AND DEPTH OF ALL EXISTING UTILITIES PRIOR TO CONSTRUCTION.
- UNDERGROUND UTILITIES SHOWN USING BEST AVAILABLE INFORMATION. ALL LOCATIONS SHALL BE CONSIDERED APPROXIMATE. ONLY THESE MAY BE MORE UNDERGROUND UTILITIES THAN ARE SHOWN HEREON. CONTRACTOR SHALL FIELD LOCATE ALL UTILITIES PRIOR TO ANY EXCAVATIONS.
- CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTING ALL EXISTING UTILITIES TO REMAIN DURING ALL DEMOLITION AND CONSTRUCTION ACTIVITIES.
- ALL CLEARING, GRUBBING AND UNSUITABLE FILL MATERIAL SHALL BE DISPOSED OF LEGALLY.
- ALL PAVEMENT, CURB, STORM DRAINAGE PIPE, AND STRUCTURES TO BE REMOVED SHALL BE HAULKED OFFSITE AND DISPOSED OF LEGALLY.
- ALL SHALL BE SERVED BY WELL AND SEPTIC.

CONTRACTOR SHALL NOT MAKE ANY MODIFICATIONS TO THE APPROVED DRAWINGS WITHOUT PRIOR APPROVAL OF BOTH THE DESIGN ENGINEER AND LOCAL INSPECTOR.

**GRADING & STORM DRAINAGE NOTES:**

- ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE LOCAL CONSTRUCTION STANDARDS, SPECIFICATIONS, AND PROCEDURES AND THE NCEM'S SEGMENTATION AND EROSION CONTROL STANDARDS, SPECS., AND PROCEDURES.
- CONTRACTOR SHALL VERIFY THAT ALL APPLICABLE STATE AND LOCAL PERMITS REQUIRED FOR THE COMMENCEMENT OF GRADING OPERATIONS HAVE BEEN OBTAINED PRIOR TO START OF GRADING.
- CONTRACTOR SHALL BE RESPONSIBLE FOR FIELD VERIFICATION OF ALL EXISTING UTILITIES PRIOR TO THE BEGINNING OF DEMOLITION AND/OR CONSTRUCTION.
- CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTING ALL EXISTING UTILITIES TO REMAIN DURING ALL CONSTRUCTION ACTIVITIES.
- ALL STORMWATER MANAGEMENT FACILITIES SHALL BE DESIGNED AND CONSTRUCTED TO MEET ALL STATE AND LOCAL REQUIREMENTS, INCLUDING 2007 STATE STANDARDS FOR WATER QUALITY AND DETENTION FACILITIES.
- EROSION CONTROL MEASURES SHALL BE PROVIDED AS NEEDED TO PROTECT ADJACENT PROPERTIES.
- CONTRACTOR SHALL PROVIDE ALL STAKING, FLAGGING AND/OR FENCING NECESSARY TO PROVIDE PROPER PROTECTION OF THE STREAM BUFFER.



**PROJECT DATA**

**SITE INFORMATION:**  
PIN NUMBER: 9880-28-1953  
DEED REFERENCE: BOOK 5368, PAGE 194  
ACREAGE: 36.46 ACRES  
ZONING: RD - RURAL BUFFER  
WATERSHED: JORDAN LAKE UNPROTECTED OVERLAY  
TOWNSHIP: 7  
SCHOOL DISTRICT: CHAPEL HILL - CARRBORO  
FIRE DISTRICT: NEW HOPE

**PROPOSED SITE DATA:**  
NUMBER OF LOTS: 11 WELL & SEPTIC LOTS  
AVERAGE LOT SIZE: 2.06 ACRES  
MIN. LOT SIZE: 2.00 ACRES  
OVERALL DENSITY: 11 LOTS / 36.46 ACRES  
0.30 UNITS PER ACRE  
1,260.84 LF  
12.16 ACRES  
1,732 SF  
40'  
20'  
75', TYPE B, OPTION 1 MIXED

**PROPOSED ROADWAY DATA:**  
DUMFRIES LANE  
0.49 ACRES RIGHT-OF-WAY  
314 LINEAR FEET OF CENTER LINE  
11,977 SF IMPERVIOUS AREA  
LOCKWOOD COURT  
1.11 ACRES RIGHT-OF-WAY  
853 LINEAR FEET OF CENTER LINE  
26,542 SF IMPERVIOUS AREA

**OPEN SPACE CALCULATIONS:**  
75' LAND USE BUFFER ALONG WHITFIELD = 2.61 ACRES  
OPEN SPACE LOCATED EAST OF LOCKWOOD = 0.24 ACRES  
OPEN SPACE LOCATED WEST OF DUMFRIES = 2.22 ACRES  
OPEN SPACE LOCATED AROUND STREAM = 6.76 ACRES  
OPEN SPACE LOCATED IN POSA = 0.33 ACRES  
TOTAL OPEN SPACE PROVIDED = 12.16 ACRES

**IMPERVIOUS SURFACE CALCULATIONS:**  
PROPOSED IMPERVIOUS SURFACE LIMIT = 10.81%  
TOTAL LOT AREA = 36.46 ACRES (1,588,198 SF)  
TOTAL IMPERVIOUS ALLOWED = 3.94 ACRES (171,684 SF)  
IMPERVIOUS AREA FOR DUMFRIES = 0.27 ACRES (11,977 SF)  
IMPERVIOUS AREA FOR LOCKWOOD = 0.61 ACRES (26,542 SF)  
TOTAL ROADWAY IMPERVIOUS AREA = 0.88 ACRES (38,519 SF)  
IMPERVIOUS ALLOWED FOR EACH LOT = 0.25 ACRES (11,000 SF)  
TOTAL NUMBER OF PROPOSED LOTS = 11  
SUBTOTAL IMPERVIOUS FOR ALL LOTS = 2.78 ACRES (121,000 SF)  
10% OVERAGE ALLOWANCE = 0.28 ACRES (12,100 SF)  
TOTAL IMPERVIOUS FOR ALL LOTS = 3.06 ACRES (133,100 SF)  
TOTAL ROADWAY IMPERVIOUS = 0.88 ACRES (38,519 SF)  
TOTAL LOT IMPERVIOUS = 3.06 ACRES (133,100 SF)  
TOTAL PROPOSED PROJECT IMP. = 3.94 ACRES (171,619 SF)

**OWNER/DEVELOPER:**  
WHITFIELD LOTS, LLC  
C/O TOM HEFFNER  
200 KENILWORTH PLACE  
PHONE: (919) 929-9653  
MOBILE: (919) 880-6279  
TOM@CHAPELHILLINC.COM

**ENGINEER:**  
CHARLES P. KOCH P.E.  
EARTH CENTRIC ENGINEERING, INC.  
204 WEST CLAY STREET  
MEBANE, NC 27302  
PHONE: (919) 563-9041  
FAX: (919) 304-3234  
PHIL.KOCH@EARTHCENTRIC.COM

**SURVEYOR:**  
ROBERT S. JONES  
R.S. JONES & ASSOCIATES, INC.  
121 WEST CLAY STREET  
SUITE A  
MEBANE, NC 27302  
PHONE: (919) 563-3623  
FAX: (919) 563-0086  
BOBBYJ@RSJONESANDASSOCIATES.COM

**LAND PLANNER:**  
THE DESIGN RESPONSE  
1616 EVANS ROAD  
SUITE 205  
CARY, NC 27513  
PHONE: (919) 678-8050  
FAX: (919) 678-8150  
LKING@THEDESIGNRESPONSE.COM

**INDEX OF DRAWINGS:**  
C-1 COVER SHEET  
C-2 EXIST. COND. / DEMOLITION  
C-3 SITE & UTILITY PLAN  
C-4 GRADING & STORM DRAINAGE  
P-1 DUMFRIES LN PLAN & PROFILE  
P-2 LOCKWOOD CT PLAN & PROFILE  
D-1 STORMWATER DETAILS  
D-2 DOT ROADWAY DETAILS



CALL BEFORE YOU DIG... IT'S THE LAW.  
CALL N.C. ONE-CALL(1-800-632-6448)  
FOR LOCATION OF UNDERGROUND UTILITIES AT LEAST  
3 WORKING DAYS PRIOR TO BEGINNING GRADING OR TRENCHING.  
NORTH CAROLINA GENERAL STATUTE 87-102

**APPROVAL STAMP**

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|  |  |
|  |  |
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PN #980-28-1953

**EarthCentric Engineering, Inc.**  
LICENSE #FC-2838  
204 W. Clay Street  
Mebane, NC 27302  
Phone: (919) 563-9041  
Fax: (919) 304-3234  
E-Mail: Phil.Koch@EarthCentric.com

**ENGINEER:**  
PHIL KOCH - NCPE #2838

**ANNANDALE**  
AT CREEK WOOD  
ORANGE COUNTY, NORTH CAROLINA  
COVER SHEET

|      |          |                           |
|------|----------|---------------------------|
| REV. | DATE     | DESCRIPTION               |
| 1    | 11/01/22 | ADDITIONAL INFO PER STAFF |
| 2    | 12/07/22 | PRELIM PLAN SUBMITTAL     |
| 3    | 01/04/23 | CONTRACT AGREEMENT        |
| 4    | 02/21/23 | LOT LINE REVISION         |

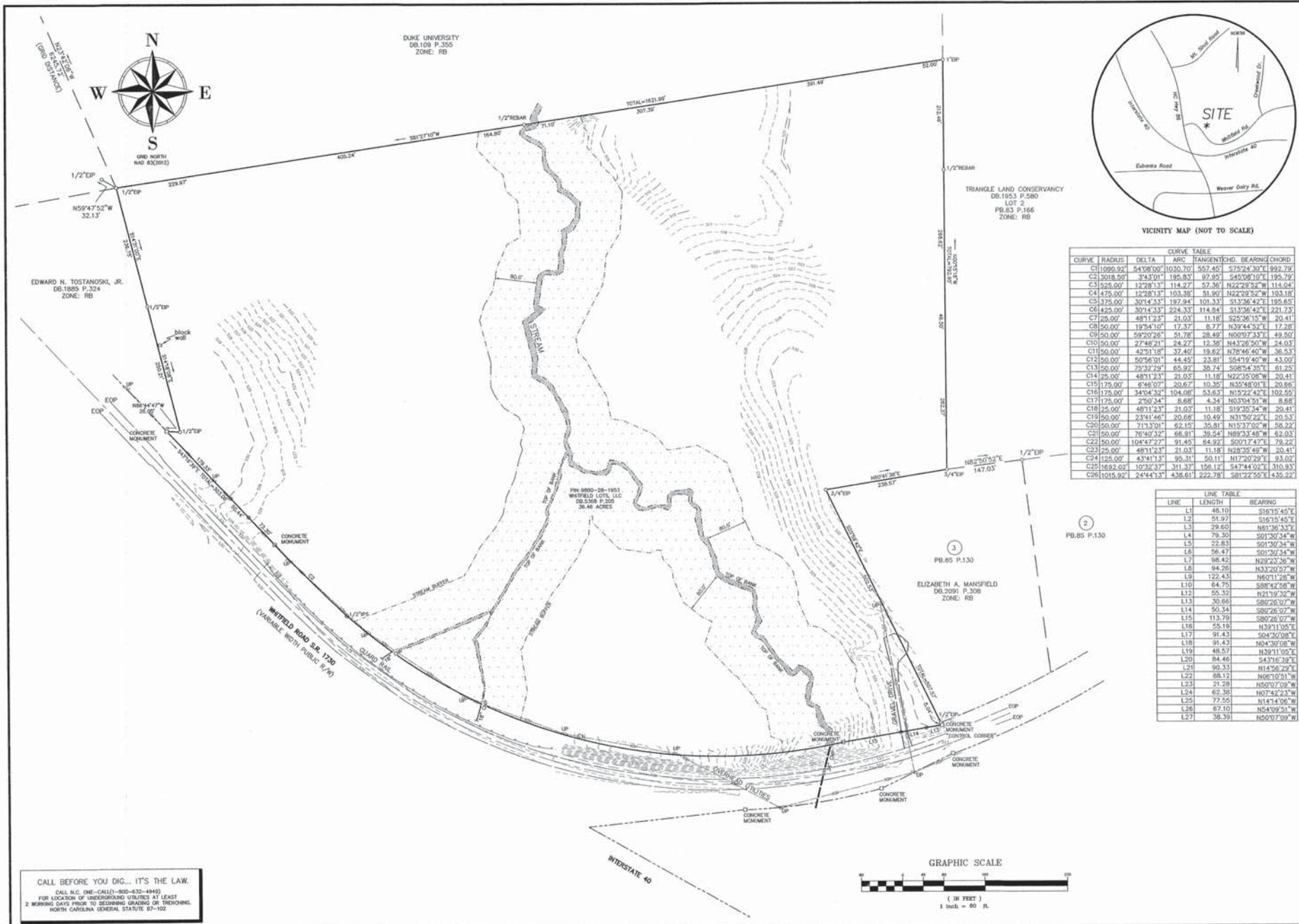
|                   |            |
|-------------------|------------|
| DATE:             | 11/27/2022 |
| PROJECT NO.:      | 11-22      |
| PROJECT NAME:     | ANNANDALE  |
| PROJECT MANAGER:  | CPK        |
| DESIGNER:         | CPK        |
| CHECKER:          | CPK        |
| DATE OF PLOTTING: | 11/27/2022 |

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**SHEET NO.**  
**C1.0**

PRELIMINARY MAJOR SUBDIVISION PLAN

P:\22\05\12-017 Drawings\Annandale\12-017 Annandale\_Cover\_02/02/2023 11:08:10 AM



PN #9880-26-1953

**EarthCentric Engineering, Inc.**  
 LICENSE # C-2638  
 204 W. Clay Street  
 Mebane, NC 27302  
 Phone: (919) 959-9041  
 E-Mail: Phil.Koch@EarthCentric.com

**ANCE**  
 Incorporated

PRINCIPAL ENGINEER  
 PHIL KOCH - NOPE #22004

**ANNANDALE**  
 AT CREEK ROAD  
 ORANGE COUNTY, NORTH CAROLINA  
 EXISTING CONDITIONS  
 & DEMOLITION PLAN

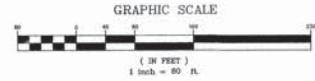
| REV. | DATE | DESCRIPTION           | BY  | APP'D. |
|------|------|-----------------------|-----|--------|
| 1    |      | PRELIM PLAN SUBMITTAL | CPK |        |
| 2    |      | PER OC COMMENTS       | SSS |        |
| 3    |      | COVER SHEET REVISION  | SSS |        |
| 4    |      | LOT LINE REVISION     | SSS |        |
| 5    |      |                       |     |        |

VERTICAL SCALE: 1" = 10'  
 HORIZONTAL SCALE: 1" = 80'  
 PROJECT NUMBER: CPK  
 DRAWN BY: CPK  
 CHECKED BY: SSJ  
 ORIGINAL NAME: 1047 REVISION

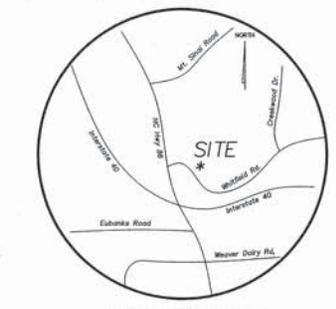
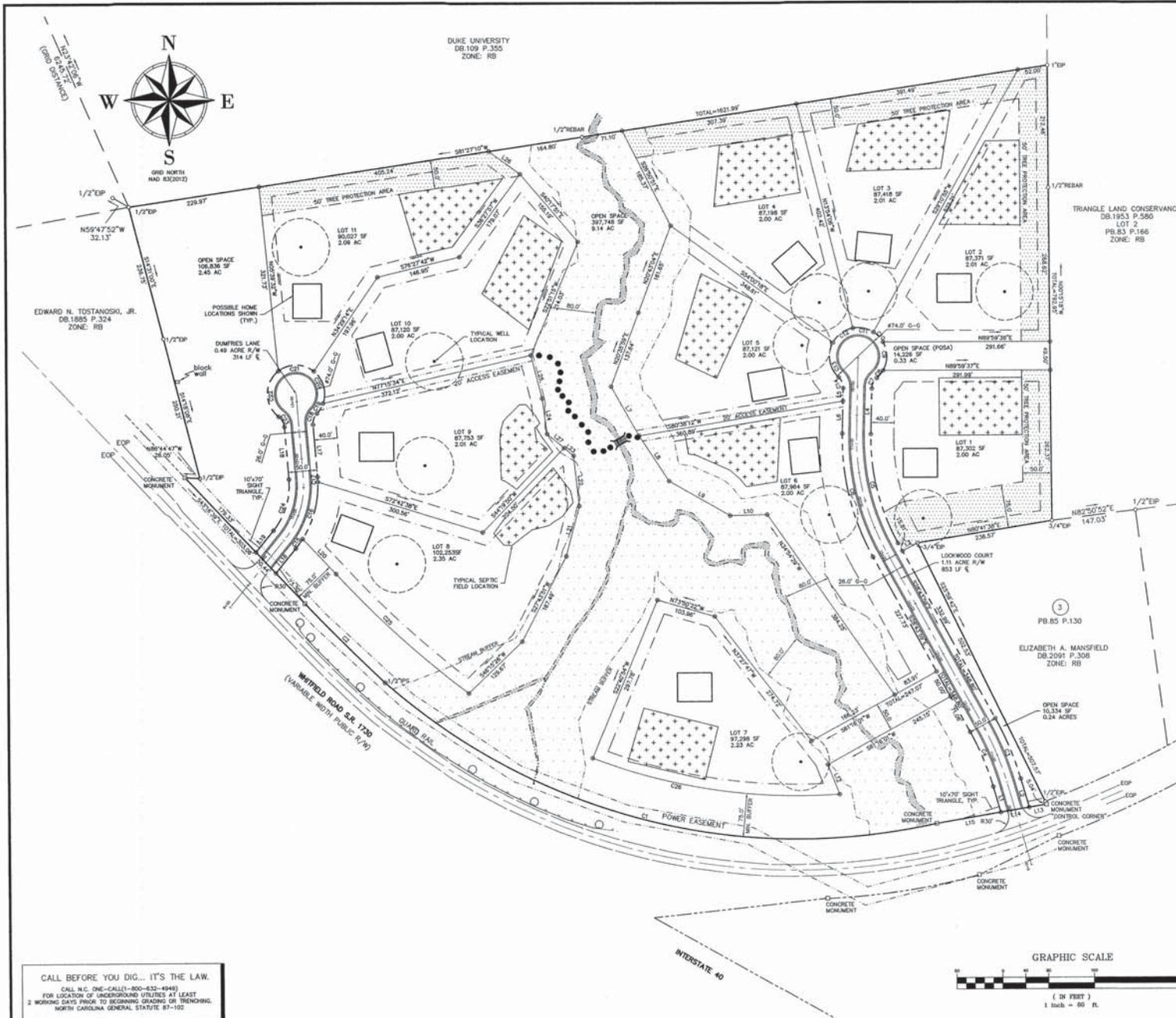
THIS DRAWING AND THE ORIGINAL SURVEYING DATA HEREON ARE THE PROPERTY OF EARTH CENTRIC ENGINEERING, INC. AND ARE NOT TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF EARTH CENTRIC ENGINEERING, INC.

SHEET NO.  
**C2.0**  
 PRELIMINARY MAJOR SUBMITTAL PLAN

CALL BEFORE YOU DIG... IT'S THE LAW.  
 CALL N.C. ONE-CALL(1-800-432-4949)  
 FOR LOCATION OF UNDERGROUND UTILITIES AT LEAST  
 2 WORKING DAYS PRIOR TO BEGINNING GRAZING OR TRENCHING.  
 NORTH CAROLINA GENERAL STATUTE 87-102



P122-01722-017 Drawing/Sheet/12-017 Rev/Rev.dwg, EarthCentric, 2/23/2012 11:00:26 AM



**CURVE TABLE**

| CURVE | RADIUS  | DELTA     | ARC     | TANGENT | CHORD  | BEARING | CHORD  |
|-------|---------|-----------|---------|---------|--------|---------|--------|
| C1    | 1090.92 | 54.0800°  | 1030.70 | 252.45  | 575.24 | 307.1   | 992.29 |
| C2    | 3018.50 | 34.3501°  | 195.83  | 97.95   | 545.38 | 101.1   | 185.29 |
| C3    | 525.00  | 12.2813°  | 114.27  | 57.36   | 222.29 | 57.4    | 114.04 |
| C4    | 475.00  | 12.2813°  | 103.38  | 51.90   | 222.29 | 57.4    | 103.18 |
| C5    | 375.00  | 30.1433°  | 187.84  | 101.33  | 313.98 | 147.1   | 188.63 |
| C6    | 425.00  | 30.1433°  | 224.33  | 114.84  | 513.36 | 142.1   | 221.73 |
| C7    | 25.00   | 48.1123°  | 21.03   | 11.18   | 519.35 | 14      | 20.41  |
| C8    | 50.00   | 19.5419°  | 12.37   | 6.27    | 139.44 | 5.7     | 17.88  |
| C9    | 50.00   | 59.2028°  | 51.78   | 28.49   | 100.07 | 33.1    | 49.50  |
| C10   | 50.00   | 27.4821°  | 24.27   | 12.38   | 143.26 | 30      | 24.03  |
| C11   | 50.00   | 42.5118°  | 37.40   | 19.82   | 178.46 | 40      | 36.53  |
| C12   | 50.00   | 59.2028°  | 44.45   | 23.81   | 154.19 | 40      | 43.00  |
| C13   | 50.00   | 79.3229°  | 65.92   | 38.74   | 108.54 | 35.1    | 61.20  |
| C14   | 25.00   | 48.1123°  | 21.03   | 11.18   | 222.35 | 58      | 20.41  |
| C15   | 175.00  | 6.4607°   | 20.67   | 10.35   | 135.48 | 01      | 20.68  |
| C16   | 175.00  | 34.7432°  | 164.08  | 83.63   | 115.72 | 42      | 102.55 |
| C17   | 175.00  | 2.9034°   | 8.68    | 4.34    | 103.04 | 51      | 8.68   |
| C18   | 25.00   | 48.1123°  | 21.03   | 11.18   | 519.35 | 14      | 20.41  |
| C19   | 50.00   | 27.4821°  | 20.68   | 10.49   | 131.50 | 22      | 20.53  |
| C20   | 50.00   | 71.1301°  | 62.15   | 30.81   | 115.37 | 02      | 58.22  |
| C21   | 50.00   | 78.4032°  | 66.81   | 39.54   | 189.33 | 48      | 62.02  |
| C22   | 50.00   | 104.4727° | 91.45   | 64.92   | 500.17 | 47      | 79.22  |
| C23   | 25.00   | 48.1123°  | 21.03   | 11.18   | 148.35 | 18      | 20.41  |
| C24   | 125.00  | 43.4413°  | 85.31   | 50.11   | 117.00 | 20      | 83.02  |
| C25   | 189.02  | 10.3237°  | 31.37   | 15.61   | 147.44 | 02      | 310.83 |
| C26   | 1015.92 | 24.4413°  | 438.61  | 222.78  | 581.22 | 55      | 435.22 |

**LINE TABLE**

| LINE | LENGTH | BEARING     |
|------|--------|-------------|
| L1   | 46.10  | S16°15'45"E |
| L2   | 51.97  | S16°15'45"E |
| L3   | 29.60  | N81°30'33"E |
| L4   | 79.30  | S01°30'34"W |
| L5   | 22.83  | S01°30'34"W |
| L6   | 56.47  | S01°30'34"W |
| L7   | 98.43  | N29°23'26"E |
| L8   | 94.26  | N33°20'57"W |
| L9   | 122.43 | N60°11'28"W |
| L10  | 64.75  | S88°42'58"W |
| L11  | 55.32  | N01°19'35"W |
| L12  | 30.66  | S80°28'07"W |
| L13  | 50.34  | S80°28'07"W |
| L14  | 113.79 | S80°28'07"W |
| L15  | 55.19  | N30°11'05"E |
| L16  | 55.19  | N30°11'05"E |
| L17  | 91.43  | S04°30'08"E |
| L18  | 91.43  | N04°30'08"W |
| L19  | 48.57  | N30°11'05"E |
| L20  | 84.46  | S43°16'39"E |
| L21  | 90.33  | N14°26'29"E |
| L22  | 88.12  | N08°17'51"W |
| L23  | 21.26  | N50°07'09"W |
| L24  | 62.38  | N07°42'23"E |
| L25  | 77.55  | N14°14'06"W |
| L26  | 67.10  | N54°49'51"W |
| L27  | 38.39  | N50°07'09"W |

**EarthCentric Engineering, Inc.**  
 LICENSE # C-2838  
 204 W. Clay Street  
 Durham, NC 27601  
 Phone: (919) 563-9241  
 Fax: (919) 304-3234  
 E-Mail: Phil.Koch@EarthCentric.com

**ANNANDALE**  
 AT CREEK WOOD  
 ORANGE COUNTY, NORTH CAROLINA  
 SITE & UTILITY PLAN

**SCALE**  
 HORIZONTAL SCALE: 1" = 40'  
 VERTICAL SCALE: AS SHOWN  
 PROJECT NUMBER: C-2838  
 DRAWN BY: CPE  
 PROJECT NO.: 101101  
 DRAWING NAME: SITE & UTILITY PLAN

**REVISIONS**

| NO. | DATE | DESCRIPTION               | BY  |
|-----|------|---------------------------|-----|
| 1   |      | ADDITIONAL INFO PER STAFF | BAK |
| 2   |      | PRELIMINARY SUBMITTAL     | CPE |
| 3   |      | PER LOCAL COMMENTS        | SCS |
| 4   |      | PER LOCAL COMMENTS        | SCS |
| 5   |      | LOT LINE REVISION         | SCS |
| 6   |      | ADD ANNOTATION            | SCS |

**DATE:** 11/11/11  
**SCALE:** HORIZONTAL SCALE: 1" = 40'  
**VERTICAL SCALE:** AS SHOWN  
**PROJECT NUMBER:** C-2838  
**DRAWN BY:** CPE  
**PROJECT NO.:** 101101  
**DRAWING NAME:** SITE & UTILITY PLAN

**PREPARED BY:** MAJOR ELECTROTECH PLAN

**SHEET NO.**  
**C3.0**

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 NORTH CAROLINA GENERAL STATUTE 87-102

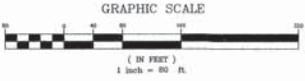
P:\13\0112\07 Drawings\11-07\11-07\_Retain.dwg, Site Plan, 2/20/2013 11:08 AM



VICINITY MAP (NOT TO SCALE)

| CURVE | RADIUS   | DELTA     | ARC      | TANGENT | CHD.       | BEARING | CHORD |
|-------|----------|-----------|----------|---------|------------|---------|-------|
| C1    | 1090.92' | 54.9600°  | 1030.70' | 557.45' | 579.24.30' | 292.73' |       |
| C2    | 3018.50' | 3.4301°   | 195.83'  | 97.99'  | 542.08.10' | 195.79' |       |
| C3    | 525.00'  | 12.2813°  | 114.27'  | 57.36'  | 822.23.52' | 114.04' |       |
| C4    | 475.00'  | 12.2913°  | 103.39'  | 51.90'  | 822.23.52' | 103.16' |       |
| C5    | 375.00'  | 30.14.33° | 197.94'  | 101.33' | 513.36.42' | 195.65' |       |
| C6    | 425.00'  | 30.14.33° | 224.33'  | 114.84' | 513.36.42' | 221.73' |       |
| C7    | 25.00'   | 48.11.23° | 21.03'   | 11.18'  | 325.39.15' | 20.41'  |       |
| C8    | 50.00'   | 19.54.07° | 17.37'   | 8.77'   | 339.44.52' | 17.28'  |       |
| C9    | 50.00'   | 59.20.26° | 51.78'   | 28.49'  | 000.07.33' | 49.50'  |       |
| C10   | 50.00'   | 27.46.21° | 24.27'   | 12.38'  | 043.26.50' | 24.03'  |       |
| C11   | 50.00'   | 4.29.18°  | 37.40'   | 18.67'  | 078.46.40' | 36.53'  |       |
| C12   | 50.00'   | 5.06.01°  | 44.45'   | 23.81'  | 054.19.40' | 43.00'  |       |
| C13   | 50.00'   | 7.53.29°  | 65.92'   | 38.74'  | 008.54.35' | 61.25'  |       |
| C14   | 25.00'   | 48.11.23° | 21.03'   | 11.18'  | 022.35.08' | 20.41'  |       |
| C15   | 175.00'  | 3.46.07°  | 20.67'   | 10.35'  | 035.38.01' | 20.66'  |       |
| C16   | 175.00'  | 3.474.32° | 104.08'  | 53.63'  | 019.42.42' | 102.55' |       |
| C17   | 175.00'  | 2.50.34°  | 8.68'    | 4.34'   | 003.04.51' | 8.68'   |       |
| C18   | 25.00'   | 48.11.23° | 21.03'   | 11.18'  | 012.35.34' | 20.41'  |       |
| C19   | 50.00'   | 7.34.46°  | 20.66'   | 10.49'  | 037.52.22' | 20.53'  |       |
| C20   | 50.00'   | 7.11.50°  | 62.15'   | 30.81'  | 015.37.02' | 58.22'  |       |
| C21   | 50.00'   | 76.40.32° | 66.91'   | 39.54'  | 089.33.48' | 62.03'  |       |
| C22   | 50.00'   | 10.44.27° | 31.45'   | 14.92'  | 000.17.47' | 79.22'  |       |
| C23   | 25.00'   | 48.11.23° | 21.03'   | 11.18'  | 029.35.49' | 20.41'  |       |
| C24   | 125.00'  | 4.34.13°  | 95.31'   | 50.11'  | 017.20.29' | 93.02'  |       |
| C25   | 1092.02' | 10.32.37° | 311.37'  | 156.12' | 047.44.02' | 310.93' |       |
| C26   | 1015.92' | 24.44.13° | 438.81'  | 222.78' | 081.22.50' | 435.22' |       |

| LINE | LENGTH | BEARING      |
|------|--------|--------------|
| L1   | 46.10  | S167°24'45"E |
| L2   | 51.97  | S167°15'45"E |
| L3   | 29.60  | N01°58'33"E  |
| L4   | 79.30  | S01°30'34"W  |
| L5   | 22.83  | S01°30'34"W  |
| L6   | 58.47  | S01°30'34"W  |
| L7   | 98.42  | N02°00'14"W  |
| L8   | 94.28  | N33°20'57"W  |
| L9   | 122.43 | N60°11'26"W  |
| L10  | 64.75  | S88°42'56"W  |
| L12  | 55.32  | N01°19'35"W  |
| L13  | 30.66  | S80°26'07"W  |
| L14  | 90.34  | S80°26'07"W  |
| L15  | 113.79 | S80°26'07"W  |
| L16  | 55.19  | N39°11'05"E  |
| L17  | 91.43  | S04°30'08"E  |
| L18  | 93.43  | N94°20'06"W  |
| L19  | 48.57  | N39°11'05"E  |
| L20  | 84.46  | S43°35'39"E  |
| L21  | 90.33  | N14°36'29"E  |
| L22  | 98.12  | N86°19'51"W  |
| L23  | 23.28  | N80°07'00"W  |
| L24  | 62.38  | N07°52'23"W  |
| L25  | 77.56  | N14°43'06"W  |
| L26  | 67.10  | N54°09'51"W  |
| L27  | 38.39  | N05°07'00"W  |



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 FOR LOCATION OF UNDERGROUND UTILITIES AT LEAST  
 2 WORKING DAYS PRIOR TO BEGINNING GRADING OR TRENCHING.  
 NORTH CAROLINA GENERAL STATUTE 87-102

**EarthCentric Engineering, Inc.**  
 LICENSE # C-2638

**ECE**  
 Incorporated

204 W. Clay Street  
 Mebane, NC 27302  
 Phone: (919) 552-9041  
 Fax: (919) 304-3254  
 E-Mail: Phil.Koch@EarthCentric.com



**ANNANDALE**  
 AT CREEK WOOD

ORANGE COUNTY, NORTH CAROLINA

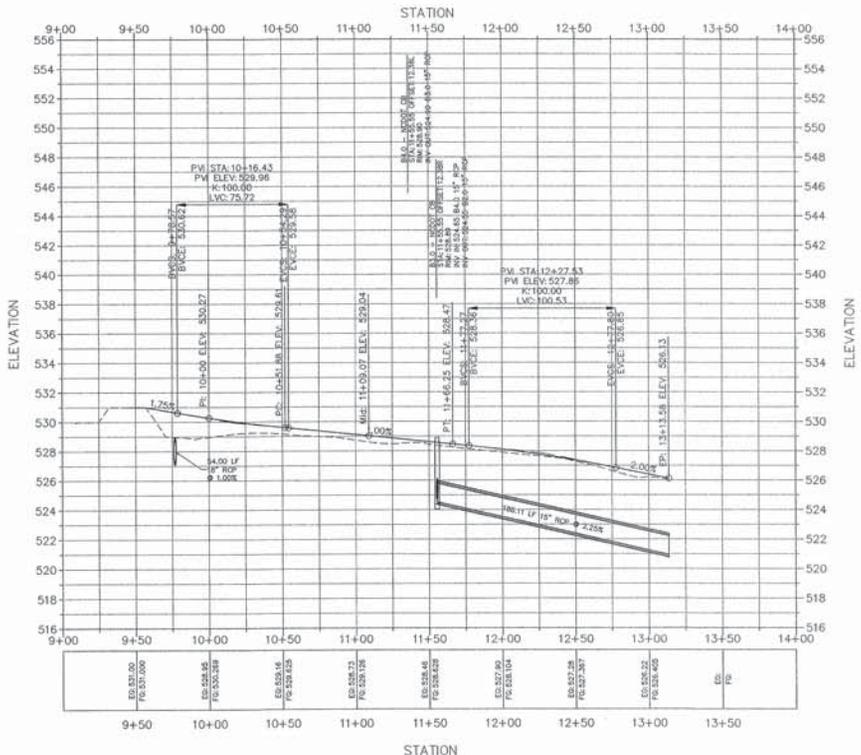
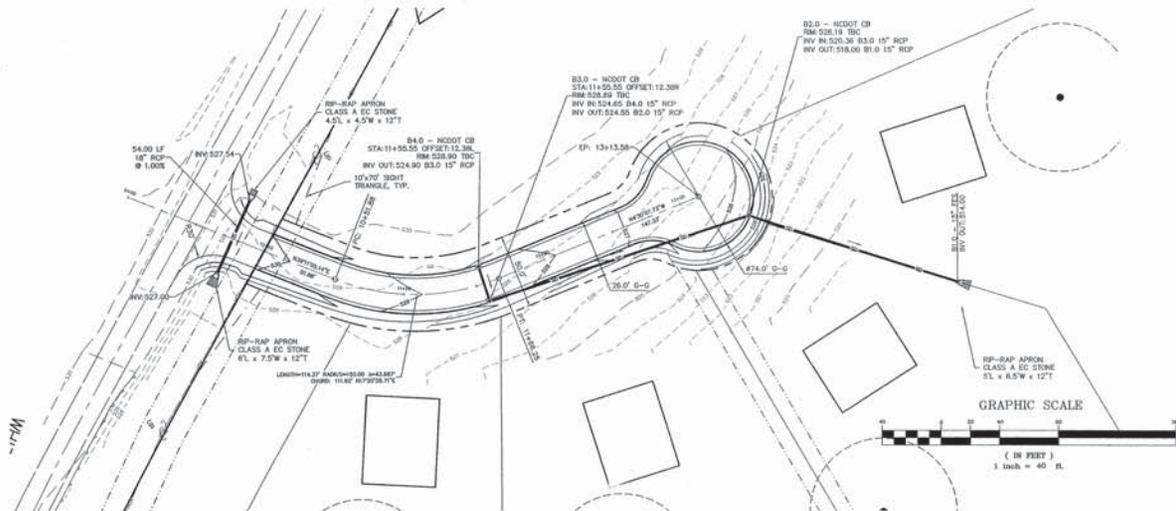
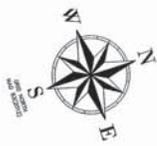
**GRADING & STORM  
 DRAINAGE PLAN**

| REV. | DATE     | DESCRIPTION            | BY | CHKD. |
|------|----------|------------------------|----|-------|
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| 2    | 01/24/13 | PERMITS PLAN SUBMITTAL | JK | JK    |
| 3    | 01/24/13 | PERMITS PLAN COMMENTS  | JK | JK    |
| 4    | 01/24/13 | COVER SHEET REVISION   | JK | JK    |
| 5    | 02/15/13 | UTILITY REVISION       | JK | JK    |

| DATE               | DESCRIPTION            | BY | CHKD. |
|--------------------|------------------------|----|-------|
| SEPTEMBER 10, 2012 | ISSUE FOR PERMITS      | JK | JK    |
| SEPTEMBER 10, 2012 | PERMITS PLAN SUBMITTAL | JK | JK    |
| SEPTEMBER 10, 2012 | PERMITS PLAN COMMENTS  | JK | JK    |
| SEPTEMBER 10, 2012 | COVER SHEET REVISION   | JK | JK    |
| SEPTEMBER 10, 2012 | UTILITY REVISION       | JK | JK    |

SHEET NO.  
**C4.0**

PRELIMINARY MATCH SUBSECTION PLAN



**EarthCentric Engineering, Inc.**  
 LICENSE # C-2638  
 204 W. Clay Street  
 Mebane, NC 27024  
 Phone: (919) 566-3944  
 Fax: (919) 566-3944  
 E-Mail: Phil.Koch@EarthCentric.com

PRINCIPAL ENGINEER  
 PHIL KOCH - NCPE #2844

**ANNANDALE**  
 AT CREEK WOOD  
 ORANGE COUNTY, NORTH CAROLINA  
**DUMFRIES LN. - PLAN & PROFILE**  
 STA: 10+00 TO STA: 13+14

| REV | DATE     | DESCRIPTION                       | BY  |
|-----|----------|-----------------------------------|-----|
| 1   | 11/15/11 | ANALYZE ADDITIONAL INFO PER STAFF | EAK |
| 2   | 12/07/12 | PRELIM PLAN SUBMITTAL             | CPK |
| 3   | 2/10/13  | PER DC COMMENTS                   | SCS |
| 4   | 3/11/13  | PER DC COMMENTS                   | SCS |
| 5   | 02/21/13 | LOT LINE REVISION                 | SCS |

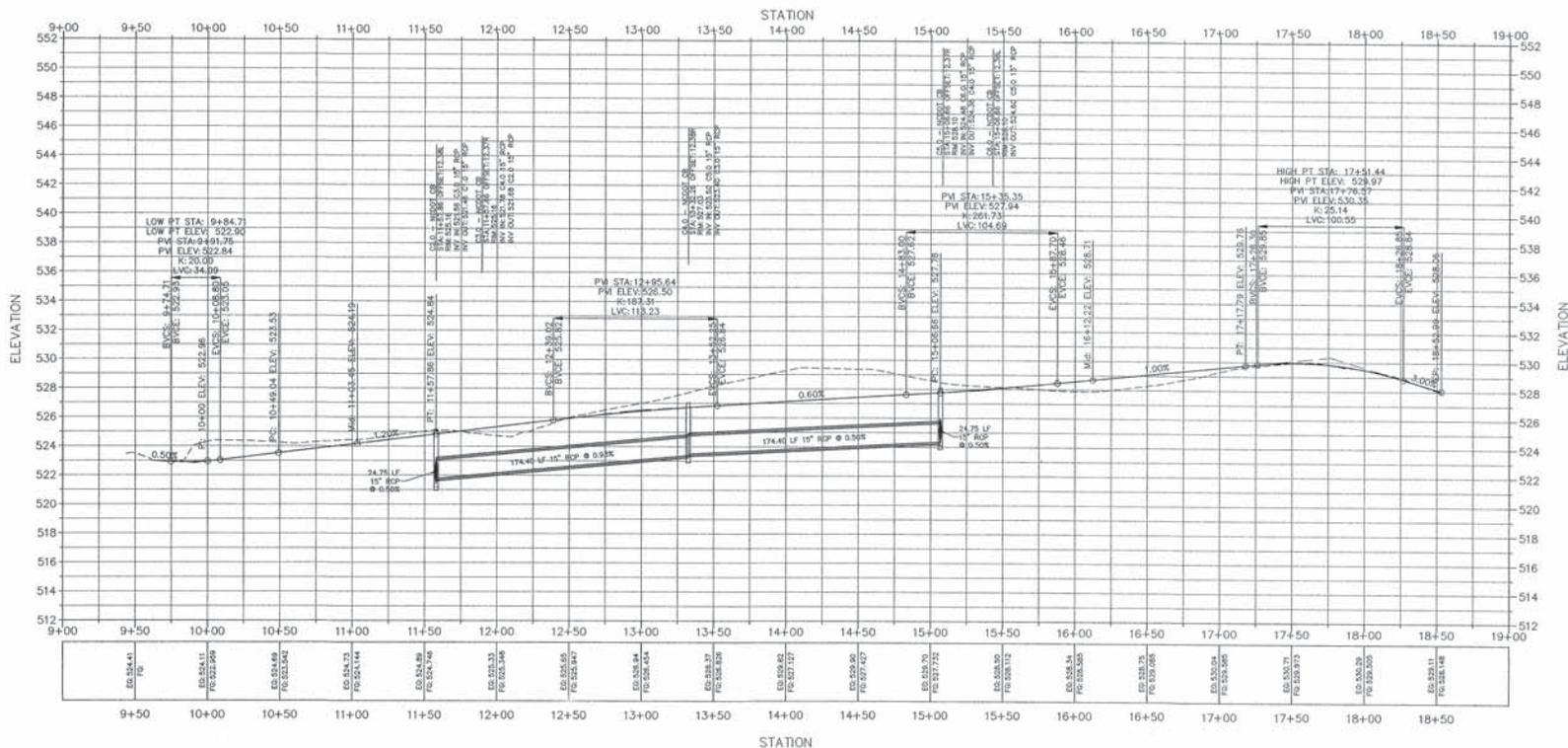
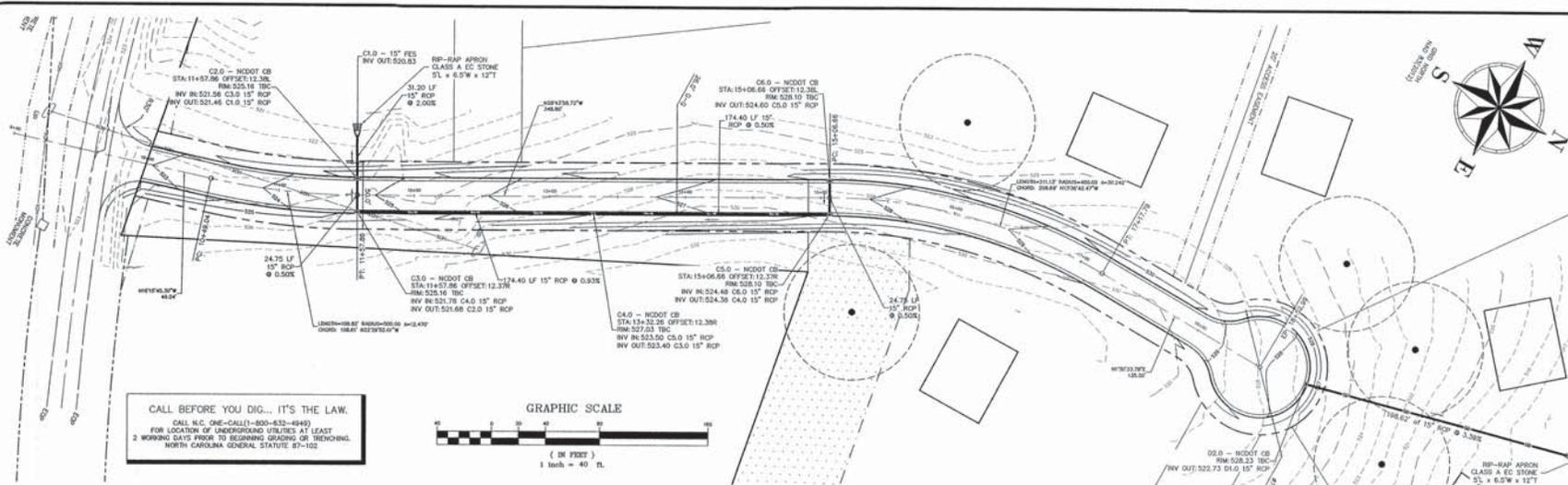
|                  |                 |
|------------------|-----------------|
| DATE             | SEPTEMBER, 2011 |
| HORIZONTAL SCALE | 1" = 40'        |
| VERTICAL SCALE   | 1" = 4'         |
| PROJECT NUMBER   | 198             |
| DRAWN BY         | TRM             |
| PROJECT NO.      | 1912            |
| DRAWING NAME     | DUMFRIES LN.    |

The Designer and the Client hereby agree that the Designer shall not be responsible for any errors or omissions in this drawing which may result from the Client's failure to provide accurate and complete information. The Designer shall not be responsible for any errors or omissions in this drawing which may result from the Client's failure to provide accurate and complete information.

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 NORTH CAROLINA GENERAL STATUTE 57-102

SHEET NO.  
**P1.0**  
 PRELIMINARY MAJOR ELECTRICAL PLAN



**EarthCentric Engineering, Inc.**  
 LICENSE # C-6536  
 204 W. Clay Street  
 Mebane, NC 27302  
 Phone: (919) 563-9941  
 Fax: (919) 304-3254  
 E-Mail: Phil.Kocik@earthcentric.com

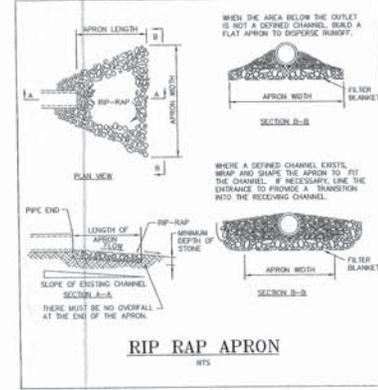
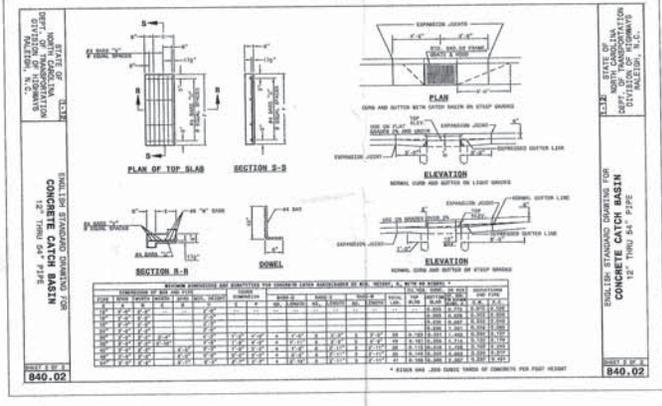
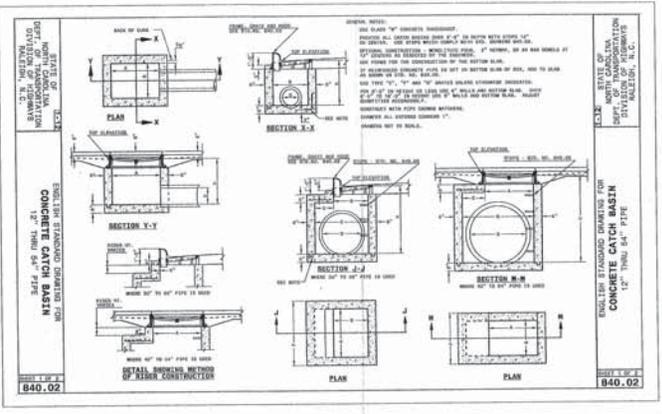
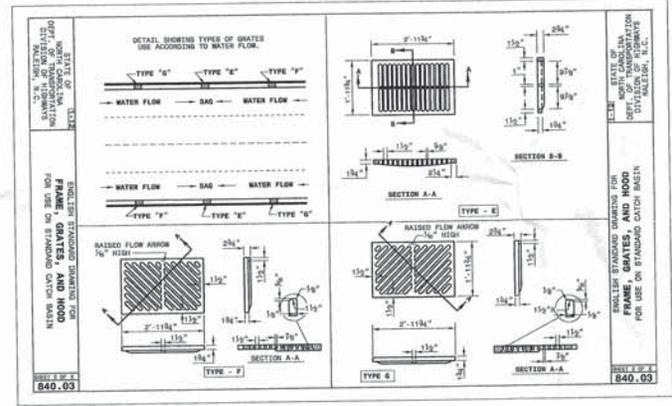
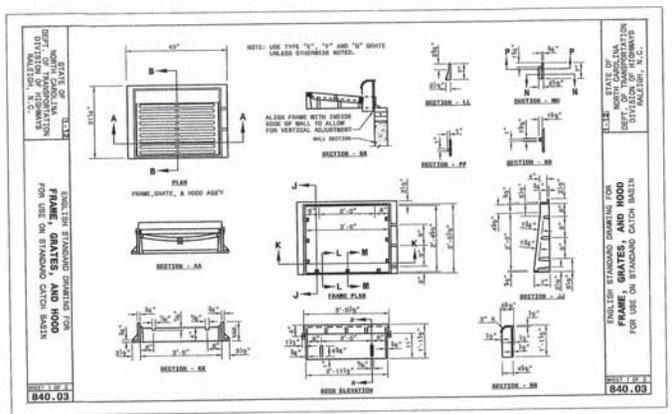
**Phil Kocik**  
 P.E.  
 PRINCIPAL ENGINEER  
 LICENSE # 48225A

**ANNANDALE**  
 AT CREEK WOOD  
 ORANGE COUNTY, NORTH CAROLINA  
 LOCKWOOD CT. - PLAN & PROFILE  
 STA:10+00 TO STA:18+53

| REV. | DATE     | DESCRIPTION              | BY  |
|------|----------|--------------------------|-----|
| 1    | 08/25/12 | ADDITIONAL PRO PER STAFF | BAK |
| 2    | 10/07/12 | PRELIM PLAN SUBMITTAL    | CPK |
| 3    | 01/05/13 | PRELIM COMMENTS          | BOJ |
| 4    | 02/07/13 | FINAL PLAN               | BOJ |
| 5    | 02/07/13 | FINAL PLAN REVISION      | BOJ |

|                   |                |
|-------------------|----------------|
| DATE              | SEPTEMBER 2014 |
| PROVISIONAL SCALE | 1" = 40'       |
| VERTICAL SCALE    | 1" = 4'        |
| PROJECT NUMBER    | CPK            |
| DRAWN BY          | BAK            |
| PROJECT NO.       | 5241           |
| DRAWING NO.       | 22-001         |

SHEET NO.  
**P2.0**  
 PRELIMINARY MAJOR SUBDIVISION PLAN



**EarthCentric Engineering, Inc.**  
LICENSEE C-288

204 W. City Street  
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Fax: (919) 304-3224  
E-Mail: Phil.Koch@EarthCentric.com

PRINCIPAL ENGINEER  
PHIL KOCH - NCEP #288A

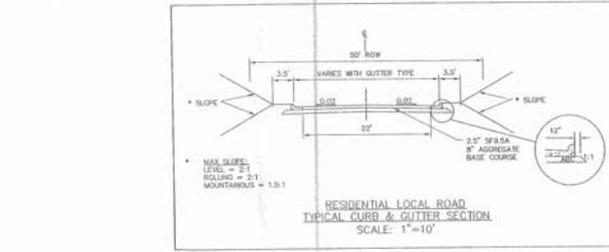
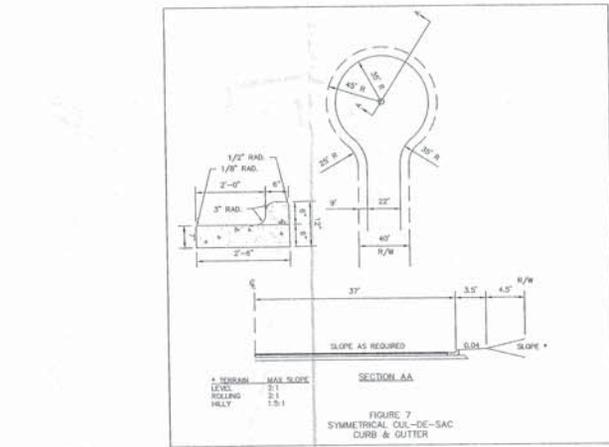
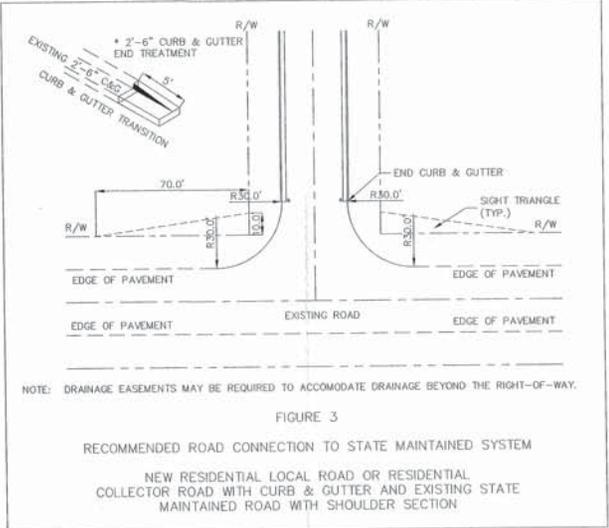
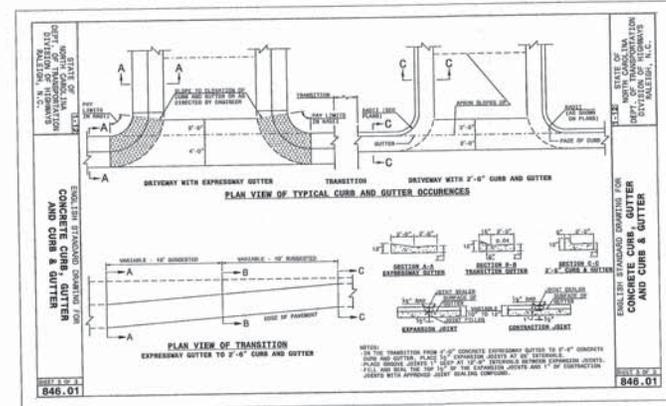
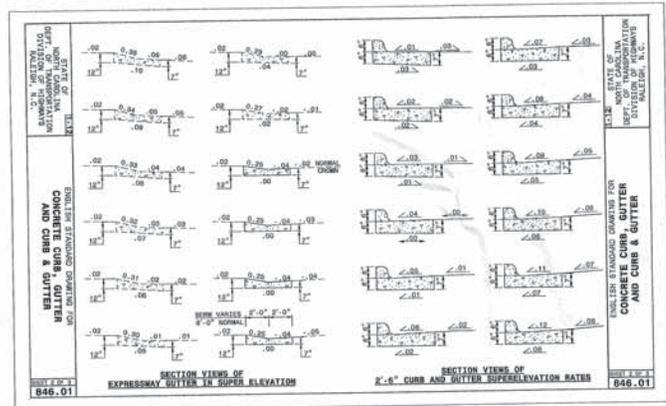
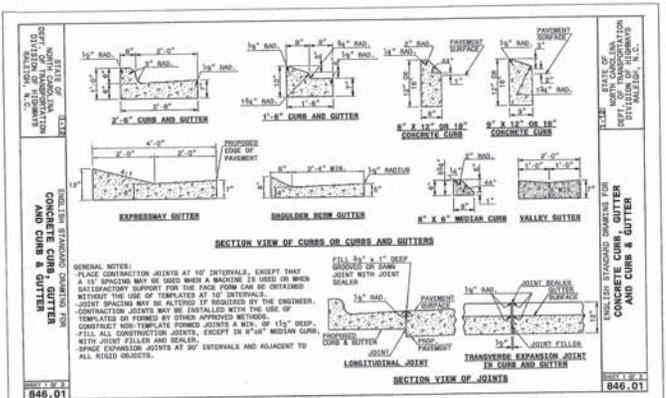
ANNANDALE  
AT CREEK WOOD  
ORANGE COUNTY, NORTH CAROLINA  
STORMWATER  
DETAILS

| REV. | DATE     | DESCRIPTION            | BY | DATE | DESCRIPTION |
|------|----------|------------------------|----|------|-------------|
| 1    | 08/23/12 | ADDITIONAL STIFFENING  | PK |      |             |
| 2    | 11/08/12 | CONSTRUCTION SUBMITTAL | PK |      |             |

|                 |                   |
|-----------------|-------------------|
| TITLE           | STORMWATER DETAIL |
| PROJECT NO.     | 8800-28-1953      |
| DESIGNED BY     | PK                |
| CHECKED BY      | PK                |
| DATE            | 08/23/12          |
| SCALE           | AS SHOWN          |
| PROJECT MANAGER | PK                |
| DESIGNED BY     | PK                |
| CHECKED BY      | PK                |
| DATE            | 08/23/12          |
| SCALE           | AS SHOWN          |
| PROJECT MANAGER | PK                |

SHEET NO.  
**D1.0**

PREPARED BY: PHIL KOCH, PE, NCEP #288A



**EarthCentric Engineering, Inc.**  
 LICENSED PROFESSIONAL ENGINEER  
 NORTH CAROLINA  
 DIVISION OF HIGHWAYS  
 WALTER, N.C.

**ECE**  
 ENGINEERING CORPORATION

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 Fax: (919) 304-3224  
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PHIL KOCH - LICENSE # 62204

**ANNANDALE**  
 AT CREEK WOOD  
 ORANGE COUNTY, NORTH CAROLINA  
 SITE & PAVING  
 DETAILS

DATE: 02/15/2011  
 PROJECT: ANNANDALE AT CREEK WOOD  
 PROJECT NUMBER: 010  
 SHEET NO. D2.0

REVISIONS:  
 1. 02/15/11: PRELIM PLAN SUBMITTAL  
 2. 02/15/11: ADDITIONAL PRELIM PLAN  
 3. 02/15/11: PRELIM PLAN SUBMITTAL

DESIGNED BY: [Signature]  
 CHECKED BY: [Signature]  
 DRAWN BY: [Signature]



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Mebane, NC 27302

Phone: 919-563-9041  
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## DRIVEWAY LOCATION STUDY

**ANNANDALE**  
at CREEK WOOD

**Orange County, North Carolina**

August 31, 2012

ECE Project No. 12-017

Prepared For:  
**Thomas H. Heffner**  
**Heffner Properties, Inc.**  
4130 Garrett Road #117  
Durham, NC 27707

Prepared by:  
EarthCentric Engineering, Inc.  
204 W. Clay Street  
Mebane, NC 27302



## DRIVEWAY LOCATION STUDY

Project Name: **Annandale at Creek Wood**

Project Number: 12-017

Report Date: August 31, 2012

Purpose: The purpose of this report is to determine sight distance conditions based on a field review and discussions with NCDOT.

---

### SITE DESCRIPTION:

Project Location: 2520 Whitfield Road,  
Chapel Hill, NC.  
The project is located in Orange County north of Whitfield Road and East of NC 86.

Site Size: 36.46 acres by survey.

Site Characteristics: The site is a wooded tract bisected by a two streams running from south to north which converge roughly midway through the site. Thus, three separate sections of the parcel front Whitfield Road and are available for development.

Existing Access Characteristics: The site was previously a single residential lot with a single driveway connecting to Whitfield Road.

**Sight Distance:** Eastward of the current drive, Whitfield Road maintains a straight section of road that slopes downward from the drive. Sight distance at this point appears sufficient. Westward of the drive, Whitfield Road curves in a spiral curve northward, thus creating some sight difficulties in this location at this time.

**Speed:** Speeds in this area are posted at 45 mph. As noticed during the meeting with NCDOT, cars traveling along this route appear to meet or slightly exceed this speed. Based on observed speeds, Mr. Chuck Edwards (NCDOT) recommended that sight distances at all proposed entrances be based on 550 ft.

---

### PROPOSED DEVELOPMENT:

Proposed Usage: The proposed development consists of 11 lots of a minimum of 2 acres in size with the remainder being placed in open space/buffer area (see attached). Lots will be accessed via two public roads, one located at the eastern extreme of the site and another located at the western extreme. The owner proposes to use curb and gutter at this time.

Proposed Roadway Connections: Two roadway connections are proposed onto Whitfield Road and are placed at the extremities of the site. The locations of several possible entrances were investigated in the field with Mr. Chuck Edwards of the NCDOT, resulting in the following:

**Western Entrance:** This entrance is located in a straight portion of Whitfield Road and no concerns were identified.

**Drive Locations for Lot 7:** Due to its location in the middle of the spiral turn and the topography in this area, it was agreed that no adequate entrance to

Whitfield Road was available for this lot. A cross access easement for drive connection to a roadway internal to the site is recommended.

**Eastern Entrance:** Although the current drive location is the best location on this section of the site, sight distance was a concern. Mr. Edwards (NCDOT) did request a review of the sight distance in the western direction based on 550 lf of sight distance.

#### **ANALYSIS:**

##### **Sight Distance Evaluation**

Sight distance at the eastern entrance was evaluated using LIDAR topography supplemented by survey information. Trees located in the vicinity were surveyed and all data entered into ACAD. A line of sight profile was then produced based on the following:

- A car located approximately 10 feet from the edge of pavement carrying a driver located at 20' from the edge of pavement.
- A car approaching the drive
- A 550 lf sight distance.
- Survey data indicating the existing property boundary and trees located in the vicinity

#### **RESULTS:**

Based on this information, the line of sight remains within the Whitfield Road right-of-way. Although some trees currently impede the line of sight, this can be remedied in the following manner:

- All trees which obstruct the line of sight and are located in the right-of-way on the roadway embankment should be removed.
- All trees overhanging this line can be pruned back to the right-of-way line.
- In all cases, trees which directly impeded the line of sight are also located within the current Whitfield Road right-of-way and are not buffer trees.

#### **CONCLUSION:**

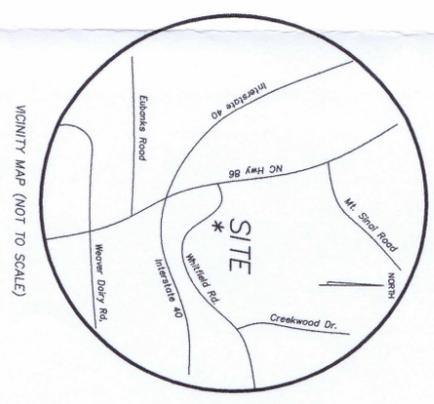
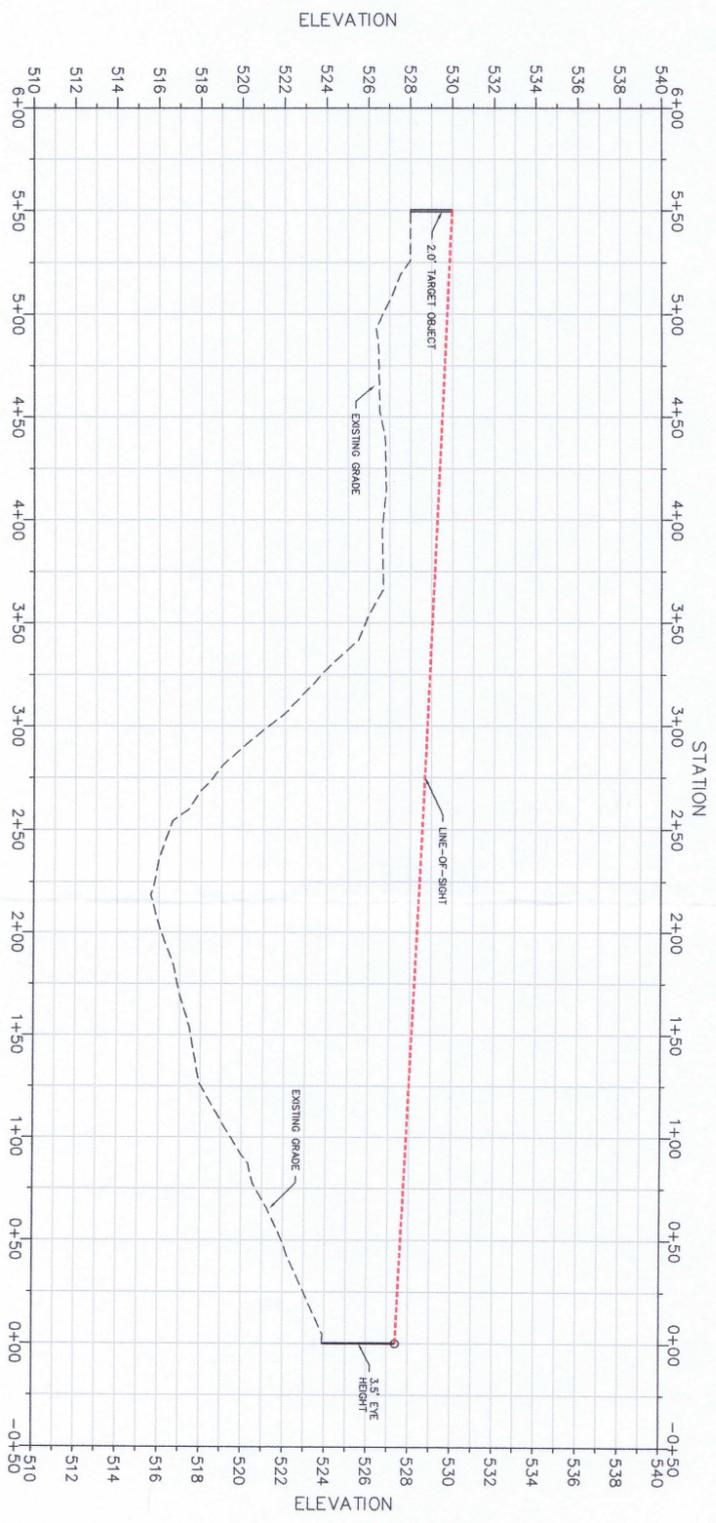
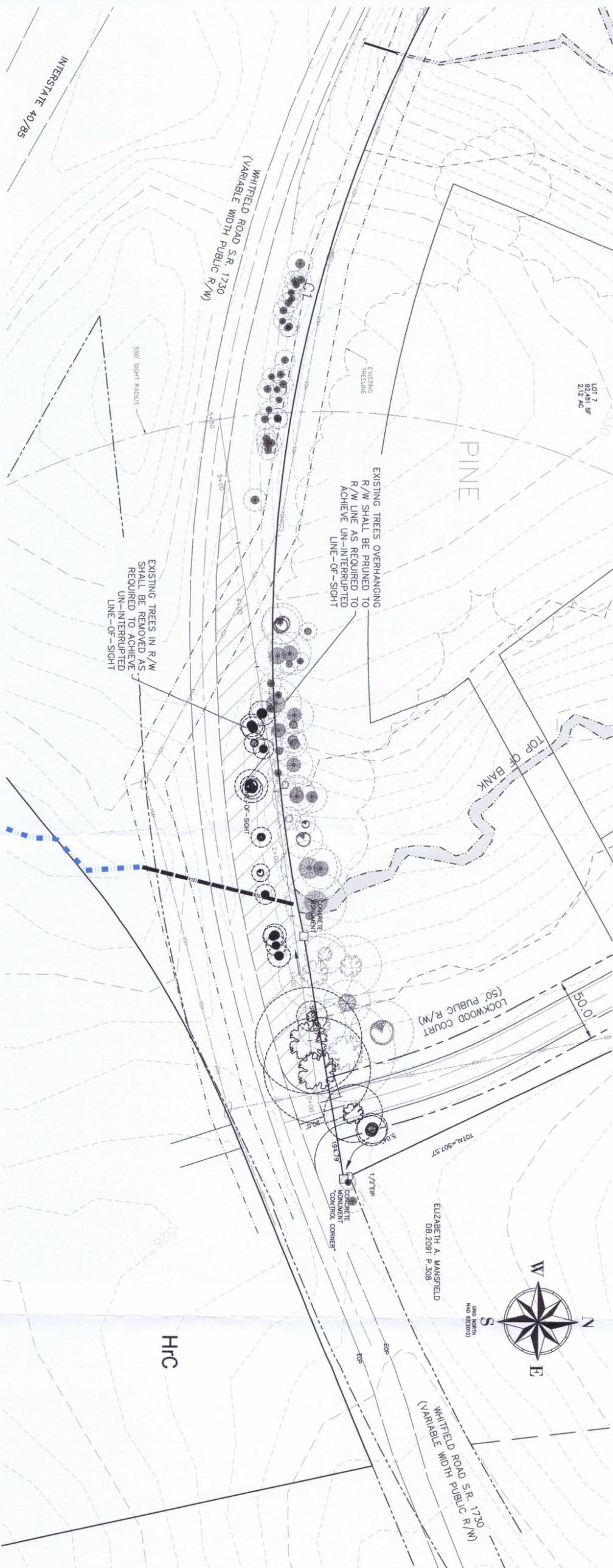
Based on the results of this analysis, the entrance proposed are actually placed at the optimal points to achieve safe access to the site and should be approvable by NCDOT and Orange County.

#### **ATTACHMENTS:**

##### **Exhibits**

|                        |              |
|------------------------|--------------|
| Proposed Development   | ACAD Plan    |
| Sight Distance Exhibit | ACAD Profile |

**Exhibits**



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 NORTH CAROLINA GENERAL STATUTE 87-112

P:\12-0112-017 Drawings\12-017 GIS.dwg, 108 6/26/2012 4:11:04 PM

| REV. | DATE | DESCRIPTION | BY |
|------|------|-------------|----|
|      |      |             |    |
|      |      |             |    |
|      |      |             |    |
|      |      |             |    |
|      |      |             |    |
|      |      |             |    |
|      |      |             |    |
|      |      |             |    |
|      |      |             |    |
|      |      |             |    |

DATE: AUGUST 28, 2012  
 HORIZONTAL SCALE: 1" = 40'  
 VERTICAL SCALE: 1" = 4'  
 PROJECT MANAGER: GPK  
 DESIGNER: TMM  
 DRAWING NAME: ENTRANCE SIGHT DISTANCE

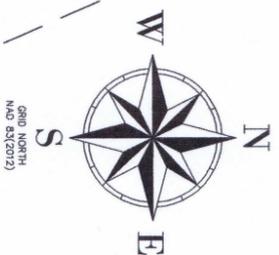
**ANNANDALE**  
 AT CREEK WOOD  
 ORANGE COUNTY, NORTH CAROLINA  
 ENTRANCE SIGHT DISTANCE  
 EXHIBIT

PRINCIPAL ENGINEER  
 PHIL KOCH - NCEP #22634

**EarthCentric Engineering, Inc.**

204 W. Clay Street  
 Mebane, NC 27302  
 Phone: (919) 563-9041  
 Fax: (919) 304-3234  
 E-Mail: Phil.Koch@EarthCentric.com

SHEET NO.  
**X1.0**



N23°42'06"W  
6245.72'  
(GRID DISTANCE)

DUKE UNIVERSITY  
DB:109 P.355

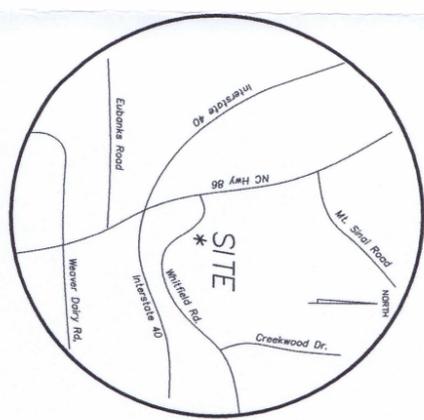
APPROXIMATE = 37,520.3545 SF (0.86 AC)  
IDES 1,167 LF OF CURB

| CURVE | RADIUS   | DELTA     | ARC TANGENT | CHORD BEARING | CHORD       |
|-------|----------|-----------|-------------|---------------|-------------|
| C1    | 1099.92' | 54°08'00" | 1030.20'    | 557.45'       | 575.24.30°E |
| C2    | 5018.90' | 34°30'1"  | 195.83'     | 97.93'        | 545.08.10°E |
|       |          |           |             |               | 195.79'     |

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FOR LOCATION OF UNDERGROUND UTILITIES AT LEAST  
2 WORKING NORTH CAROLINA GENERAL STATUTE 87-102



INTERSTATE 40



**ANNANDALE**  
AT CREEK WOOD  
ORANGE COUNTY, NORTH CAROLINA  
SITE PLAN

**PRELIMINARY  
NOT FOR  
CONSTRUCTION**

PRINCIPAL ENGINEER  
PHIL KOCH - NCE #22634

**EarthCentric Engineering, Inc.**

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Mebane, NC 27302  
Phone: (919) 563-9041  
Fax: (919) 304-3234  
E-Mail: Phil.Koch@EarthCentric.com

| REV. | DATE | DESCRIPTION | BY |
|------|------|-------------|----|
|      |      |             |    |
|      |      |             |    |
|      |      |             |    |
|      |      |             |    |

SHEET NO.  
**C3.0**  
PRELIMINARY



204 W. Clay Street  
Mebane, NC 27302

Phone: 919-563-9041  
Fax: 919-304-3234  
E-mail: Phil.Koch@EarthCentric.com

**PRELIMINARY STORMWATER  
AND DRAINAGE STUDY**

**ANNANDALE  
at CREEK WOOD**

**Orange County, North Carolina**

August 31, 2012

ECE Project No. 12-017

Prepared For:  
**Thomas H. Heffner**  
**Heffner Properties, Inc.**  
4130 Garrett Road #117  
Durham, NC 27707

Prepared by:  
EarthCentric Engineering, Inc.  
204 W. Clay Street  
Mebane, NC 27302



## PRELIMINARY STORMWATER & DRIANAGE STUDY

Project Name: **Annandale at Creek Wood**  
 Project Number: 12-017  
 Report Date: August 31, 2012  
 Purpose: The purpose of this report is to investigate preliminary requirements for stormwater management associated with development of the subject property.

---

### SITE DESCRIPTION:

Project Location: 2520 Whitfield Road  
 Chapel Hill, NC.  
 It is located in Orange County north of Whitfield Road and East of NC86.

Site Size: 36.46 acres by survey.

Soil Types: EnC – Enon loam, 6 to 10% slopes – Group C  
 EnB – Enon loam, 2 to 6% slopes – Group C  
 HrC – Herndon silt loam, 6 to 10% slopes – Group B  
 TaD – Tatum silt loam, 8 to 15% slopes - B  
 GeC –Georgeville silt loam, 6 to 10% slopes – Group B  
 GeB – Georgeville silt loam, 2 to 6% slopes – Group B

Watershed: WS-IV NSW / Jordan Lake

River Basin: Cape Fear River Basin

Site Characteristics: The site is a heavily wooded, 36.46 acre tract bisected by two streams running south to north which merge in the middle of the site. Slopes vary on the site, with some slopes of 25% present; however, most slopes appear to average 5%-8% based on LIDAR topography.

Drainage Characteristics: All runoff from the edges of the site drain toward the two streams located on the site and exit at roughly the midpoint of the northern property line. It should be noted that this site is a portion of a much larger drainage basin that incorporates portions of a large commercial area located immediately south of I-40.

---

### PROPOSED DEVELOPMENT:

Proposed Usage: The proposed development consists of 11 lots of a minimum of 2 acres in size with the remainder being placed in open space/buffer area (see attached). Lots will be accessed via two public roads, one located at the eastern extreme of the site and another located at the western extreme; thus, preserving the stream and buffer area by not providing a roadway crossing.

Additionally, the owner proposes to restrict impervious area to roughly 14%, which is less than the 15% required for an exemption from peak flow attenuation requirements; however, the site would still require peak flow attenuation if increases in runoff produced in the 1-year storm exceed 10%. Additionally, the site's location in the Upper New Hope Sub-Watershed will likely require the use of some treatment for nutrient reduction. Therefore, this

report has reviewed both peak flow attenuation and nutrient loading/treatment requirements.

**Proposed Drainage:** The proposed roadways on-site will mirror existing grades as closely as possible and limited clearing and grading are anticipated. Roadways will be public roads with curb and gutter and drainage from roadways will be discharged to swales located along natural drainage ways wherever possible. Where necessary, treatment and detention measures will be provided and the design and sizing of said devices will be coordinated heavily with Orange County Erosion Control in an effort to prevent unnecessary removal of mature trees in the area.

## REQUIREMENTS:

**Stormwater Management** Orange County requires that new development comply with the following rules regarding stormwater management and conveyance:

1. Provide Nutrient Treatment and removal of 85% TSS from the runoff produced from the 1-in storm event. Due to its location in the Upper New Hope watershed, this would require removal of both Nitrogen and Phosphorous.
2. Provide peak rate reduction for the 1-year, 24 hour storm events to pre-development rates.

Although this report is preliminary, we have assumed these conditions would be the most restrictive cases and have also reviewed the 2-yr and 10-yr storms for informational purposes.

## ANALYSIS:

**Stormwater Management (Quality)** The new Lake Jordan Accounting Tool was used to determine nutrient loading requirements based on the preliminary design and impervious limits discussed with the Owner. Breakdowns of the area are presented with attached calculations.

**Stormwater Management (Peak Flow Attenuation)** Based on the area breakdown prepared above and incorporating the upstream areas contributing to the entire basin, Pre and Post Development discharges were calculated using Hydraflow Hydrographs.

## RESULTS:

Detailed calculations are provided in the Attachments at the end of this report. The results of the required calculations are summarized below.

### Stormwater Management

Based on values calculated using the Lake Jordan Accounting Tool, the site will require minimal amounts of treatment. It appears that treatment for this site could be provided by level spreaders and filter strips located below a portion of the houses and the roadways. Per the values noted in the accounting tool, use of level spreaders and filter strips below the roadway and 7 of the 11 lots would provide adequate treatment for the site. Note that final design will be heavily coordinated design with Orange County Erosion Control and may incorporate alternative treatment strategies to those presented.

## Peak Flow Attenuation

Results from the pre-/post- development calculations are a bit more mixed, since the site is actually a portion of a much larger drainage basin. When reviewed on its own, runoff in the 1-year storm event increases beyond the 10% allowable. However, when reviewed as a portion of the greater basin, the increase is only 6% and does not appear to warrant peak flow attenuation. Additionally, it should be noted that post-development discharges are likely to be reduced further due to the addition of treatment devices along the drainage path necessary for nutrient removal.

If Orange County Erosion Control does warrant that further peak flow attenuation is required, design and placement of these items should be heavily coordinated with Orange County Erosion Control to prevent removal of mature trees as noted above.

## CONCLUSION:

Based on the above results, the proposed development appears to be able to meet stormwater management requirements with minimal issues. However, it is heavily recommended that all work associated with stormwater treatment and peak-flow attenuation be heavily coordinated with Orange County Erosion Control.

## ATTACHMENTS:

### Exhibits

|                          |                           |
|--------------------------|---------------------------|
| Orange Co. Soils Map     | Site location highlighted |
| USGS 7.5 Minute Quad Map | Site location highlighted |
| FEMA Map download        | Site location highlighted |

### Stormwater Management Calculations

#### General Information

|                          |                 |
|--------------------------|-----------------|
| Area Breakdown           | EXCEL worksheet |
| Drainage Basin Breakdown | EXCEL worksheet |
| Flow Paths               | EXCEL Worksheet |

#### Peak Flow Attenuation

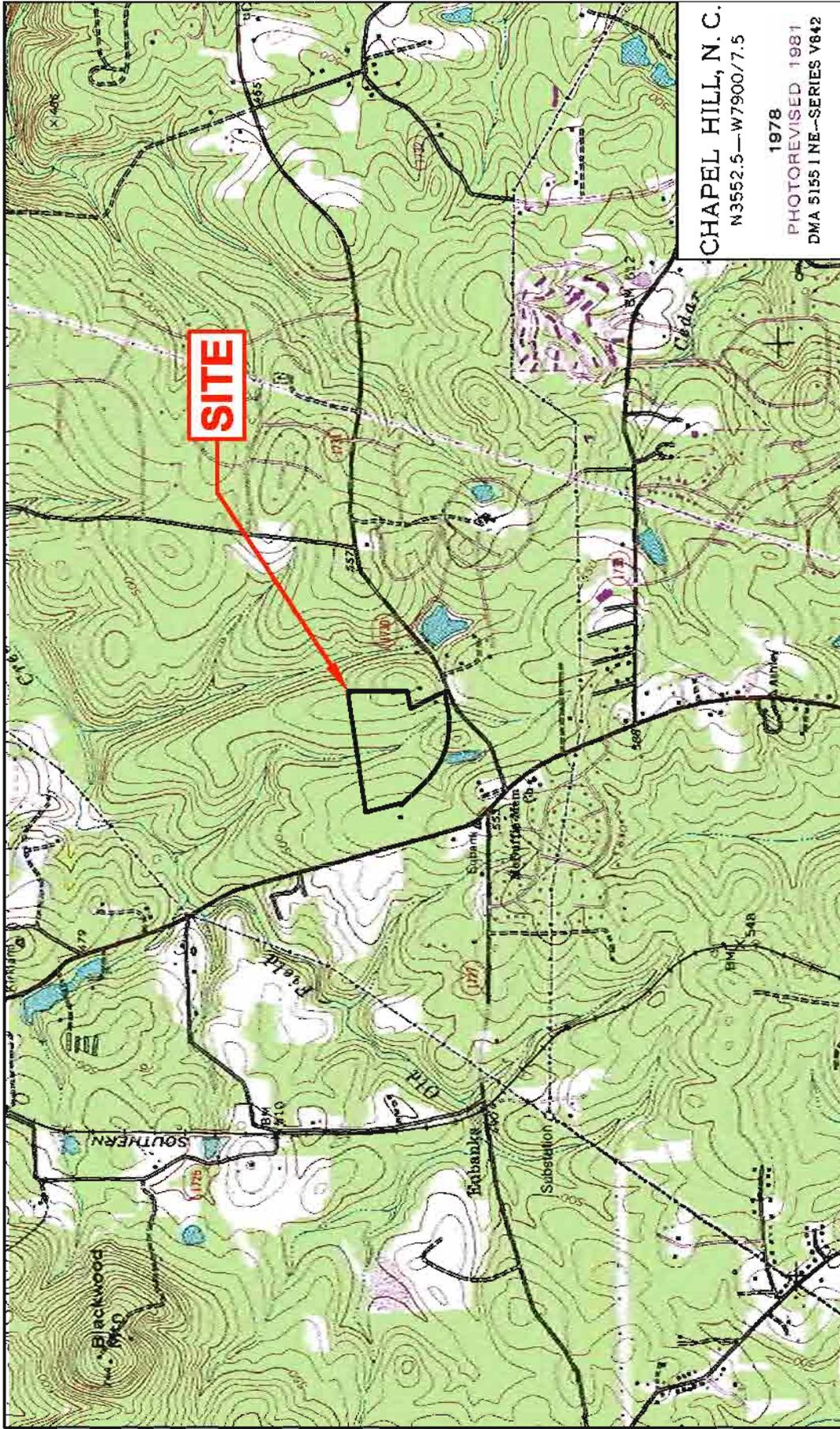
|                   |  |
|-------------------|--|
| Drainage Exhibits | ACAD exhibits for Pre and Post Development |
| Hydrographs       | Hydraflow Worksheets                       |

#### Preliminary Treatment

Lake Jordan Accounting Tool Worksheets

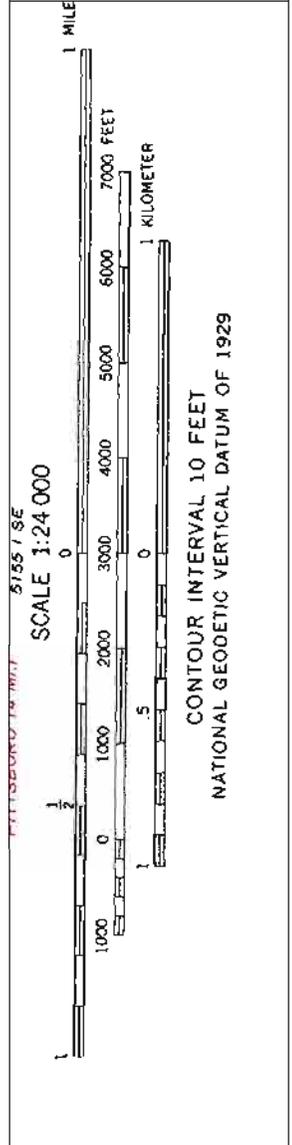
**Exhibits**

# USGS Topographic Map - 12-017 Annandale



MN  
GN  
54°  
98 MILLS  
1°08'  
20 MILLS

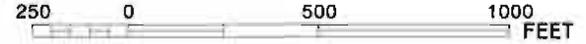
UTM GRID AND 1981 MAGNETIC NORTH DECLINATION AT CENTER OF SHEET





GRID NORTH

MAP SCALE 1" = 500' (1 : 6,000)



NFIP

PANEL 9880J

NATIONAL FLOOD INSURANCE PROGRAM

**FIRM**  
**FLOOD INSURANCE RATE MAP**  
 NORTH CAROLINA

**PANEL 9880**

(SEE LOCATOR DIAGRAM OR MAP INDEX FOR FIRM PANEL LAYOUT)

CONTAINS:

| COMMUNITY            | CID No. | PANEL | SUFFIX |
|----------------------|---------|-------|--------|
| CHAPEL HILL, TOWN OF | 370180  | 9880  | J      |
| ORANGE COUNTY        | 370342  | 9880  | J      |

Notice to User: The Map Number shown below should be used when placing map orders; the Community Number shown above should be used on insurance applications for the subject community.

**EFFECTIVE DATE**  
**FEBRUARY 2, 2007**

**MAP NUMBER**  
**3710988000J**

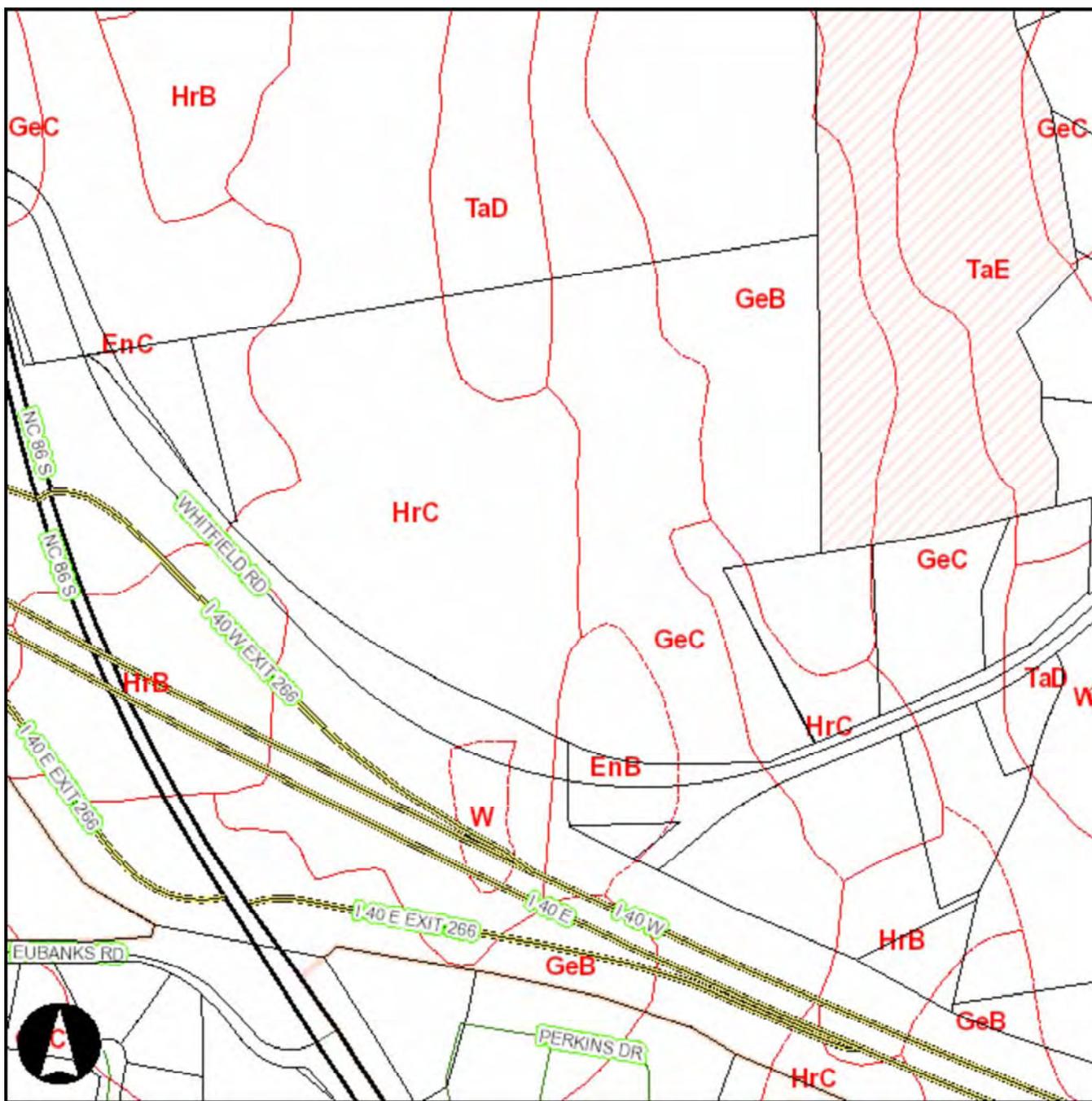


State of North Carolina  
 Federal Emergency Management Agency



##R udqj h#F rxqw| /#Q F #J IV

# 12-017 Soils



4 #lq fk #@ #7 3 3 #hhw



### SOIL LEGEND

The first capital letter is the initial one of the soil name. The second position is used to identify additional mapping units that have the same initial capital letter. The third position, if used, is a capital letter and connotes slope class. Symbols without a slope letter are for nearly level soils or miscellaneous areas. A final number 2, in the symbol, shows that the soil is eroded.

| SYMBOL | NAME   |
|--------|--|
| Aa     | Altavista fine sandy loam, 0 to 3 percent slopes       |
| ApB    | Appling sandy loam, 2 to 6 percent slopes              |
| ApC    | Appling sandy loam, 6 to 10 percent slopes             |
| AuC    | Appling-Urban land complex, 2 to 10 percent slopes     |
| CB     | Cecil fine sandy loam, 2 to 6 percent slopes           |
| CtC    | Cecil fine sandy loam, 6 to 10 percent slopes          |
| Ch     | Chewacla loam  |
| Cp     | Congaree fine sandy loam                               |
| CrB    | Creedmoor fine sandy loam, 2 to 8 percent slopes       |
| EnB    | Enon loam, 2 to 6 percent slopes                       |
| EnC    | Enon loam, 6 to 12 percent slopes                      |
| GeB    | Georgeville silt loam, 2 to 6 percent slopes           |
| GeC    | Georgeville silt loam, 6 to 10 percent slopes          |
| GhC    | Georgeville-Urban land complex, 2 to 10 percent slopes |
| GID    | Goldston silty silt loam, 6 to 15 percent slopes       |
| GIF    | Goldston silty silt loam, 15 to 45 percent slopes      |
| HeB    | Helena sandy loam, 2 to 8 percent slopes               |
| HhA    | Helena-Sedgefield sandy loams, 0 to 2 percent slopes   |
| HrB    | Herndon silt loam, 2 to 6 percent slopes               |
| HrC    | Herndon silt loam, 6 to 10 percent slopes              |
| HwB    | Hwassee clay loam, 2 to 6 percent slopes               |
| HwC    | Hwassee clay loam, 6 to 10 percent slopes              |
| IrB    | Iredell gravelly loam, 1 to 4 percent slopes           |
| IuB    | Iredell-Urban land complex, 1 to 8 percent slopes      |
| Lg     | Lignum silt loam, 0 to 3 percent slopes                |
| LoC    | Louisburg sandy loam, 6 to 15 percent slopes           |
| LoF    | Louisburg sandy loam, 15 to 45 percent slopes          |
| Or     | Orange silt loam, 0 to 3 percent slopes                |
| Pt     | Pits   |
| TaD    | Tatum silt loam, 8 to 15 percent slopes                |
| TaE    | Tatum silt loam, 15 to 25 percent slopes               |
| Ur     | Urban land   |
| VaB    | Vance sandy loam, 2 to 8 percent slopes                |
| WmD    | Wedowee sandy loam, 8 to 15 percent slopes             |
| WmE    | Wedowee sandy loam, 15 to 25 percent slopes            |
| WsB    | White Store loam, 2 to 6 percent slopes                |
| WtC2   | White Store clay loam, 6 to 10 percent slopes, eroded  |
| WuC    | White Store-Urban land complex, 2 to 8 percent slopes  |
| WxD    | Wilkes gravelly loam, 8 to 15 percent slopes           |
| WxF    | Wilkes gravelly loam, 15 to 45 percent slopes          |

### CULTURAL FEATURES

#### BOUNDARIES

- National, state or province
- County or parish
- Minor civil division
- Reservation (national forest, state forest or park, and large airport)
- Land grant
- Limit of soil survey (label)
- Field sheet matchline & neighbor

#### AD HOC BOUNDARY (label)

- Small airport, airfield, park, cemetery, or flood pool

#### STATE COORDINATE TICK

#### LAND DIVISION CORNERS (sections and land grants)

#### ROADS

- Divided (median shown if scale permits)
- Other roads
- Trail

#### ROAD EMBLEMS & DESIGNATIONS

- Interstate
- Federal
- State
- County, farm or ranch

#### RAILROAD

#### POWER TRANSMISSION LINE (normally not shown)

#### PIPE LINE (normally not shown)

#### FENCE (normally not shown)

#### LEVEES

- Without road
- With road
- With railroad

#### DAMS

- Large (to scale)
- Medium or small

#### PITS

- Gravel pit
- Mine or quarry

## **Stormwater Management Calculations**

## **General Information**

# ANNANDALE

at Creek Wood

## Area Breakdown

30-Aug-12

Given:

- 1) 11 lot subdivision located north of Whitfield Road
- 2) Total Area:           36.46     Acres  
                          1588321    SF
- 3) Limit each lot to 15,000 sf of impervious surface
- 4) Provide 10% allowance for impervious overages in R/W and easements
- 5) Property subject to stormwater management regulations
- 6) Property located in and under the jurisdiction of Orange County, NC

| Location      | Area       |        |         | Total   |       |
|---------------|------------|--------|---------|---------|-------|
|               | Impervious | Lawn   | Wooded  | Area    | Area  |
|               | sf         | sf     | sf      | sf      | Ac    |
| LOTS          |            |        |         |         |       |
| Lot #1        | 15000      | 20000  | 52249   | 87249   | 2.00  |
| Lot #2        | 15000      | 20000  | 52208   | 87208   | 2.00  |
| Lot #3        | 15000      | 20000  | 52438   | 87438   | 2.01  |
| Lot #4        | 15000      | 20000  | 52314   | 87314   | 2.00  |
| Lot #5        | 15000      | 20000  | 52128   | 87128   | 2.00  |
| Lot #6        | 15000      | 20000  | 52224   | 87224   | 2.00  |
| Lot #7        | 15000      | 20000  | 57451   | 92451   | 2.12  |
| Lot #8        | 15000      | 20000  | 52851   | 87851   | 2.02  |
| Lot #9        | 15000      | 20000  | 52833   | 87833   | 2.02  |
| Lot #10       | 15000      | 20000  | 64199   | 99199   | 2.28  |
| Lot #11       | 15000      | 20000  | 58386   | 93386   | 2.14  |
| Subtotals     | 165000     | 220000 | 599281  | 984281  | 22.60 |
| RIGHT OF WAY  |            |        |         |         |       |
| Dumfries      | 11476      | 9707   |         | 21183   | 0.49  |
| Lockwood      | 25967      | 22150  |         | 48117   | 1.10  |
| Subtotals     | 37443      | 31857  | 0       | 69300   | 1.59  |
| MISCELLANEOUS |            |        |         |         |       |
| OS/Stream     |            |        | 518240  |         |       |
| Imp Allow     | 16500      |        |         |         |       |
| Subtotals     | 16500      | 0      | 518240  | 534740  | 12.28 |
| TOTALS        |            |        |         |         |       |
| Totals        | 218943     | 251857 | 1117521 | 1588321 | 36.46 |
| Totals (AC)   | 5.03       | 5.78   | 25.65   | 36.46   |       |
| % of Area     | 13.78%     | 15.86% | 70.36%  |         |       |

Notes:

- 1.) Based on the calculations presented, impervious is below that associated with most LID standards.
- 2.) Subdivision uses curb and gutter, not generally accepted in LID

# ANNANDALE

at Creek Wood

## Drainage Basin Breakdown

30-Aug-12

Given:

1) Basin consist of Roughly four areas, as noted below:

|   |        |    |
|---|--------|----|
| Site and Immediate Area                   | 47.06  | AC |
| Area North of I40 entering Eastern Stream | 11.08  | AC |
| Area entering Western Stream              | 20.07  | AC |
| Area South of I40 entering Eastern Stream | 75.14  | AC |
| Total                                     | 153.35 | AC |

2) Based on previous calculations, 5.03 acres of impervious are proposed

3) 5.03 acres represents an increase in impervious of 3.2%

4) Breakdown of Remaining Basins estimated from ACAD and aerial maps

5) Based on current soils info, most soils are hydrologic group B with some group C. Group B used for preliminary calculations

| Location                         | Area       |            |        | Total  |       |
|----------------------------------|------------|------------|--------|--------|-------|
|                                  | Impervious | Managed OS | Wooded | Area   | CN    |
|                                  | 98         | 61         | 60     |        |       |
|                                  | ac         | ac         | ac     | ac     |       |
| AREA #1: Site and Immediate Area |            |            |        |        |       |
| Site area                        | 5.03       | 5.78       | 25.65  | 36.46  | 65.40 |
| Remaining                        | 0          | 0          | 10.60  | 10.60  | 60.00 |
| Subtotals                        | 5.03       | 5.78       | 36.25  | 47.06  | 64.18 |
| Remaining Basins                 |            |            |        |        |       |
| NE I40                           | 1.16       | 2.05       | 7.87   | 11.08  | 64.16 |
| West                             | 3.49       | 11.23      | 5.35   | 20.07  | 67.17 |
| South                            | 50         | 10         | 15.14  | 75.14  | 85.42 |
| Subtotals                        | 54.65      | 23.28      | 28.36  | 106.29 | 79.76 |
| TOTALS                           |            |            |        |        |       |
| Totals                           | 59.68      | 29.06      | 64.61  | 153.35 | 74.98 |
| % of Area                        | 38.92%     | 18.95%     | 42.13% |        |       |

# ANNANDALE

at Creek Wood

## PRELIMINARY FLOWPATH DATA

30-Aug-12

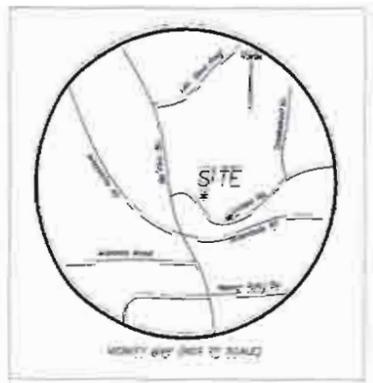
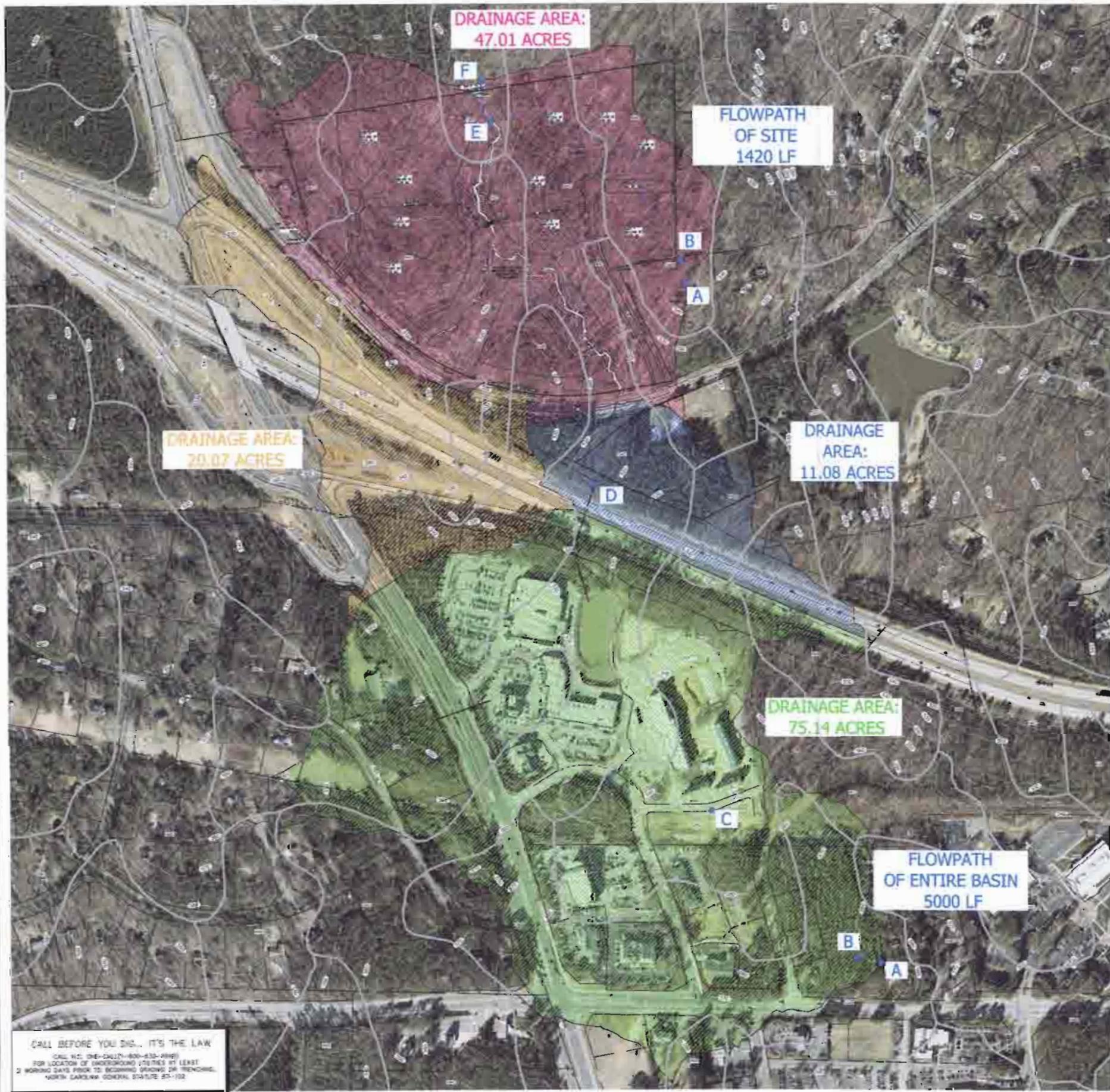
| POINT                    |     | ELEVATION |     |        |        |           |                  |
|--------------------------|-----|-----------|-----|--------|--------|-----------|------------------|
| START                    | END | START     | END | LENGTH | SLOPE  | FLOW TYPE | CONDITION        |
|                          |     |           |     | lf     | ft/ft  |           |                  |
| Entire Drainage Basin    |     |           |     |        |        |           |                  |
| A                        | B   | 583       | 579 | 100    | 0.0400 | Sheet     | Wooded           |
| B                        | C   | 579       | 542 | 983    | 0.0376 | Unpaved   |                  |
| C                        | D   | 542       | 518 | 1660   | 0.0145 | Pipe      | Assume 24"       |
| D                        | E   | 518       | 496 | 2038   | 0.0108 | Stream    | 6' wide, 3' deep |
| E                        | F   | 496       | 494 | 219    | 0.0091 | Stream    | 9' wide, 4' deep |
| Total Length of Flowpath |     |           |     | 5000   |        |           |                  |
| Site Drainage Basin      |     |           |     |        |        |           |                  |
| A                        | B   | 543       | 541 | 100    | 0.0200 | Sheet     | Wooded           |
| B                        | E   | 541       | 496 | 1101   | 0.0409 | Unpaved   |                  |
| E                        | F   | 496       | 494 | 219    | 0.0091 | Stream    | 9' wide, 4' deep |
| Total Length of Flowpath |     |           |     | 1420   |        |           |                  |

Note:

- 1.) Drainage paths remain consistent in pre- and post- development
- 2.) Flow paths based on GIS/LIDAR information and aerial photographs
- 3.) Channel dimensions assumed for Pipe flow
- 4.) Stream dimensions based on average cross-section

## Peak Flow Attenuation





CALL BEFORE YOU DIG... IT'S THE LAW  
 CALL 800-ONE-CALL (800-630-4949)  
 FOR LOCATION OF UNDERGROUND UTILITIES AT LEAST  
 2 WORKING DAYS PRIOR TO BEGINNING DIGGING OR TRENCHING.  
 NORTH CAROLINA GENERAL STATUTE 87-102

**EarthCentric Engineering, Inc.**  
 ECE  
 CORPORATION  
 2004 W. Clay Street  
 Wehabe, NC 27302  
 Phone: (919) 852-9411  
 Fax: (919) 852-9394  
 E-Mail: Phil.Ketch@EarthCentric.com

PROFESSIONAL ENGINEER  
 PHILIP KETCH, N.C. 00622014

**ANNANDALE**  
 AN URBAN WOOD  
 ORANGE COUNTY, NORTH CAROLINA  
 OFF-SITE & ON-SITE DRAINAGE  
 OVERVIEW W/ORTHOPHOTO

|              |              |
|--------------|--------------|
| DATE:        | 10/20/2014   |
| SCALE:       | AS SHOWN     |
| DRAWN BY:    | PHILIP KETCH |
| CHECKED BY:  | PHILIP KETCH |
| APPROVED BY: | PHILIP KETCH |
| DATE:        | 10/20/2014   |

PROJECT: ANNANDALE  
 SHEET NO. X2.1

SHEET No.  
**X2.1**

|   |           |
|---|-----------|
| <b>Hydrograph Return Period Recap.....</b>          | <b>1</b>  |
| <b>1 - Year</b>                                     |           |
| <b>Summary Report.....</b>                          | <b>2</b>  |
| <b>Hydrograph Reports.....</b>                      | <b>3</b>  |
| Hydrograph No. 1, SCS Runoff, Pre-Dev Site.....     | 3         |
| TR-55 Tc Worksheet.....                             | 4         |
| Hydrograph No. 2, SCS Runoff, Remaining Basin.....  | 5         |
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| Hydrograph No. 3, Combine, Outfall - Pre.....       | 7         |
| Hydrograph No. 10, SCS Runoff, Post-Dev Site.....   | 8         |
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| Hydrograph No. 12, Combine, Outfall - Post.....     | 12        |
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| Hydrograph No. 1, SCS Runoff, Pre-Dev Site.....     | 14        |
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| Hydrograph No. 3, Combine, Outfall - Pre.....       | 16        |
| Hydrograph No. 10, SCS Runoff, Post-Dev Site.....   | 17        |
| Hydrograph No. 11, SCS Runoff, Remaining Basin..... | 18        |
| Hydrograph No. 12, Combine, Outfall - Post.....     | 19        |
| <b>10 - Year</b>                                    |           |
| <b>Summary Report.....</b>                          | <b>20</b> |
| <b>Hydrograph Reports.....</b>                      | <b>21</b> |
| Hydrograph No. 1, SCS Runoff, Pre-Dev Site.....     | 21        |
| Hydrograph No. 2, SCS Runoff, Remaining Basin.....  | 22        |
| Hydrograph No. 3, Combine, Outfall - Pre.....       | 23        |
| Hydrograph No. 10, SCS Runoff, Post-Dev Site.....   | 24        |
| Hydrograph No. 11, SCS Runoff, Remaining Basin..... | 25        |
| Hydrograph No. 12, Combine, Outfall - Post.....     | 26        |

# Hydrograph Return Period Recap

Hydraflow Hydrographs Extension for AutoCAD® Civil 3D® 2011 by Autodesk, Inc. v8

| Hyd. No. | Hydrograph type (origin) | Inflow hyd(s) | Peak Outflow (cfs) |        |       |       |        |       |       |        | Hydrograph Description |
|----------|--------------------------|---------------|--------------------|--------|-------|-------|--------|-------|-------|--------|------------------------|
|          |                          |               | 1-yr               | 2-yr   | 3-yr  | 5-yr  | 10-yr  | 25-yr | 50-yr | 100-yr |                        |
| 1        | SCS Runoff               | -----         | 8.249              | 18.64  | ----- | ----- | 64.20  | ----- | ----- | -----  | Pre-Dev Site           |
| 2        | SCS Runoff               | -----         | 108.57             | 151.52 | ----- | ----- | 288.79 | ----- | ----- | -----  | Remaining Basin        |
| 3        | Combine                  | 1, 2          | 116.81             | 169.99 | ----- | ----- | 351.17 | ----- | ----- | -----  | Outfall - Pre          |
| 10       | SCS Runoff               | -----         | 15.37              | 28.92  | ----- | ----- | 81.26  | ----- | ----- | -----  | Post-Dev Site          |
| 11       | SCS Runoff               | -----         | 108.57             | 151.52 | ----- | ----- | 288.79 | ----- | ----- | -----  | Remaining Basin        |
| 12       | Combine                  | 10, 11        | 123.72             | 179.94 | ----- | ----- | 367.20 | ----- | ----- | -----  | Outfall - Post         |

# Hydrograph Summary Report

Hydraflow Hydrographs Extension for AutoCAD® Civil 3D® 2011 by Autodesk, Inc. v8

| Hyd. No.                       | Hydrograph type (origin) | Peak flow (cfs) | Time interval (min) | Time to Peak (min) | Hyd. volume (cuft)    | Inflow hyd(s) | Maximum elevation (ft) | Total strge used (cuft) | Hydrograph Description |  |
|--------------------------------|--------------------------|-----------------|---------------------|--------------------|-----------------------|---------------|------------------------|-------------------------|------------------------|--|
| 1                              | SCS Runoff               | 8.249           | 1                   | 733                | 57,383                | -----         | -----                  | -----                   | Pre-Dev Site           |  |
| 2                              | SCS Runoff               | 108.57          | 1                   | 734                | 474,499               | -----         | -----                  | -----                   | Remaining Basin        |  |
| 3                              | Combine                  | 116.81          | 1                   | 734                | 531,882               | 1, 2          | -----                  | -----                   | Outfall - Pre          |  |
| 10                             | SCS Runoff               | 15.37           | 1                   | 732                | 81,963                | -----         | -----                  | -----                   | Post-Dev Site          |  |
| 11                             | SCS Runoff               | 108.57          | 1                   | 734                | 474,499               | -----         | -----                  | -----                   | Remaining Basin        |  |
| 12                             | Combine                  | 123.72          | 1                   | 734                | 556,463               | 10, 11        | -----                  | -----                   | Outfall - Post         |  |
| Preliminary Drainage Calcs.gpw |                          |                 |                     |                    | Return Period: 1 Year |               |                        | Friday, Aug 31, 2012    |                        |  |

# Hydrograph Report

Hydraflow Hydrographs Extension for AutoCAD® Civil 3D® 2011 by Autodesk, Inc. v8

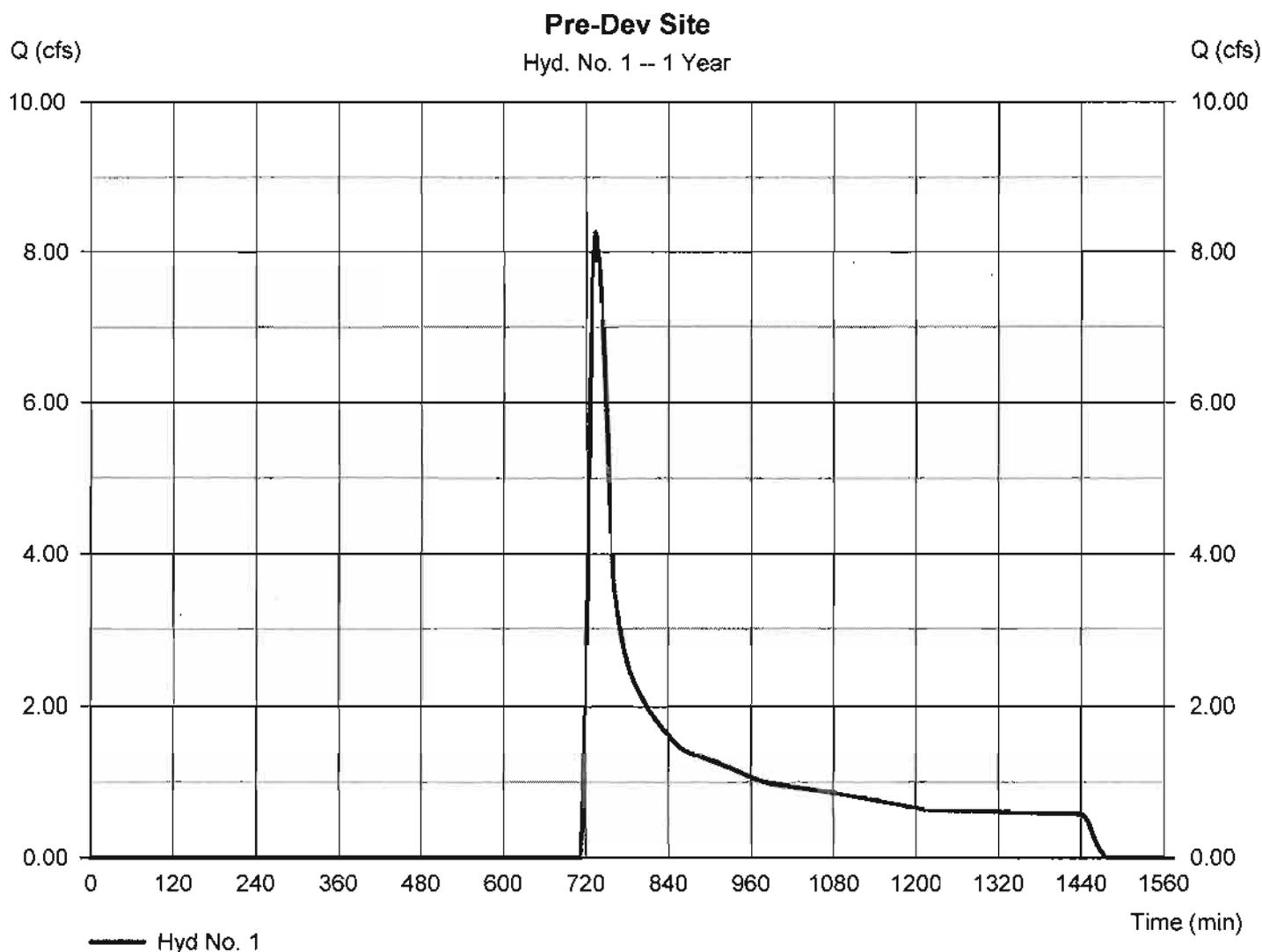
Friday, Aug 31, 2012

## Hyd. No. 1

Pre-Dev Site

|                 |              |                    |               |
|-----------------|--------------|--------------------|---------------|
| Hydrograph type | = SCS Runoff | Peak discharge     | = 8.249 cfs   |
| Storm frequency | = 1 yrs      | Time to peak       | = 733 min     |
| Time interval   | = 1 min      | Hyd. volume        | = 57,383 cuft |
| Drainage area   | = 47.060 ac  | Curve number       | = 60*         |
| Basin Slope     | = 0.0 %      | Hydraulic length   | = 0 ft        |
| Tc method       | = TR55       | Time of conc. (Tc) | = 26.60 min   |
| Total precip.   | = 3.00 in    | Distribution       | = Type II     |
| Storm duration  | = 24 hrs     | Shape factor       | = 484         |

\* Composite (Area/CN) =  $[(0.130 \times 98) + (1.540 \times 61) + (45.390 \times 60)] / 47.060$



# TR55 Tc Worksheet

Hydraflow Hydrographs Extension for AutoCAD® Civil 3D® 2011 by Autodesk, Inc. v8

## Hyd. No. 1

Pre-Dev Site

| <u>Description</u>                 | <u>A</u>       | <u>B</u>      | <u>C</u>      | <u>Totals</u>    |
|------------------------------------|----------------|---------------|---------------|------------------|
| <b>Sheet Flow</b>                  |                |               |               |                  |
| Manning's n-value                  | = 0.400        | 0.011         | 0.011         |                  |
| Flow length (ft)                   | = 100.0        | 0.0           | 0.0           |                  |
| Two-year 24-hr precip. (in)        | = 3.60         | 0.00          | 0.00          |                  |
| Land slope (%)                     | = 2.00         | 0.00          | 0.00          |                  |
| <b>Travel Time (min)</b>           | <b>= 20.25</b> | <b>+ 0.00</b> | <b>+ 0.00</b> | <b>= 20.25</b>   |
| <b>Shallow Concentrated Flow</b>   |                |               |               |                  |
| Flow length (ft)                   | = 1101.00      | 0.00          | 0.00          |                  |
| Watercourse slope (%)              | = 4.09         | 0.00          | 0.00          |                  |
| Surface description                | = Unpaved      | Paved         | Paved         |                  |
| Average velocity (ft/s)            | =3.26          | 0.00          | 0.00          |                  |
| <b>Travel Time (min)</b>           | <b>= 5.62</b>  | <b>+ 0.00</b> | <b>+ 0.00</b> | <b>= 5.62</b>    |
| <b>Channel Flow</b>                |                |               |               |                  |
| X sectional flow area (sqft)       | = 36.00        | 0.00          | 0.00          |                  |
| Wetted perimeter (ft)              | = 17.00        | 0.00          | 0.00          |                  |
| Channel slope (%)                  | = 0.91         | 0.00          | 0.00          |                  |
| Manning's n-value                  | = 0.050        | 0.015         | 0.015         |                  |
| Velocity (ft/s)                    | =4.70          | 0.00          | 0.00          |                  |
| Flow length (ft)                   | 219.0          | 0.0           | 0.0           |                  |
| <b>Travel Time (min)</b>           | <b>= 0.78</b>  | <b>+ 0.00</b> | <b>+ 0.00</b> | <b>= 0.78</b>    |
| <b>Total Travel Time, Tc</b> ..... |                |               |               | <b>26.60 min</b> |

# Hydrograph Report

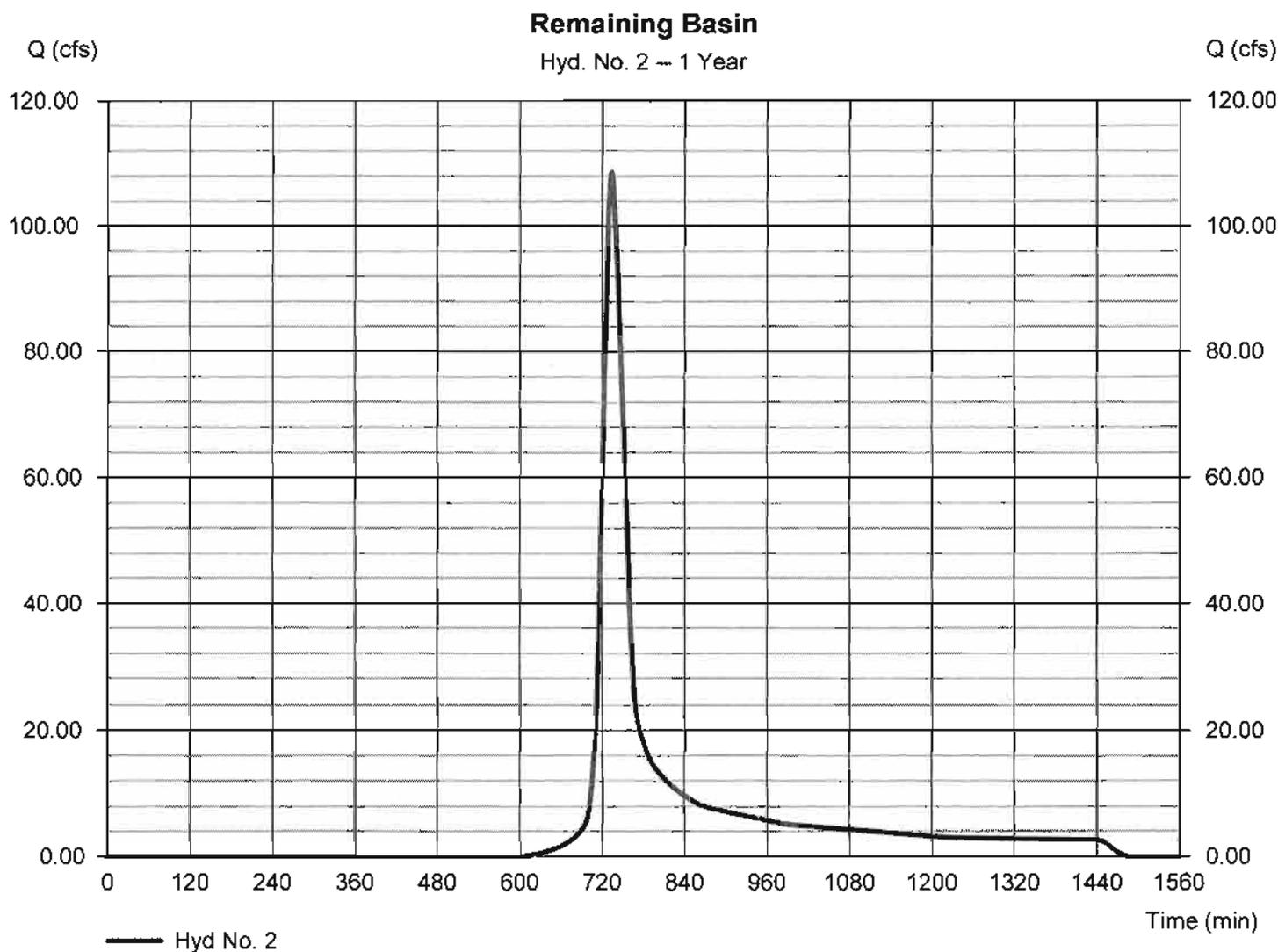
Hydraflow Hydrographs Extension for AutoCAD® Civil 3D® 2011 by Autodesk, Inc. v8

Friday, Aug 31, 2012

## Hyd. No. 2

### Remaining Basin

|                 |              |                    |                |
|-----------------|--------------|--------------------|----------------|
| Hydrograph type | = SCS Runoff | Peak discharge     | = 108.57 cfs   |
| Storm frequency | = 1 yrs      | Time to peak       | = 734 min      |
| Time interval   | = 1 min      | Hyd. volume        | = 474,499 cuft |
| Drainage area   | = 106.290 ac | Curve number       | = 79.8         |
| Basin Slope     | = 0.0 %      | Hydraulic length   | = 0 ft         |
| Tc method       | = TR55       | Time of conc. (Tc) | = 33.40 min    |
| Total precip.   | = 3.00 in    | Distribution       | = Type II      |
| Storm duration  | = 24 hrs     | Shape factor       | = 484          |



# TR55 Tc Worksheet

Hydraflow Hydrographs Extension for AutoCAD® Civil 3D® 2011 by Autodesk, Inc. v8

## Hyd. No. 2

Remaining Basin

| <u>Description</u>                 | <u>A</u>       | <u>B</u>      | <u>C</u>      | <u>Totals</u>    |
|------------------------------------|----------------|---------------|---------------|------------------|
| <b>Sheet Flow</b>                  |                |               |               |                  |
| Manning's n-value                  | = 0.400        | 0.011         | 0.011         |                  |
| Flow length (ft)                   | = 100.0        | 0.0           | 0.0           |                  |
| Two-year 24-hr precip. (in)        | = 3.60         | 0.00          | 0.00          |                  |
| Land slope (%)                     | = 4.00         | 0.00          | 0.00          |                  |
| <b>Travel Time (min)</b>           | <b>= 15.34</b> | <b>+ 0.00</b> | <b>+ 0.00</b> | <b>= 15.34</b>   |
| <b>Shallow Concentrated Flow</b>   |                |               |               |                  |
| Flow length (ft)                   | = 983.00       | 0.00          | 0.00          |                  |
| Watercourse slope (%)              | = 3.76         | 0.00          | 0.00          |                  |
| Surface description                | = Unpaved      | Paved         | Paved         |                  |
| Average velocity (ft/s)            | =3.13          | 0.00          | 0.00          |                  |
| <b>Travel Time (min)</b>           | <b>= 5.24</b>  | <b>+ 0.00</b> | <b>+ 0.00</b> | <b>= 5.24</b>    |
| <b>Channel Flow</b>                |                |               |               |                  |
| X sectional flow area (sqft)       | = 3.14         | 18.00         | 36.00         |                  |
| Wetted perimeter (ft)              | = 6.28         | 12.00         | 17.00         |                  |
| Channel slope (%)                  | = 1.45         | 1.08          | 0.91          |                  |
| Manning's n-value                  | = 0.015        | 0.050         | 0.050         |                  |
| Velocity (ft/s)                    | =7.52          | 4.06          | 4.70          |                  |
| Flow length (ft)                   | (0)1660.0      | 2038.0        | 219.0         |                  |
| <b>Travel Time (min)</b>           | <b>= 3.68</b>  | <b>+ 8.36</b> | <b>+ 0.78</b> | <b>= 12.82</b>   |
| <b>Total Travel Time, Tc .....</b> |                |               |               | <b>33.40 min</b> |

# Hydrograph Report

Hydraflow Hydrographs Extension for AutoCAD® Civil 3D® 2011 by Autodesk, Inc. v8

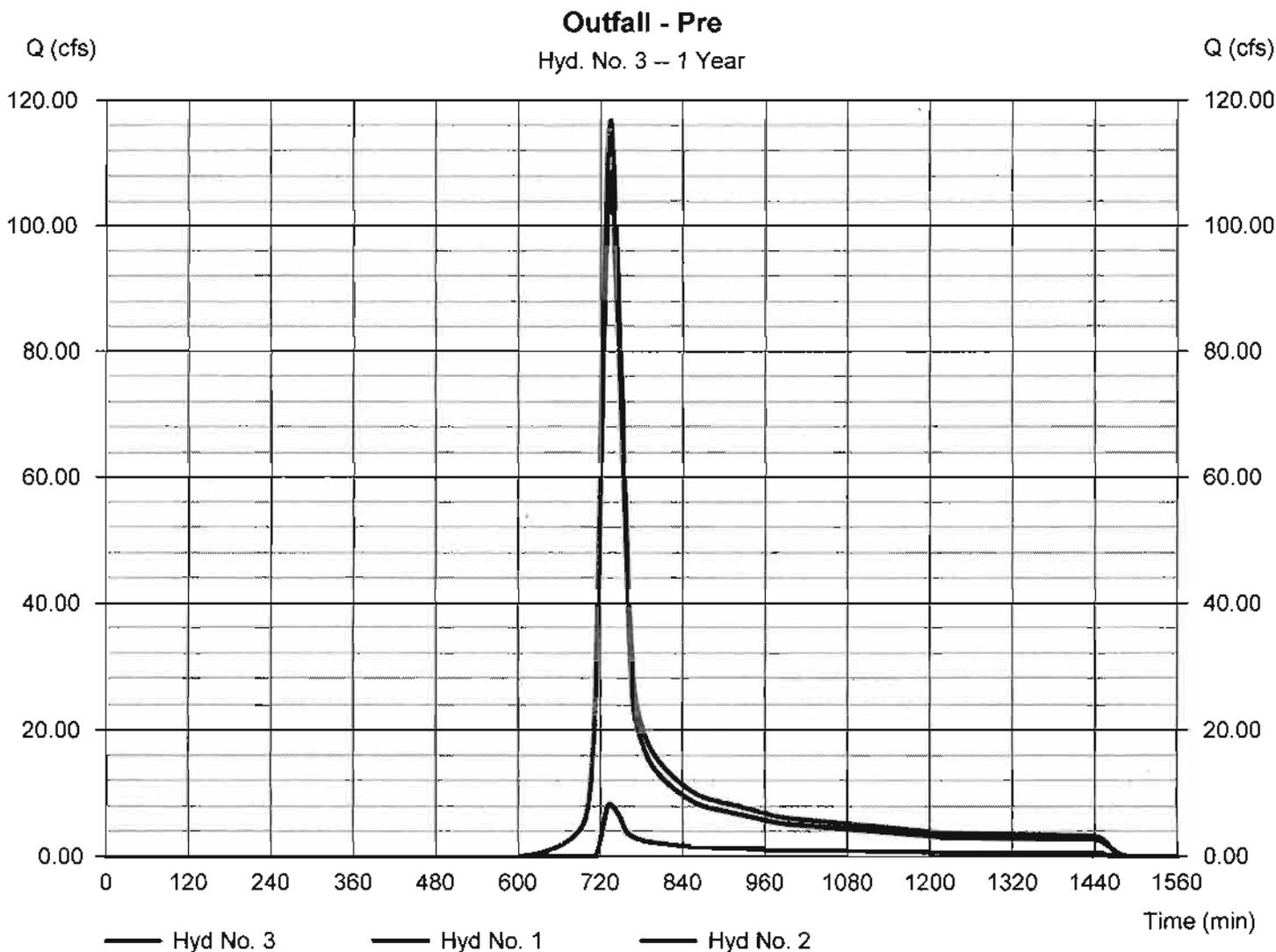
Friday, Aug 31, 2012

## Hyd. No. 3

Outfall - Pre

Hydrograph type = Combine  
 Storm frequency = 1 yrs  
 Time interval = 1 min  
 Inflow hyds. = 1, 2

Peak discharge = 116.81 cfs  
 Time to peak = 734 min  
 Hyd. volume = 531,882 cuft  
 Contrib. drain. area = 153.350 ac



# Hydrograph Report

Hydraflow Hydrographs Extension for AutoCAD® Civil 3D® 2011 by Autodesk, Inc. v8

Friday, Aug 31, 2012

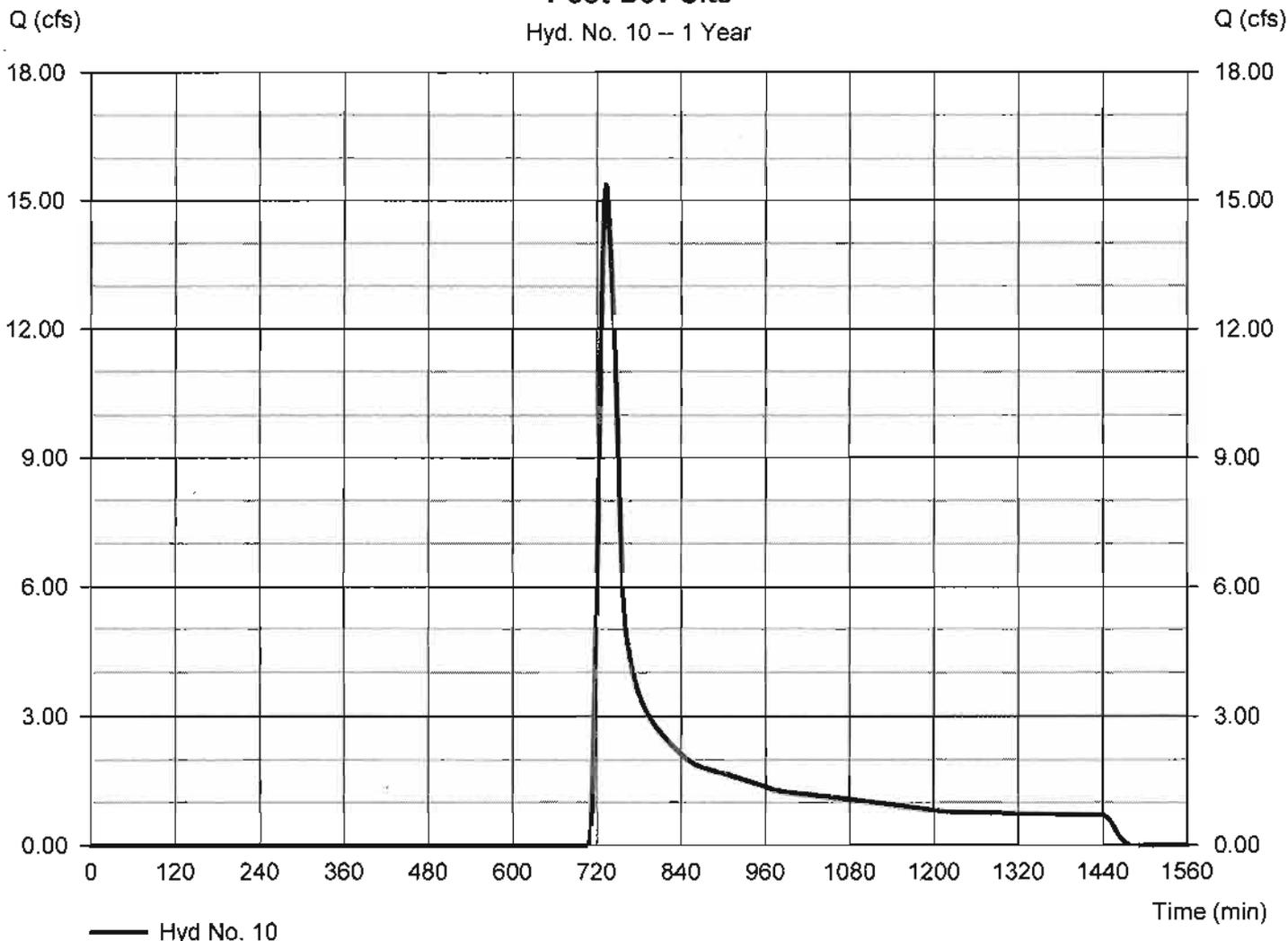
## Hyd. No. 10

Post-Dev Site

|                 |              |                    |               |
|-----------------|--------------|--------------------|---------------|
| Hydrograph type | = SCS Runoff | Peak discharge     | = 15.37 cfs   |
| Storm frequency | = 1 yrs      | Time to peak       | = 732 min     |
| Time interval   | = 1 min      | Hyd. volume        | = 81,963 cuft |
| Drainage area   | = 47.060 ac  | Curve number       | = 64.2        |
| Basin Slope     | = 0.0 %      | Hydraulic length   | = 0 ft        |
| Tc method       | = TR55       | Time of conc. (Tc) | = 26.60 min   |
| Total precip.   | = 3.00 in    | Distribution       | = Type II     |
| Storm duration  | = 24 hrs     | Shape factor       | = 484         |

### Post-Dev Site

Hyd. No. 10 -- 1 Year



# TR55 Tc Worksheet

Hydraflow Hydrographs Extension for AutoCAD® Civil 3D® 2011 by Autodesk, Inc. v8

## Hyd. No. 10

Post-Dev Site

| <u>Description</u>                 | <u>A</u>       | <u>B</u>      | <u>C</u>      | <u>Totals</u>    |
|------------------------------------|----------------|---------------|---------------|------------------|
| <b>Sheet Flow</b>                  |                |               |               |                  |
| Manning's n-value                  | = 0.400        | 0.011         | 0.011         |                  |
| Flow length (ft)                   | = 100.0        | 0.0           | 0.0           |                  |
| Two-year 24-hr precip. (in)        | = 3.60         | 0.00          | 0.00          |                  |
| Land slope (%)                     | = 2.00         | 0.00          | 0.00          |                  |
| <b>Travel Time (min)</b>           | <b>= 20.25</b> | <b>+ 0.00</b> | <b>+ 0.00</b> | <b>= 20.25</b>   |
| <b>Shallow Concentrated Flow</b>   |                |               |               |                  |
| Flow length (ft)                   | = 1101.00      | 0.00          | 0.00          |                  |
| Watercourse slope (%)              | = 4.09         | 0.00          | 0.00          |                  |
| Surface description                | = Unpaved      | Paved         | Paved         |                  |
| Average velocity (ft/s)            | =3.26          | 0.00          | 0.00          |                  |
| <b>Travel Time (min)</b>           | <b>= 5.62</b>  | <b>+ 0.00</b> | <b>+ 0.00</b> | <b>= 5.62</b>    |
| <b>Channel Flow</b>                |                |               |               |                  |
| X sectional flow area (sqft)       | = 36.00        | 0.00          | 0.00          |                  |
| Wetted perimeter (ft)              | = 17.00        | 0.00          | 0.00          |                  |
| Channel slope (%)                  | = 0.91         | 0.00          | 0.00          |                  |
| Manning's n-value                  | = 0.050        | 0.015         | 0.015         |                  |
| Velocity (ft/s)                    | =4.70          | 0.00          | 0.00          |                  |
| Flow length (ft)                   | 219.0          | 0.0           | 0.0           |                  |
| <b>Travel Time (min)</b>           | <b>= 0.78</b>  | <b>+ 0.00</b> | <b>+ 0.00</b> | <b>= 0.78</b>    |
| <b>Total Travel Time, Tc .....</b> |                |               |               | <b>26.60 min</b> |

# Hydrograph Report

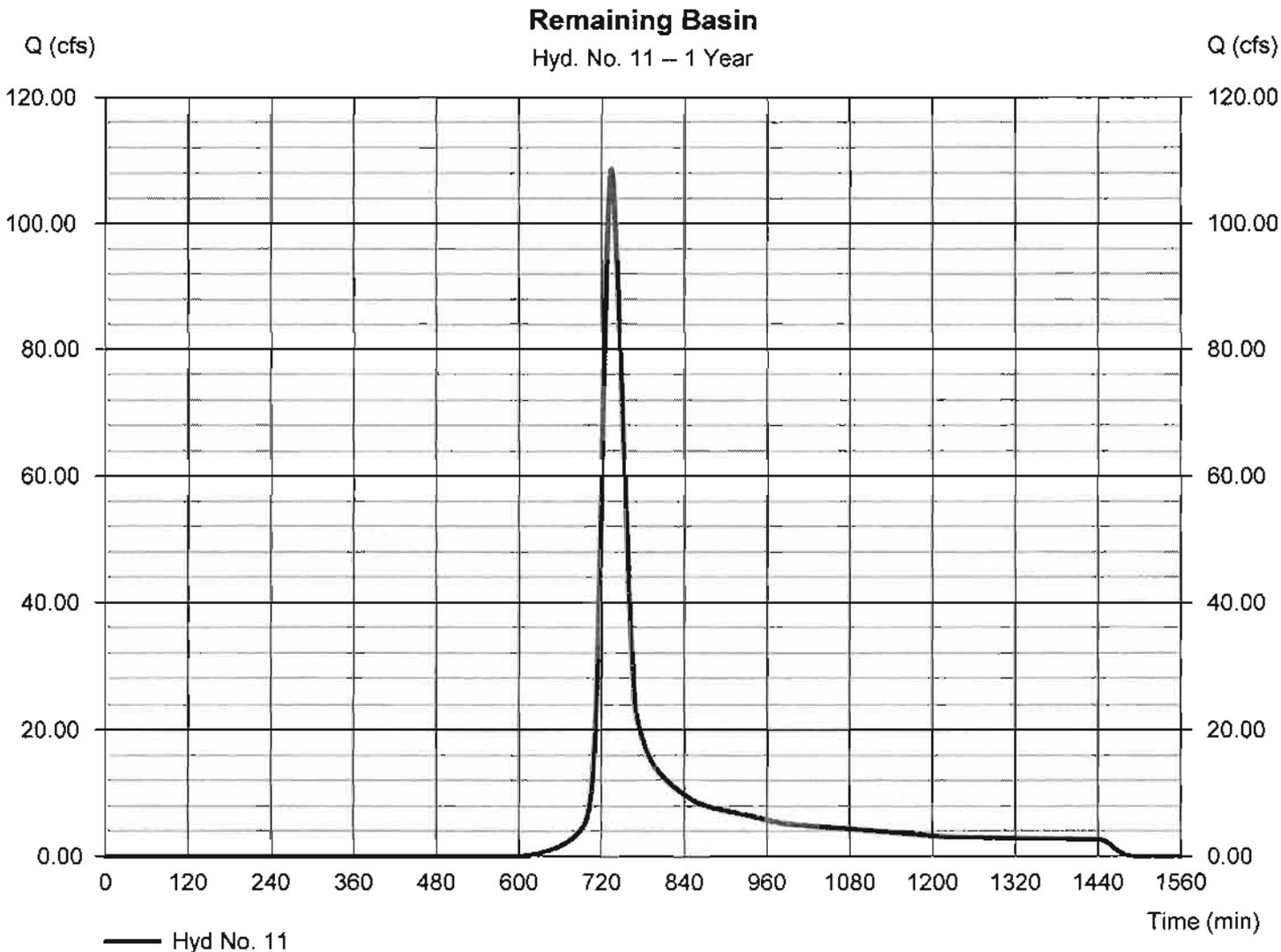
Hydraflow Hydrographs Extension for AutoCAD® Civil 3D® 2011 by Autodesk, Inc. v8

Friday, Aug 31, 2012

## Hyd. No. 11

### Remaining Basin

|                 |              |                    |                |
|-----------------|--------------|--------------------|----------------|
| Hydrograph type | = SCS Runoff | Peak discharge     | = 108.57 cfs   |
| Storm frequency | = 1 yrs      | Time to peak       | = 734 min      |
| Time interval   | = 1 min      | Hyd. volume        | = 474,499 cuft |
| Drainage area   | = 106.290 ac | Curve number       | = 79.8         |
| Basin Slope     | = 0.0 %      | Hydraulic length   | = 0 ft         |
| Tc method       | = TR55       | Time of conc. (Tc) | = 33.40 min    |
| Total precip.   | = 3.00 in    | Distribution       | = Type II      |
| Storm duration  | = 24 hrs     | Shape factor       | = 484          |



# TR55 Tc Worksheet

Hydraflow Hydrographs Extension for AutoCAD® Civil 3D® 2011 by Autodesk, Inc. v8

## Hyd. No. 11

Remaining Basin

| <u>Description</u>                 | <u>A</u>       | <u>B</u>      | <u>C</u>      | <u>Totals</u>    |
|------------------------------------|----------------|---------------|---------------|------------------|
| <b>Sheet Flow</b>                  |                |               |               |                  |
| Manning's n-value                  | = 0.400        | 0.011         | 0.011         |                  |
| Flow length (ft)                   | = 100.0        | 0.0           | 0.0           |                  |
| Two-year 24-hr precip. (in)        | = 3.60         | 0.00          | 0.00          |                  |
| Land slope (%)                     | = 4.00         | 0.00          | 0.00          |                  |
| <b>Travel Time (min)</b>           | <b>= 15.34</b> | <b>+ 0.00</b> | <b>+ 0.00</b> | <b>= 15.34</b>   |
| <b>Shallow Concentrated Flow</b>   |                |               |               |                  |
| Flow length (ft)                   | = 983.00       | 0.00          | 0.00          |                  |
| Watercourse slope (%)              | = 3.76         | 0.00          | 0.00          |                  |
| Surface description                | = Unpaved      | Paved         | Paved         |                  |
| Average velocity (ft/s)            | =3.13          | 0.00          | 0.00          |                  |
| <b>Travel Time (min)</b>           | <b>= 5.24</b>  | <b>+ 0.00</b> | <b>+ 0.00</b> | <b>= 5.24</b>    |
| <b>Channel Flow</b>                |                |               |               |                  |
| X sectional flow area (sqft)       | = 3.14         | 18.00         | 36.00         |                  |
| Wetted perimeter (ft)              | = 6.28         | 12.00         | 17.00         |                  |
| Channel slope (%)                  | = 1.45         | 1.08          | 0.91          |                  |
| Manning's n-value                  | = 0.015        | 0.050         | 0.050         |                  |
| Velocity (ft/s)                    | =7.52          | 4.06          | 4.70          |                  |
| Flow length (ft)                   | {{0}}1660.0    | 2038.0        | 219.0         |                  |
| <b>Travel Time (min)</b>           | <b>= 3.68</b>  | <b>+ 8.36</b> | <b>+ 0.78</b> | <b>= 12.82</b>   |
| <b>Total Travel Time, Tc .....</b> |                |               |               | <b>33.40 min</b> |

# Hydrograph Report

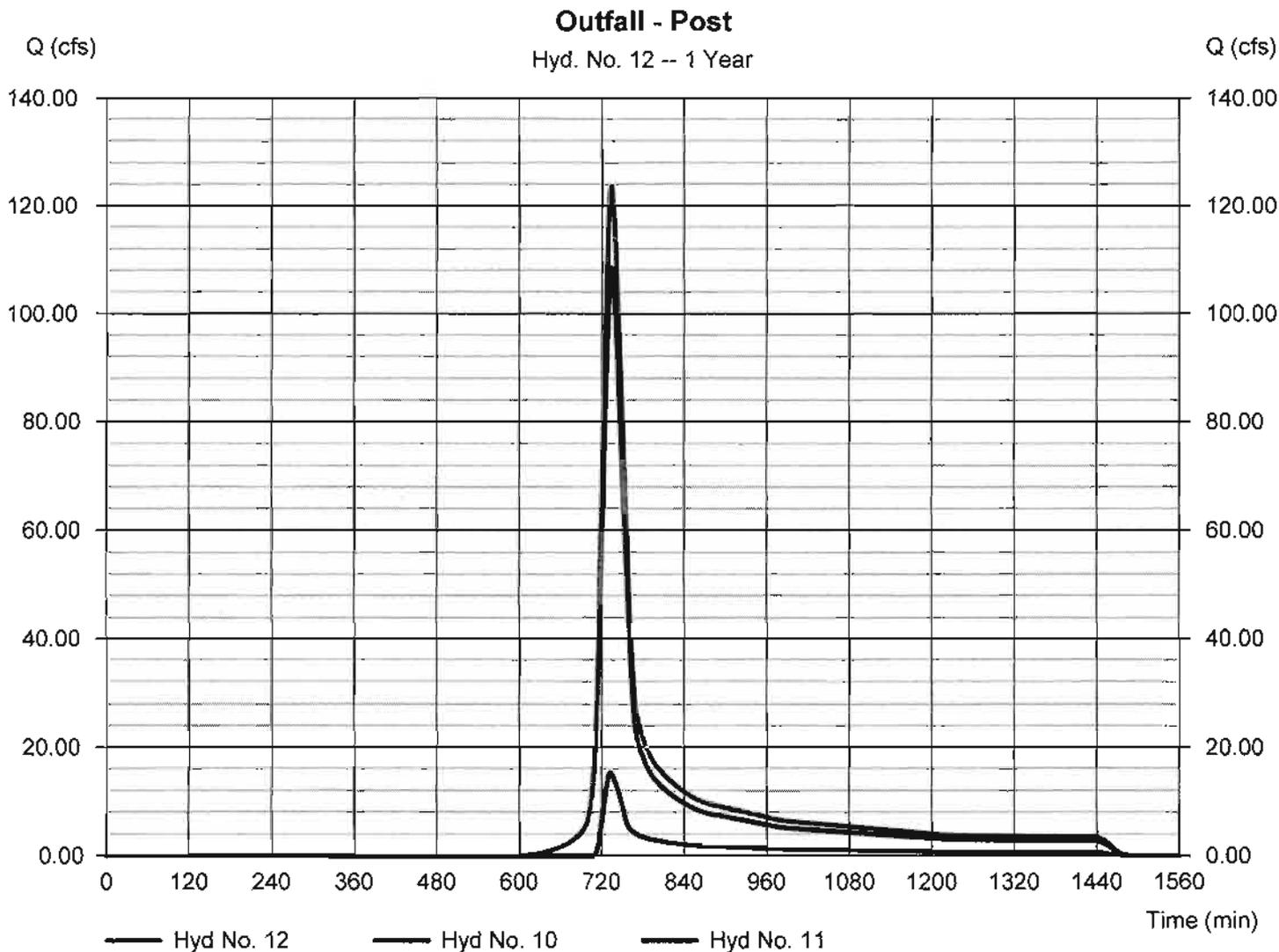
Hydraflow Hydrographs Extension for AutoCAD® Civil 3D® 2011 by Autodesk, Inc. v8

Friday, Aug 31, 2012

## Hyd. No. 12

Outfall - Post

|                 |           |                      |                |
|-----------------|-----------|----------------------|----------------|
| Hydrograph type | = Combine | Peak discharge       | = 123.72 cfs   |
| Storm frequency | = 1 yrs   | Time to peak         | = 734 min      |
| Time interval   | = 1 min   | Hyd. volume          | = 556,463 cuft |
| Inflow hyds.    | = 10, 11  | Contrib. drain. area | = 153.350 ac   |



# Hydrograph Summary Report

Hydraflow Hydrographs Extension for AutoCAD® Civil 3D® 2011 by Autodesk, Inc. v8

| Hyd. No.                       | Hydrograph type (origin) | Peak flow (cfs) | Time interval (min) | Time to Peak (min) | Hyd. volume (cuft)    | Inflow hyd(s) | Maximum elevation (ft) | Total strge used (cuft) | Hydrograph Description |
|--------------------------------|--------------------------|-----------------|---------------------|--------------------|-----------------------|---------------|------------------------|-------------------------|------------------------|
| 1                              | SCS Runoff               | 18.64           | 1                   | 732                | 99,006                | -----         | -----                  | -----                   | Pre-Dev Site           |
| 2                              | SCS Runoff               | 151.52          | 1                   | 734                | 652,402               | -----         | -----                  | -----                   | Remaining Basin        |
| 3                              | Combine                  | 169.99          | 1                   | 733                | 751,409               | 1, 2          | -----                  | -----                   | Outfall - Pre          |
| 10                             | SCS Runoff               | 28.92           | 1                   | 731                | 131,854               | -----         | -----                  | -----                   | Post-Dev Site          |
| 11                             | SCS Runoff               | 151.52          | 1                   | 734                | 652,402               | -----         | -----                  | -----                   | Remaining Basin        |
| 12                             | Combine                  | 179.94          | 1                   | 733                | 784,256               | 10, 11        | -----                  | -----                   | Outfall - Post         |
| Preliminary Drainage Calcs.gpw |                          |                 |                     |                    | Return Period: 2 Year |               |                        | Friday, Aug 31, 2012    |                        |

# Hydrograph Report

## Hyd. No. 1

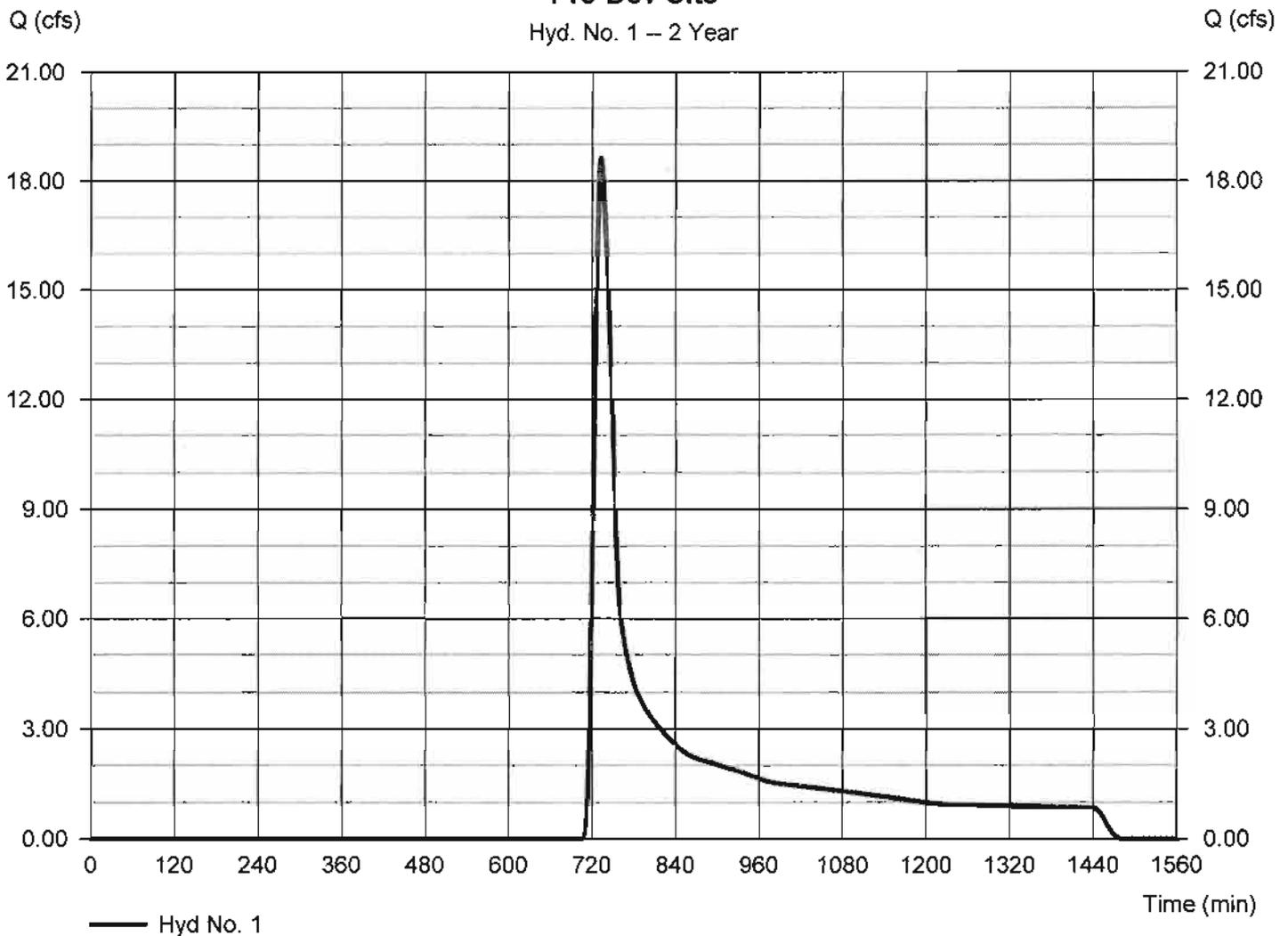
Pre-Dev Site

|                 |              |                    |               |
|-----------------|--------------|--------------------|---------------|
| Hydrograph type | = SCS Runoff | Peak discharge     | = 18.64 cfs   |
| Storm frequency | = 2 yrs      | Time to peak       | = 732 min     |
| Time interval   | = 1 min      | Hyd. volume        | = 99,006 cuft |
| Drainage area   | = 47.060 ac  | Curve number       | = 60*         |
| Basin Slope     | = 0.0 %      | Hydraulic length   | = 0 ft        |
| Tc method       | = TR55       | Time of conc. (Tc) | = 26.60 min   |
| Total precip.   | = 3.60 in    | Distribution       | = Type II     |
| Storm duration  | = 24 hrs     | Shape factor       | = 484         |

\* Composite (Area/CN) =  $[(0.130 \times 98) + (1.540 \times 61) + (45.390 \times 60)] / 47.060$

### Pre-Dev Site

Hyd. No. 1 – 2 Year



# Hydrograph Report

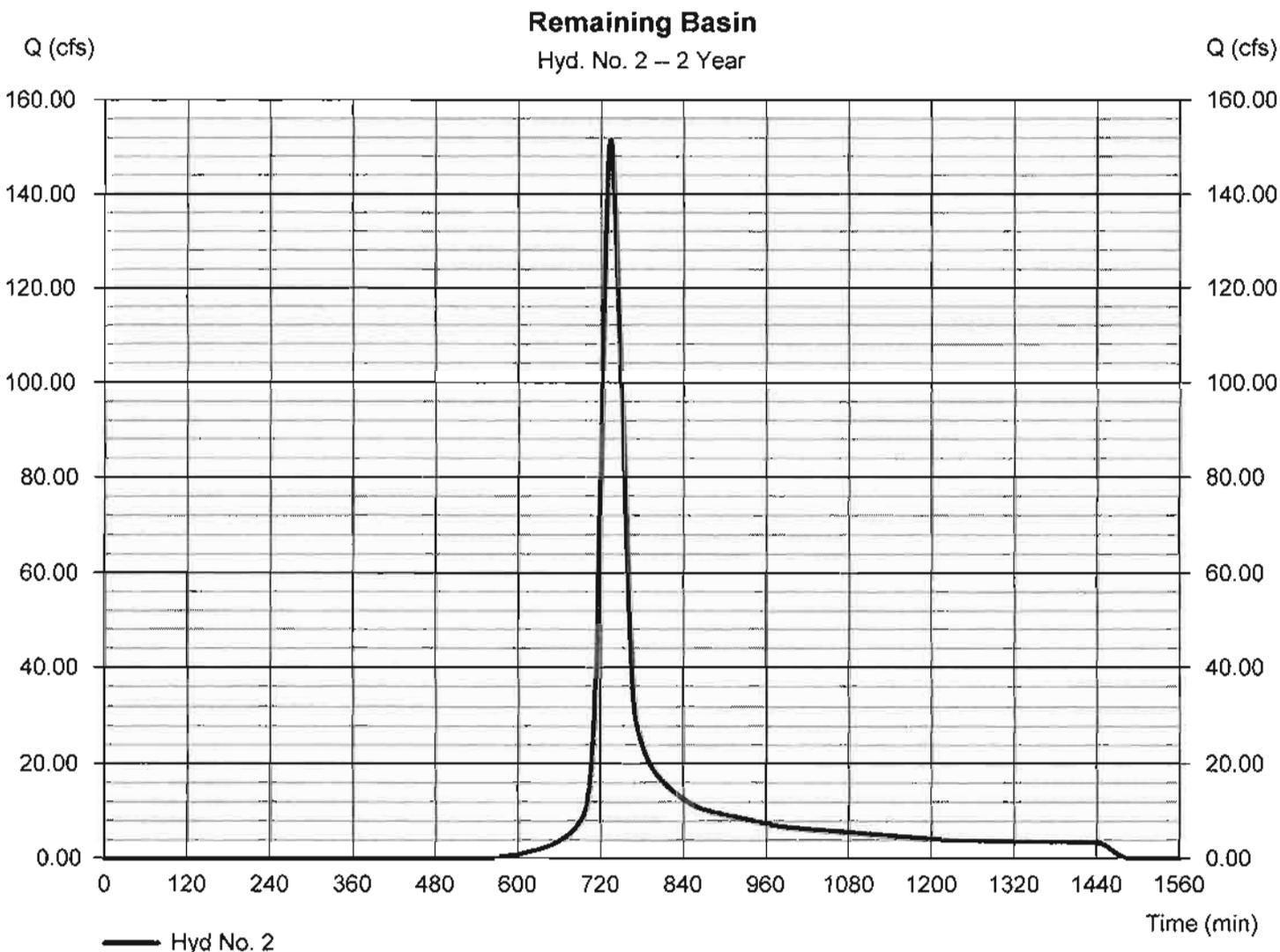
Hydraflow Hydrographs Extension for AutoCAD® Civil 3D® 2011 by Autodesk, Inc. v8

Friday, Aug 31, 2012

## Hyd. No. 2

### Remaining Basin

|                 |              |                    |                |
|-----------------|--------------|--------------------|----------------|
| Hydrograph type | = SCS Runoff | Peak discharge     | = 151.52 cfs   |
| Storm frequency | = 2 yrs      | Time to peak       | = 734 min      |
| Time interval   | = 1 min      | Hyd. volume        | = 652,402 cuft |
| Drainage area   | = 106.290 ac | Curve number       | = 79.8         |
| Basin Slope     | = 0.0 %      | Hydraulic length   | = 0 ft         |
| Tc method       | = TR55       | Time of conc. (Tc) | = 33.40 min    |
| Total precip.   | = 3.60 in    | Distribution       | = Type II      |
| Storm duration  | = 24 hrs     | Shape factor       | = 484          |



# Hydrograph Report

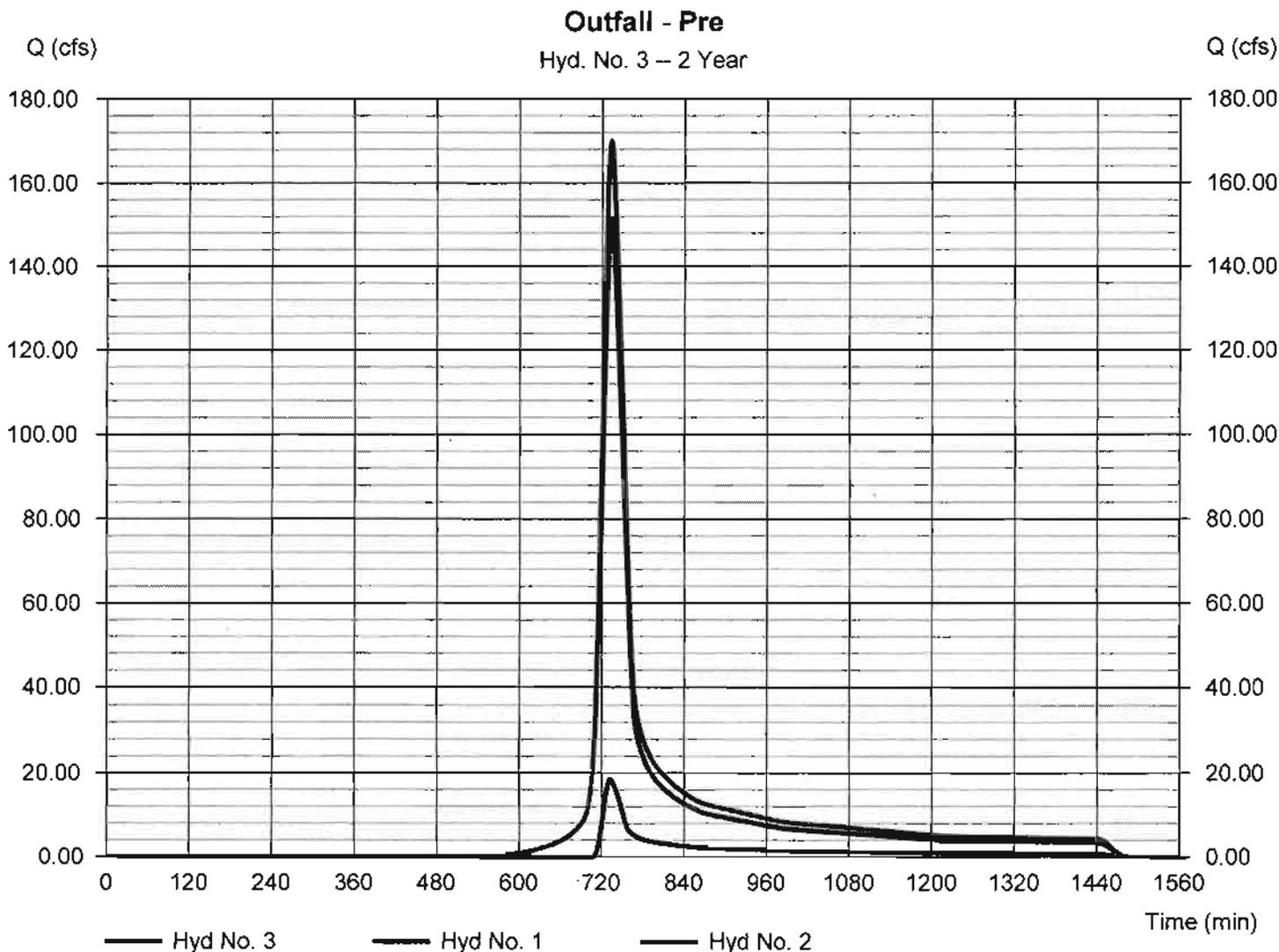
Hydraflow Hydrographs Extension for AutoCAD® Civil 3D® 2011 by Autodesk, Inc. v8

Friday, Aug 31, 2012

## Hyd. No. 3

Outfall - Pre

|                 |           |                      |                |
|-----------------|-----------|----------------------|----------------|
| Hydrograph type | = Combine | Peak discharge       | = 169.99 cfs   |
| Storm frequency | = 2 yrs   | Time to peak         | = 733 min      |
| Time interval   | = 1 min   | Hyd. volume          | = 751,409 cuft |
| Inflow hyds.    | = 1, 2    | Contrib. drain. area | = 153.350 ac   |



# Hydrograph Report

Hydraflow Hydrographs Extension for AutoCAD® Civil 3D® 2011 by Autodesk, Inc. v8

Friday, Aug 31, 2012

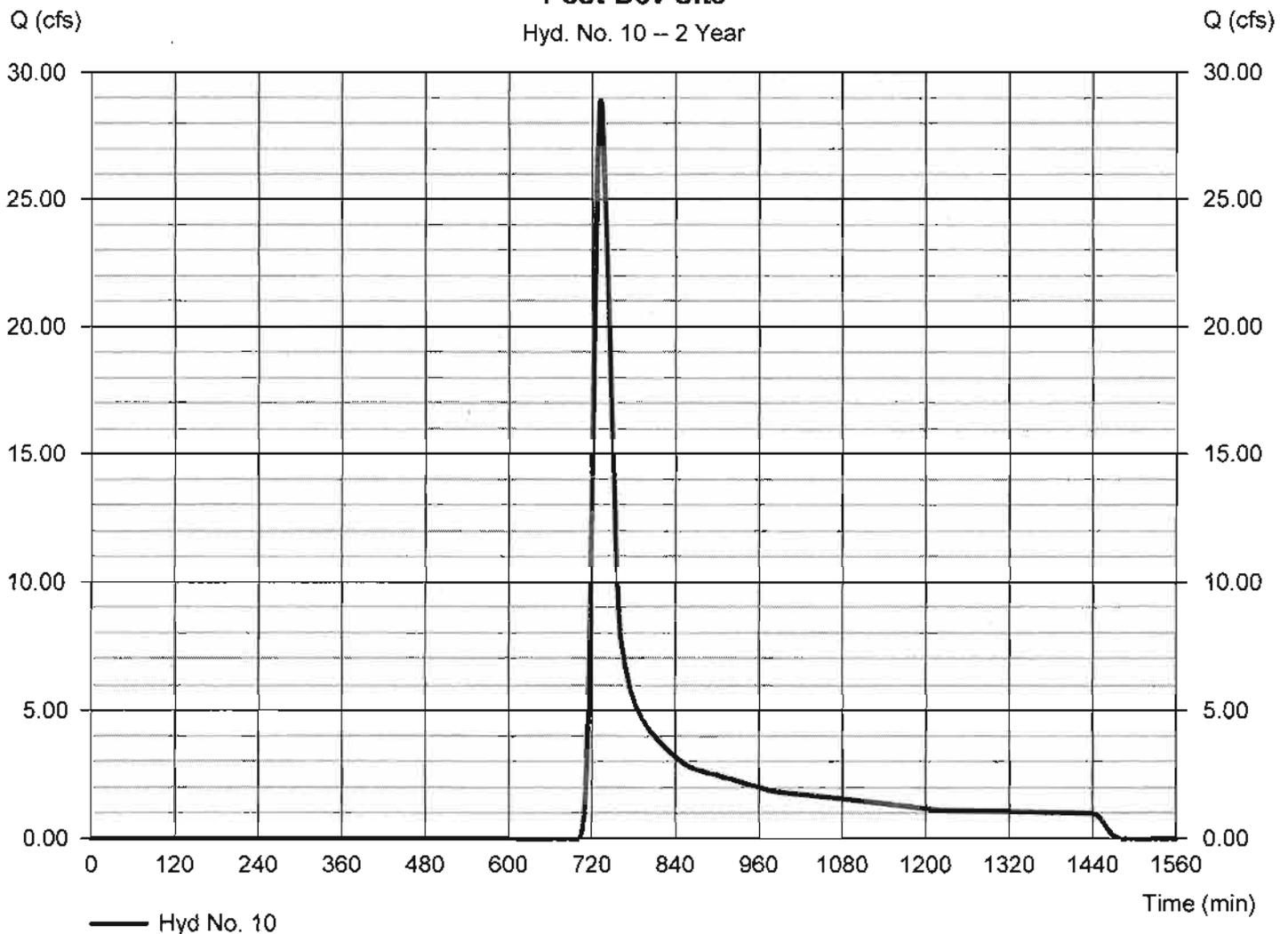
## Hyd. No. 10

### Post-Dev Site

|                 |              |                    |                |
|-----------------|--------------|--------------------|----------------|
| Hydrograph type | = SCS Runoff | Peak discharge     | = 28.92 cfs    |
| Storm frequency | = 2 yrs      | Time to peak       | = 731 min      |
| Time interval   | = 1 min      | Hyd. volume        | = 131,854 cuft |
| Drainage area   | = 47.060 ac  | Curve number       | = 64.2         |
| Basin Slope     | = 0.0 %      | Hydraulic length   | = 0 ft         |
| Tc method       | = TR55       | Time of conc. (Tc) | = 26.60 min    |
| Total precip.   | = 3.60 in    | Distribution       | = Type II      |
| Storm duration  | = 24 hrs     | Shape factor       | = 484          |

### Post-Dev Site

Hyd. No. 10 -- 2 Year



# Hydrograph Report

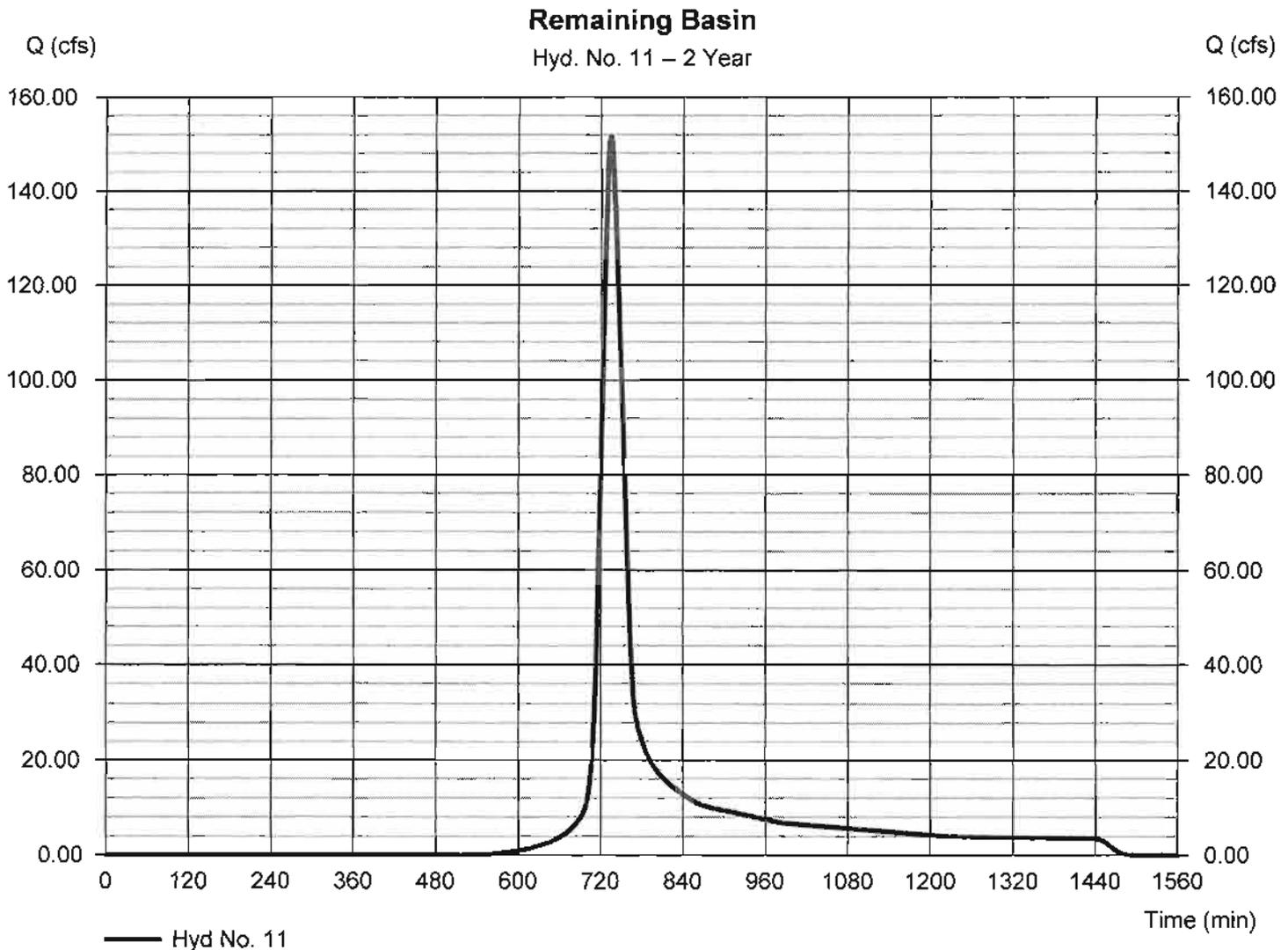
Hydraflow Hydrographs Extension for AutoCAD® Civil 3D® 2011 by Autodesk, Inc. v8

Friday, Aug 31, 2012

## Hyd. No. 11

### Remaining Basin

|                 |              |                    |                |
|-----------------|--------------|--------------------|----------------|
| Hydrograph type | = SCS Runoff | Peak discharge     | = 151.52 cfs   |
| Storm frequency | = 2 yrs      | Time to peak       | = 734 min      |
| Time interval   | = 1 min      | Hyd. volume        | = 652,402 cuft |
| Drainage area   | = 106.290 ac | Curve number       | = 79.8         |
| Basin Slope     | = 0.0 %      | Hydraulic length   | = 0 ft         |
| Tc method       | = TR55       | Time of conc. (Tc) | = 33.40 min    |
| Total precip.   | = 3.60 in    | Distribution       | = Type II      |
| Storm duration  | = 24 hrs     | Shape factor       | = 484          |



# Hydrograph Report

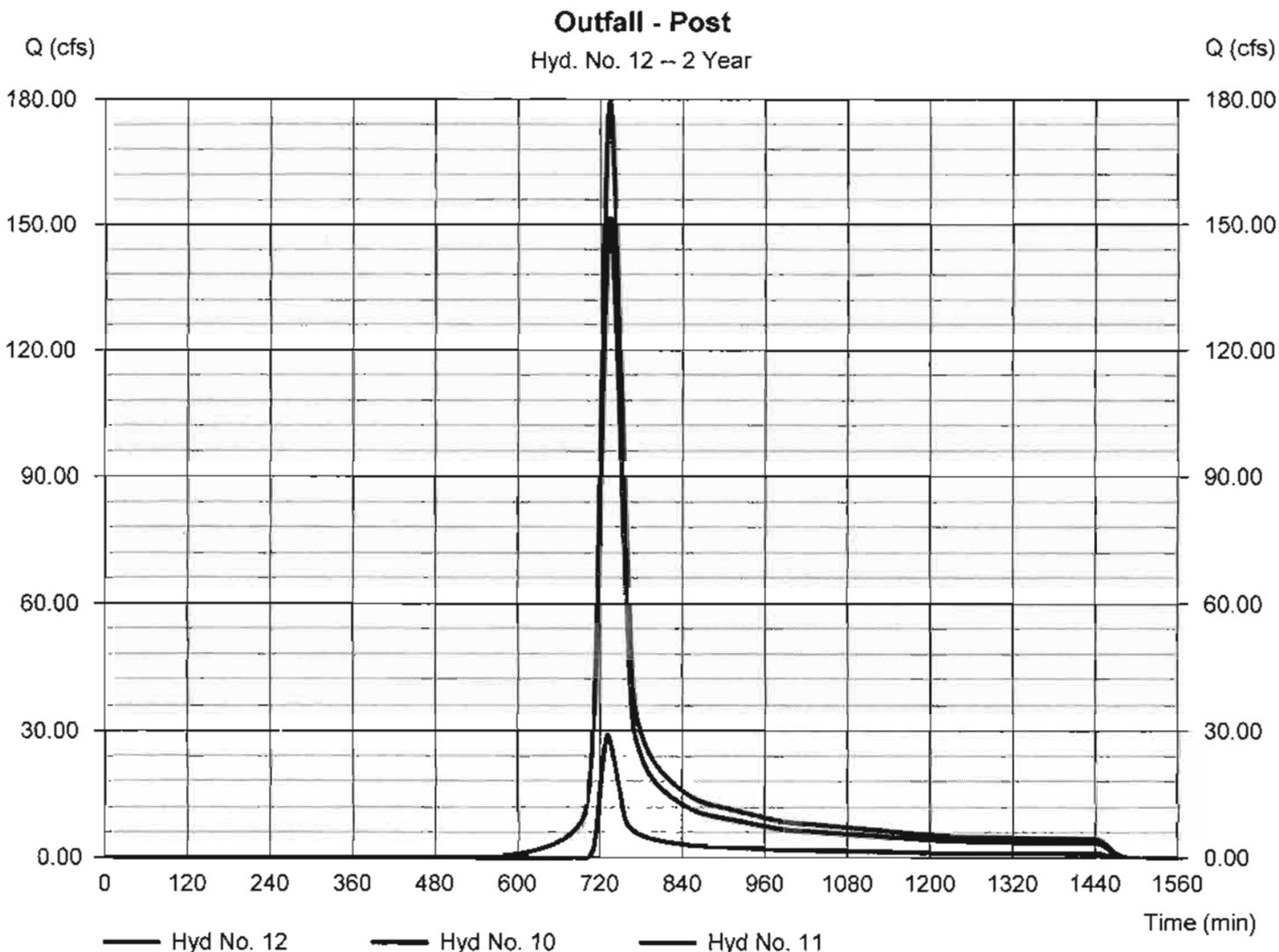
Hydraflow Hydrographs Extension for AutoCAD® Civil 3D® 2011 by Autodesk, Inc. v8

Friday, Aug 31, 2012

## Hyd. No. 12

Outfall - Post

|                 |           |                      |                |
|-----------------|-----------|----------------------|----------------|
| Hydrograph type | = Combine | Peak discharge       | = 179.94 cfs   |
| Storm frequency | = 2 yrs   | Time to peak         | = 733 min      |
| Time interval   | = 1 min   | Hyd. volume          | = 784,256 cuft |
| Inflow hyds.    | = 10, 11  | Contrib. drain. area | = 153.350 ac   |



# Hydrograph Summary Report

Hydraflow Hydrographs Extension for AutoCAD® Civil 3D® 2011 by Autodesk, Inc. v8

| Hyd. No.                       | Hydrograph type (origin) | Peak flow (cfs) | Time interval (min) | Time to Peak (min) | Hyd. volume (cuft)     | Inflow hyd(s) | Maximum elevation (ft) | Total strge used (cuft) | Hydrograph Description |
|--------------------------------|--------------------------|-----------------|---------------------|--------------------|------------------------|---------------|------------------------|-------------------------|------------------------|
| 1                              | SCS Runoff               | 64.20           | 1                   | 730                | 263,153                | -----         | -----                  | -----                   | Pre-Dev Site           |
| 2                              | SCS Runoff               | 288.79          | 1                   | 733                | 1,229,904              | -----         | -----                  | -----                   | Remaining Basin        |
| 3                              | Combine                  | 351.17          | 1                   | 733                | 1,493,057              | 1, 2          | -----                  | -----                   | Outfall - Pre          |
| 10                             | SCS Runoff               | 81.26           | 1                   | 730                | 318,186                | -----         | -----                  | -----                   | Post-Dev Site          |
| 11                             | SCS Runoff               | 288.79          | 1                   | 733                | 1,229,904              | -----         | -----                  | -----                   | Remaining Basin        |
| 12                             | Combine                  | 367.20          | 1                   | 732                | 1,548,089              | 10, 11        | -----                  | -----                   | Outfall - Post         |
| Preliminary Drainage Calcs.gpw |                          |                 |                     |                    | Return Period: 10 Year |               |                        | Friday, Aug 31, 2012    |                        |

# Hydrograph Report

Hydraflow Hydrographs Extension for AutoCAD® Civil 3D® 2011 by Autodesk, Inc. v8

Friday, Aug 31, 2012

## Hyd. No. 1

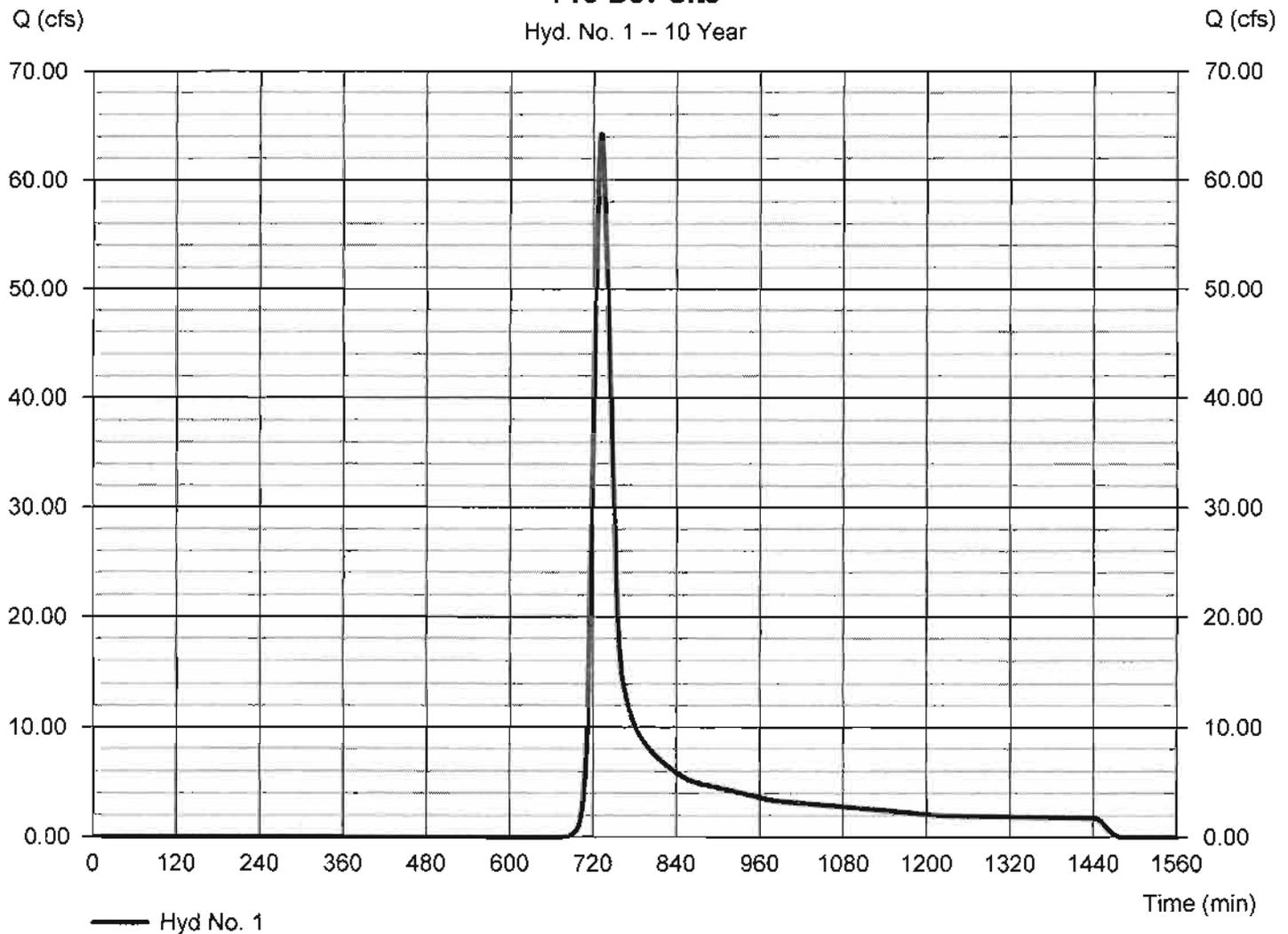
Pre-Dev Site

|                 |              |                    |                |
|-----------------|--------------|--------------------|----------------|
| Hydrograph type | = SCS Runoff | Peak discharge     | = 64.20 cfs    |
| Storm frequency | = 10 yrs     | Time to peak       | = 730 min      |
| Time interval   | = 1 min      | Hyd. volume        | = 263,153 cuft |
| Drainage area   | = 47.060 ac  | Curve number       | = 60*          |
| Basin Slope     | = 0.0 %      | Hydraulic length   | = 0 ft         |
| Tc method       | = TR55       | Time of conc. (Tc) | = 26.60 min    |
| Total precip.   | = 5.38 in    | Distribution       | = Type II      |
| Storm duration  | = 24 hrs     | Shape factor       | = 484          |

\* Composite (Area/CN) =  $[(0.130 \times 98) + (1.540 \times 61) + (45.390 \times 60)] / 47.060$

### Pre-Dev Site

Hyd. No. 1 -- 10 Year



# Hydrograph Report

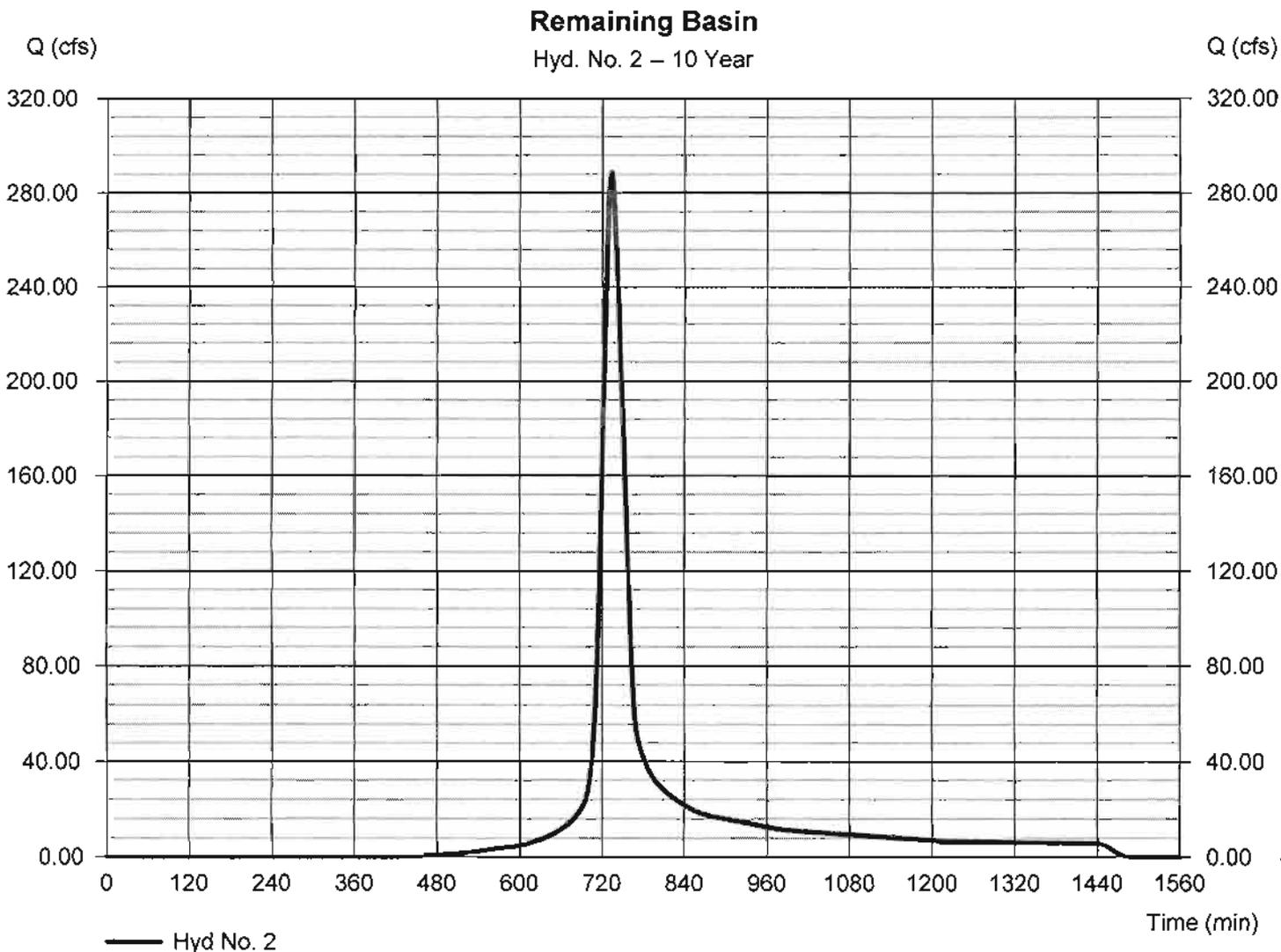
Hydraflow Hydrographs Extension for AutoCAD® Civil 3D® 2011 by Autodesk, Inc. v8

Friday, Aug 31, 2012

## Hyd. No. 2

### Remaining Basin

|                 |              |                    |                  |
|-----------------|--------------|--------------------|------------------|
| Hydrograph type | = SCS Runoff | Peak discharge     | = 288.79 cfs     |
| Storm frequency | = 10 yrs     | Time to peak       | = 733 min        |
| Time interval   | = 1 min      | Hyd. volume        | = 1,229,904 cuft |
| Drainage area   | = 106.290 ac | Curve number       | = 79.8           |
| Basin Slope     | = 0.0 %      | Hydraulic length   | = 0 ft           |
| Tc method       | = TR55       | Time of conc. (Tc) | = 33.40 min      |
| Total precip.   | = 5.38 in    | Distribution       | = Type II        |
| Storm duration  | = 24 hrs     | Shape factor       | = 484            |



# Hydrograph Report

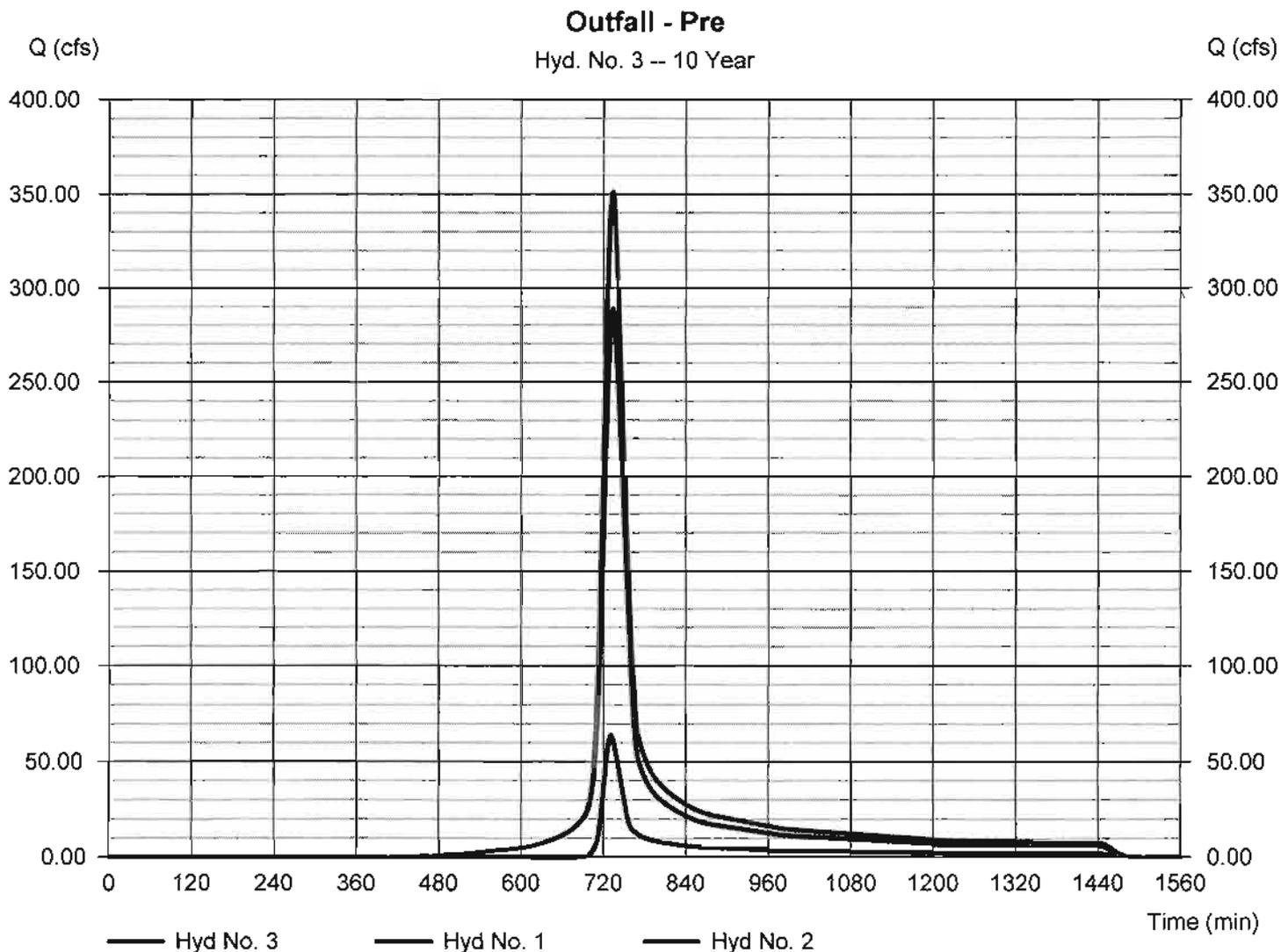
Hydraflow Hydrographs Extension for AutoCAD® Civil 3D® 2011 by Autodesk, Inc. v8

Friday, Aug 31, 2012

## Hyd. No. 3

Outfall - Pre

|                 |           |                      |                  |
|-----------------|-----------|----------------------|------------------|
| Hydrograph type | = Combine | Peak discharge       | = 351.17 cfs     |
| Storm frequency | = 10 yrs  | Time to peak         | = 733 min        |
| Time interval   | = 1 min   | Hyd. volume          | = 1,493,057 cuft |
| Inflow hyds.    | = 1, 2    | Contrib. drain. area | = 153.350 ac     |



# Hydrograph Report

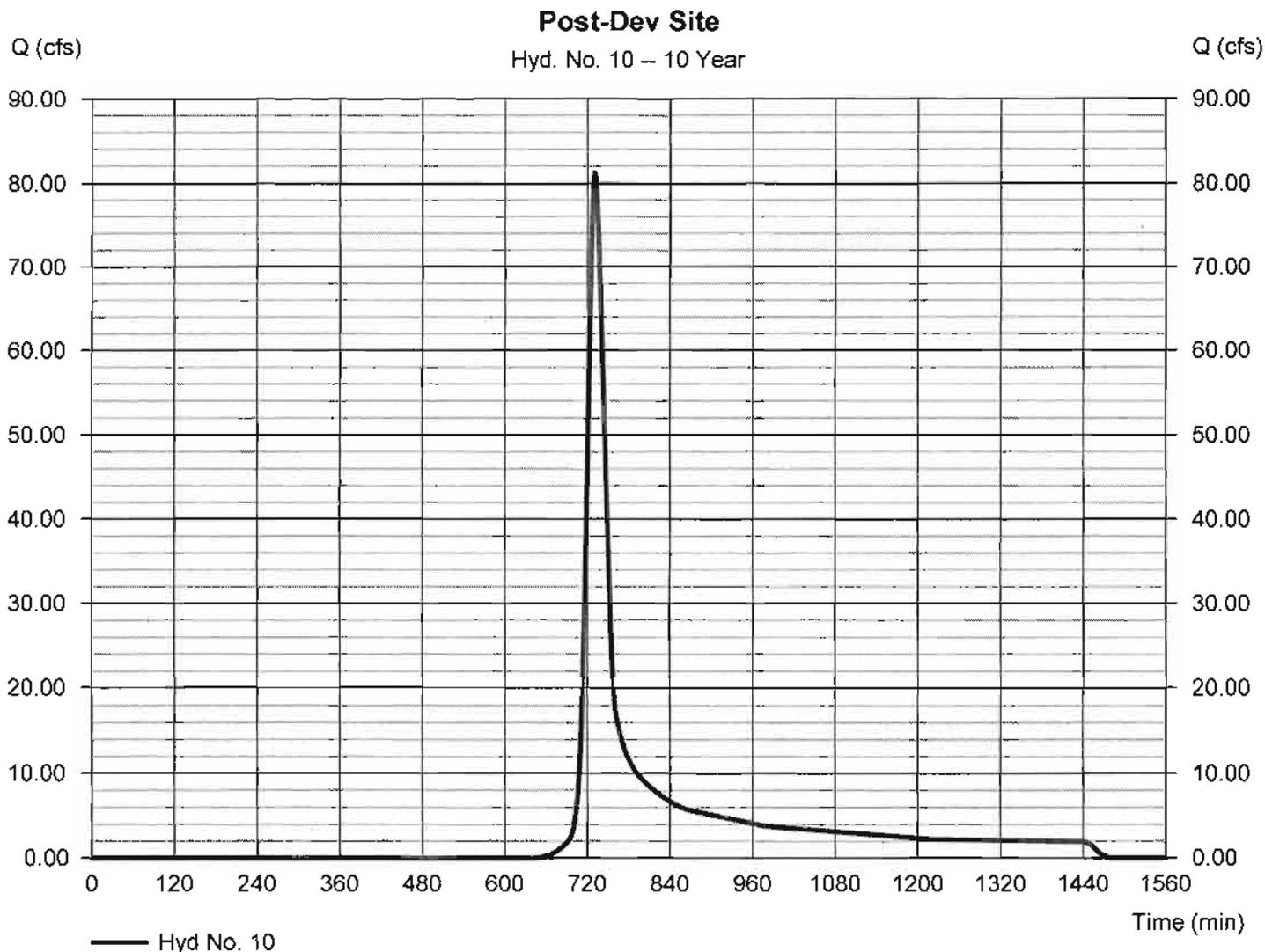
Hydraflow Hydrographs Extension for AutoCAD® Civil 3D® 2011 by Autodesk, Inc. v8

Friday, Aug 31, 2012

## Hyd. No. 10

### Post-Dev Site

|                 |              |                    |                |
|-----------------|--------------|--------------------|----------------|
| Hydrograph type | = SCS Runoff | Peak discharge     | = 81.26 cfs    |
| Storm frequency | = 10 yrs     | Time to peak       | = 730 min      |
| Time interval   | = 1 min      | Hyd. volume        | = 318,186 cuft |
| Drainage area   | = 47.060 ac  | Curve number       | = 64.2         |
| Basin Slope     | = 0.0 %      | Hydraulic length   | = 0 ft         |
| Tc method       | = TR55       | Time of conc. (Tc) | = 26.60 min    |
| Total precip.   | = 5.38 in    | Distribution       | = Type II      |
| Storm duration  | = 24 hrs     | Shape factor       | = 484          |



# Hydrograph Report

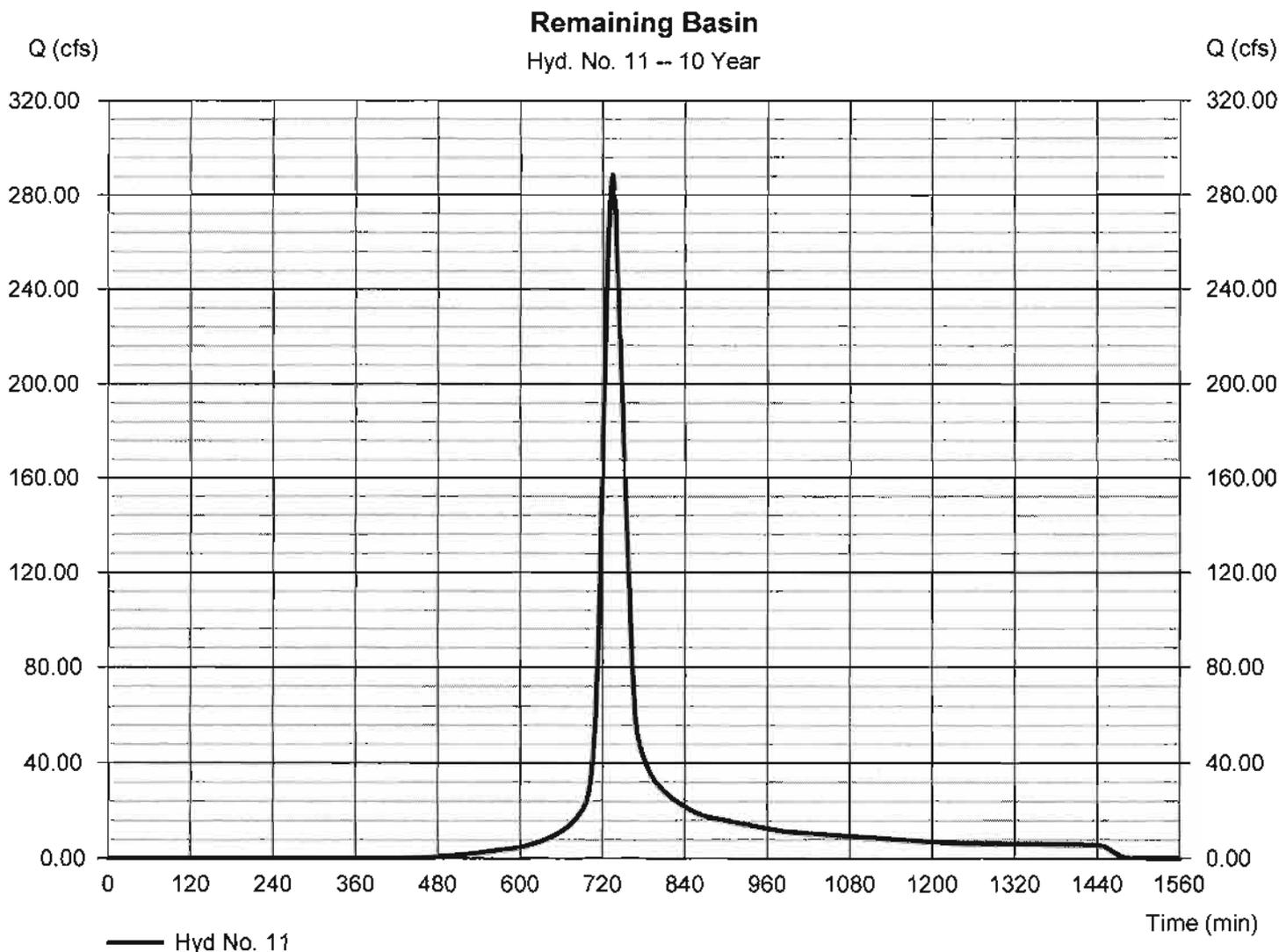
Hydraflow Hydrographs Extension for AutoCAD® Civil 3D® 2011 by Autodesk, Inc. v8

Friday, Aug 31, 2012

## Hyd. No. 11

### Remaining Basin

|                 |              |                    |                  |
|-----------------|--------------|--------------------|------------------|
| Hydrograph type | = SCS Runoff | Peak discharge     | = 288.79 cfs     |
| Storm frequency | = 10 yrs     | Time to peak       | = 733 min        |
| Time interval   | = 1 min      | Hyd. volume        | = 1,229,904 cuft |
| Drainage area   | = 106.290 ac | Curve number       | = 79.8           |
| Basin Slope     | = 0.0 %      | Hydraulic length   | = 0 ft           |
| Tc method       | = TR55       | Time of conc. (Tc) | = 33.40 min      |
| Total precip.   | = 5.38 in    | Distribution       | = Type II        |
| Storm duration  | = 24 hrs     | Shape factor       | = 484            |



# Hydrograph Report

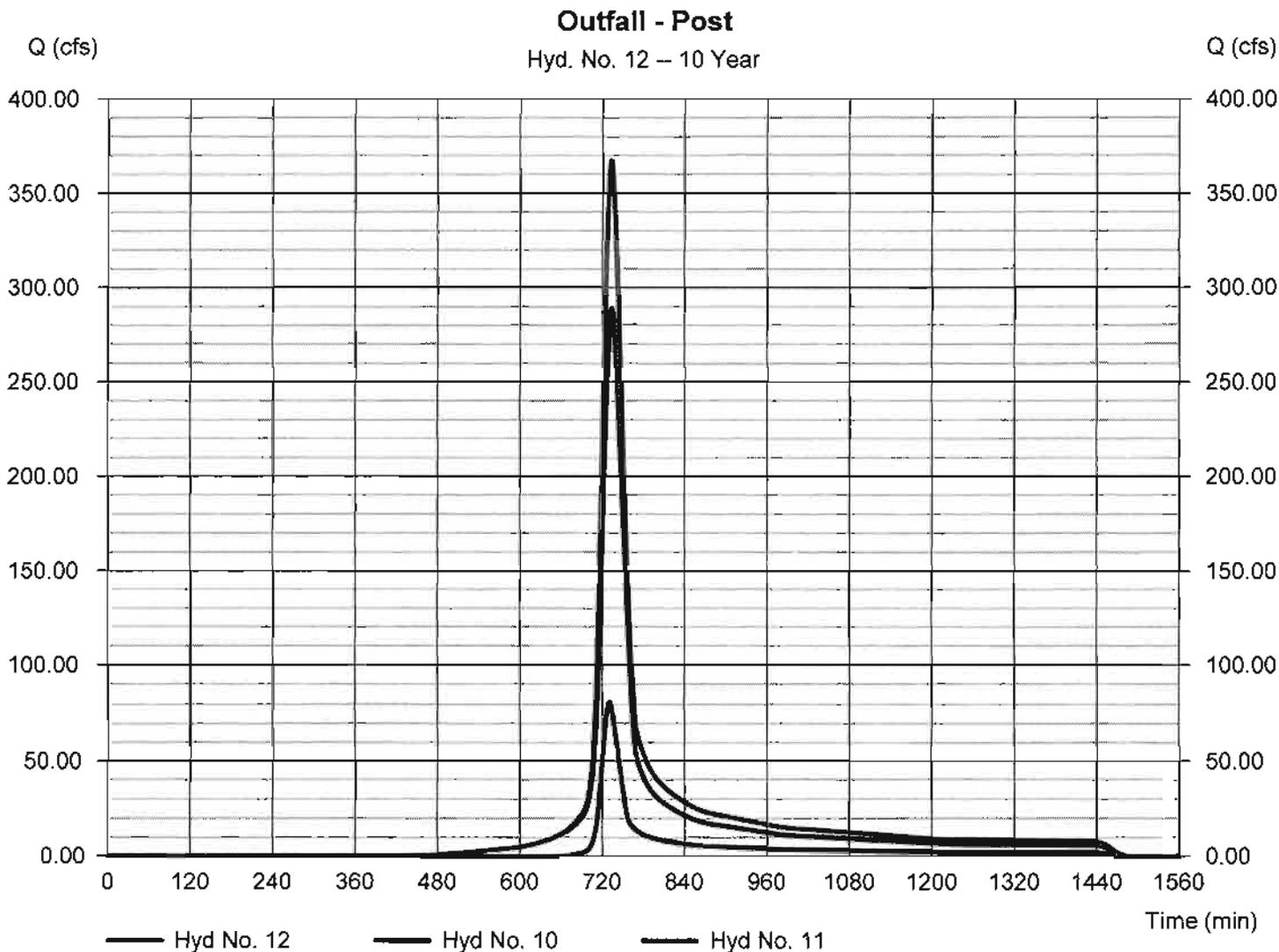
Hydraflow Hydrographs Extension for AutoCAD® Civil 3D® 2011 by Autodesk, Inc. v8

Friday, Aug 31, 2012

## Hyd. No. 12

Outfall - Post

|                 |           |                      |                  |
|-----------------|-----------|----------------------|------------------|
| Hydrograph type | = Combine | Peak discharge       | = 367.20 cfs     |
| Storm frequency | = 10 yrs  | Time to peak         | = 732 min        |
| Time interval   | = 1 min   | Hyd. volume          | = 1,548,089 cuft |
| Inflow hyds.    | = 10, 11  | Contrib. drain. area | = 153.350 ac     |



## **Preliminary Treatment Calculations**

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| Physiographic/Geologic Region: | Piedmont |
| Soil Hydrologic Group          | B        |
| Precipitation location:        | Carrboro |

|  |                         |
|--|-------------------------|
| Total Development Area (ft <sup>2</sup> ): | 1,588,321               |
| Development Name:                          | Annandale at Creek Wood |
| Model Prepared By:                         | Charles Koch            |

**COLUMN 1 -- NON-RESIDENTIAL LAND USES**

|                                 | TN EMC (mg/L) | TP EMC (mg/L) | Pre-Development (ft <sup>2</sup> ) | Post-Development (ft <sup>2</sup> ) |
|---------------------------------|---------------|---------------|------------------------------------|-------------------------------------|
| <b>COMMERCIAL</b>               |               |               |                                    |                                     |
| Parking lot                     | 1.44          | 0.16          |                                    |                                     |
| Roof                            | 1.08          | 0.15          |                                    |                                     |
| Open/Landscaped                 | 2.24          | 0.44          |                                    |                                     |
| <b>INDUSTRIAL</b>               |               |               |                                    |                                     |
| Parking lot                     | 1.44          | 0.39          |                                    |                                     |
| Roof                            | 1.08          | 0.15          |                                    |                                     |
| Open/Landscaped                 | 2.24          | 0.44          |                                    |                                     |
| <b>TRANSPORTATION</b>           |               |               |                                    |                                     |
| High Density (interstate, main) | 3.67          | 0.43          |                                    |                                     |
| Low Density (secondary, feeder) | 1.4           | 0.52          |                                    |                                     |
| Rural                           | 1.14          | 0.47          |                                    |                                     |
| Sidewalk                        | 1.4           | 1.16          |                                    |                                     |
| <b>PERVIOUS</b>                 |               |               |                                    |                                     |
| Managed pervious                | 3.06          | 0.59          |                                    |                                     |
| Unmanaged (pasture)             | 3.61          | 1.56          |                                    |                                     |
| Forest                          | 1.47          | 0.25          |                                    |                                     |
| <b>JURISDICTIONAL LANDS*</b>    |               |               |                                    |                                     |
| Natural wetland                 | --            | --            |                                    |                                     |
| Riparian buffer                 | --            | --            |                                    |                                     |
| Open water                      | --            | --            |                                    |                                     |
| <b>LAND TAKEN UP BY BMPs</b>    | <b>1.08</b>   | <b>0.15</b>   |                                    |                                     |

**COLUMN 2 -- RESIDENTIAL LAND USES**

|                              | Custom Lot Size (ac) | Age (yrs) | TN EMC (mg/L) | TP EMC (mg/L) | Pre-Development (ft <sup>2</sup> ) | Post-Development (ft <sup>2</sup> ) |
|------------------------------|----------------------|-----------|---------------|---------------|------------------------------------|-------------------------------------|
| <b>PART A</b>                |                      |           |               |               |                                    |                                     |
| 1/2-ac lots                  | --                   |           | --            | --            |                                    |                                     |
| 3/4-ac lots                  | --                   |           | --            | --            |                                    |                                     |
| 1-ac lots                    | --                   |           | --            | --            |                                    |                                     |
| 1 1/2-ac lots                | --                   |           | --            | --            |                                    |                                     |
| 2-ac lots                    | --                   |           | --            | --            |                                    |                                     |
| Multi-family                 | --                   |           | --            | --            |                                    |                                     |
| Townhomes                    | --                   |           | --            | --            |                                    |                                     |
| Custom Lot Size              | --                   |           | --            | --            |                                    |                                     |
| <b>PART B</b>                |                      |           |               |               |                                    |                                     |
| Roadway                      | --                   |           | 1.4           | 0.52          |                                    | 37,443                              |
| Driveway                     | --                   | 1.0       | 1.44          | 0.39          |                                    | 71,500                              |
| Parking lot                  | --                   |           | 1.44          | 0.39          | 3,500                              |                                     |
| Roof                         | --                   |           | 1.08          | 0.15          | 2,160                              | 55,000                              |
| Sidewalk/Patio               | --                   |           | 1.4           | 1.16          |                                    | 55,000                              |
| Lawn                         | --                   |           | 2.24          | 0.44          | 67,500                             | 251,857                             |
| Managed pervious             | --                   |           | 3.06          | 0.59          |                                    |                                     |
| Forest                       | --                   |           | 1.47          | 0.25          | 1,515,161                          | 1,117,521                           |
| Natural wetland*             | --                   |           | --            | --            |                                    |                                     |
| Riparian buffer*             | --                   |           | --            | --            |                                    |                                     |
| Open water*                  | --                   |           | --            | --            |                                    |                                     |
| <b>LAND TAKEN UP BY BMPs</b> | --                   |           | <b>1.08</b>   | <b>0.15</b>   |                                    |                                     |

\*Jurisdictional land uses are not included in nutrient/flow calculations.

**LAND USE AREA CHECK**

|   |           |
|---|-----------|
| Total Development Area Entered (ft <sup>2</sup> ):        | 1,588,321 |
| Total Pre-Development Calculated Area (ft <sup>2</sup> ): | 1,588,321 |







of the Property and the owners of the lots in Annandale at Creek Wood, all of whom shall be members of the Association.

Section 2. “Common Area” shall mean all real property (including the improvements thereto) owned by the Association for the common use and enjoyment of the Owners, which shall include any real property, improvements thereon, and other amenities conveyed to the Association by the Developer. The Common Area to be owned by the Association is set forth in the plat of Annandale, as recorded in Plat Book \_\_\_\_\_ at Page \_\_\_\_\_ of the Orange County Registry and shall include but not be limited to the following: Primary Conservation Areas, Secondary Conservation Areas, Open Space, subdivision signage and associated landscape area.

Section 3. “Declarant” shall be used interchangeably with “Developer”, and shall mean and refer to Whitfield Lots, LLC or its successor in interest if such successor should acquire undeveloped property from the Declarant for the purpose of development.

Section 4. “Declaration” shall mean this instrument as it may be from the time to time amended or supplemented.

Section 5. “Architectural Committee” shall mean and refer to a committee of Owners appointed by the Board of Directors of the Association, which committee shall be responsible for the review and approval of all plans and specifications for the construction of dwellings and improvements on Lots.

Section 6. “Lot” shall mean and refer to any of the numbered lots as shown on the plat of Annandale at Creek Wood, recorded in the Orange County Registry. Declarant hereby reserves the right to reconfigure, from time to time and without the consent of any other Owner or the Members of the Association, the boundaries of any Lot or Lots owned by Declarant or an affiliate of Declarant, as the case may be, and to thereby create additional Lots, eliminate existing Lots or create additional Common Areas; provided, however, in no event shall the Properties contain a greater number of Lots than the number from time to time permitted by the appropriate local governmental authority. If Declarant elects to exercise its right to revise the boundaries of one or more Lots owned by Declarant, Declarant shall record a revised plat of the affected Lot or Lots. Upon the recording by Declarant of such a revised plat, each lot shown on the previously recorded plat or plats, the boundaries of which are revised by the revised plat, shall cease to be a “Lot” as defined in this Declaration and each newly configured lot shown on the revised plat shall be a “Lot” as defined in this Declaration.

Section 7. “Membership” shall mean and refer to the rights, privileges, benefits, duties, and obligations, which shall inure to the benefit of and burden each member of the Association.

Section 8. “Member” shall mean and refer to every person or entity who has a membership in the Association.

Section 9. “Mortgagee” shall mean a beneficiary under a mortgage or Deed of Trust.

Section 10. "Owner" shall mean and refer to the record owner, whether one or more persons or entities, of a fee simple title to any lot which is a part of the Properties.

Section 11. "Property" shall mean and refer to that certain property hereinbefore described, and such additions thereto as may hereafter be brought within the jurisdiction of the Association.

## **ARTICLE II.**

### **PROPERTY RIGHTS**

Section 1. Owners' Easements of Enjoyment. Every Owner shall have a right and easement of enjoyment in addition to the Common Areas and all access easements thereto which shall be appurtenant to and shall pass with the title to every lot, subject to the following provisions:

- a. The right of the Association to limit the number of guests of members.
- b. The right of the Association to suspend the voting rights and privileges by an Owner for any period during which any assessment against his lot remains unpaid; and for a period not to exceed sixty (60) days for any infraction of its published rules and regulations.
- c. The rights of the Declarant as set forth herein.
- d. The right of the Association to impose regulations for the use and enjoyment of the Common Area and improvements thereon which regulations may further restrict the use of the Common Area.
- e. The right of the Association to mortgage or convey all or part of the Common Area subject to such conditions as may be agreed to by the Association. No such dedication or transfer shall be effective unless an instrument creating such a dedication or transfer is signed by two-thirds (2/3) of each class of members (which votes may be cast in person or by proxy) and properly recorded.

Section 2. Delegation of Use. An Owner may delegate, in accordance with the By-Laws, his right of enjoyment of the Common Area and facilities to any member of his family, his tenants, or contract purchasers who reside on the property.

### **ARTICLE III.**

#### **EASEMENTS**

Section 1. Easements are reserved and may be granted by Declarant or the Association as necessary in the Common Areas for installation and maintenance of underground utilities and drainage facilities.

Section 2. In case of an emergency originating in or threatening any lot or the Common Areas and facilities, regardless of whether any Owner is present at the time of such emergency, the Board of Directors, or any other person authorized by it, shall have the right to enter upon any lot for the purpose of remedying or abating the causes of such emergency and making any other necessary repairs not performed by the Owners, and such right of entry shall be immediate.

Section 3. The Declarant reserves unto itself, its successors and assigns, a perpetual and alienable easement and right on, over, and under the ground to erect, maintain, inspect, repair and use electric and telephone poles, wires, cables, conduits, sewers, water mains and other suitable equipment for the conveyance and use of electricity, telephone equipment, gas, sewer, water, cable television or other public conveniences or utilities on, in, or over each lot and such other areas as are shown on the plat of the Properties recorded or to be recorded in the office of the Register of Deeds of Orange County; provided further, that the Declarant may establish drainage ways for surface water whenever such action may appear to the Declarant to be necessary in order to maintain reasonable standards of health, safety and appearance. These easement rights expressly include the right to cut any trees, bushes, or shrubbery, grade the soil, or to take any other similar action reasonably necessary to provide economical and safe utility installation and to maintain reasonable standards of health, safety and appearance. Each Owner shall not allow the diversion or concentration of stormwater runoff, without the prior written approval of the Architectural Committee, and no drainage diversion or structure may be constructed in violation of any North Carolina Department of Transportation regulation. Such rights may be exercised by any licensee of the Declarant, but this reservation shall not be considered an obligation of the Declarant to provide or maintain any such utility or service.

Section 4. The Declarant reserves unto itself, its successors and assigns, the right to subject the real property in this Subdivision to a contract with Duke Energy or other electricity generating company for the installation of street lighting, which contract requires a continuing monthly payment to Duke Energy by the Association for street lighting service.

Section 5. All easements and rights described herein are easements appurtenant, running with the land, and shall inure to the benefit of and be binding on the undersigned, its successors and assigns, and any owner, purchaser, mortgagee and other person regardless of whether or not reference to said easement is made in the respective deeds of conveyance, or in any mortgage or trust deed or other evidence of obligation, to the easements and rights described in this Declaration.

Section 6. Declarant does hereby create a fifty (50) foot wide buffer zone (the "Buffer Zone") upon the rear portion of all Lots which border the Johnston Mill Nature Preserve

and Duke Forest (the “Preserve and Forest”). This Buffer Zone, more particularly described on Plat recorded in Map Book \_\_\_\_, Page \_\_\_\_, Orange County Registry, is intended to remain in its natural state. Within the Buffer Zone, no private paths shall be permitted for access to the Preserve and Forest. Additionally, removing, destroying or cutting trees and vegetation within the Buffer Zone is strictly prohibited except for:

- (1) selective removal of trees or vegetation for the prevention or treatment of disease;
- (2) removal of dead or fallen trees and trees posing a hazard;
- (3) removal of invasive, non-native or noxious plants that threaten indigenous plant species; and
- (4) selective and minimal clearing necessary for the creation of reserved septic fields for the remediation of failed septic fields.

In addition to the foregoing restrictions, prior to the commencement of construction of any dwelling or other improvements upon any single Lot subdivided out of the Property which Lot borders the Preserve and Forest, the Lot Owner shall install orange plastic tree protection fencing along the boundary line separating the Buffer Zone from the buildable area of the Lot. The protective fencing shall not be removed from the Lot until completion of construction and installation of all improvements to the Lot.

## **ARTICLE IV.**

### **MEMBERSHIP AND VOTING RIGHTS**

Section 1. Every Owner of a lot which is subject to assessment shall be a member of the Association. Membership shall be appurtenant to and may not be separated from ownership of any lot which is subject to assessment.

Section 2. The Association shall have two classes of voting membership:

- a. CLASS “A”. Class A members shall be all Owners with the exception of the Declarant and shall be entitled to one vote for each Owner. When more than one person holds an interest in any lot, all such persons shall be members. The vote for such lot shall be exercised as they among themselves determine, but in no event shall more than one (1) vote be cast with respect to any lot.
- b. CLASS “B”. The Class B member shall be the Declarant or Developer and Declarant or Developer shall be entitled to six (6) votes for each lot owned. The Class B membership shall cease and be converted to Class A membership on the happening of either of the following events, whichever occurs earlier:

- (1) When the total votes outstanding in Class A membership equals the total votes outstanding in the Class B membership, but provided, that the Class B

membership shall be reinstated if thereafter, and before the time stated in Sub-paragraph (2) below, there are added additional Lots sufficient to give the Class B membership a total number of votes (with the Class B membership entitled to six (6) votes for each Lot that is owned by Declarant or for which Declarant holds a contract right to purchase) greater than those of the Class A membership, or

(2) Ten (10) years from the date of recordation of this Declaration

## **ARTICLE V.**

### **MANAGEMENT AND CONTROL**

Management of the affairs of the Association shall be the right and responsibility of its Board of Directors in accordance with this Declaration and the By-Laws. PROVIDED HOWEVER, that all of the powers and duties of the Board of Directors may be exercised by the Declarant until such time as all of the lots in Annandale at Creek Wood have been sold and conveyed by the Declarant to purchasers or until earlier of the date that is ten (10) years from the date of recordation of this Declaration, whichever occurs first. Management and control may be transferred to the Owners at any time by Declarant in its sole discretion.

## **ARTICLE VI.**

### **COVENANTS FOR ASSESSMENTS**

Section 1. CREATION OF THE LIEN AND PERSONAL OBLIGATION OF ASSESSMENT. The Declarant, for each lot owned within the Properties, hereby covenants, and each Owner of any lot by acceptance of a deed therefore, whether or not it shall be so expressed in such deed, is deemed to covenant and agree to pay to the Association:

- a. Annual assessments or charges;
- b. Special assessments for capital improvements, such assessments to be established and collected as hereinafter provided;
- c. Insurance assessments;
- d. To the appropriate governing taxing authority, a pro rata share of ad valorem taxes levied against the Common Area, if any;
- e. A working capital assessment; and
- f. Penalty assessments, such assessments to be established and collected as hereinafter provided.

The annual, special, insurance and property assessments, together with interest, costs and reasonable attorney's fees, shall be a charge on the land and shall be a continuing lien upon the property against which each assessment is made. Each such assessment, together with interest, costs and reasonable attorney's fees, shall also be the personal obligation of the person who was the Owner of such property at the time when the assessment fell due. The personal obligation for delinquent assessment shall not pass to his successors in title unless expressly assumed by them.

Section 2. PURPOSE OF ASSESSMENTS. The assessments levied by the Association shall be used exclusively to promote the recreation, health, safety and welfare of the residents in the Property and for the improvement and maintenance of all easements, utilities, and the Common Area, as conveyed to the Association and as shown on the recorded plat of Annandale at Creek Wood, and repair of any other amenities located upon the common areas, the costs of enforcing this Declaration, maintenance of Dumfries Lane and Lochwood Court until such roads are accepted for maintenance by NC Department of Transportation, and the payment of all other expenses associated with the common areas, including the prompt and full payment of all ad valorem property taxes and insurance for said common area(s), and, in addition, for the Association to keep the property in neat and good order, and to provide for the health, welfare, and safety of the Owners and residents of Annandale at Creek Wood.

Section 3. ANNUAL ASSESSMENTS. A lot shall become subject to annual assessments from the day following the day of conveyance by the Declarant or Developer to the Owner. The annual assessments shall be determined as follows:

- a. Until January 1 of the year immediately following the conveyance of the first lot to an Owner, the annual assessments shall be in the amount of \$900.00 (and shall be in addition to a one-time capital contribution of \$500.00 payable to the Association at the closing of the purchase and sale of each Lot pursuant to Section 7 of this Article) in order to carry out the responsibilities of the Association.
- b. From and after January 1 of the year immediately following the conveyance of the first lot to an Owner, the maximum annual assessment may be increased each year not more than ten (10%) percent above the maximum assessment for the previous year without a vote of the membership.
- c. From and after January 1 of the year immediately following the conveyance of the first lot to an Owner, the maximum annual assessment may be increased above ten (10%) percent by vote of the owners of 2/3 of the Lots within the subdivision who are voting in person or by proxy, at a meeting duly called for this purpose.

Section 4. SPECIAL ASSESSMENTS FOR CAPITAL IMPROVEMENTS. In addition to the annual assessments authorized above, the Association may levy, in any assessment year, a special assessment applicable to the year only for the purpose of defraying, in whole or in part, the cost of any construction, reconstruction, repair or replacement of a capital improvement upon the Common Area, including fixtures and personal property related thereto, provided that any

such assessment shall have the assent of the owners of 2/3 of the lots who are voting in person or by proxy at a meeting duly called for this purpose.

Section 5. **INSURANCE.** The Board of Directors, on behalf of the Association, as a common expense, shall at all times keep the property of the Association, if any, insured against loss or damage by fire or other hazards or other such risks, including, but not limited to, director's liability and public liability insurance, upon such terms and for such amounts as may be reasonably necessary from time to time to protect the Property and Common Area, which insurance shall be payable in case of loss to the Association for all members. The Association shall have the sole authority to deal with the insurer in the settlement of claims. Such insurance shall be obtained without prejudice to the right of each member to insure his personal property for his own benefit at this own expense. In no event shall the insurance coverage obtained by the Association be brought into contribution with insurance purchased by members or their mortgagees.

Section 6. **INSURANCE ASSESSMENTS.** All insurance policy premiums on the Common Areas for the benefit of the Association purchased by the Board of Directors or its designee and any deductibles payable by the Association upon loss shall be a common expense, and the Association shall levy against the Owners equally as an additional annual assessment, (herein called "Insurance Assessment") which shall be in addition to the amounts provided for of all such insurance premiums.

Section 7. **WORKING CAPITAL ASSESSMENT.** At the time title is conveyed to an Owner, each Owner shall pay to the Association as a working reserve an amount at least equal to two (2) months assessment on that Lot. Such funds shall be used solely for initial operating and capital expenses of the Association, such as pre-paid insurance, supplies, and the common areas and facilities furnishings and equipment, etc. Amounts paid into the working capital fund area shall not be considered as advance payment of regular assessments. Any working capital funds remaining at the end of the first full operating year shall be transferred to and become part of the general funds of the Association, in the discretion of the Board of Directors.

Section 8. **PENALTY ASSESSMENT.** The Association may assess a penalty assessment against any Owner for violation of any provision of this Declaration or any rule or regulation promulgated by the Board of Directors of the Association in regard to the use of the common areas. A schedule of penalty assessments to be assessed for a restriction violation or rule violations shall be established annually by the Board of Directors at their annual meeting and the collection of such assessments shall be enforced in the same manner as the collection of annual, special and insurance assessments.

Section 9. **NOTICE AND QUORUM FOR ANY ACTION AUTHORIZED UNDER SECTIONS 3 AND 4.** Written notice of any meeting called for the purpose of taking any action authorized under Section 3 or 4 shall be sent to all members not less than thirty (30) days and not more than sixty (60) days in advance of the meeting. At the first such meeting called, the presence of members or proxies entitled to cast two-thirds of all of the votes of each class of membership shall constitute a quorum. If the required quorum is not present, another meeting may be called subject to the same notice requirement and the required quorum at the subsequent

meeting shall be one-half (1/2) of the required quorum at the preceding meeting. No such subsequent meeting shall be held more than sixty (60) days following the preceding meeting.

Section 10. DATE OF COMMENCEMENT OF ANNUAL ASSESSMENTS AND DUE DATES. The annual assessments provided for herein shall commence as to all lots on the first day following the date of conveyance of the lot by the Declarant or Developer to an Owner. The first annual assessment shall be adjusted according to the number of months remaining in the calendar year. The Board of Directors shall fix the amount of the annual assessment against each Lot at least thirty (30) days in advance of each annual assessment period. Written notice of the annual assessment shall be sent to every Owner subject thereto. The due dates shall be established by the Board of Directors and the Board of Directors shall have the authority to require the assessments to be paid in pro rata monthly installments. The Association shall, upon demand, and for a reasonable charge, furnish a certificate signed by an officer of the Association setting forth whether the assessments on a specified lot have been paid.

Section 11. EFFECT OF NONPAYMENT OF ASSESSMENTS AND REMEDIES OF THE ASSOCIATION. Any assessment not paid within thirty (30) days after the due date shall be delinquent, in default, and shall bear interest from the due date at the highest rate then permitted by North Carolina law not to exceed twelve (12%) per annum. The Association may bring an action at law against the Owner personally obligated to pay the same plus interest, costs, late payment charges and reasonable attorneys' fees, or foreclose the lien against the Lot. No owner may waive or otherwise escape liability for the assessments provided for herein by non-use of the Common Areas or abandonment of his Lot.

The lien herein granted unto the Association shall be enforceable pursuant to Article 2A of Chapter 45 of the General Statutes from and after the time of recording a Claim of Lien in the Office of the Clerk of Superior Court in the County in which the Property is located in the manner provided therefore by Article 8 of Chapter 44 of the North Carolina General Statutes, which claim shall state the description of the Lot encumbered thereby, the name of the record owner, the amount due and date when due. The claim of lien shall be recordable any time after thirty (30) days after the due date of the assessment or any installment thereof and the lien shall continue in effect until all sums secured by said lien as herein provided shall have been fully paid. Such claims of lien shall include all assessments which are due and payable when the claim of lien is recorded, plus interest, costs, late charges, attorneys' fees, advances to pay taxes and prior encumbrances and interest thereon, all as above provided. Such claims of lien shall be signed by an officer or agent of the Association. Upon full payment of all sums secured by such claim of lien, the same shall be satisfied of record.

Section 12. SUBORDINATION OF THE LIEN TO MORTGAGES. The lien of the assessments provided for herein shall be subordinate to the lien of any first mortgage. Sale or transfer of any lot shall not affect the assessment lien. However, the sale or transfer of any lot pursuant to mortgage foreclosure or any proceeding in lieu thereof, shall extinguish the lien of such assessments as to payments which became due prior to such sale or transfer. No sale or transfer shall relieve such lot from liability for any assessments thereafter becoming due or from the lien of such assessments.

## ARTICLE VII

### INSURANCE

Section 1. INSURANCE TO BE MAINTAINED BY THE ASSOCIATION. The following insurance coverage shall be maintained in full force and effect by the Association:

(a) Public liability and property damage insurance in such amounts and in such forms as shall be required by the Association, but public liability shall be an amount of at least One Million and no/100 Dollars (\$1,000,000.00) for each occurrence.

(b) All liability insurance shall contain cross-liability endorsements to cover liability of the Owners as a group to an individual Owner.

(c) Such other insurance coverage as it may determine to be desirable and necessary, including fire and hazard insurance covering all improvements located on the Common Elements.

(d) Such other fidelity bonds as it may determine to be desirable and necessary for those officers or employees having control over Association funds.

(e) Other insurance required by law.

Section 2. PREMIUMS. Premiums for insurance policies purchased by the Association shall be paid by the Association and charged as a Common Expense ratably to Owners as an annual assessment according to the applicable provisions of this Declaration.

Section 3. INSURANCE BENEFICIARIES. All such insurance policies shall be purchased by the Association for the benefit of the Association and the Owners.

Section 4. INSURANCE TO BE MAINTAINED BY THE OWNERS. Every Owner shall maintain in full force and effect at all times fire and hazard insurance in an amount equal to the full insurable value of his Improvements except that the amount shall not be required to exceed the replacement cost of the Improvements. An Owner shall exhibit to the Board, upon request, evidence that such insurance is in effect. If any Owner shall fail to maintain such insurance, the Board is authorized to obtain such insurance in the name of the Owner from an insurer selected by the Board, and the cost of such insurance shall be included in the annual assessment of the Owner and shall constitute a lien against his Lot until paid as a result of enforcement by the Association or otherwise.

## ARTICLE VIII.

### ARCHITECTURAL CONTROL

Section 1. BUILDING AND SITE IMPROVEMENTS. No dwelling, wall or other structure shall be commenced, erected, or maintained upon any lot in the Properties, nor shall any exterior addition to or change in or alteration therein (including color of paint or finish) be made until the plans and specifications showing the nature, kind, shape, heights, materials, and location of the same shall have been submitted to and approved in writing as to harmony of external design and location in relation to surrounding structures and topography by the

Declarant, or its designee, or, after the sale of all lots by the Declarant, by the Board of Directors of the Association, or by the Architectural Committee composed of three (3) or more representatives appointed by the Board. In the event the Declarant, or its designee or, if applicable, the Board, or its designated committee, fails to approve or disapprove such design and location within thirty (30) days after said plans and specifications have been submitted to it, approval will not be required and this Article will be deemed to have been fully complied with, provided that such addition, change, or alteration is in general conformity with the overall plan, design, and appearance of the subdivision in general. Refusal or approval of any such plans, location or specification may be based upon any ground, including purely aesthetic and environmental considerations, that in the sole and uncontrolled discretion of the Declarant or the Architectural Committee shall be deemed sufficient. One copy of all plans and related data shall be furnished to the Declarant or the Architectural Committee as the case may be, for its records. Neither the Declarant nor the Architectural Committee shall be responsible for any structural or other defects in plans and specifications submitted to it or any structure erected according to such plans and specifications.

Section 2. LANDSCAPING PLANS. All landscaping plans must first be approved by the Declarant, or the Architectural Committee. The removal of any tree in excess of eight (8") inches in diameter on any lot in the subdivision shall require the prior approval of the Declarant or the Architectural Committee. No landscaping shall be commenced or maintained upon any lot in the subdivision until the plans and specifications showing the nature, kind, and location of the same shall have been submitted to and approved in writing as to harmony of design and location in relation to surrounding structures and topography by the Declarant, or its designee, or, after the sale of all lots by the Declarant, by the Board of Directors of the Association, or by a the Architectural Committee. In the event the Declarant, or its designee, or, if applicable, the Board, or the Architectural Committee, fails to approve or disapprove such landscape plan within thirty (30) days after said plan has been submitted to it, approval will not be required and this Article will be deemed to have been fully complied with, provided that such plan is in general conformity with the overall plan, design, and appearance of the subdivision in general. Refusal or approval of any such plan may be based upon any ground, including purely aesthetic and environmental considerations, that in the sole and uncontrolled discretion of the Declarant or Architectural Committee shall be deemed sufficient. One copy of all plans and related data shall be furnished to the Declarant or Architectural Committee, as the case may be, for its records.

Section 3. DEVELOPER'S RIGHTS. All duties and responsibilities conferred upon the Board or the Architectural Committee by this Declaration or the Bylaws of the Association shall be exercised and performed by the Declarant or its designee, so long as Declarant shall own any lot in the Properties.

Section 4. APPROVAL OF PLANS:

A. All dwelling units shall have a minimum of 2,500 square feet of finished and heated enclosed dwelling area. The term "enclosed dwelling area" as used in the minimum requirements shall be the total enclosed area within a dwelling; provided, however, that such term does not include garages, terraces, decks, open porches, and like areas.

B. No dwelling erected on a detached single-family residential Lot (including garage) shall be constructed nearer than fifty (50') feet to the front Lot line, twenty-five (25') feet to any side Lot line, and fifty (50') feet to the rear Lot line. This restriction shall prevail over any lesser governmental setback standard. Variances of these setback requirements may be granted by Declarant or the Board of Directors of the Association, but in no case will the setback be less than that required by the governmental agency having jurisdiction over the Property. Roof overhangs, decks, stoops, steps and patios shall not intrude into any setback area.

C. No structure shall be erected, altered, placed or permitted to remain on any lot, except one single family dwelling not to exceed two and one-half stories of heated living space in height, unless the Declarant or the Architectural Committee, as the case may be, approves in writing a structure of more than two and one-half stories, and one or more small accessory buildings (which may include guest facilities) provided that the use of such dwelling or accessory building does not in the opinion of the Declarant or Architectural Committee overcrowd the site, and provided further, that such buildings are not used for any activity normally conducted as a business.

D. No mobile homes, manufactured homes, modular homes, or other similar pre-manufactured home shall be constructed, placed, located, or allowed to remain on any lot within the subdivision. It is the intent of the Declarant to only allow "stick-built" houses to be constructed on the lots within the subdivision.

E. All service utilities, trash containers, fuel tanks, clothes lines and wood piles are to be enclosed within a wall or plant screen of a type and size approved by the Declarant or the Architectural Committee, so as to preclude the same from causing an unsightly view from any highway, street or way within the subdivision. All mail and newspaper boxes shall be uniform in design, and the design for mail and newspaper boxes shall be furnished by the Declarant. No fences shall at any time place or permitted to remain on any lot without approval of the Declarant or the Architectural Committee.

F. Off street parking within an enclosed garage for not less than two (2) passenger automobiles must be provided on each lot prior to the occupancy of any dwelling constructed on said lot which parking areas and the driveways connected thereto shall be constructed of a material approved by the Declarant, or its designee. No owner or invitee of any owner shall be allowed to park on any common areas, on any roadway or street right of way, or on any yard areas.

G. There shall be a forty foot (40') landscape buffer located along the front of all Lots in order to maintain and enhance a consistent natural look along the neighborhood streets. Trees, bushes, shrubs, grass or other vegetation contained therein shall not be installed or removed except upon written approval by the Architectural Committee.

H. Minimal and selective clearing of trees and vegetation for the installation of septic fields and septic repair areas shall be permitted pursuant to the approval and guidelines of the Orange County Health Department. It is the intent of the Declarant that septic fields and septic

repair areas be maintained in a generally natural condition, however, this requirement shall not be interpreted to prevent installation of a septic tank on any Lot.

- I. Open Loop Geothermal HVAC systems are prohibited, as closed loop geothermal systems are encouraged.

Section 5. MAINTENANCE BY ASSOCIATION The Association shall maintain all common areas, including all roadways, road lighting fixtures, entryway plantings, sidewalks, and shall pay all costs of operation thereof including premiums associated with general liability insuring the Association from liability arising from the ownership and operation thereof.

## **ARTICLE IX.**

### **USE RESTRICTIONS**

Section 1. LAND USE AND BUILDING TYPE. Except for the Common Areas, which may be used for recreational purposes, all lots shall be used for residential purposes only except that so long as the Declarant or the Developer shall retain ownership of any lots, it may utilize and such lot for models for the purpose of selling or renting lots within the subdivision including the right to place "For Sale" or "For Rent" signs on such lot. The Declarant may assign this limited commercial usage right to any other person or entities at it may choose; provided, however, that when all lots have been sold, this right of commercial usage by the Declarant, its successors and assigns shall immediately cease. Co-ownership of lots shall not be prohibited. Except as herein provided, any building erected, altered, placed, or permitted to remain on any lot shall be subject to the provisions of Article IX of this Declaration relating to Architectural Control.

Section 2. NUISANCES. No noxious or offensive activity shall be carried on or upon any lot, nor shall anything be done thereon which may be or may become an annoyance or nuisance to the neighborhood. There shall not be maintained any plants or animals, nor device or thing of any sort whose normal activities or existence are in any way noxious, dangerous, unsightly, unpleasant or other nature as may diminish or destroy the enjoyment of other property in the neighborhood by the owners thereof. It shall be the responsibility of each Owner to prevent the development of any unclean, unsightly, or unkempt condition of buildings or grounds on such lot which would tend to substantially decrease the beauty of the neighborhood as a whole or the specified area.

Section 3. LOT MAINTENANCE. In the event that any Owner shall fail or refuse to keep such premises free from weeds, underbrush or refuse piles, or unsightly growth or objects, then, after thirty days' notice from the Architectural Committee, the Association or its designee shall enter upon such lot and remove the same at the expense of the Owner, and such entrance shall not be deemed a trespass, and in the event of such removal a lien shall arise and be created in favor of the Association for the full amount of the cost thereof chargeable to such Lot, including collection costs, and such amounts shall be due and payable within thirty (30) days after the Owner is billed therefore. Such lien shall be enforceable by Court proceedings as provided by law for enforcement of liens.

Section 4. JUNK VEHICLES AND TRACTOR TRAILERS. No inoperable vehicle or vehicle without current registration, current state inspection sticker, current license plate, and current insurance will be permitted on the premises, and no tractor-trailers will be permitted on the premises. The Association shall have the right to have all such vehicles towed away at the owner's expense.

Section 5. SIGNS. No signs shall be permitted on any lot or in the common areas without permission of the Board of Directors, except that "For Sale" signs conforming to Orange County Sign Ordinances may be displayed by an Owner on the Owner's Lot

Section 6. TEMPORARY STRUCTURES. No structure of a temporary character, trailer, basement, tent, shack, garage, barn or other outbuilding shall be used on any lot any time as a residence either temporarily or permanently. Provided however, that this provision shall not prevent the Declarant, its designees or assigns from maintaining a construction trailer or office on any lot until the construction of dwellings on all lots in the subdivision is completed.

Section 7. RECREATIONAL VEHICLES. No boat, motor boat, camper trailer, or mobile home shall be permitted to remain on any lot or on any street in the Properties at any time, without the written consent of the Developer or the Association or its designee. If allowed by the Developer or the Association or its designee, such boats or other vehicles must be screened or otherwise hidden from view from the street.

Section 8. ANIMALS. No animals, livestock or poultry of any kind shall be kept or maintained on any lot or in any dwelling except that dogs, cats or other household pets may be kept or maintained provided that they are not kept or maintained for commercial purposes and provided further that they are at all times properly leashed or under the control of their owner and do not become a nuisance to the neighborhood.

Section 9. TV SATELLITE DISHES AND OUTSIDE ANTENNAS. No TV satellite signal receiving dishes will be permitted on any lot and no outside radio or television antennas shall be erected on any lot within the Properties unless and until permission for such dishes or antennae has been granted by the Board of Directors of the Association or its Architectural Committee in regard to size and location.

Section 10. EXTERIOR LIGHTS. All light bulbs or other lights installed in any fixtures located on the exterior of any building or any lot shall be clear, white, or non-frost lights or bulbs. No "area lights" or similar flood lights shall be allowed within the subdivision.

Section 11. VEHICLE REPAIRS. No repairs to any vehicle may be made in driveways, only in garages and not be visible from the street. No inoperable or immobile vehicle, whether or not containing current registrations, shall be permitted to remain in any driveway or on any street.

Section 12. ALTERATIONS. No person shall undertake, cause, or allow any alteration of construction in or upon any portion of the Common Areas except at the direction or with the express written consent of the Association.

Section 13. SUBDIVIDING. No lot shall be subdivided, or its boundary lines changed, except with the prior written consent of the Declarant during the period of Declarant control of the Association and thereafter by the Board. However, the Declarant hereby expressly reserves unto itself, its successors and assigns, the right to re-plat any two (2) or more lots shown on the plat of the subdivision of the Property in order to create one or more modified lots; to further subdivide tracts shown on any such subdivision plat into two or more lots; to recombine one or more tracts or lots or a tract and lots to create a larger tract; to eliminate from this Declaration lots that are not otherwise buildable or are needed for access to any area of the Properties or are needed for use as private roads or access areas, and to take such steps as are reasonably necessary to make such re-platted lots or tracts suitable and fit as a building site or access area or roadway, said steps to include, but not to be limited to the relocation of easements, walkways, and rights-of-way to conform to the new boundaries of the said re-platted lots. In no event may a lot be subdivided or reconfigured without the approval of the appropriate local governmental authority.

Section 14. SWIMMING POOLS. No above ground swimming pools shall be permitted within the subdivision. Swimming pools, spas, and hot tubs shall be located on a Lot in a place specified by the Architectural Committee. All fencing surrounding swimming pools, spas, and hot tubs shall be approved by the Architectural Committee.

Section 15. OPEN SPACE MAINTENANCE. The Open Space owned by the Association is intended to remain in its natural state. Hence, removing, destroying or cutting trees and vegetation within the Open Space is strictly prohibited except for: (a) selective removal of trees or vegetation for the prevention or treatment of disease, (b) removal of dead or fallen trees posing a hazard, (c) removal of invasive, non-native or noxious plants that threaten indigenous plant species, (d) relocation of exposed root balls to their original position, and (e) minimal and selective clearing necessary to maintain best forestry practices in the management of wooded areas. Trees and limbs from trees may be removed from the Open Space only with the prior approval of the Architectural Committee to determine if a tree has fallen or constitutes a hazard. The method of removal shall be approved by the Architectural Committee, and may include on-site chipping or grinding, provided the methods and machinery used shall not result in erosion or compaction of soil.

## **ARTICLE XI.**

### **GENERAL PROVISIONS**

Section 1. ENFORCEMENT. The Association, or any Owner, shall have the right to enforce, by any proceeding at law or in equity, all restrictions, conditions, covenants, reservations, liens and charges now or hereafter imposed by the provisions of this Declaration. Failure by the Association or by an Owner to enforce any covenant or restriction herein

contained shall in no event be deemed a waiver of the right to do so thereafter. In addition to the foregoing, the Association shall have the right, at its option, whenever there shall have been built on any Lot any structure which is in violation of these restrictions, to enter upon such Property were such violations exist, and summarily abate or remove the same at the expense of the Owner, if after thirty (30) days written notice of such violation, it shall not have been corrected by the Owner. Any such entry, abatement, or removal shall not be deemed a trespass. The failure to enforce any covenants, restrictions, reservations or conditions contained in these Restrictions, however long continued, shall not be deemed a waiver of the right to do so thereafter as to the same breach, or as to a breach occurring prior or subsequent thereto and shall not bar or affect its enforcement.

Section 2. **COST OF ENFORCEMENT.** Should the Association employ counsel to enforce any of the foregoing covenants, conditions, reservations, or restrictions, or re-entry, by reason of such breach, all costs incurred in such enforcement, including a reasonable fee for counsel, shall be paid by the Owner of such Lot or Lots, and the Association shall have a lien upon such Lot to secure payment of all such claims.

Section 3. **SEVERABILITY.** Invalidation of any one of these covenants or restrictions by judgment or court order shall in no manner affect any other provisions which shall remain in full force or effect.

Section 4. **LOTS SUBJECT TO DECLARATION.** All present and future owners, tenants and occupants of Lots and their guests or invitees, shall be subject to, and shall comply with the provisions of the Declaration, and as the Declaration may be amended from time to time. The acceptance of a deed of conveyance or the entering into of a lease or the entering into occupancy of any lot shall constitute an agreement that the provisions of the Declaration are accepted and ratified by such owner, tenant or occupant. The covenants and restrictions of this Declaration shall inure to the benefit of and be enforceable by the Association, or the Owner of any lot, their respective legal representatives, heirs, successors and assigns, and shall run with and bind the land and shall bind any person having at any time any interest or estate in any lot as though such provisions were made apart of each and every deed of conveyance or lease. The covenants and restrictions of this Declaration are to run with the land and be binding on all persons and parties with an interest in the Property.

Section 5. **AMENDMENT OF DECLARATION.** Except as herein provided, the covenants and restrictions of this Declaration may be amended by an instrument signed by two-thirds (2/3) of each class of Members recorded in the Orange County Register of Deeds. Declarant's power to amend this Declaration as provided in Section 6 of this Article shall not require the consent of the Class A members and shall be valid when signed by the Declarant and recorded in the Orange County Register of Deeds.

Section 6. **AMENDMENT BY THE DECLARANT.** The following amendments may be effected by the Declarant, or the Board, as the case may be, without consent of the members;

A. Prior to the sale of the first lot, this Declaration may be amended by the Declarant.

B. The Declarant or the Board may amend this Declaration to correct any obvious error or inconsistency in drafting, type or reproduction.

C. The Declarant, so long as it shall retain control of the Association, shall have the right to amend this Declaration to conform to the requirements of any law or governmental agency having legal jurisdiction over the Property, or to qualify the property or any lots and improvements thereon for mortgage or improvement loans made, insured or guaranteed by a governmental agency, or to comply with the requirements of law or regulations of any corporation or agency belonging to, sponsored by, or under the substantial control of the United States Government or the State of North Carolina regarding purchase or sale of such lots and improvements, or mortgage interests therein, as well as any other law or regulation relating to the control of property, including, without limitation, ecological controls, construction standards, aesthetics, and matters affecting the public health, safety and general welfare.

D. The Declarant, for so long as it shall retain control of the Association, and thereafter, the Board of Directors, may amend this Declaration as shall be necessary, in its opinion, and without the consent of any owner, to qualify the Association or the Property, or any portion thereof, for tax-exempt status.

E. The Declarant, for so long as it has control of the Board, may amend this Declaration to include any platting change of the Property as permitted herein.

(SIGNATURE AND NOTARY ACKNOWLEDGMENT ON NEXT PAGE)

IN WITNESS WHEREOF, the Declarant has hereunto executed this Declaration on the day and year first above written

WHITFIELD LOTS, LLC

By: \_\_\_\_\_  
Patricia J. Yahner, Manager

STATE OF NORTH CAROLINA

COUNTY OF \_\_\_\_\_

I, the undersigned Notary Public, certify that **Patricia J. Yahner** personally came before me this day and acknowledged that she is Manager of **Whitfield Lots, LLC**, a North Carolina limited liability company, and that she as Manager, being so authorized to do so, executed the foregoing on behalf of the company.

Witness my hand and official seal on this the \_\_\_\_ day of \_\_\_\_\_, 2013.

[NOTARY SEAL]

\_\_\_\_\_  
\_\_\_\_\_, Notary Public  
My Commission Expires: \_\_\_\_\_

**EXHIBIT A**

LENDER'S SUBORDINATION

\_\_\_\_\_ hereby subordinates its deed of trust as recorded in Book \_\_\_\_, Page \_\_\_\_, Orange County Registry to the terms of this Declaration.

**LENDER:**

\_\_\_\_\_

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

**TRUSTEE:**

\_\_\_\_\_

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

LENDER ACKNOWLEDGEMENT:

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

I certify that the following person(s) personally appeared before me this day, and

- I have personal knowledge of the identity of the principal(s)
- I have seen satisfactory evidence of the principal's identity, by a current state or federal identification with the principal's photograph in the form of a \_\_\_\_\_
- A credible witness has sworn to the identity of the principal(s);

each acknowledging to me that he or she voluntarily signed the foregoing document for the purpose stated therein and in the capacity indicated: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
 Notary Public  
 Print Name: \_\_\_\_\_  
 My Commission Expires: \_\_\_\_\_

[official seal]

TRUSTEE ACKNOWLEDGEMENT:

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

I certify that the following person(s) personally appeared before me this day, and

- I have personal knowledge of the identity of the principal(s)
- I have seen satisfactory evidence of the principal's identity, by a current state or federal identification with the principal's photograph in the form of a \_\_\_\_\_
- A credible witness has sworn to the identity of the principal(s);

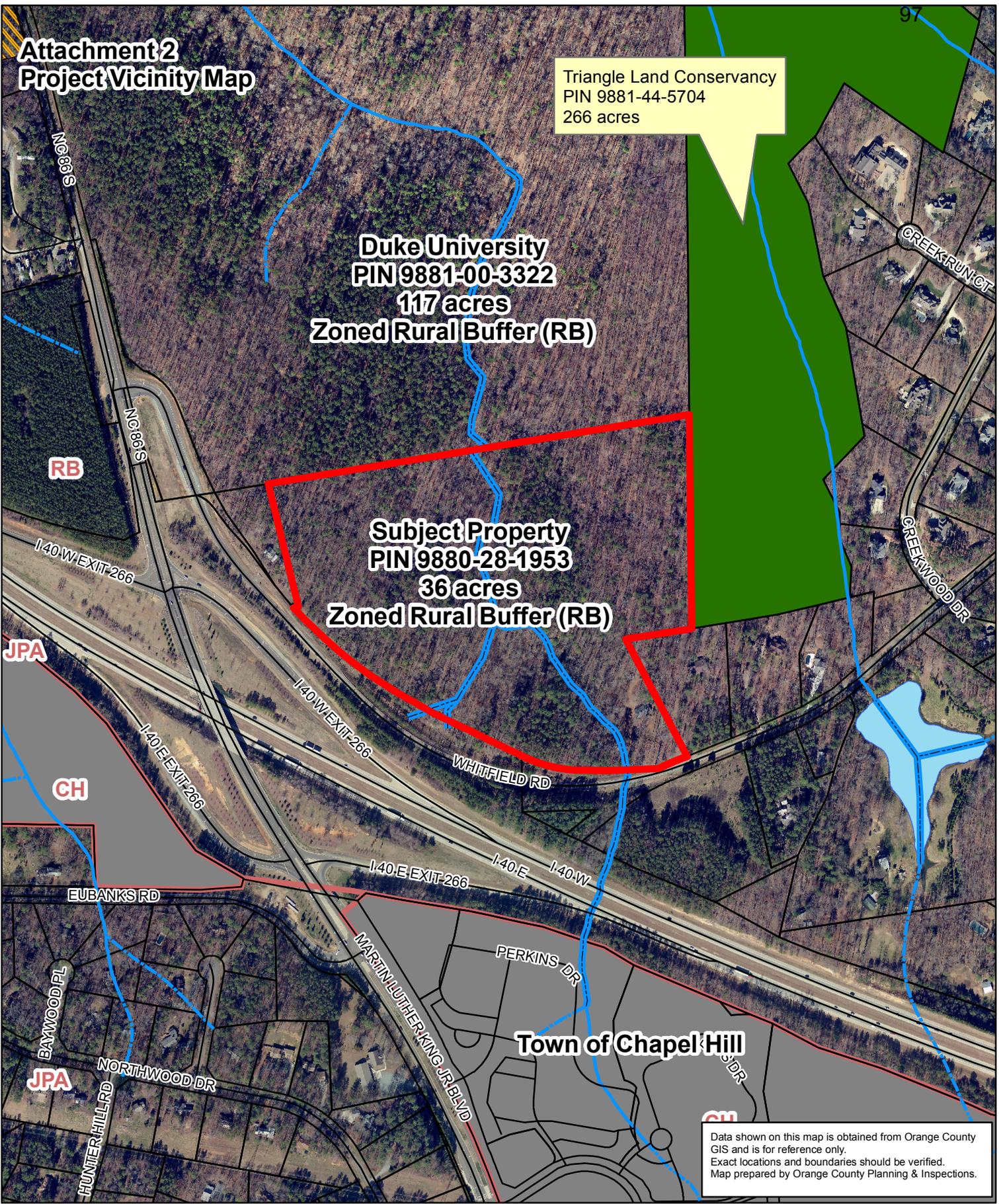
each acknowledging to me that he or she voluntarily signed the foregoing document for the purpose stated therein and in the capacity indicated: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
 Notary Public  
 Print Name: \_\_\_\_\_  
 My Commission Expires: \_\_\_\_\_

[official seal]

# Attachment 2 Project Vicinity Map



Triangle Land Conservancy  
PIN 9881-44-5704  
266 acres

Duke University  
PIN 9881-00-3322  
117 acres  
Zoned Rural Buffer (RB)

Subject Property  
PIN 9880-28-1953  
36 acres  
Zoned Rural Buffer (RB)

Data shown on this map is obtained from Orange County GIS and is for reference only. Exact locations and boundaries should be verified. Map prepared by Orange County Planning & Inspections.

|                            |                        |                                      |  |
|----------------------------|------------------------|--------------------------------------|--|
| USGS Water Feature         | Parcels                | Zoning                               | 100 YR Floodplain (Effective 02/02/07) |
| Soils Survey Water Feature | Township               | City Limits                          | Floodway (Effective 02/02/07)          |
| OC Updated Water Feature   | School System Boundary | ETJ                                  | 500 YR Floodplain (Effective 02/02/07) |
| Water Body                 | Contours               | Conservation Easements               | Buildings                              |
| River Basins               | County Boundary        | Held by Others                       | Water and Sewer Boundary               |
| Watershed                  | Soils                  | Orange County Conservation Easements |  |

1 inch = 482.431 feet

# Orange County Health Department

Colleen Bridger, MPH, PhD  
Health Director



Prevent • Promote • Protect  
Partnering for the Public's Health

February 25, 2013

SOIL/SITE Evaluation Summary for:  
Annandale at Creek Wood  
PIN: 9880281953  
Map Date February 21, 2013

| Lot # | DESIGN FLOW | SYSTEM TYPE                       |
|-------|-------------|-----------------------------------|
| 1     | 600 gpd     | Shallow Trench Conventional       |
| 2     | 600 gpd     | Conventional                      |
| 3     | 600 gpd     | Shallow Trench Conventional       |
| 4     | 600 gpd     | Conventional                      |
| 5     | 600 gpd     | Ultra Shallow Trench Conventional |
| 6     | 600 gpd     | Ultra Shallow Trench Innovative   |
| 7     | 600 gpd     | Pump Conventional                 |
| 8     | 480 gpd     | Innovative Trench                 |
| 9     | 480 gpd     | Innovative Trench                 |
| 10    | 600 gpd     | Ultra Shallow Trench Conventional |
| 11    | 600 gpd     | Innovative Trench                 |

**NOTES:**

The design flow is based upon the number of bedrooms applied for by the property owner or developer. The design flow for a bedroom is 120 gallons/day (gpd). (e.g. 600 gpd = 5 bedrooms)

Proposed house locations are provided by the property owner or developer as required by 15A NCAC 18A .1900 - .1970 (The Laws and Rules for Sewage Treatment and Disposal Systems).

The design flow, type system, and pump requirement are subject to change based upon the application and site plan or plat submitted for the Wastewater Construction Authorization.

The blocked areas on the accompanying plat are the limits of the provisionally suitable soils as evaluated by the Orange County Health Department.

It should be noted that all lots having a conventional-type drain field with pump are reviewed at a minimum of every five years by the health department as required by 15A NCAC 18A .1961 (Maintenance of Sewage Systems).

Ultra Shallow Trench Conventional Systems are placed in areas with 24 inches or more of provisionally suitable soil/site characteristics and a 6-10" soil cap is placed over the trenches.

Shallow Trench Conventional Systems are placed in areas with 30 inches or more of provisionally suitable soil/site characteristics.

Conventional Trench Systems are placed in areas with 36" inches or more of provisionally suitable soil/site characteristics.

Innovative Trench Systems can be used in areas with 24-36 "of provisionally suitable soil/site characteristics.

The approved septic areas should be kept free of vehicular traffic, logging, grading, and compacting activities. It is the responsibility of the property owner or developer to maintain the integrity of the septic areas prior to system construction and installation. No parking, cutting or filling shall be allowed in or around the drain field areas.

Drainage ways and easements should be utilized to convey storm water run-off to the storm water retention areas. These conveyances should not be located through designated septic drain field areas.

This report is for planning purposes only and does not constitute any approval. Lot approval is granted by the health department only in the form of an Improvement Permit. Improvement Permits are issued once the lots are recorded and have received individual Parcel Identification Numbers.

**ORANGE COUNTY  
DEPARTMENT OF ENVIRONMENT, AGRICULTURE,  
PARKS AND RECREATION**

**MEMORANDUM**

To: Glenn Bowles, *Current Planning*  
From: Rich Shaw, *DEAPR Land Conservation Manager*  
Date: January 7, 2013  
Subject: Proposed Annandale at Creek Wood Subdivision

---

Thank you for the opportunity to evaluate a Preliminary Plat for the proposed Annandale at Creek Wood subdivision. The plat identifies 11 lots on 36.46 acres located north of Whitfield Road, just east of the intersection of Whitfield Road and NC 86 (Chapel Hill Township).

My comments are based on a review of DEAPR's comprehensive resource database and an examination of the Site Plan (dated 8/24/12). As presented, the plan would set aside 12.15 acres of open space (33.3 %). The subject property is entirely forested with fairly mature tree cover considered to be high-quality forest for wildlife habitat<sup>1</sup>. Within the forest there are two streams that flow through the site and into the neighboring Duke Forest property. The streams drain into Old Field Creek and eventually to New Hope Creek.

The property is located immediately south of the **Henry J. Oosting Natural Area**—a highly significant natural heritage area<sup>2</sup> (SNHA) owned and managed by Duke University. This unit of Duke Forest is protected for research and education, and is not open for public use. The property also borders on the **Johnston Mill Nature Preserve**, owned and managed by the Triangle Land Conservancy (TLC). The 296-acre preserve protects land on New Hope Creek and features 3.5 miles of public hiking trails accessed from Mt. Sinai and Turkey Farm roads.

The proposed Open Space includes 80-foot-wide stream buffers that would help protect water quality and aquatic habitat on this property and the downstream Oosting Natural Area. The remaining Open Space wraps around the western and southern property boundaries. I would prefer to have the Open Space along the northern and eastern boundaries to help buffer the adjacent Duke and TLC natural areas, but if that's not feasible the large lot sizes (2 acres plus) may help lessen any potential adverse effects of the residential development (e.g., encroachment, informal trail connections) on those conservation lands.

The plan includes a 50-foot-wide pedestrian open space area (POSA) leading to the Johnston Mill Nature Preserve. There should be no trail be constructed in the POSA until TLC is ready to accommodate pedestrians entering the Preserve at this location.

**Conclusion - The large lot size and 80-foot stream buffers will help protect surface waters and riparian habitat, and the overall 33% open space will help**

---

<sup>1</sup> *Rating Land in Orange County by its Wildlife Value* (Triangle Land Conservancy, 1999)

<sup>2</sup> *Inventory of Natural Areas and Wildlife Habitats for Orange County, NC* (Sather et al., 2004)

Glenn Bowles  
January 7, 2013  
Page 2

**protect the rural character of this area, however it would be optimal (if feasible) to reposition the perimeter open space to the northern and eastern property boundaries to help buffer the adjacent Duke and TLC natural areas.**

**DEAPR recommends no trail be constructed in the POSA until Triangle Land Conservancy is ready to accommodate pedestrians entering the Johnston Mill Preserve at this location.**

**DEAPR further recommends that the Open Space remain in private ownership and managed as common land (wildlife habitat and low-impact recreation) by the homeowners association.**

If you have any questions, please contact me at 245-2514 or [rshaw@orangecountync.gov](mailto:rshaw@orangecountync.gov).

cc: David Stancil

**Glenn Bowles**

---

**From:** Jeff Scouten  
**Sent:** Friday, December 21, 2012 10:11 AM  
**To:** Glenn Bowles  
**Subject:** Annandale at Creekwood - Preliminary Subdivision Plan Dated 9/5/12 and Revised Through 12/07/12

Glenn:

I have looked at the subject preliminary subdivision plan and find it to be compliant with our ordinance and regulations. The proposed cul-de-sac radii of 37' (to face of curb) should be sufficient for service vehicles to access the project without any problems.

Solid waste collection will be by private collection/hauler contractor but Orange Community Recycling will collect recyclables curbside every other week. Each new resident will be required to come to our office to sign up for and obtain their recycling containers.

Thanks for the opportunity to review this application and let me know if you have any questions or wish to discuss this matter further.

Jeff Scouten  
Environmental Enforcement Supervisor  
Orange County Solid Waste Management  
P.O. Box 17177  
Chapel Hill, NC 27516-7177  
919-968-2788 x 107 (Office)  
919-932-2900 (Facsimile)  
[jscouten@orangecountync.gov](mailto:jscouten@orangecountync.gov)



Orange Soil and Water Conservation  
 P.O. Box 8181  
 Hillsborough, NC 27278  
 919-245-2750

Dec. 12, 2012

To: Glenn Bowles  
 Orange County Planning Dept.

From: Gail Hughes  
 Soil Conservationist  
 Orange Soil and Water Conservation District

**RE: Annandale at Creek Wood Subdivision  
 Whitfiled Lots, LLC , c/o Tom Hefner (preliminary plan)**

According to the Orange County Soil Survey, the following soils are located on this site:

EnB Enon loam, 2-6% slopes  
 EnC Enon loam 6-12% slopes  
 GeB Georgeville silt loam – 2-6% slope  
 GeC Georgeville silt loam – 6- 10 % slopes  
 HrC Herndon silt loam – 6-10% slopes  
 \*TaD Tatum Silt loam –8-15% slopes

\*Tatum soil series has been renamed to Tarrus silt loam (per USDA-NRCS web site)

Soils names and locations were provided on a site analysis map by the applicant.  
 Soils have been verified using the Orange County GIS and Aries web site;  
<http://aries.co.orange.nc.us> .

A brief description of the soil capabilities in the area are attached but are available in detail on the <http://websoilsurvey.nrcs.usda.gov/app/>

An on-site investigation by the Orange County Environmental Health Dept. should determine site specific soil capabilities and exact locations of septic tanks ( if applicable).

If you have any questions or concerns, please feel free to call or email me at [ghughes@orangecountync.gov](mailto:ghughes@orangecountync.gov) and 919-245-2753.

**Glenn Bowles**

---

**From:** David Sykes  
**Sent:** Thursday, November 01, 2012 1:14 PM  
**To:** Glenn Bowles  
**Subject:** RE: Annandale

Glenn,

I have spoken with New Hope Fire Dept. and they have a pond on Whitfield Rd. that is located close to the proposed subdivision. This pond can be used if needed for water in the event of a fire.

David Sykes

**From:** Glenn Bowles  
**Sent:** Friday, October 26, 2012 4:18 PM  
**To:** David Sykes  
**Subject:** RE: Annandale

Good, the applicant is proposing 27-foot roads. Any thoughts on the location of water for fire suppression? There are no ponds in the immediate area.

**From:** David Sykes  
**Sent:** Friday, October 26, 2012 4:16 PM  
**To:** Glenn Bowles  
**Subject:** Annandale

Glenn,

I have made a mistake about the Annandale project. I have not sent any comments to your office. I would need the two access roads to the houses to be twenty feet wide. This width allows for emergency vehicles to be able to pass each other on the road. The turning radius at the end of the cul-de-sac should allow for vehicles to make the turn and not have to back up.

David Sykes  
Assistant Fire Marshal  
Orange County Emergency Services  
510 Meadowlands Drive  
Hillsborough, NC 27278

Office: (919)245-6125  
Cell: (919)537-2148  
Fax: (919)732-8130  
Email: [dsykes@orangecountync.gov](mailto:dsykes@orangecountync.gov)

**Glenn Bowles**

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**From:** David Sykes  
**Sent:** Tuesday, January 15, 2013 8:19 AM  
**To:** Glenn Bowles  
**Subject:** FW: Annandale Subdivision

Glenn,

I received the accompanying email from Chief Tapp regarding available water for the new Annandale Subdivision. Please contact myself or Chief Tapp if you need any more information regarding the Annandale project.

David Sykes

**From:** Mike Tapp [<mailto:mike.tapp@newhopefire.com>]  
**Sent:** Monday, January 14, 2013 2:40 PM  
**To:** David Sykes  
**Subject:** Annandale Subdivision

David,

There is a large pond that we use as an approved recognized water point across from the proposed Annandale Subdivision on Whitfield. Also, there are several OWASA fire hydrants close to the area that we can use as additional water sources for fire protection. The pond and additional fire hydrants will provide sufficient water supplies for fire protection for the proposed subdivision. Please contact me if you need additional information.

Mike Tapp, Fire Chief  
New Hope Fire Department  
P.O. Box 16484  
4012 Whitfield Rd.  
Chapel Hill, NC 27514  
Station: 919-493-1001  
Cell: 919-619-8685

**Glenn Bowles**

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**From:** Jones, DeAngelo J <djjones1@ncdot.gov>  
**Sent:** Tuesday, January 15, 2013 9:48 AM  
**To:** Glenn Bowles  
**Subject:** FW: Annandale

FYI

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**From:** Jones, DeAngelo J  
**Sent:** Wednesday, November 07, 2012 4:55 PM  
**To:** 'shawn.sidener@earthcentric.com'  
**Cc:** Edwards, Charles N  
**Subject:** RE: Annandale

Hello Shawn,

I have read the study and reviewed the exhibit submitted for Annandale Subdivision. According to the study, it is my understanding that an adequate line of sight is 550'. The western drive (Dumfries Lane) is located in a straight portion of SR 1730 (Whitfield Road) and it was determined that sight distance would not be a concern at this location. Also, it has been established that Lot 7 will not have access on SR 1730, but would be served internally by a cross access easement for connection to the proposed road (Lockwood Court). The study showed that the eastern drive (Lockwood Court) line of sight would be impeded due to existing trees, but can be remedied by removal of the trees. The tree clearing would provide the line of sight needed for traffic to operate at the drive safely. I agree with your analysis, and in accordance with the exhibit plan provided that these two access points have been placed at optimal locations to achieve safe access to the site.

A Driveway Permit accompanied with detailed plans must be submitted to the District Office for approval before construction or connection to SR 1730 (Whitfield Road) for this development.

If you have any questions or concerns feel free to contact me.

DeAngelo Jones  
Asst. District Engineer  
NCDOT Division 7-District 1  
Graham, NC  
(336)570-6833 (t)  
(336)570-6873 (f)

**Michael Harvey**

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**From:** Glenn Bowles  
**Sent:** Wednesday, January 02, 2013 12:07 PM  
**To:** Michael Harvey  
**Subject:** FW: Annandale at Creek Wood Prelimin. Plat

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**From:** Reynolds Ivins  
**Sent:** Tuesday, December 18, 2012 8:56 AM  
**To:** Glenn Bowles  
**Cc:** Wesley Poole  
**Subject:** RE: Annandale at Creek Wood Prelimin. Plat

Looks fine. No additional comments.

Ren Ivins  
Erosion Control Supervisor  
131 W. Margaret Lane, Suite 201  
Hillsborough, NC 27278  
wk 919 245-2586  
Cell 919-883-7270

[rivins@orangecountync.gov](mailto:rivins@orangecountync.gov)

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**From:** Glenn Bowles  
**Sent:** Monday, December 17, 2012 1:04 PM  
**To:** Reynolds Ivins  
**Subject:** Annandale at Creek Wood Prelimin. Plat

## RESIDENTIAL FISCAL IMPACT TEMPLATE: SERVICE STANDARD METHOD

Bureau of Economic &amp; Business Research - University of Florida

Modified 4/15/97 - Orange County, NC Planning Department

## SECTION 1 - PROJECT DATA:

ENTER THE FOLLOWING DATA FOR EACH PROJECT:

|                             |                         |
|-----------------------------|-------------------------|
| <b>PROJECT:</b>             | Annandale at Creek Wood |
| <b>TOWNSHIP:</b>            | Chapel Hill             |
| <b>CONSTRUCTION PERIOD:</b> |                         |
| Beginning Year:             | 2013                    |
| Ending Year:                | 2016                    |
| Inflation Rate:             | 1.70%                   |

## CHARACTERISTICS OF HOUSEHOLDS:

|                 |  |        |
|-----------------|--|--------|
| Persons/House   | ENTER "1" BESIDE APPLICABLE SCHOOL DISTRICT BELOW. | 2.56   |
| Children/House: | ENTER "1" BESIDE APPLICABLE SCHOOL DISTRICT BELOW. | 0.36   |
| % Non-Elderly:  |  | 70.00% |

## HOME SALES DATA:

| Year | Number of Homes | Average Sales Price (\$) | Distribution of Units by Year |
|------|-----------------|--------------------------|-------------------------------|
| 2013 | 3               | 750,000                  | 27.27%                        |
| 2014 | 3               | 750,000                  | 27.27%                        |
| 2015 | 3               | 750,000                  | 27.27%                        |
| 2016 | 2               | 750,000                  | 18.18%                        |

**SCHOOL DISTRICT DATA:** ENTER "1" IN ( ) BESIDE SCHOOL DISTRICT IN WHICH PROJECT IS TO BE LOCATED TO GENERATE STUDENT DISTRIBUTION BY SCHOOL TYPE.

| School District:           | School Attendance: |     |
|----------------------------|--------------------|-----|
| Orange County ( 0 )        | Elementary School  | 45% |
|                            | Middle School      | 23% |
| Chapel Hill-Carrboro ( 1 ) | High School        | 32% |

## SECTION 2 - LOCAL GOVERNMENT AND SCHOOL DISTRICT DATA

|  |                         |                    |
|--|-------------------------|--------------------|
| <b>BUDGET YEAR:</b>                            |                         | 2012-2013          |
| <b>COUNTY POPULATION:</b>                      | (NC Demo) for July 2011 | 134484             |
| <b>SCHOOL DISTRICT STUDENT POPULATION:</b>     |                         | 11658              |
| <b>COUNTY EMPLOYMENT:</b>                      | <b>POSITIONS</b>        | <b>PER CAPITA</b>  |
| General Services, Governing, and Management    | 167.00                  | 0.0012             |
| Public Safety                                  | 256.00                  | 0.0019             |
| Community & Environment + Culture & Recreation | 86.00                   | 0.0006             |
| Human Services                                 | 292.00                  | 0.0022             |
| Education (School District)                    | 1780.00                 | 0.0132             |
| <b>SCHOOL DISTRICT EMPLOYMENT:</b>             | <b>POSITIONS</b>        | <b>PER STUDENT</b> |
| Total  | 1780.00                 | 0.1527             |
| <b>COUNTY PER CAPITA REVENUES (\$):</b>        | <b>REVENUES</b>         | <b>PER CAPITA</b>  |
| Taxes - Other Than Property                    | 16055304                | 119.38             |
| Intergovernmental                              | 13515810                | 100.50             |
| Service Charges                                | 9292257                 | 69.10              |
| Other Sources                                  | 3332872                 | 24.78              |
| Miscellaneous                                  | 798340                  | 5.94               |

| COUNTY PER CAPITA EXPENDITURES (\$):           | EXPENDITURES | PER CAPITA |
|--|--------------|------------|
| General Services, Governing, and Management    | 23051740     | 171.41     |
| Public Safety                                  | 20121532     | 149.62     |
| Community & Environment + Culture & Recreation | 8184392      | 60.86      |

|                               |          |        |
|-------------------------------|----------|--------|
| Human Services                | 30711556 | 228.37 |
| Education (Recurring Capital) | 25551075 | 189.99 |
| Non-Departmental              | 5434131  | 40.41  |

| COUNTY PER EMPLOYEE EXPENDITURE (\$):          | EXPENDITURES | PER EMPLOYEE |
|--|--------------|--------------|
| General Services, Governing, and Management    | 23051740     | 138034.37    |
| Public Safety                                  | 20121532     | 78599.73     |
| Community & Environment + Culture & Recreation | 8184392      | 95167.35     |
| Human Services                                 | 30711556     | 105176.56    |
| Education (Recurring Capital)                  | 25551075     | 14354.54     |

| SCHOOL DISTRICT PER STUDENT EXPENDITURES (\$): | EXPENDITURES | PER STUDENT |
|--|--------------|-------------|
| County Government                              | 49981296     | 4287.30     |
| School District                                | 30372967     | 2605.33     |
| State  | 26787400     | 2297.77     |

| SCHOOL DISTRICT PER EMPLOYEE EXPENDITURES (\$): | EXPENDITURES | PER EMPLOYEE |
|---|--------------|--------------|
| County Government                               | 49981296     | 28079.38     |
| School District                                 | 30372967     | 17063.46     |
| State   | 26787400     | 15049.10     |

| TAX DATA: ENTER APPLICABLE ASSESSMENT RATIO AND ELDERLY EXEMPTION: |                            |        |                              |
|--|----------------------------|--------|------------------------------|
| County Tax Rate (\$)   | 0.1884                     | 0.8580 | Per \$100 Assessed Valuation |
| School District Tax Rate (\$)                                      | includes 0.3028 from O. C. | 0.1884 | Per \$100 Assessed Valuation |
| Assessment Ratio   |                            | 100.00 |                              |
| Elderly Exemption  |                            | 0      | \$11,000 Where Applicable    |

**SECTION 3 - DEMOGRAPHIC PROJECTIONS BASED ON PROJECT DATA**

| EAR   | 2013 | 2014 | 2015 | 2016 |
|---|------|------|------|------|
| <b>HOUSING UNITS</b>                          | 3    | 3    | 3    | 2    |
| <b>POPULATION</b>                             | 8    | 8    | 8    | 5    |
| <b>SCHOOL CHILDREN</b>                        |      |      |      |      |
| Elementary                                    | 0.49 | 0.49 | 0.49 | 0.32 |
| Middle  | 0.25 | 0.25 | 0.25 | 0.17 |
| High School                                   | 0.35 | 0.35 | 0.35 | 0.23 |
| <b>TOTAL</b>                                  | 1    | 1    | 1    | 1    |
| <b>COUNTY GOVERNMENT ADDITIONAL EMPLOYEES</b> |      |      |      |      |
| General Government                            | 0.01 | 0.01 | 0.01 | 0.01 |
| Public Safety                                 | 0.01 | 0.01 | 0.01 | 0.01 |
| Public Works                                  | 0.00 | 0.00 | 0.00 | 0.00 |
| Human Services                                | 0.02 | 0.02 | 0.02 | 0.01 |
| <b>TOTAL</b>                                  | 0.05 | 0.05 | 0.05 | 0.03 |
| <b>SCHOOL DISTRICT ADDITIONAL EMPLOYEES</b>   |      |      |      |      |
|   | 0.10 | 0.10 | 0.10 | 0.07 |

**SECTION 4 - PROJECTED FISCAL IMPACT OF PROJECT ON COUNTY GOVERNMENT**

| EAR                      | 2013  | 2014  | 2015  | 2016  |
|--------------------------|-------|-------|-------|-------|
| <b>TAX BASE (\$1000)</b> | 2250  | 4538  | 4538  | 6115  |
| <b>REVENUES (\$)</b>     |       |       |       |       |
| Property Tax             | 19305 | 38938 | 38938 | 52470 |
| Other Taxes              | 917   | 932   | 948   | 632   |
| Intergovernmental        | 772   | 785   | 798   | 532   |
| Service Charges          | 531   | 540   | 549   | 366   |

|                               |              |              |              |              |
|-------------------------------|--------------|--------------|--------------|--------------|
| Miscellaneous                 | 46           | 46           | 47           | 31           |
| <b>TOTAL (\$)</b>             | <b>21570</b> | <b>41242</b> | <b>41281</b> | <b>54032</b> |
| <b>EXPENDITURES (\$)</b>      |              |              |              |              |
| General Government            | 1316         | 1339         | 1362         | 908          |
| Public Safety                 | 1149         | 1169         | 1188         | 792          |
| Public Works                  | 467          | 475          | 483          | 322          |
| Human Services                | 1754         | 1784         | 1814         | 1209         |
| Education                     | 6089         | 6193         | 6298         | 4199         |
| Non-Departmental              | 310          | 316          | 321          | 214          |
| <b>TOTAL (\$)</b>             | <b>11086</b> | <b>11275</b> | <b>11467</b> | <b>7644</b>  |
| <b>NET FISCAL IMPACT (\$)</b> | <b>10483</b> | <b>29967</b> | <b>29814</b> | <b>46387</b> |

**SECTION 5 - PROJECTED FISCAL IMPACT OF PROJECT ON SCHOOL DISTRICT**

| YEAR                          | 2013         | 2014         | 2015         | 2016         |
|-------------------------------|--------------|--------------|--------------|--------------|
| <b>REVENUES (\$)</b>          |              |              |              |              |
| County                        | 6089         | 6193         | 6193         | 4129         |
| School District               | 4239         | 8550         | 8550         | 11521        |
| State                         | 2482         | 2524         | 2524         | 1683         |
| <b>TOTAL (\$)</b>             | <b>12810</b> | <b>17267</b> | <b>17267</b> | <b>17333</b> |
| <b>EXPENDITURES (\$)</b>      |              |              |              |              |
| County                        | 6089         | 6193         | 6193         | 4129         |
| School District               | 2814         | 2862         | 2862         | 1908         |
| State                         | 2482         | 2524         | 2524         | 1683         |
| <b>TOTAL (\$)</b>             | <b>11385</b> | <b>11578</b> | <b>11578</b> | <b>7719</b>  |
| <b>NET FISCAL IMPACT (\$)</b> | <b>1425</b>  | <b>5688</b>  | <b>5688</b>  | <b>9614</b>  |

**SECTION 6 - SUMMARY OF PROJECTED DEMOGRAPHIC/FISCAL IMPACTS**

| YEAR                               | 2013         | 2014         | 2015         | 2016         |
|------------------------------------|--------------|--------------|--------------|--------------|
| <b>HOUSING UNITS</b>               | <b>3</b>     | <b>3</b>     | <b>3</b>     | <b>2</b>     |
| <b>POPULATION</b>                  | <b>8</b>     | <b>8</b>     | <b>8</b>     | <b>5</b>     |
| <b>SCHOOL CHILDREN</b>             |              |              |              |              |
| Elementary                         | 0            | 0            | 0            | 0            |
| Middle                             | 0            | 0            | 0            | 0            |
| High School                        | 0            | 0            | 0            | 0            |
| <b>TOTAL</b>                       | <b>1</b>     | <b>1</b>     | <b>1</b>     | <b>1</b>     |
| <b>COUNTY EMPLOYEES</b>            | <b>0.05</b>  | <b>0.05</b>  | <b>0.05</b>  | <b>0.03</b>  |
| <b>SCHOOL EMPLOYEES</b>            | <b>0.10</b>  | <b>0.10</b>  | <b>0.10</b>  | <b>0.07</b>  |
| <b>TAX BASE (\$1000)</b>           | <b>2250</b>  | <b>4538</b>  | <b>4538</b>  | <b>6115</b>  |
| <b>COUNTY BUDGET (\$)</b>          |              |              |              |              |
| Revenues                           | 21570        | 41242        | 41281        | 54032        |
| Expenditures                       | 11086        | 11275        | 11467        | 7644         |
| <b>BALANCE</b>                     | <b>10483</b> | <b>29967</b> | <b>29814</b> | <b>46387</b> |
| <b>SCHOOL DISTRICT BUDGET (\$)</b> |              |              |              |              |
| Revenues                           | 12810        | 17267        | 17267        | 17333        |
| Expenditures                       | 11385        | 11578        | 11578        | 7719         |
| <b>BALANCE</b>                     | <b>1425</b>  | <b>5688</b>  | <b>5688</b>  | <b>9614</b>  |
| <b>COMBINED BUDGETS (\$)</b>       |              |              |              |              |

|               |              |              |              |              |
|---------------|--------------|--------------|--------------|--------------|
| Revenues      | 34380        | 58508        | 58548        | 71364        |
| Expenditures  | 22471        | 22853        | 23045        | 15363        |
| <b>ALANCE</b> | <b>11909</b> | <b>35655</b> | <b>35503</b> | <b>56001</b> |

**ECTION 7 - SUMMARY OF PROJECTED PUBLIC SCHOOL CAPACITY IMPACTS**

| <b>SCHOOL DISTRICT DATA:</b> |       |                           |     |
|------------------------------|-------|---------------------------|-----|
| <b>School District:</b>      |       | <b>School Attendance:</b> |     |
| Orange County                | NO )  | Elementary School         | 45% |
|                              |       | Middle School             | 23% |
| Chapel Hill-Carrboro         | YES ) | High School               | 32% |

| YEAR                   | 2013     | 2014     | 2015     | 2016     |
|------------------------|----------|----------|----------|----------|
| <b>SCHOOL CHILDREN</b> |          |          |          |          |
| Elementary             | 0        | 0        | 0        | 0        |
| Middle                 | 0        | 0        | 0        | 0        |
| High School            | 0        | 0        | 0        | 0        |
| <b>TOTAL</b>           | <b>1</b> | <b>1</b> | <b>1</b> | <b>1</b> |

| <b>SCHOOL CAPACITIES - ALL SCHOOLS</b> |              | <b>CURRENT ENROLLMENT - ALL SCHOOLS</b> |              |
|--|--------------|---|--------------|
| Elementary                             | 5244         | Elementary                              | 5296         |
| Middle                                 | 2840         | Middle                                  | 2722         |
| High School                            | 3876         | High School                             | 3640         |
| <b>TOTAL</b>                           | <b>11960</b> | <b>TOTAL</b>                            | <b>11658</b> |

| YEAR                        | 2013         | 2014         | 2015         | 2016         |
|-----------------------------|--------------|--------------|--------------|--------------|
| <b>PROJECTED ENROLLMENT</b> |              |              |              |              |
| Elementary                  | 5557         | 5727         | 5752         | 5821         |
| Middle                      | 2879         | 2894         | 2951         | 2993         |
| High School                 | 3768         | 3846         | 3911         | 3997         |
| <b>TOTAL</b>                | <b>12204</b> | <b>12467</b> | <b>12614</b> | <b>12811</b> |

## Attachment 5

**Neighborhood Information Meeting  
Annandale at Creek Wood  
Whitefield Road (PIN 9880-28-1953)**

**West Campus Office Building - 131 West Margaret Lane  
October 15, 2012 – 12:00 p.m. to 1:00 p.m.**

There were 2 people in attendance in addition to the applicant (Tom Heffner) and his engineer (EarthCentric Engineering).

Staff reviewed the Major Subdivision Concept Plan application review process, including the need to submit a Conventional and Flexible Development subdivision layout for review, and reviewed the physical composition of the subject property.

Staff informed those in attendance of the meeting scheduled by the Planning Board to begin the review of the proposed subdivision on November 7, 2012. During this meeting the staff will typically recommend approval of one design concept. In this case staff will be recommending the Planning Board consider approving the Flexible Development option proposing 11 lots, approximately 2 acres in area, with 33% open space. Density for the project will be approximately 1 unit per 3 acres of property.

Once the Concept Plan is approved the applicant shall have 2 years to submit a Preliminary Plat application package for action by the County. Staff reviewed the process associated with the review of a Preliminary Plat application.

The applicant, Mr. Tom Heffner, reviewed the basic elements of the proposal indicating he would press for the flexible development option to be approved. He summarized the basic elements of that proposal as follows:

- Development of a 11 lot single-family residential subdivision, each lot approximately 2 acres in area, on a 36.46 acre parcel of property located off Whitefield Road (PIN 9880-28-1953),
- The lots are intended to be served individual well and septic systems,
- Access to the project will be from 2 public roads as denoted on the plan. Internal roadways serving the project are proposed to be constructed to applicable public road standards, with the eventual goal that they will be turned over to the North Carolina Department of Transportation for perpetual maintenance upon completion,
- The overall density of the proposed subdivision is 1 dwelling unit for every 3 acres of property.
- The project will involve the preservation of 11 acres of land area as open space.

**Question:** Is there an opportunity to reduce the speed limit on Whitfield Road? There is a real problem with drivers currently speeding along the roadway and new development will only exacerbate the problem.

*Answer:* (Tom Heffner) That is a NC DOT decision and while we have broached the same concern with NC DOT officials, specifically Chuck Edwards, there has been no movement to address current traffic issues along Whitfield. We will be doing clearing of vegetation to improve sight distances in and around this property but we cannot address issues associated with speeding. Clearing limits have already been discussed with Mr. Edwards who has

identified areas where foliage needs to be removed and possible grading work done to address the matter. 11 lots will also not generate sufficient traffic levels to add tremendously to the problem.

**Comment:** Any time you develop in this area you potentially create water quality issues for New Hope Creek and Old Field Creek.

*Answer:* (Tom Heffner) I understand and share your concern which is why we are voluntarily limiting impervious surface area on the proposed lots to approximately 14% of the lot area and preserving 11 acres as dedicated open space. There will also be universal stormwater control efforts taken to address runoff and water quality issues.

(EarthCentric – Engineer for the project) A stormwater permit will be required for this project and our goal is to do a unified management plan. Existing runoff issues are primarily associated with the Interstate. We intend to do our part in address runoff issues. The stormwater permit shall be issued by Orange County Erosion Control.

Staff: It needs to be remembered this area is not located in a critical or protected watershed overlay district. As a result there are no impervious surface limits imposed as part of our land development program. Mr. Heffner is holding himself to a higher development standard by imposing impervious surface limits on the proposed lots.

**Question:** What is the ultimate difference between the conventional and flexible plan?

*Answer:* (Staff) The conventional plan does not require reservation or protection of open space areas while the flexible plan requires 33% of the property area be left as undisturbed open space in perpetuity. As the developer has indicated he will be pushing for the approval of the flexible plan by the Planning Board. The developer is also proposing, on the flexible plan, pedestrian access areas to open space referred to a 'POSA' in the County Unified Development Ordinance.

**Question:** Who will maintain or control the open space?

*Answer:* (Tom Heffner) That is still being reviewed. Ultimately the choice is between the local homeowners association or we dedicate the space to a local conservation group. In that instance we would look at the Triangle Land Conservancy (TLC) who owns an adjacent parcel to 'assume control' over the open space.

**Question:** Will there be trail access onto TLC or Duke Forrest property?

*Answer:* (Tom Heffner) That is still being reviewed. We have shown a POSA connecting to TLC property to the east. They would have to approve the connection. It is not our intention to establish a public staging area for non-neighborhood residents to park vehicles and access trails.

**Question:** Why are the lots 2 acres in area?

*Answer:* (Staff) County development regulations require lots located within the Rural Buffer general use zoning district to be 2 acres in area.

**Question:** How big will the houses be?

*Answer:* (Tom Heffner) Anywhere from 2,000 to 3,000 square feet.

MINUTES  
ORANGE COUNTY PLANNING BOARD  
NOVEMBER 7, 2012  
REGULAR MEETING

MEMBERS PRESENT: Larry Wright (Chair), At-Large, Cedar Grove Township; Peter Hallenbeck (Vice-chair), Cheeks Township Representative; Maxecine Mitchell, At-Large Bingham Township; Alan Campbell, Cedar Grove Township Representative; Buddy Hartley, Little River Township Representative; Rachel Hawkins, Hillsborough Township Representative; Dawn Brezina, Eno Township Representative; Tony Blake, Bingham Township Representative; Andrea Rohrbacher, At-Large Chapel Hill Township; Lisa Stuckey, Chapel Hill Township Representative;

MEMBERS ABSENT: Johnny Randall, At-Large Chapel Hill Township;

STAFF PRESENT: Craig Benedict, Planning Director; Michael Harvey, Current Planning Supervisor; Glenn Bowles, Planner II; Perdita Holtz; Special Projects Coordinator; Tom Altieri, Comprehensive Planning Supervisor; Tina Love, Administrative Assistant II

OTHERS PRESENT: Edward Yahner, Pat Yahner, Timothy McAvinney, Tom Heffner

HANDOUTS GIVEN AT MEETING: *PowerPoint Presentation for Item 7; Email from NCDOT District Engineer*

**Agenda Item 7: Major Subdivision Concept Plan** - To review and make a decision on a major subdivision concept plan application (Annandale at Creek Wood) Located off Whitfield Road.  
**Presenter: Glenn Bowles, Planner II**

Glenn Bowles: Reviewed abstract.

Michael Harvey: Reviewed Development Process, Schedule and Action on page 20.

Tom Heffner: I am Tom Heffner of Heffner Properties. I have been in the development business in Orange County for about 30 years. I developed the Northfield of Creekwood and Woodkirk Subdivision on Highway 86. This property belongs to an LLC, the heirs of Charles Johnston. . The Johnston Family has owned property in this area since the 1750s. They were one of the original in Orange County to receive a land grant from King George II in 1752. I was honored to develop Creekwood property and in conjunction we were able to set aside Johnston Mill Nature Preserve with Triangle Land Conservancy. Some of the family had a desire to keep their land in Orange County. Our goal, as developers, was to find a plan that made good use of the property as a residential development but also was sensitive to the creek and existing wild life. We feel we have done that with the flexible concept plan we have submitted. Drainage is an issue so I have Tim McAvinney from Earth Centric Engineers in Mebane. There are not trails at this time but based on discussions there is some interest in developing the trail system. We have also provided an internal easement. Earth Centric met with Chuck Edwards (District Engineer) in looking at those street locations and DOT advised us that the locations are acceptable to them. We would like to have a lower posted speed limit.

Alan Campbell: Do you have a homeowner's association?

Tom Heffner: Yes. The HOA will be I charge of the open space.

Lisa Stuckey: It sounded like the folks advocating for a conventional plan were worried about septic field sufficiency.

Tom Heffner: That was the health department. The area set aside for the septic field is the same in both fields. The health department's view was the bigger the lot, the better.

Tony Blake: What is the typical size regarding bedrooms?

- 56  
57 Tom Heffner: Typically four not more than five bedrooms. There is a market-wide tendency for smaller houses.  
58 These may be more in the 3,000 square foot range.  
59
- 60 Tony Blake: Regarding lot 7, is that the only way the driveway can work? There is no flexibility if we approve the flex  
61 plan.  
62
- 63 Tom Heffner: The reason we chose that location is that was the gentlest part of the slope. We were trying to find a  
64 potential crossing.  
65
- 66 Tony Blake: If someone purchased lot 7, they couldn't negotiate a DOT access?  
67
- 68 Tom Heffner: No because that frontage would be in open space that was deeded to the homeowners association.  
69
- 70 Peter Hallenbeck: I have one comment. The 35 foot diameter on the cul-de-sacs bothers me from a fire apparatus  
71 point of view, fire trucks are 28-33 feet long and there is also a comment from the solid waste people that they were  
72 concerned about that diameter for the trucks to pick up the trash, etc. A 40 foot cul-de-sac wouldn't be much of a  
73 change but it would make it much easier for the garbage collection and fire department turning around.  
74
- 75 Tom Heffner: We will look at that. Our motivation was to try to reduce the amount of street there as much as we  
76 could.  
77
- 78 Lisa Stuckey: Have you thought about the noise from I-40?  
79
- 80 Tom Heffner: The noise from I-40 at the front of the subdivision is loud. On this property when you get back into the  
81 back, the noise is significantly less. It is a risk for a developer but it becomes a tradeoff, for some people it is a no  
82 and others look at it as I am a minute from I-40.  
83
- 84 Larry Wright: I am going to ask questions and make comments because this Board has not been through this. I  
85 would like to commend you for adding up the acres per lot and getting them correct. I went through the numbers  
86 where you have 33.7 and I came up with 38% of the roads and buffers and then calculated how much you said the  
87 linear feet were of the roads which I think was 1,700 and 50 foot wide and I estimated that the roads and gutters  
88 would be 3% of your total and that makes 38%. Are your buffers and woodlands part of your open space?  
89
- 90 Tom Heffner: The buffers are not included in the open space.  
91
- 92 Larry Wright: On these lots, what is the flood plane?  
93
- 94 Tom Heffner: Part of our submittal package was the FEMA flood map for the area and there is no FEMA designated  
95 flood plain there.  
96
- 97 Glenn Bowles: That doesn't mean it doesn't flood, it hasn't been mapped as a flood plain.  
98
- 99 Larry Wright: *Referenced Colonial Heights.*  
100
- 101 Tom Heffner: I think effectively Glenn was right. It is not currently mapped as a flood zone. I agree with you that  
102 does not necessarily mean the area will not be inundated by flood waters. All the lots are at a significantly higher  
103 elevation so there should not be a problem.  
104
- 105 Peter Hallenbeck: Are these two or four foot contours.  
106
- 107 Tom Heffner: Those are two.  
108
- 109 Larry Wright: This would include the house with the driveway across the street?  
110

111 Glenn Bowles: At least 10 foot above what you expect a flood to occur here.  
112  
113 Tony Blake: Where does the water flow from?  
114  
115 Tom Heffner: Chapel Hill North, Timberlyne drains a tremendous across on the southern side of I-40.  
116  
117 Tim McAvinney: Over 100 acres.  
118  
119 Tom Heffner: You are draining south to the north.  
120  
121 Peter Hallenbeck: It is only 100 acres?  
122  
123 Tom Heffner: Approximately 150 with ours.  
124  
125 Larry Wright: If we go with the flexible development, I noticed in the plan, that driveway goes into .... right angles to  
126 the streambed and I would encourage you to maintain that if we go with that plan.  
127  
128 Tim McAvinney: The Orange County Erosion Control will look very closely at that.  
129  
130 Larry Wright: When you talk to DOT about the speed limit, maybe we could discuss the option with DOT.  
131  
132 Tim McAvinney: More road area and turning lanes sometimes encourages people when they have more space to go  
133 faster.  
134  
135 Maxecine Mitchell: I am glad you decided to take that driveway into the cul-de-sac because that would be a concern.  
136  
137 Larry Wright: The gutters and curbs where does that water eventually flow?  
138  
139 Tom Heffner: It will eventually flow into the stream.  
140  
141 Maxecine Mitchell: Where will the school bus stop be?  
142  
143 Tom Heffner: The school will typically determine the stop.  
144  
145 **Motion** made by Alan Campbell to make a recommendation that the applicant proceed with the flexible concept plan.  
146 Seconded by Lisa Stuckey.  
147 **Vote:** Unanimous  
148

**Approved 4/3/13**

Attachment 7  
EXCERPT – Approved March 6,  
2013 Planning Board Minutes

**MINUTES  
ORANGE COUNTY PLANNING BOARD  
MARCH 6, 2013  
REGULAR MEETING**

**MEMBERS PRESENT:** Larry Wright, At-Large, Cedar Grove Township; Alan Campbell, Cedar Grove Township Representative; Buddy Hartley, Little River Township Representative; Johnny Randall, At-Large Chapel Hill Township; Tony Blake, Bingham Township Representative; Andrea Rohrbacher, At-Large Chapel Hill Township; Lisa Stuckey, Chapel Hill Township Representative; Maxecine Mitchell, At-Large Bingham Township; Herman Staats, At-Large, Cedar Grove Township; Dawn Brezina, Eno Township Representative;

**MEMBERS ABSENT:** Rachel Hawkins, Hillsborough Township Representative; Peter Hallenbeck (Chair), Cheeks Township Representative;

**STAFF PRESENT:** Craig Benedict, Planning Director; Michael Harvey, Current Planning Supervisor; Perdita Holtz; Special Projects Coordinator; Tina Love, Administrative Assistant II

**OTHERS PRESENT:** Tom Heffner, Phil Koch, Pat & Ed Yahner

**Agenda Item 7:**       **PRELIMINARY PLAT – ANNANDALE AT CREEK WOOD –** To review and make a recommendation to the BOCC on the Preliminary Plat application for Annandale at Creek Wood.  
**Presenter:** Michael Harvey, Current Planning Supervisor

Michael Harvey: Reviewed abstract.

Johnny Randall: Why is the curb and gutter in this?

Michael Harvey: The curb and gutter is necessary as part of the storm water management transfer system as discussed in the approved Flexible Plan option and detailed in the application packet. This project will need to comply with state storm water standards and requirements, the curb and gutter is just to guarantee the conveyance of storm water so it doesn't run over private property.

Johnny Randall: So there is no option for swales that can sheet flow across properties?

Michael Harvey: The applicant chose curb and gutter to avoid potential issues with runoff erosion or other problems.

Johnny Randall: It is very effective at conveying it and point source outlets. More progressive developments are getting away from curb and gutter unless a sidewalk is necessary. Have we gone beyond the point of no return?

Michael Harvey: You can express your willingness for them to reexamine their proposal but the flexible development option was recommended by the Planning Board and it showed curb and gutter. This proposal is

### Approved 4/3/13

based on previous Planning Board comments. The Erosion Control officer for Orange County has indicated approval of the preliminary storm water plan as well.

Johnny Randall: Where will the outlet for the storm water be?

Phil Cook: I am with Earth Centric Engineering and we are the engineers for the project. There are two separate outfalls for this roadway. (Pointed out the outfalls). There is actually an existing natural swale that comes on the back which allows us to let that have a level spreader respect.

Johnny Randall: The other issue has to do with critters moving around (i.e. salamanders and box turtles). Given that this development on two sides had significant natural heritage areas and there is a creek. I apologize this didn't come to my attention earlier but I want it on the record.

Larry Wright: This is just for information, I was at a dinner meeting with a commissioner from another county and she thought the DOT requirements for a cul-de-sac was 50 feet. Can you clarify that?

Michael Harvey: There is a difference between radius and the pavement portion. The minimum 37 feet of paved area will be the minimum amount of paved area required for the project although the radius of the cul-de-sac will be a lot wider to incorporate all elements in the right-of-way. The right-of-way for the cul-de-sac will have a radius of 50 feet. If there are no other questions, let's move on to utilities.

Alan Campbell: On the septic areas, it looked slightly more involved than a conventional system. Are they basically conventional with some tweaks with pretty much the same cost?

Phil Cook: Not the same cost. They are a little more expensive. Some of the lots have conventional systems. There are two systems that use one of the line reduction methods.

Johnny Randall: About the septic drain field areas, they are pushed to the limit of the lots where the 50 foot buffer zone, could they be pulled closer to the homes? One issue that would make the Triangle Land Conservancy more interested in this development would be to offer them the option of holding conservation easements on some of those lands adjacent to both Duke Forest and their own property.

Michael Harvey: The areas with the plats have been identified as perkable soils. It is certainly possible to have them moved. We require they be denoted on the plat to ensure there is perkable soil in each lot. With respect to the open space ownership issue Mr. Heffner (the applicant), at the November 7, 2012 Planning Board meeting, the question came up of ownership of open space, where discussions on conservations easements were made. Essentially, it was his determination that the local residents would be more readily available to address issues in respect to management of the open space areas.

Tom Heffner: My experience has been that it is preferable to have homeowner's association; there has to be ownership of the open space so the HOA would own a fee simple interest in that space.

Michael Harvey: What will ultimately determine the final location of the septic field is the size of the house, the number of bedrooms and the location of the well.

Johnny Randall: Given this site is forested with mature hardwood forest, if I, for instance, .... If the septic drain field was pulled closer, there would be much greater sense of being in the forest.

Tom Heffner: Drain fields are not cleared.

Michael Harvey: Continued reviewing abstract.

Motion made by Larry Wright to approve the preliminary plat as submitted. Buddy Hartley seconded.

Vote: 9:1 (Randall opposed) passed.

RES-2013-033

Attachment 8

**RESOLUTION  
OF THE  
ORANGE COUNTY BOARD OF COUNTY COMMISSIONERS**

**Date:** April 23, 2013**Name of Subdivision:** Annandale at Creek Wood

|                         |  |   |
|-------------------------|--|---|
| <b>Owner/Applicant:</b> | Charles W. Johnston Jr.<br>30 Knowles Road<br>Worcester, Massachusetts 01602 | Whitfield Lots LCC<br>C/o Tom Hefner<br>4130 Garrett Road<br>Durham, NC 27707 |
|-------------------------|--|---|

The Board of County Commissioners hereby approves Annandale at Creek Wood Preliminary Subdivision Plat, dated April 4, 2013 containing the following:

- 11 lots slated for single-family residential development with a density of one (1) dwelling unit per every 3.31 acres of land area;
- 2 roadways, specifically Dumfries Lane and Lochwood Court, constructed to North Carolina Department of Transportation public road standards;
- Total open space of 12.16 acres;
- A 75-foot vegetative buffer along Whitfield Road; and
- A 50-foot tree protection area around the perimeter of the project.

The approval of this resolution authorizes and directs the Orange County Manager to accept for Orange County and on behalf of the public generally, the offer of dedication of all publically offered areas/easements, including Dumfries Lane and Lochwood Court, without maintenance responsibility.

Per the Orange County Unified Development Ordinance (UDO) the applicant shall maintain all common areas and proposed roadways until such time as it is accepted for maintenance by a local homeowners association, the North Carolina Department of Transportation, or some other governmental body.

Before the Final Plat of Annandale at Creek Wood can be approved by the Planning Department and recorded within the Orange County Registrar of Deeds office the following conditions shall be addressed:

**A. Declaration of Restrictions**

1. The Orange County Planning Department shall author a Declaration of Restrictions (hereafter 'the document') establishing and describing the various development restrictions, standards, conditions, and requirements associated with development of, and within, the project.

The document shall be recorded concurrently with the Final Plat and

approved, as to form and content, by the applicant and the County Attorney.

2. The document is not intended to serve, supplant, or take the place of any document recorded by the applicant establishing local homeowner covenants or deed restrictions enforced by either the applicant or an established homeowners association.

## **B. Sewage Disposal**

1. Each residential lot shall contain an adequate area for septic disposal and repair area, approved by the Orange County Division of Environmental Health.
2. The septic system location may restrict the size and location of improvements.

The document shall contain this statement and further indicate information regarding the tentative location of septic systems is available from the Orange County Health Department, Division of Environmental Health.

Each lot that does not contain a suitable building site shall be designated both on the Final Plat and by instrument recorded in the Orange County Registrar of Deeds as restricted for development potential as set forth in the UDO.

3. The owner/applicant shall not destroy trees located within identified land use buffers, open space areas, or tree protection areas denoted on the Final Plat for any reason including to install on-site waste disposal system drain or repair fields.
4. No septic system shall be located within a required stream buffer as detailed within the UDO.
5. The Owners shall include in the restrictive covenants provisions requiring each lot owner to have their septic system serving their lot inspected by a licensee of the North Carolina On-Site Wastewater Contractors and Inspectors Certification Board, who is properly registered to perform such inspections within Orange County, no less than one (1) time in every five (5) year period (unless inspections are required more often by rule or regulation of the Orange County Health Department) and to have the system pumped if recommended by the inspector. Payment for the inspections required under this condition shall be the responsibility of the individual lot owner or the homeowner's association as established by the governing Homeowner's Association declaration. These provisions shall be in a form approved by the County Attorney.

## **C. Wells**

1. Each residential lot shall contain an adequate area for the development of a well to provide potable water supporting development of the property as approved by the Orange County Division of Environmental Health.

#### D. Roads and Access

1. Dumfries Lane and Lochwood Court shall be constructed to standards of the North Carolina Department of Transportation in accordance with the approved Preliminary Plat.

Each roadway shall be located within a minimum 50-foot right-of-way, with 5-foot utility easements on each side, as well as the proposed stormwater management system. Construction shall be inspected and approved by NCDOT.

#### OR

A letter of credit or escrow agreement shall be submitted to secure construction of the aforementioned roadways to the standards of the North Carolina Department of Transportation in accordance with the provisions of the UDO.

An estimate of the construction cost must be prepared by a certified/licensed engineer or grading contractor and submitted to the Planning and Inspections Department. The financial guarantee must reflect 110% of that estimate and be issued by an accredited financial institution licensed to do business in North Carolina.

In this instance, the document shall state posted financial guarantee(s) will not be released until the road construction has been inspected and approved by NCDOT.

2. All lots shall receive access from the internal subdivision roads as depicted on the approved Preliminary Plat. No driveway access for any of the lots shall be permitted off of Whitfield Road.
3. An erosion control and stormwater management plan for construction for the aforementioned roadways shall be submitted by the applicant to the Orange County Erosion Control Division for review and approval prior to any land disturbing activity on the site in accordance with the UDO.
4. Approved double-bladed street name signs shall be erected at the intersection of Whitfield Road and Dumfries Lane as well as Whitfield Road and Lochwood Court prior to Planning Department signatures on the Final Plat or prior to issuance of any building permit if road construction is secured by letter of credit as described herein.
5. Prior to any construction or alteration of any existing access within the right-of-way of Whitfield Road, the owner/applicant shall secure a driveway permit from the NCDOT District Office.

The owner/applicant shall submit a copy of the NCDOT-approved permit and NCDOT approval letter to the Planning Department prior to, or at the same time as, the request for a grading permit is made, or before Planning Department signatures are affixed on the Final Plat, whichever is first.

6. Sight triangles (10' x 70') shall be shown on the Final Plat at the

intersection with each of the aforementioned roadways and Whitfield Road.

#### **E. Land Use Buffers and Landscaping**

1. The 75-foot wide land use buffer along Whitfield Road, identified on the approved Preliminary Plat, shall be preserved in perpetuity in accordance with the provisions of the UDO. The document, as well as any local covenants, shall require the applicant or future homeowners association to preserve the required land use buffer.
2. Trees within the tree protection area denoted on the approved Preliminary Plat shall be preserved as proposed by the applicant.
3. Upon completion of roadway improvements Planning staff shall complete an inspection in the area to ascertain if additional roadway plantings are required in accordance with the provision(s) of the UDO.

In the event additional plantings are required, the applicant shall submit a formal landscape plan re-establishing required vegetation. The owner/applicant shall install landscaping as indicated on the approved Landscape Plan and the Planning Department shall inspect and approve such landscaping before signing the Final Plat. It should be noted no part of any additional landscaping shall encroach into the ten (10) foot by seventy (70) foot sight triangles at the public road intersection.

OR

The owner/applicant shall submit a letter of credit or cash bond to secure required landscape installation and preservation. The owner/applicant shall provide, as specified within the UDO, an estimate of the cost for required preservation, plantings and their installation. The financial guarantee shall reflect 110% percent of the estimate and be issued by an accredited financial institution licensed to do business in North Carolina.

4. Provision for protection of existing trees shall be included in the document.
5. Clear cutting or other removal of any trees or other vegetation on individual lots is prohibited as specified within the UDO.
6. The document will detail required tree plantings along common property lines for each of the 11 proposed lots. Development of each individual lot shall necessitate the submittal of a landscape plan providing documentation on the installation and/or preservation of existing vegetation to comply with established landscaping requirements detailed within the UDO.
7. The stream buffer area denoted on the approved Preliminary Plat shall be left in an undisturbed, natural state with the exception of the approved pedestrian bridge.

**F. Drainage**

1. The applicant shall submit a final stormwater management and erosion control plan for approval by Orange County Erosion Control prior to the commencement of land disturbing activities.
2. Drainage easements shall be located on the Final Plat as required following review and approval of the stormwater management plan by Erosion Control staff.
3. Drainage culverts shall be sized and located appropriately, as required by NCDOT and Erosion Control, by a licensed North Carolina Professional Engineer.

**G. Parkland**

1. At the time of recordation of the Final Plat, the applicant shall pay to Orange County a \$5,005.00 (\$455.00 times 11 lots) payment-in-lieu-of-parkland dedication fee.

**H. Construction Waste**

1. Per Orange County Ordinance, clean wood waste, scrap metal and corrugated cardboard and all present construction waste, must be recycled.
2. Per Orange County Ordinance, all haulers of construction waste must be properly licensed.
3. Prior to any demolition or construction activity on the site the applicant will hold a pre-demolition/pre-construction conference with the County's Solid Waste staff. This may be the same meeting held with other development officials.

**G. Miscellaneous**

1. The Final Plat shall contain a title block and vicinity map in accordance with the UDO.
2. The open space shall be conveyed into the Homeowner's Association before Planning Department signatures are affixed to the final plat.
3. Tree cutting in the land use buffer along Whitfield Road is prohibited except for necessary maintenance purposes that has been approved by County staff prior to any such tree cutting taking place.
4. If street lighting is proposed, then a lighting plan shall be submitted to the planning office for review and approval prior to purchase of lighting fixtures from the utility provider. Any lighting shall meet the Outdoor Lighting Standards as set forth in the UDO.

5. A sign permit shall be obtained from Orange County for the subdivision sign located at or near the entrance of the subdivision prior to beginning construction.
6. Methods of disposal of trees, limbs, stumps and construction debris associated with construction activity shall be by some method other than open burning as required in the UDO.

**D. Certifications**

1. A Certificate of Survey and Accuracy signed by a Professional Land Surveyor shall be notarized on the face of the Final Plat.
2. A Certificate of Declaration and Maintenance in the form provided in the UDO signed by the landowner and developer shall be on the face of the plat and included in a document describing development restrictions to be recorded concurrently with the Final Plat.
3. The North Carolina Department of Transportation shall certify that the platted portions of Dumfries Lane and Lochwood Court have been entirely constructed to State standards or that construction plans have been approved prior to Planning Department signatures on final plat.
4. A Certificate of Approval signed by the Orange County Planning and Inspections Department shall appear on the face of the final plat.
5. All other required certificates detailed within the UDO, applicable to the project, shall be placed on the Final Plat for signature.

NOW THEREFORE BE IT RESOLVED by the Board of Orange County Commissioners that the Preliminary Plan for Annandale at Creek Wood Subdivision is approved in accordance with the above mentioned conditions and attached Preliminary Plat dated April 4, 2013.

Upon motion of Commissioner \_\_\_\_\_, seconded by Commissioner \_\_\_\_\_, the foregoing resolution was adopted this the \_\_\_\_\_ day of \_\_\_\_\_, 2013.

I, Donna S. Baker, Clerk to the Board of Commissioners for the County of Orange, North Carolina, DO HEREBY CERTIFY that the foregoing is a true copy of so much of the proceedings of said Board at a meeting held on \_\_\_\_\_, 2013 as relates in any way to the adoption of the foregoing and that said proceedings are recorded in Minute Book No. \_\_\_\_\_ of the minutes of said Board.

WITNESS my hand and the seal of said County, this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

\_\_\_\_\_  
Clerk to the Board of Commissioners

# MAJOR SUBDIVISION - PRELIMINARY PLAN FOR: ATTACHMENT 9

## ANNANDALE AT CREEK WOOD

### ECE GENERAL NOTES

#### GENERAL NOTES

- EXISTING BOUNDARY AND TOPOGRAPHIC INFORMATION TAKEN FROM SURVEY DATA SUPPLIED BY R. S. JONES AND ASSOCIATES, INC.
- WORK WITHIN PUBLIC RIGHT-OF-WAYS SHALL BE IN ACCORDANCE WITH ALL FEDERAL, STATE AND LOCAL REQUIREMENTS, NOTIFICATIONS, STANDARDS AND POLICIES.
- CONTRACTOR SHALL BE RESPONSIBLE FOR TRAFFIC CONTROL MEASURES FOR ALL WORK W/IN PUBLIC R/W PER THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES FOR STREETS AND HIGHWAYS, AND THE N.C. SUPPLEMENT TO THE MUTCD, AND LOCAL CITY INSPECTORS DIRECTION.
- ALL CONSTRUCTION SHALL BE PERFORMED IN ACCORDANCE WITH THE PROJECT PLANS AND/OR SPECIFICATIONS, LOCAL STANDARD DETAILS AND CONSTRUCTION STANDARDS, STATE CONSTRUCTION STANDARDS, AND OTHER APPLICABLE CONTRACT DOCUMENTS.
- CONTRACTOR IS FULLY RESPONSIBLE FOR CONTACTING ALL APPROPRIATE PARTIES AND ASSURING THAT UTILITIES ARE LOCATED PRIOR TO THE COMMENCEMENT OF CONSTRUCTION. CALL NC ONE CALL (PREVIOUSLY ULOCO) AT 1-800-632-4949 FOR UTILITY LOCATING SERVICES 48 HOURS PRIOR TO COMMENCEMENT OF ANY WORK. CONTRACTOR SHALL VERIFY LOCATION AND DEPTH OF ALL EXISTING UTILITIES PRIOR TO CONSTRUCTION.
- UNDERGROUND UTILITIES SHOWN USING BEST AVAILABLE INFORMATION. ALL LOCATIONS SHALL BE CONSIDERED APPROXIMATE ONLY. THERE MAY BE MORE UNDERGROUND UTILITIES THAN ARE SHOWN HEREON. CONTRACTOR SHALL FIELD LOCATE ALL UTILITIES PRIOR TO ANY EXCAVATIONS.
- CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTING ALL EXISTING UTILITIES TO REMAIN DURING ALL DEMOLITION AND CONSTRUCTION ACTIVITIES.
- ALL CLEARING, GRUBBING AND UNSUITABLE FILL MATERIAL SHALL BE DISPOSED OF LEGALLY.
- ALL PAVEMENT, CURB, STORM DRAINAGE PIPE, AND STRUCTURES TO BE REMOVED SHALL BE HAULED OFFSITE AND DISPOSED OF LEGALLY.
- ALL SHALL BE SERVED BY WELL AND SEPTIC.

**CONTRACTOR SHALL NOT MAKE ANY MODIFICATIONS TO THE APPROVED DRAWINGS WITHOUT PRIOR APPROVAL OF BOTH THE DESIGN ENGINEER AND LOCAL INSPECTOR.**

#### GRADING & STORM DRAINAGE NOTES:

- ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE LOCAL CONSTRUCTION STANDARDS, SPECIFICATIONS, AND PROCEDURES AND THE NCDENR'S SEDIMENTATION AND EROSION CONTROL STANDARDS, SPECS., AND PROCEDURES.
- CONTRACTOR SHALL VERIFY THAT ALL APPLICABLE STATE AND LOCAL PERMITS REQUIRED FOR THE COMMENCEMENT OF GRADING OPERATIONS HAVE BEEN OBTAINED PRIOR TO START OF GRADING.
- CONTRACTOR SHALL BE RESPONSIBLE FOR FIELD VERIFICATION OF ALL EXISTING UTILITIES PRIOR TO THE BEGINNING OF DEMOLITION AND/OR CONSTRUCTION.
- CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTING ALL EXISTING UTILITIES TO REMAIN DURING ALL CONSTRUCTION ACTIVITIES.
- ALL STORMWATER MANAGEMENT FACILITIES SHALL BE DESIGNED AND CONSTRUCTED TO MEET ALL STATE AND LOCAL REQUIREMENTS, INCLUDING 2007 STATE STANDARDS FOR WATER QUALITY AND DETENTION FACILITIES.
- EROSION CONTROL MEASURES SHALL BE PROVIDED AS NEEDED TO PROTECT ADJACENT PROPERTIES.
- CONTRACTOR SHALL PROVIDE ALL STAKING, FLAGGING AND/OR FENCING NECESSARY TO PROVIDE PROPER PROTECTION OF THE STREAM BUFFER.

|                               | NEW    | EXISTING |
|-------------------------------|--------|----------|
| PROPERTY LINE                 | ---    | ---      |
| EASEMENT                      | ---    | ---      |
| SETBACK                       | ---    | ---      |
| RIGHT-OF-WAY                  | ---    | ---      |
| CENTERLINES                   | ---    | ---      |
| CURB & GUTTER                 | ---    | ---      |
| EDGE OF PAVEMENT              | ---    | ---      |
| SIDEWALK                      | ---    | ---      |
| CREEK                         | ---    | ---      |
| STRUCTURE NO.                 | ①      | ①        |
| CATCH BASIN                   | ■      | □        |
| YARD INLET                    | □      | □        |
| STORM DRAINAGE JUNCTION BOX   | ⊙      | ⊙        |
| CURB INLET                    | ⊙      | ⊙        |
| SANITARY SEWER MANHOLE        | ⊙      | ⊙        |
| SANITARY SEWER CLEANOUT       | ⊙      | ⊙        |
| METER BOX                     | ⊙      | ⊙        |
| VALVE                         | ⊙      | ⊙        |
| FIRE HYDRANT                  | ⊙      | ⊙        |
| FIRE DEPARTMENT CONNECTION    | ⊙      | ⊙        |
| LIGHT POLE                    | ⊙      | ⊙        |
| UTILITY POLE AND GUY WIRE     | ⊙      | ⊙        |
| CABLE TV LINE                 | TV     | XTV      |
| ELECTRIC                      | E      | XE       |
| FIBER OPTIC CABLE             | FO     | XFO      |
| GAS LINE                      | G      | XG       |
| OVERHEAD UTILITY LINE         | OH     | XOH      |
| SANITARY SEWER                | SS     | XSS      |
| STORM DRAIN PIPE              | SD     | XSD      |
| TELEPHONE                     | T      | XT       |
| WATER LINE                    | W      | XW       |
| GRADE CONTOUR                 | 400    | 400      |
| FINISHED GRADE SPOT ELEVATION | 356.44 | 356.44   |
| CLEARING LIMIT/TREE LINE      | ---    | ---      |
| LIMITS OF DISTURBANCE         | ---    | ---      |
| DITCH OR SWALE FLOWLINE       | ---    | ---      |
| TREE PROTECTION FENCE         | ---    | ---      |
| SILT FENCE                    | ---    | ---      |
| FENCE                         | X      | X        |
| RIP RAP APRON                 | ---    | ---      |
| CHECK DAM                     | ---    | ---      |
| SEDIMENT FENCE OUTLET         | ---    | ---      |
| INLET PROTECTION              | ---    | ---      |
| WHEELCHAIR RAMP               | ---    | ---      |
| ELECTRICAL TRANSFORMER        | ---    | ---      |

#### PROJECT DATA

**SITE INFORMATION:**  
 PIN NUMBER: 9880-28-1953  
 DEED REFERENCE: BOOK 5368, PAGE 194  
 ACREAGE: 36.46 ACRES  
 ZONING: RB - RURAL BUFFER  
 WATERSHED: JORDAN LAKE UNPROTECTED OVERLAY  
 TOWNSHIP: 7  
 SCHOOL DISTRICT: CHAPEL HILL - CARRBORO  
 FIRE DISTRICT: NEW HOPE

**PROPOSED SITE DATA:**  
 NUMBER OF LOTS: 11 WELL & SEPTIC LOTS  
 AVERAGE LOT SIZE: 2.06 ACRES  
 MIN. LOT SIZE: 2.00 ACRES  
 OVERALL DENSITY: 11 LOTS / 36.46 ACRES  
 0.30 UNITS PER ACRE

**LINEAR FEET OF NEW ROADS:**  
 1,260.84 LF  
**ACRES IN OPEN SPACE:**  
 12.16 ACRES  
**SLOPES >15% DISTURBED:**  
 1,732 SF  
**FRONT SETBACKS:**  
 40'  
**SIDE & REAR SETBACKS:**  
 20'  
**LAND USE BUFFER:**  
 75', TYPE B, OPTION 1 MIXED

**PROPOSED ROADWAY DATA:**  
**DUMFRIES LANE**  
 0.49 ACRES RIGHT-OF-WAY  
 314 LINEAR FEET OF CENTER LINE  
 11,977 SF IMPERVIOUS AREA  
**LOCHWOOD COURT**  
 1.11 ACRES RIGHT-OF-WAY  
 853 LINEAR FEET OF CENTER LINE  
 26,542 SF IMPERVIOUS AREA

#### OPEN SPACE CALCULATIONS:

PER SECTION 7.13.3 (C) (1) AND (2) OF THE ORANGE COUNTY UNIFIED DEVELOPMENT ORDINANCE (UDO) OPEN SPACE FOR THE PROJECT IS BROKEN DOWN AS FOLLOWS:

#### PRIMARY:

- WETLANDS INCLUDING BUT NOT LIMITED TO STREAMS, CREEKS, PONDS, RESERVOIRS ETC: 6.76 ACRES OF OPEN SPACE AROUND EXISTING STREAM.

#### SECONDARY:

- ROADSIDE BUFFER - 75 FOOT ROADSIDE BUFFER ALONG WHITFIELD ROAD: 2.61 ACRES
- WOODLANDS - PRESERVATION OF EXISTING FORESTED AREA AS AN OPEN SPACE BUFFER: 2.22 ACRES WEST OF DUMFRIES LANE AND 0.24 ACRES EAST OF LOCKWOOD.
- PEDESTRIAN OPEN SPACE ACCESS (POSA): 0.33 ACRES

TOTAL: 12.16 ACRES

#### IMPERVIOUS SURFACE CALCULATIONS:

PROPOSED IMPERVIOUS SURFACE LIMIT = 10.81%  
 TOTAL LOT AREA = 36.46 ACRES (1,588,198 SF)  
 TOTAL IMPERVIOUS ALLOWED = 3.94 ACRES (171,684 SF)

IMPERVIOUS AREA FOR DUMFRIES = 0.27 ACRES (11,977 SF)  
 IMPERVIOUS AREA FOR LOCHWOOD = 0.61 ACRES (26,542 SF)  
 TOTAL ROADWAY IMPERVIOUS AREA = 0.88 ACRES (38,519 SF)

IMPERVIOUS ALLOWED FOR EACH LOT = 0.25 ACRES (11,000 SF)  
 TOTAL NUMBER OF PROPOSED LOTS = 11  
 SUBTOTAL IMPERVIOUS FOR ALL LOTS = 2.78 ACRES (121,000 SF)  
 10% OVERAGE ALLOWANCE = 0.28 ACRES (12,100 SF)  
 TOTAL IMPERVIOUS FOR ALL LOTS = 3.06 ACRES (133,100 SF)

TOTAL ROADWAY IMPERVIOUS = 0.88 ACRES (38,519 SF)  
 TOTAL LOT IMPERVIOUS = 3.06 ACRES (133,100 SF)  
 TOTAL PROPOSED PROJECT IMP. = 3.94 ACRES (171,619 SF)

#### OWNER/DEVELOPER:

WHITFIELD LOTS, LLC  
 C/O TOM HEFFNER  
 200 KENILWORTH PLACE  
 PHONE: (919) 929-9653  
 MOBILE: (919) 880-6279  
 TOM@CHAPELHILLNC.COM

#### ENGINEER:

CHARLES P. KOCH P.E.  
 EARTHCENTRIC ENGINEERING, INC.  
 204 WEST CLAY STREET  
 MEBANE, NC 27302  
 PHONE: (919) 563-9041  
 FAX: (919) 304-3234  
 PHIL.KOCH@EARTHCENTRIC.COM

#### SURVEYOR:

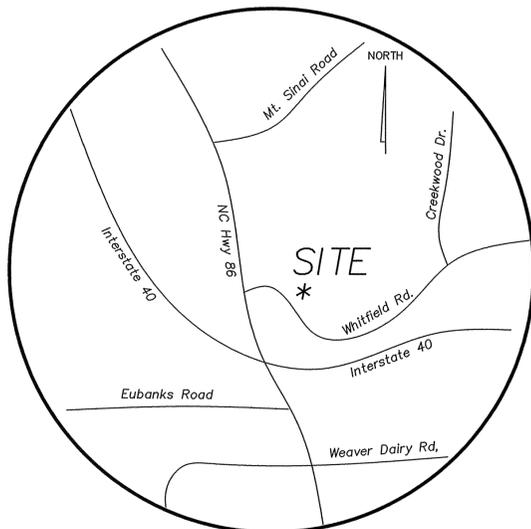
ROBERT S. JONES  
 R.S. JONES & ASSOCIATES, INC.  
 121 WEST CLAY STREET  
 SUITE A  
 MEBANE, NC 27302  
 PHONE: (919) 563-3623  
 FAX: (919) 563-0086  
 BOBBYJ@RSJONESANDASSOCIATES.COM

#### LAND PLANNER:

THE DESIGN RESPONSE  
 1616 EVANS ROAD  
 SUITE 205  
 CARY, NC 27513  
 PHONE: (919) 678-8050  
 FAX: (919) 678-8150  
 LKING@THEDESIGNRESPONSE.COM

#### INDEX OF DRAWINGS:

- C-1 COVER SHEET
- C-2 EXIST. COND. / DEMOLITION
- C-3 SITE & UTILITY PLAN
- C-4 GRADING & STORM DRAINAGE
- P-1 DUMFRIES LN PLAN & PROFILE
- P-2 LOCKWOOD CT PLAN & PROFILE
- D-1 STORMWATER DETAILS
- D-2 DOT ROADWAY DETAILS



VICINITY MAP (NOT TO SCALE)

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 2 WORKING DAYS PRIOR TO BEGINNING GRADING OR TRENCHING.  
 NORTH CAROLINA GENERAL STATUTE 87-102

#### APPROVAL STAMP

**EarthCentric Engineering, Inc.**  
 LICENSE # C-2838  
 204 W. Clay Street  
 Mebane, NC 27302  
 Phone: (919) 563-9041  
 Fax: (919) 304-3234  
 E-Mail: Phil.Koch@EarthCentric.com

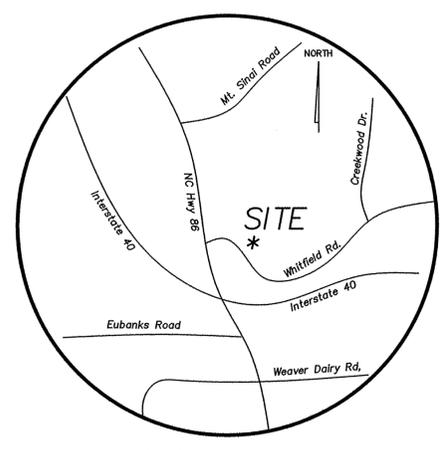
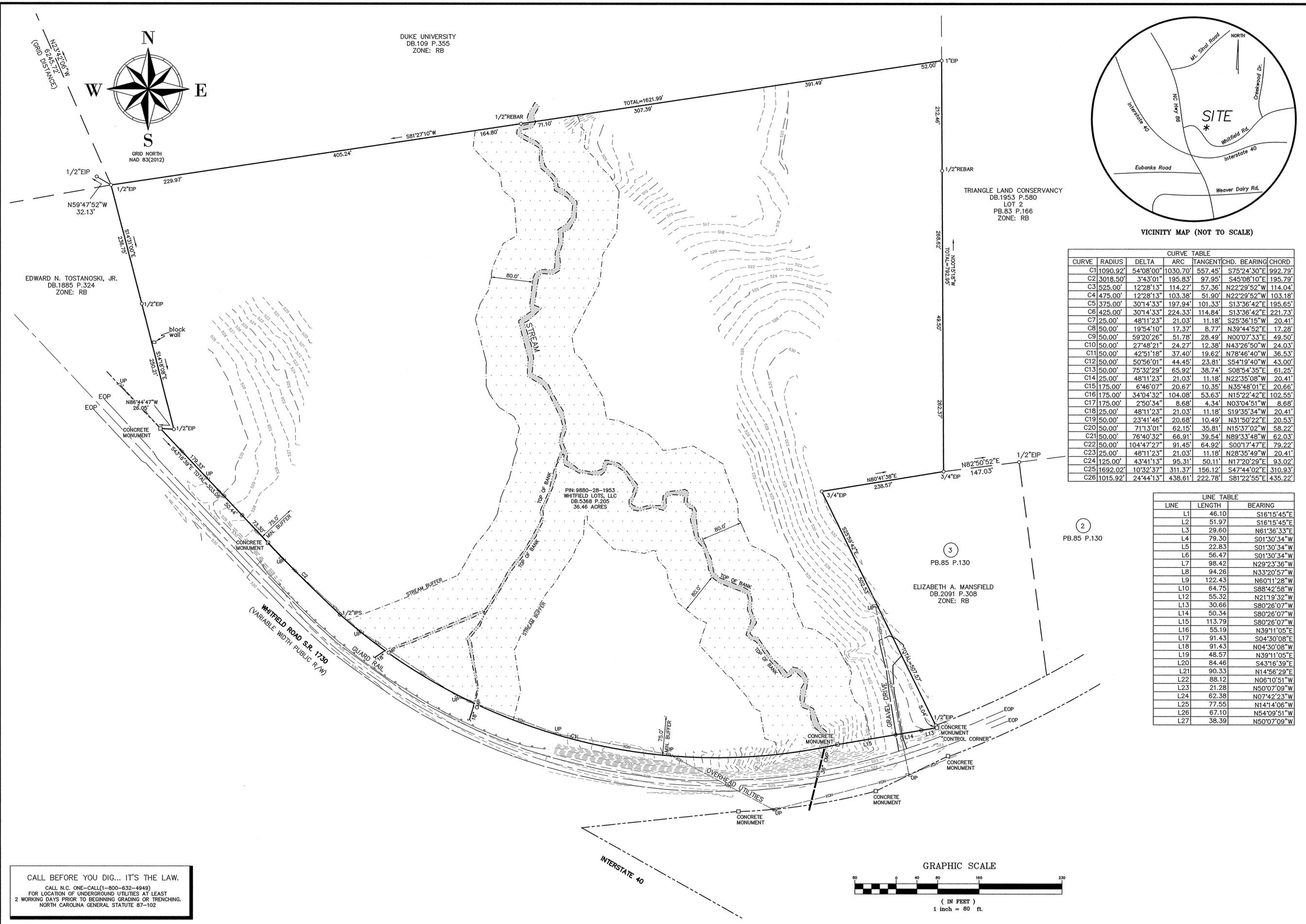
**ANNANDALE**  
 AT CREEK WOOD  
 ORANGE COUNTY, NORTH CAROLINA  
 COVER SHEET

| REV. | DATE     | DESCRIPTION               | BY  |
|------|----------|---------------------------|-----|
| 1    | 09/13/12 | ADDITIONAL INFO PER STAFF | EJK |
| 2    | 12/07/12 | PRELIM PLAN SUBMITTALS    | CPK |
| 3    | 01/04/13 | PER OC COMMENTS           | SCS |
| 4    | 01/16/13 | COVER SHEET REVISION      | SCS |
| 5    | 02/25/13 | LOT LINE REVISION         | SCS |
| 6    | 02/25/13 | ADD. ANNOTATION           | SCS |
| 7    | 03/22/13 | OPEN SPACE CALCS          | SCS |
| 8    | 04/09/13 | EASEMENT ADDITIONS        | SCS |

DATE: SEPTEMBER 5, 2012  
 HORIZONTAL SCALE: 1" = 80'  
 VERTICAL SCALE: N/A  
 PROJECT MANAGER: CPK  
 DRAWN BY: CPK  
 PROJECT NO: 12-017  
 DRAWING NAME: 12-017 REVIEW

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 SHEET NO.  
**C1.0**  
 PRELIMINARY MAJOR SUBDIVISION PLAN



**CURVE TABLE**

| CURVE | RADIUS   | DELTA      | ARC      | TANGENT | CHD.        | BEARING | CHORD |
|-------|----------|------------|----------|---------|-------------|---------|-------|
| C1    | 1090.92' | 54°08'00"  | 1030.70' | 557.45' | S75°24'30"E | 992.79' |       |
| C2    | 3018.50' | 3°43'01"   | 195.83'  | 97.95'  | S45°08'10"E | 195.79' |       |
| C3    | 525.00'  | 12°28'13"  | 114.27'  | 57.36'  | N22°29'52"W | 114.04' |       |
| C4    | 475.00'  | 12°28'13"  | 103.38'  | 51.90'  | N22°29'52"W | 103.18' |       |
| C5    | 375.00'  | 30°14'33"  | 197.94'  | 101.33' | S13°36'42"E | 195.65' |       |
| C6    | 425.00'  | 30°14'33"  | 224.33'  | 114.84' | S13°36'42"E | 221.73' |       |
| C7    | 25.00'   | 48°11'23"  | 21.03'   | 11.18'  | S25°36'15"W | 20.41'  |       |
| C8    | 50.00'   | 19°54'10"  | 17.37'   | 8.77'   | N39°44'52"E | 17.28'  |       |
| C9    | 50.00'   | 59°20'26"  | 51.78'   | 28.49'  | N00°07'33"E | 49.50'  |       |
| C10   | 50.00'   | 27°48'21"  | 24.27'   | 12.38'  | N43°26'50"W | 24.03'  |       |
| C11   | 50.00'   | 42°51'18"  | 37.40'   | 19.62'  | N78°46'40"W | 36.53'  |       |
| C12   | 50.00'   | 50°56'01"  | 44.45'   | 23.81'  | S54°19'40"W | 43.00'  |       |
| C13   | 50.00'   | 75°32'29"  | 65.92'   | 38.74'  | S08°54'35"E | 61.25'  |       |
| C14   | 25.00'   | 48°11'23"  | 21.03'   | 11.18'  | N22°35'08"W | 20.41'  |       |
| C15   | 175.00'  | 6°46'07"   | 20.67'   | 10.35'  | N35°48'01"E | 20.66'  |       |
| C16   | 175.00'  | 34°04'32"  | 104.08'  | 53.63'  | N15°22'42"E | 102.55' |       |
| C17   | 175.00'  | 2°50'34"   | 8.68'    | 4.34'   | N03°04'51"W | 8.68'   |       |
| C18   | 25.00'   | 48°11'23"  | 21.03'   | 11.18'  | S19°35'34"W | 20.41'  |       |
| C19   | 50.00'   | 23°41'46"  | 20.68'   | 10.49'  | N31°50'22"E | 20.53'  |       |
| C20   | 50.00'   | 71°13'01"  | 62.15'   | 35.81'  | N15°37'02"W | 58.22'  |       |
| C21   | 50.00'   | 76°40'32"  | 66.91'   | 39.54'  | N89°33'48"W | 62.03'  |       |
| C22   | 50.00'   | 104°47'27" | 91.45'   | 64.92'  | S00°17'47"E | 79.22'  |       |
| C23   | 25.00'   | 48°11'23"  | 21.03'   | 11.18'  | N28°35'49"W | 20.41'  |       |
| C24   | 125.00'  | 43°41'13"  | 95.31'   | 50.11'  | N17°20'29"E | 93.02'  |       |
| C25   | 1692.02' | 10°32'37"  | 311.37'  | 156.12' | S47°44'02"E | 310.93' |       |
| C26   | 1015.92' | 24°44'13"  | 438.61'  | 222.78' | S81°22'55"E | 435.22' |       |

**LINE TABLE**

| LINE | LENGTH | BEARING     |
|------|--------|-------------|
| L1   | 46.10  | S16°15'45"E |
| L2   | 51.97  | S16°15'45"E |
| L3   | 29.60  | N61°36'33"E |
| L4   | 79.30  | S01°30'34"W |
| L5   | 22.83  | S01°30'34"W |
| L6   | 56.47  | S01°30'34"W |
| L7   | 98.42  | N29°23'36"W |
| L8   | 94.26  | N33°20'57"W |
| L9   | 122.43 | N60°11'28"W |
| L10  | 64.75  | S88°42'58"W |
| L12  | 55.32  | N21°19'32"W |
| L13  | 30.66  | S80°26'07"W |
| L14  | 50.34  | S80°26'07"W |
| L15  | 113.79 | S80°26'07"W |
| L16  | 55.19  | N39°11'05"E |
| L17  | 91.43  | S04°30'08"E |
| L18  | 91.43  | N04°30'08"W |
| L19  | 48.57  | N39°11'05"E |
| L20  | 84.46  | S43°16'39"E |
| L21  | 90.33  | N14°56'29"E |
| L22  | 88.12  | N06°10'51"W |
| L23  | 21.28  | N50°07'09"W |
| L24  | 62.38  | N07°42'23"W |
| L25  | 77.55  | N14°14'06"W |
| L26  | 67.10  | N54°09'51"W |
| L27  | 38.39  | N50°07'09"W |

**EarthCentric Engineering, Inc.**  
 LICENCE # C-2838

204 W. Clay Street  
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 Phone: (919) 563-9041  
 Fax: (919) 304-3234  
 E-Mail: Phil.Koch@EarthCentric.com

**INCORPORATED**

**ANNANDALE**  
 AT CREEK WOOD

ORANGE COUNTY, NORTH CAROLINA  
 EXISTING CONDITIONS  
 & DEMOLITION PLAN

PHIL KOCH - NCPE #22834  
 PRINCIPAL ENGINEER

**REVISIONS**

| REV. | DATE     | DESCRIPTION               | BY  |
|------|----------|---------------------------|-----|
| 1    | 09/13/12 | ADDITIONAL INFO PER STAFF | EJK |
| 2    | 12/07/12 | PRELIM PLAN SUBMITTAL     | CPK |
| 3    | 01/04/13 | PER OC COMMENTS           | SCS |
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| 7    | 03/22/13 | OPEN SPACE CALCS          | SCS |
| 8    | 04/09/13 | EASEMENT ADDITIONS        | SCS |

DATE: SEPTEMBER 6, 2012  
 HORIZONTAL SCALE: 1" = 80'  
 VERTICAL SCALE: N/A  
 PROJECT MANAGER: CPK  
 DRAWN BY: CPK  
 PROJECT NO: 12-017  
 DRAWING NAME: 12-017 REVIEW

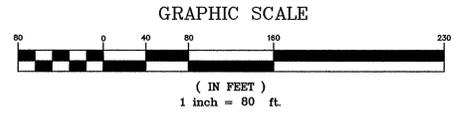
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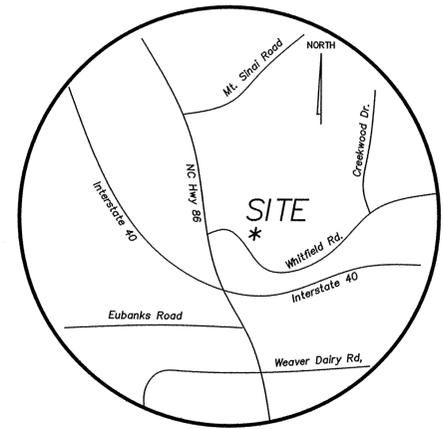
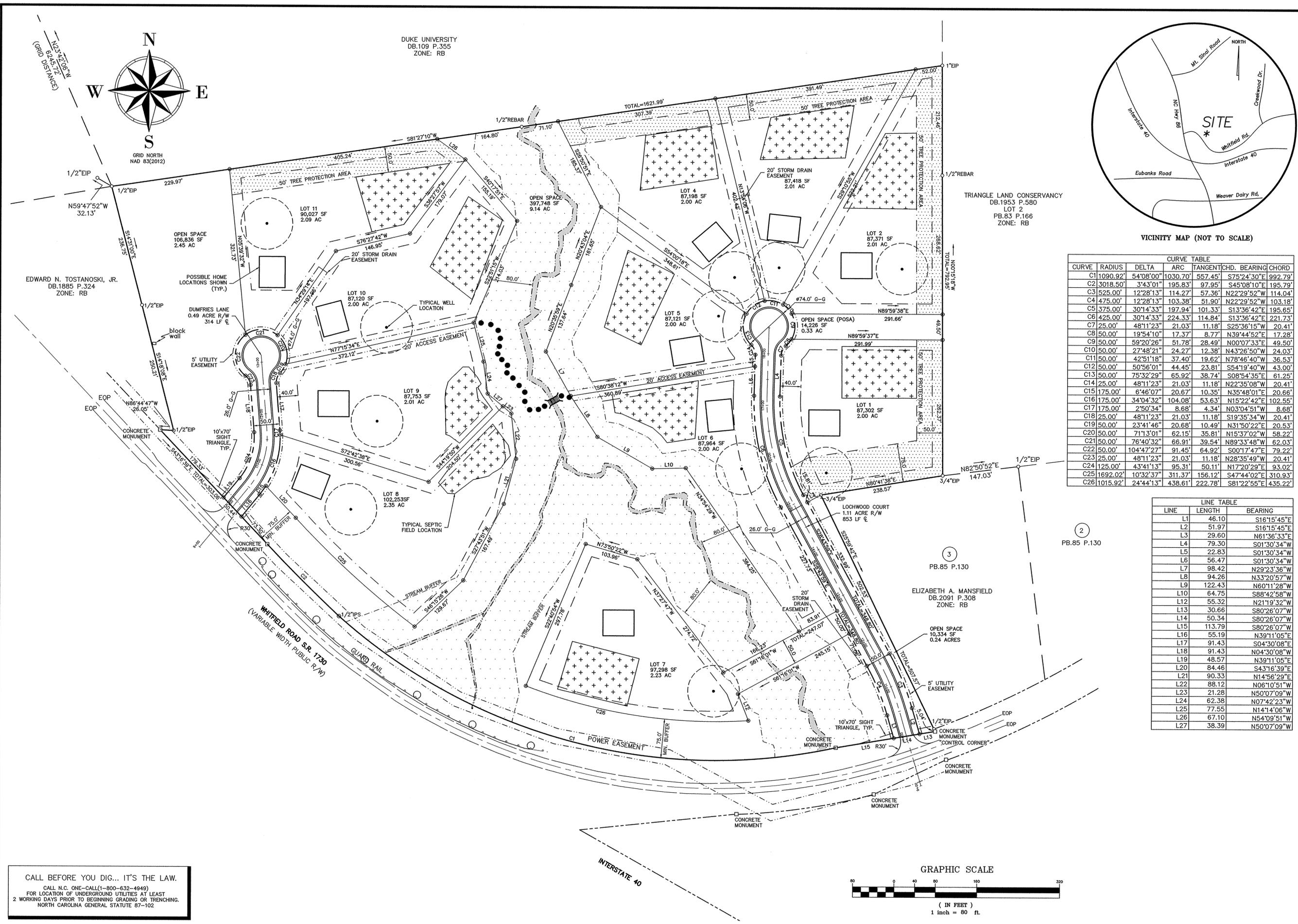
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**SHEET NO.**  
**C2.0**

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 2 WORKING DAYS PRIOR TO BEGINNING GRADING OR TRENCHING.  
 NORTH CAROLINA GENERAL STATUTE 87-102





| CURVE | RADIUS   | DELTA      | ARC      | TANGENT | CHD.        | BEARING | CHORD |
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| L23  | 21.28  | N50°07'09"W |
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| L26  | 67.10  | N54°09'51"W |
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**EarthCentric Engineering, Inc.**  
LICENCE # C-2638

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Fax: (919) 304-3234  
E-Mail: Phil.Koch@EarthCentric.com

**ANNANDALE**  
AT CREEK WOOD

ORANGE COUNTY, NORTH CAROLINA

**SITE & UTILITY PLAN**

| REV. | DATE     | DESCRIPTION               | BY  |
|------|----------|---------------------------|-----|
| 1    | 09/13/12 | ADDITIONAL INFO PER STAFF | EJK |
| 2    | 12/07/12 | PRELIM PLAN SUBMITTAL     | CPK |
| 3    | 01/04/13 | PER OC COMMENTS           | SCS |
| 4    | 01/16/13 | COVER SHEET REVISION      | SCS |
| 5    | 02/21/13 | LOT LINE REVISION         | SCS |
| 6    | 02/25/13 | ADD. ANNOTATION           | SCS |
| 7    | 03/22/13 | OPEN SPACE CALCS          | SCS |
| 8    | 04/09/13 | EASEMENT ADDITIONS        | SCS |

DATE: SEPTEMBER 8, 2012  
HORIZONTAL SCALE: 1" = 80'  
VERTICAL SCALE: N/A  
PROJECT MANAGER: CPK  
DRAWN BY: CPK  
PROJECT NO: 12-017  
DRAWING NAME: 12-017 REVIEW

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SHEET NO.  
**C3.0**  
PRELIMINARY MAJOR SUBDIVISION PLAN

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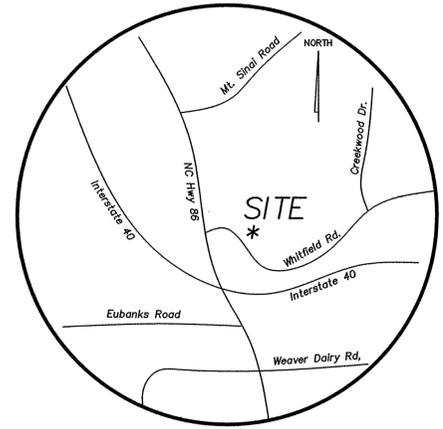

**ANNANDALE**  
 AT CREEK WOOD  
 ORANGE COUNTY, NORTH CAROLINA  
**GRADING & STORM DRAINAGE PLAN**

| REV. | DATE     | DESCRIPTION               | BY  |
|------|----------|---------------------------|-----|
| 1    | 09/13/12 | ADDITIONAL INFO PER STAFF | EJK |
| 2    | 12/07/12 | PRELIM PLAN SUBMITTAL     | CPK |
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DATE: SEPTEMBER 6, 2012  
 HORIZONTAL SCALE: 1" = 80'  
 VERTICAL SCALE: N/A  
 PROJECT MANAGER: CPK  
 DRAWN BY: CPK  
 PROJECT NO.: 12-017  
 DRAWING NAME: 12-017 REVIEW

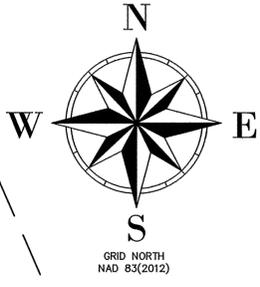
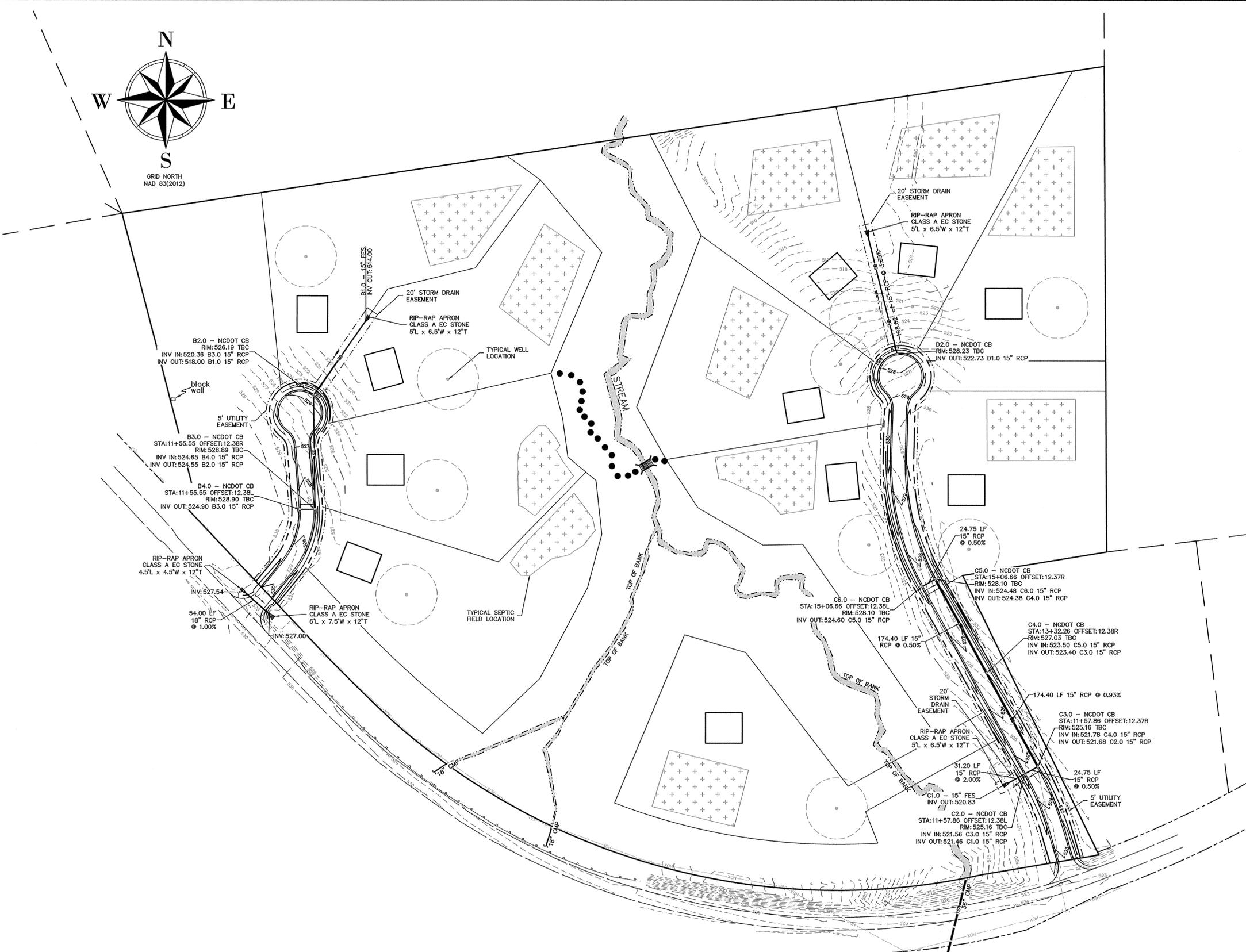
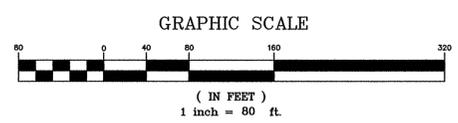
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SHEET NO.  
**C4.0**  
 PRELIMINARY MAJOR SUBDIVISION PLAN

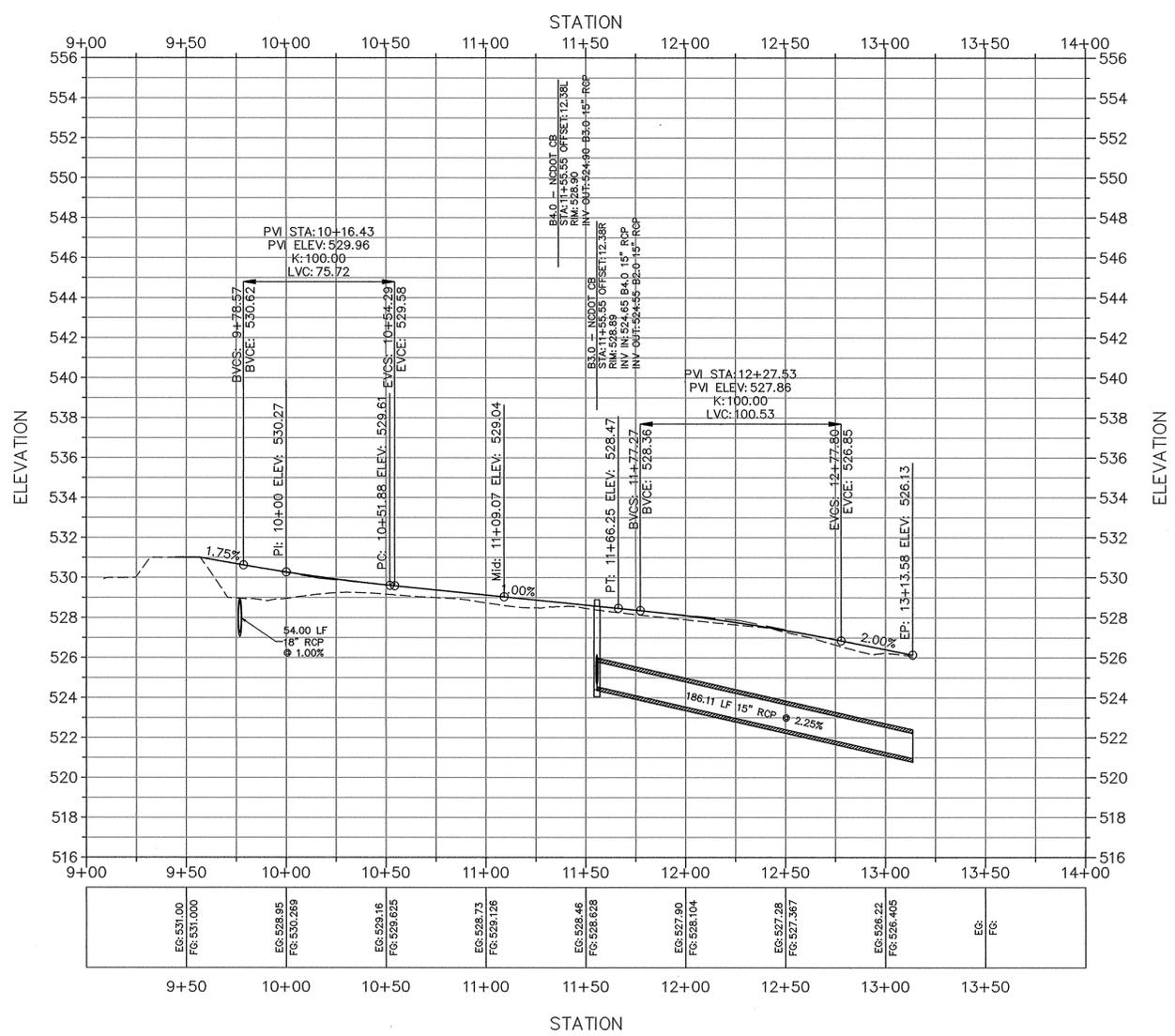
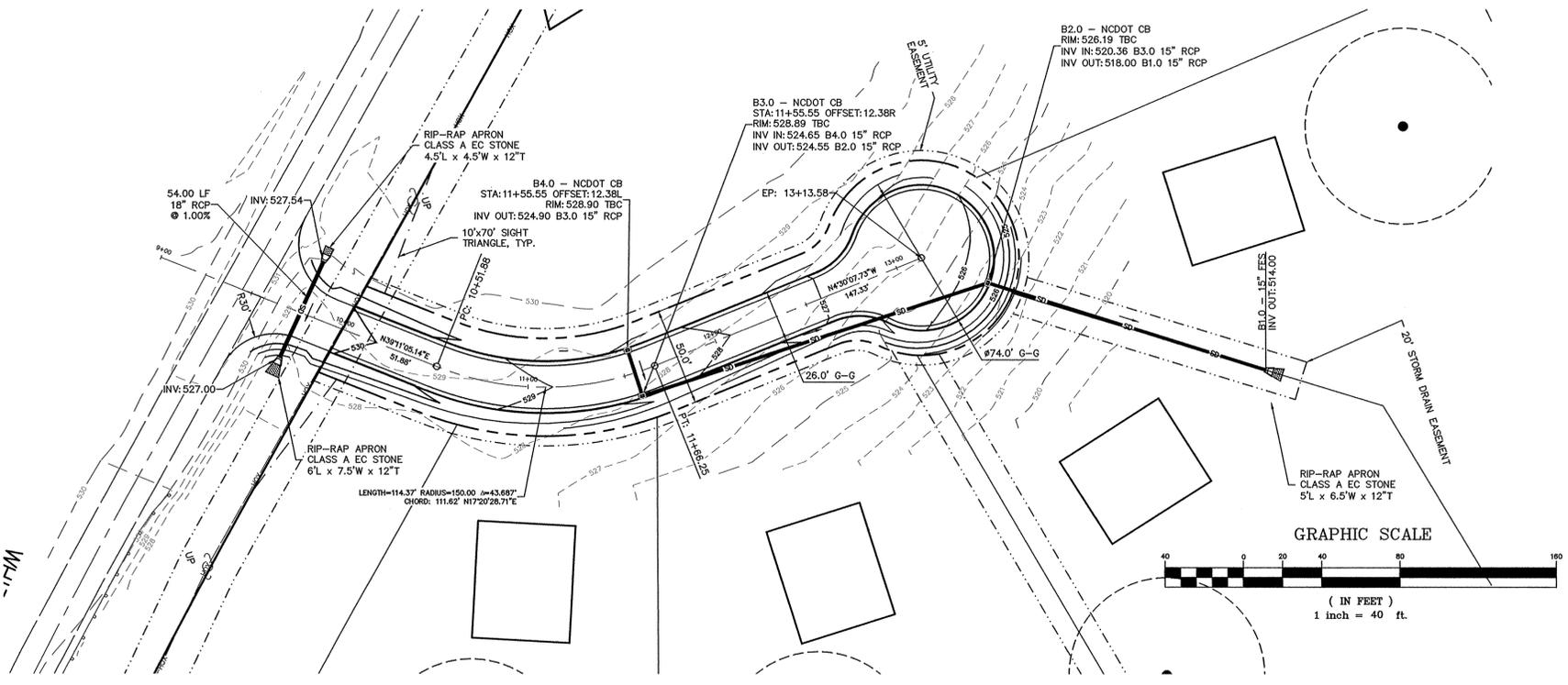
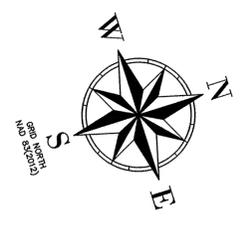


| CURVE | RADIUS   | DELTA      | ARC      | TANGENT | CHD.        | BEARING | CHORD |
|-------|----------|------------|----------|---------|-------------|---------|-------|
| C1    | 1090.92' | 54°08'00"  | 1030.70' | 557.45' | S75°24'30"E | 992.79' |       |
| C2    | 3018.50' | 3°43'01"   | 195.83'  | 97.95'  | S45°08'10"E | 195.79' |       |
| C3    | 525.00'  | 12°28'13"  | 114.27'  | 57.36'  | N22°29'52"W | 114.04' |       |
| C4    | 475.00'  | 12°28'13"  | 103.38'  | 51.90'  | N22°29'52"W | 103.18' |       |
| C5    | 375.00'  | 30°14'33"  | 197.94'  | 101.33' | S13°36'42"E | 195.65' |       |
| C6    | 425.00'  | 30°14'33"  | 224.33'  | 114.84' | S13°36'42"E | 221.73' |       |
| C7    | 25.00'   | 48°11'23"  | 21.03'   | 11.18'  | S25°36'15"W | 20.41'  |       |
| C8    | 50.00'   | 19°54'10"  | 17.37'   | 8.77'   | N39°44'52"E | 17.28'  |       |
| C9    | 50.00'   | 59°20'26"  | 51.78'   | 28.49'  | N00°07'33"E | 49.50'  |       |
| C10   | 50.00'   | 27°48'21"  | 24.27'   | 12.38'  | N43°26'50"W | 24.03'  |       |
| C11   | 50.00'   | 42°51'18"  | 37.40'   | 19.62'  | N78°46'40"W | 36.53'  |       |
| C12   | 50.00'   | 50°56'01"  | 44.45'   | 23.81'  | S54°19'40"W | 43.00'  |       |
| C13   | 50.00'   | 75°32'29"  | 65.92'   | 38.74'  | S08°54'35"E | 61.25'  |       |
| C14   | 25.00'   | 48°11'23"  | 21.03'   | 11.18'  | N22°35'08"W | 20.41'  |       |
| C15   | 175.00'  | 6°46'07"   | 20.67'   | 10.35'  | N35°48'01"E | 20.66'  |       |
| C16   | 175.00'  | 34°04'32"  | 104.08'  | 53.63'  | N15°22'42"E | 102.55' |       |
| C17   | 175.00'  | 2°50'34"   | 8.68'    | 4.34'   | N03°04'51"W | 8.68'   |       |
| C18   | 25.00'   | 48°11'23"  | 21.03'   | 11.18'  | S19°35'34"W | 20.41'  |       |
| C19   | 50.00'   | 23°41'46"  | 20.68'   | 10.49'  | N31°50'22"E | 20.53'  |       |
| C20   | 50.00'   | 71°13'01"  | 62.15'   | 35.81'  | N15°37'02"W | 58.22'  |       |
| C21   | 50.00'   | 76°40'32"  | 66.91'   | 39.54'  | N89°33'48"W | 62.03'  |       |
| C22   | 50.00'   | 104°47'27" | 91.45'   | 64.92'  | S00°17'47"E | 79.22'  |       |
| C23   | 25.00'   | 48°11'23"  | 21.03'   | 11.18'  | N28°35'49"W | 20.41'  |       |
| C24   | 125.00'  | 43°41'13"  | 95.31'   | 50.11'  | N17°20'29"E | 93.02'  |       |
| C25   | 1692.02' | 10°32'37"  | 311.37'  | 156.12' | S47°44'02"E | 310.93' |       |
| C26   | 1015.92' | 24°44'13"  | 438.61'  | 222.78' | S61°22'55"E | 435.22' |       |

| LINE | LENGTH | BEARING     |
|------|--------|-------------|
| L1   | 46.10  | S16°15'45"E |
| L2   | 51.97  | S16°15'45"E |
| L3   | 29.60  | N61°36'33"E |
| L4   | 79.30  | S01°30'34"W |
| L5   | 22.83  | S01°30'34"W |
| L6   | 56.47  | S01°30'34"W |
| L7   | 98.42  | N29°23'36"W |
| L8   | 94.26  | N33°20'57"W |
| L9   | 122.43 | N60°11'28"W |
| L10  | 64.75  | S88°42'58"W |
| L12  | 55.32  | N21°19'32"W |
| L13  | 30.66  | S80°26'07"W |
| L14  | 50.34  | S80°26'07"W |
| L15  | 113.79 | S80°26'07"W |
| L16  | 55.19  | N39°11'05"E |
| L17  | 91.43  | S04°30'08"E |
| L18  | 91.43  | N04°30'08"W |
| L19  | 48.57  | N39°11'05"E |
| L20  | 84.46  | S43°16'39"E |
| L21  | 90.33  | N14°56'29"E |
| L22  | 88.12  | N06°10'51"W |
| L23  | 21.28  | N50°07'09"W |
| L24  | 62.38  | N07°42'23"W |
| L25  | 77.55  | N14°14'06"W |
| L26  | 67.10  | N54°09'51"W |
| L27  | 38.39  | N50°07'09"W |



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 CALL N.C. ONE-CALL(1-800-632-4949)  
 FOR LOCATION OF UNDERGROUND UTILITIES AT LEAST  
 2 WORKING DAYS PRIOR TO BEGINNING GRADING OR TRENCHING.  
 NORTH CAROLINA GENERAL STATUTE 87-102



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NORTH CAROLINA GENERAL STATUTE 87-102

**EarthCentric Engineering, Inc.**  
 LICENCE # C-2638  
 204 W. Clay Street  
 Mebane, NC 27302  
 Phone: (919) 563-9041  
 Fax: (919) 304-3234  
 E-Mail: Phil.Koch@EarthCentric.com



**ANNANDALE**  
 AT CREEK WOOD  
 ORANGE COUNTY, NORTH CAROLINA  
**DUMFRIES LN. - PLAN & PROFILE**  
 STA:10+00 TO STA:13+14

| REV. | DATE     | DESCRIPTION               | BY  |
|------|----------|---------------------------|-----|
| 1    | 09/13/12 | ADDITIONAL INFO PER STAFF | EJK |
| 2    | 12/07/12 | PRELIM PLAN SUBMITTAL     | CPK |
| 3    | 01/04/13 | PER OC COMMENTS           | SCS |
| 4    | 01/16/13 | COVER SHEET REVISION      | SCS |
| 5    | 02/21/13 | LOT LINE REVISION         | SCS |
| 6    | 02/25/13 | ADD. ANNOTATION           | SCS |
| 7    | 03/22/13 | OPEN SPACE CALCS          | SCS |
| 8    | 04/09/13 | EASEMENT ADDITIONS        | SCS |

DATE: SEPTEMBER 5, 2012  
 HORIZONTAL SCALE: 1" = 40'  
 VERTICAL SCALE: 1" = 4'  
 PROJECT MANAGER: CPK  
 DRAWN BY: TMM  
 PROJECT NO.: 12-017  
 DRAWING NAME: 12-017 REVIEW

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SHEET NO.  
**P1.0**  
 PRELIMINARY MAJOR SUBDIVISION PLAN

**EarthCentric Engineering, Inc.**  
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 204 W. Clay Street  
 Mebane, NC 27302  
 Phone: (919) 563-9041  
 Fax: (919) 304-3234  
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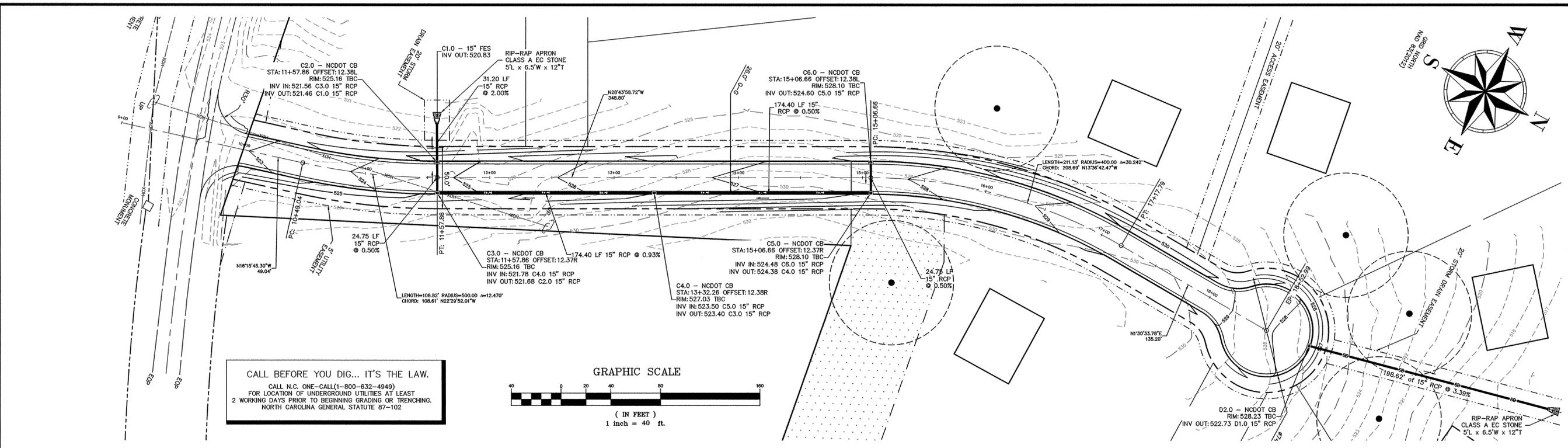


**ANNANDALE**  
 AT CREEK WOOD  
 ORANGE COUNTY, NORTH CAROLINA  
**LOCHWOOD CT. - PLAN & PROFILE**  
 STA:10+00 TO STA:18+53

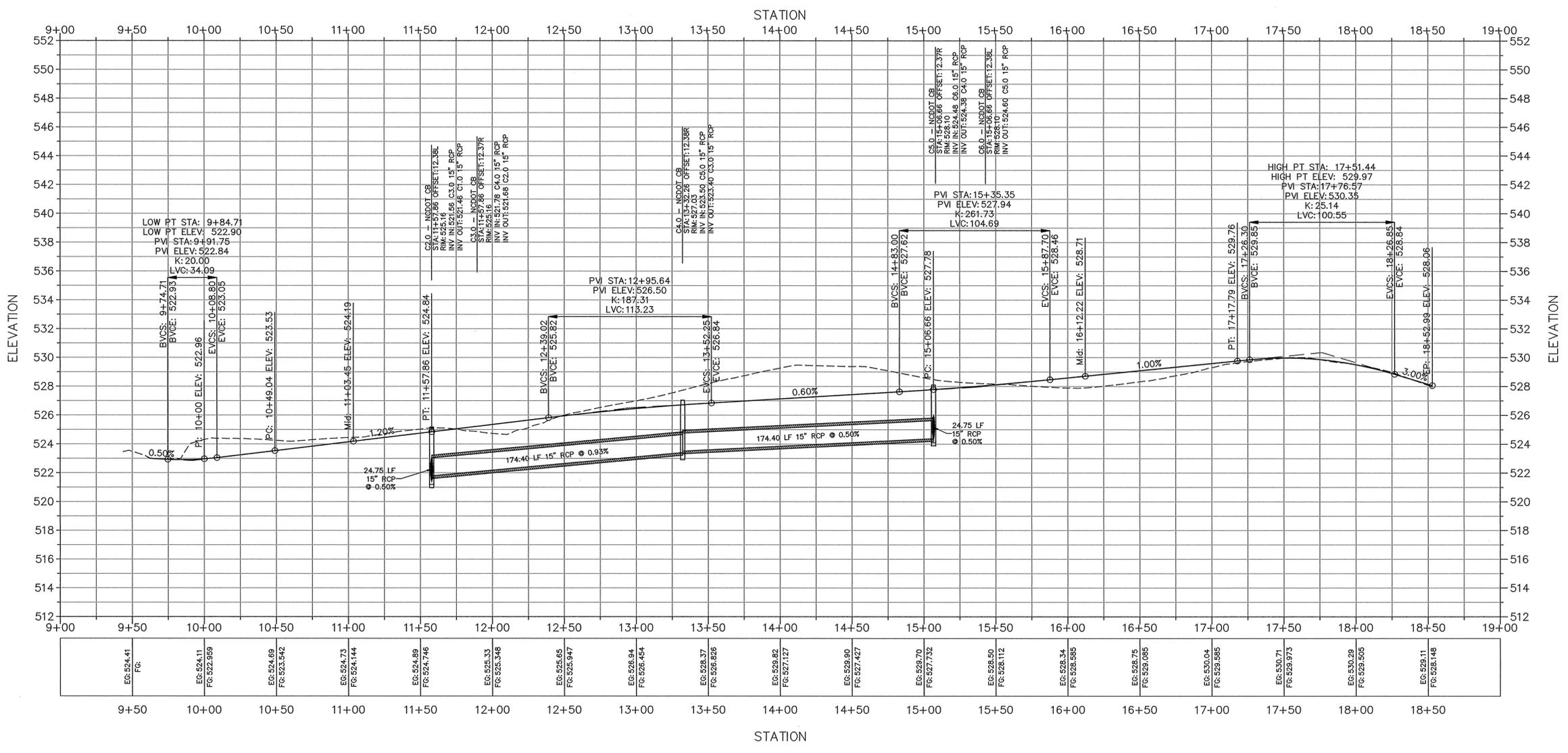
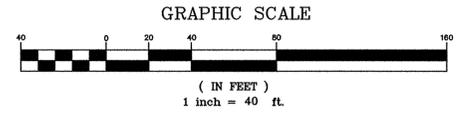
| REV. | DATE     | DESCRIPTION               | BY  |
|------|----------|---------------------------|-----|
| 1    | 09/13/12 | ADDITIONAL INFO PER STAFF | EJK |
| 2    | 12/07/12 | PRELIM PLAN SUBMITTAL     | CPK |
| 3    | 01/04/13 | PER CC COMMENTS           | SCS |
| 4    | 01/16/13 | COVER SHEET REVISION      | SCS |
| 5    | 02/21/13 | LOT LINE REVISION         | SCS |
| 6    | 02/25/13 | ADD. ANNOTATION           | SCS |
| 7    | 03/22/13 | OPEN SPACE CALCS          | SCS |
| 8    | 04/09/13 | EASEMENT ADDITIONS        | SCS |

DATE: SEPTEMBER 6, 2012  
 HORIZONTAL SCALE: 1" = 40'  
 VERTICAL SCALE: 1" = 4'  
 PROJECT MANAGER: CPK  
 DRAWN BY: TMM  
 PROJECT NO.: 12-017  
 DRAWING NAME: 12-017 REVIEW

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 NORTH CAROLINA GENERAL STATUTE 87-102



**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** April 23, 2013

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

**SUBJECT:** Preliminary Information and Approval to Finance Various Capital Investment Plan Projects and County Equipment

---

**DEPARTMENT:** Finance and Administrative Services

**PUBLIC HEARING: (Y/N)**

|    |
|----|
| No |
|----|

**ATTACHMENT(S):**

1. Listing of Projects to be Financed
2. Preliminary Financing Schedule
3. Preliminary Financing Calendar
4. Resolution Providing Preliminary Approval of Installment Financing

**INFORMATION CONTACTS:**

Clarence Grier, 919-245-2453  
Robert Jessup, 919-933-9891

**PURPOSE:** To receive preliminary information and approve a resolution authorizing the scheduling of a public hearing for the installment financing for capital investment projects and equipment previously authorized by the Board.

**BACKGROUND:** As part of the FY2012-17 Capital Investment Plan, several projects were approved for equipment financing. These projects included the following (see Attachment 1 for additional information):

**Debt Financing in FY 2012-13**

| <b>County Projects</b>             | <b>Amount</b>       |
|------------------------------------|---------------------|
| Southern HSC (Future Planning)     | \$ 300,000          |
| HVAC Projects                      | \$ 1,553,201        |
| Roofing Projects                   | \$ 165,000          |
| Information Technology             | \$ 702,500          |
| Whitted Building                   | \$ 295,000          |
| VIPER Radio System                 | \$ 543,750          |
| Communications System Improvements | \$ 164,000          |
| Twin Creeks Park - Phase II        | \$ 600,000          |
| <b>Total</b>                       | <b>\$ 4,323,451</b> |

**Debt Financing in FY 2012-13**

| <b>Water and Sewer Projects</b>            | <b>Amount</b>       |
|--|---------------------|
| Buckhorn EDD Phase 2 (Article 46 Proceeds) | \$ 4,256,046        |
|  | <b>\$ 4,256,046</b> |

### Additional Debt Financing Needed in FY 2012-13

| Project                                | Amount            |
|--|-------------------|
| Southern Human Services Center (10027) | \$ 280,000        |
| Information Technology (30007)         | \$ 500,000        |
|  | <b>\$ 780,000</b> |

### Vehicle Replacement Fund

| Project              | Amount            |
|----------------------|-------------------|
| Vehicle Replacements | \$ 640,503        |
|                      | <b>\$ 640,503</b> |

|                    |                      |
|--------------------|----------------------|
| <b>Grand Total</b> | <b>\$ 10,000,000</b> |
|--------------------|----------------------|

The preliminary schedule for the financing is attached (Attachment 2). Staff will be receiving bids from financial institutions to secure the financing and anticipates receiving \$10 million in financing for twenty (20) years at an interest rate of 2.30 percent, which will result in an average annual debt service cost of \$742,000.

**FINANCIAL IMPACT:** There is no financial impact related to this action. However, there will be a financial impact in proceeding with the financing for projects. A preliminary estimate of maximum debt service applicable to the school and County projects financing would require \$683,000 in fiscal year 2013-14 with the highest debt service payment of \$743,000 falling in fiscal years 2015-2018. The tax rate equivalent for the highest debt service payment is approximately .4054 cents.

**RECOMMENDATION(S):** The Manager recommends the Board receive the preliminary information, provide feedback to staff, and approve a resolution authorizing the scheduling of a public hearing for the installment financing for capital investment projects and equipment as noted above and in the attachments and previously authorized by the Board .

Orange County  
Listing of Projects To Financed for FY 2012-2013

**Debt Financing in FY 2012-13**

| <b>County Projects</b>             | <b>Amount</b>              | <b>Description</b>  |
|------------------------------------|----------------------------|---|
| Southern HSC (Future Planning)     | \$ 300,000                 | Expansion Master Plan and Preliminary Design Work and Planning                |
| HVAC Projects                      | \$ 1,553,201               | Community Geothermal Projects   |
| Roofing Projects                   | \$ 165,000                 | Jail, Justice Facility, Asset Management Services                             |
| Information Technology             | \$ 702,500                 | North Administrative Building   |
| Whitted Building                   | \$ 295,000                 | Library Management System Software (ILS), Equipment, BOCC initiatives         |
| VIPER Radio System                 | \$ 543,750                 | Preliminary Design Work   |
| Communications System Improvements | \$ 164,000                 | Additional Channels for Existing Towers to increase the Viper System capacity |
| Twin Creeks Park - Phase II        | \$ 600,000                 | Purchase of additional Viper Radios   |
| <b>Total</b>                       | <b><u>\$ 4,323,451</u></b> | Construction of a main entry road   |

**Debt Financing in FY 2012-13**

**Water and Sewer Projects**

|  | <b>Amount</b>              |  |
|--|----------------------------|--|
| Buckhorn EDD Phase 2 (Article 46 Proceeds) | \$ 4,256,046               | To place Water and Sewer infrastructure in the Buckhorn - Mebane Economic Development District |
|  | <b><u>\$ 4,256,046</u></b> |  |

**Additional Debt Financing Needed in FY 2012-13**

| <b>Project</b>                         | <b>Amount</b>            |   |
|--|--------------------------|---|
| Southern Human Services Center (10027) | \$ 280,000               | Health Clinic and DSS Renovations       |
| Information Technology (30007)         | \$ 500,000               | Desktop, Laptop and Server Replacements |
|  | <b><u>\$ 780,000</u></b> |   |

**Vehicle Replacement Fund**

| <b>Project</b>       | <b>Amount</b>            |   |
|----------------------|--------------------------|---|
| Vehicle Replacements | \$ 640,503               | Vehicle Purchases approved in the FY2013 Budget |
|                      | <b><u>\$ 640,503</u></b> |   |

**Grand Total** **\$ 10,000,000**

**Orange County, NC**  
**Series 2013 Installment Purchase Contract**  
**Preliminary Financing Schedule (4/2/2013 Draft)**

| Mar-13               |    |    |    |    |    |    | Apr-13 |    |    |    |    |    |    | May-13 |    |    |    |    |    |    |
|----------------------|----|----|----|----|----|----|--------|----|----|----|----|----|----|--------|----|----|----|----|----|----|
| Su                   | Mo | Tu | We | Th | Fr | Sa | Su     | Mo | Tu | We | Th | Fr | Sa | Su     | Mo | Tu | We | Th | Fr | Sa |
|                      |    |    |    |    | 1  | 2  |        | 1  | 2  | 3  | 4  | 5  | 6  |        |    |    | 1  | 2  | 3  | 4  |
| 3                    | 4  | 5  | 6  | 7  | 8  | 9  | 7      | 8  | 9  | 10 | 11 | 12 | 13 | 5      | 6  | 7  | 8  | 9  | 10 | 11 |
| 10                   | 11 | 12 | 13 | 14 | 15 | 16 | 14     | 15 | 16 | 17 | 18 | 19 | 20 | 12     | 13 | 14 | 15 | 16 | 17 | 18 |
| 17                   | 18 | 19 | 20 | 21 | 22 | 23 | 21     | 22 | 23 | 24 | 25 | 26 | 27 | 19     | 20 | 21 | 22 | 23 | 24 | 25 |
| <small>24/31</small> | 25 | 26 | 27 | 28 | 29 | 30 | 28     | 29 | 30 |    |    |    |    | 26     | 27 | 28 | 29 | 30 | 31 |    |

**Preliminary Schedule**

| <u>Date</u>                          | <u>Task</u>   | <u>Responsibility</u> |
|--------------------------------------|---|-----------------------|
| Week of April 1 <sup>st</sup>        | ▪ RFP Distributed   | County / SH / Dav     |
| No Later Than April 25 <sup>th</sup> | ▪ Publish Notice of Public Hearing  | County / SH           |
| Week of April 29 <sup>th</sup>       | ▪ Submit application to the LGC   | County / Dav          |
| May 6 <sup>th</sup>                  | ▪ RFP Bids Due  | Dav                   |
| Week of May 6 <sup>th</sup>          | ▪ Conference call to discuss bank proposals and determine recommended bidder  | County / Dav / SH     |
| May 7 <sup>th</sup>                  | ▪ County Board Meeting <ul style="list-style-type: none"> <li>▪ Hold Public Hearing</li> <li>▪ Adopt a Findings Resolution</li> </ul> | County / SH / Dav     |
| Mid – Late May                       | ▪ Finalize Documents  | SH / Bank             |
| June 4 <sup>th</sup>                 | ▪ County Board Meeting <ul style="list-style-type: none"> <li>▪ Adopt a Resolution approving financing terms and documents</li> </ul> | County / SH / Dav     |
|                                      | ▪ LGC Meeting <ul style="list-style-type: none"> <li>▪ LGC Considers approval of the refinancing</li> </ul>                           | LGC                   |
| No later than June 13 <sup>th</sup>  | ▪ Close on Bond   | Working Group         |

**Working Group**

| <u>Role</u>       | <u>Entity</u>               | <u>Defined</u> |
|-------------------|-----------------------------|----------------|
| Issuer            | Orange County, NC           | “County”       |
| Bond Counsel      | Local Government Commission | “LGC”          |
| Bank              | Sanford Holshouser LLP      | “SH”           |
| Financial Advisor | TBD                         | “Bank”         |
|                   | Davenport & Company LLC     | “Dav”          |

## Attachment 3

## Orange County, NC

## Limited Obligation Bonds, Series 2013

## Preliminary, Rate Indications as of March 20, 2013

| Private Placement (15 Years) |    |  |  |            | Public Sale (15 Years) |    |  |  |            | Public Sale (20 Years) |    |  |  |            |
|------------------------------|----|--|--|------------|------------------------|----|--|--|------------|------------------------|----|--|--|------------|
| Term                         |    |  |  | 15 Years   | Term                   |    |  |  | 15 Years   | Term                   |    |  |  | 20 Years   |
| Par Amount                   | \$ |  |  | 11,075,000 | Par Amount             | \$ |  |  | 9,925,000  | Par Amount             | \$ |  |  | 9,900,000  |
| Total Debt Service           |    |  |  | 13,101,365 | Total Debt Service     |    |  |  | 13,259,517 | Total Debt Service     |    |  |  | 14,606,418 |
| Project Fund Deposit         |    |  |  | 11,000,000 | Project Fund Deposit   |    |  |  | 11,000,000 | Project Fund Deposit   |    |  |  | 11,000,000 |
| Issuance Costs               |    |  |  | 75,000     | Issuance Costs         |    |  |  | 175,000    | Issuance Costs         |    |  |  | 175,000    |
| Underwriter's Discount       |    |  |  | -          | Underwriter's Discount |    |  |  | 49,625     | Underwriter's Discount |    |  |  | 49,500     |
| Total Cost of Issuance       |    |  |  | 75,000     | Total Cost of Issuance |    |  |  | 224,625    | Total Cost of Issuance |    |  |  | 224,500    |
| TIC                          |    |  |  | 2.30%      | TIC                    |    |  |  | 2.39%      | TIC                    |    |  |  | 2.99%      |
| AIC                          |    |  |  | 2.40%      | AIC                    |    |  |  | 2.62%      | AIC                    |    |  |  | 3.18%      |

| Fiscal Year  | Principal           | Coupon | Interest            | Annual Debt Service  | Fiscal Year  | Principal           | Coupon | Interest            | Annual Debt Service  | Fiscal Year  | Principal           | Coupon | Interest            | Annual Debt Service  |
|--------------|---------------------|--------|---------------------|----------------------|--------------|---------------------|--------|---------------------|----------------------|--------------|---------------------|--------|---------------------|----------------------|
| 2014         | \$ 683,000          | 2.300% | \$ 234,205          | \$ 917,205           | 2014         | 615,000             | 2.00%  | 335,367.36          | 950,367.36           | 2014         | 455,000             | 2.00%  | 364,467.78          | 819,467.78           |
| 2015         | 743,000             | 2.300% | 239,016             | 982,016              | 2015         | 665,000             | 2.00%  | 352,450.00          | 1,017,450.00         | 2015         | 500,000             | 2.00%  | 387,300.00          | 887,300.00           |
| 2016         | 743,000             | 2.300% | 221,927             | 964,927              | 2016         | 665,000             | 3.00%  | 339,150.00          | 1,004,150.00         | 2016         | 500,000             | 3.00%  | 377,300.00          | 877,300.00           |
| 2017         | 743,000             | 2.300% | 204,838             | 947,838              | 2017         | 665,000             | 3.00%  | 319,200.00          | 984,200.00           | 2017         | 500,000             | 3.00%  | 362,300.00          | 862,300.00           |
| 2018         | 743,000             | 2.300% | 187,749             | 930,749              | 2018         | 665,000             | 3.00%  | 299,250.00          | 964,250.00           | 2018         | 500,000             | 3.00%  | 347,300.00          | 847,300.00           |
| 2019         | 742,000             | 2.300% | 170,660             | 912,660              | 2019         | 665,000             | 3.00%  | 279,300.00          | 944,300.00           | 2019         | 500,000             | 3.00%  | 332,300.00          | 832,300.00           |
| 2020         | 742,000             | 2.300% | 153,594             | 895,594              | 2020         | 665,000             | 3.00%  | 259,350.00          | 924,350.00           | 2020         | 500,000             | 3.00%  | 317,300.00          | 817,300.00           |
| 2021         | 742,000             | 2.300% | 136,528             | 878,528              | 2021         | 665,000             | 3.00%  | 239,400.00          | 904,400.00           | 2021         | 500,000             | 3.00%  | 302,300.00          | 802,300.00           |
| 2022         | 742,000             | 2.300% | 119,462             | 861,462              | 2022         | 665,000             | 4.00%  | 219,450.00          | 884,450.00           | 2022         | 500,000             | 4.00%  | 287,300.00          | 787,300.00           |
| 2023         | 742,000             | 2.300% | 102,396             | 844,396              | 2023         | 665,000             | 4.00%  | 192,850.00          | 857,850.00           | 2023         | 495,000             | 4.00%  | 267,300.00          | 762,300.00           |
| 2024         | 742,000             | 2.300% | 85,330              | 827,330              | 2024         | 665,000             | 5.00%  | 166,250.00          | 831,250.00           | 2024         | 495,000             | 5.00%  | 247,500.00          | 742,500.00           |
| 2025         | 742,000             | 2.300% | 68,264              | 810,264              | 2025         | 665,000             | 5.00%  | 133,000.00          | 798,000.00           | 2025         | 495,000             | 5.00%  | 222,750.00          | 717,750.00           |
| 2026         | 742,000             | 2.300% | 51,198              | 793,198              | 2026         | 665,000             | 5.00%  | 99,750.00           | 764,750.00           | 2026         | 495,000             | 5.00%  | 198,000.00          | 693,000.00           |
| 2027         | 742,000             | 2.300% | 34,132              | 776,132              | 2027         | 665,000             | 5.00%  | 66,500.00           | 731,500.00           | 2027         | 495,000             | 5.00%  | 173,250.00          | 668,250.00           |
| 2028         | 742,000             | 2.300% | 17,066              | 759,066              | 2028         | 665,000             | 5.00%  | 33,250.00           | 698,250.00           | 2028         | 495,000             | 5.00%  | 148,500.00          | 643,500.00           |
| 2029         |                     |        |                     |                      | 2029         |                     |        |                     |                      | 2029         | 495,000             | 5.00%  | 123,750.00          | 618,750.00           |
| 2030         |                     |        |                     |                      | 2030         |                     |        |                     |                      | 2030         | 495,000             | 5.00%  | 99,000.00           | 594,000.00           |
| 2031         |                     |        |                     |                      | 2031         |                     |        |                     |                      | 2031         | 495,000             | 5.00%  | 74,250.00           | 569,250.00           |
| 2032         |                     |        |                     |                      | 2032         |                     |        |                     |                      | 2032         | 495,000             | 5.00%  | 49,500.00           | 544,500.00           |
| 2033         |                     |        |                     |                      | 2033         |                     |        |                     |                      | 2033         | 495,000             | 5.00%  | 24,750.00           | 519,750.00           |
| <b>Total</b> | <b>\$11,075,000</b> |        | <b>\$ 2,026,365</b> | <b>\$ 13,101,365</b> | <b>Total</b> | <b>\$ 9,925,000</b> |        | <b>\$ 3,334,517</b> | <b>\$ 13,259,517</b> | <b>Total</b> | <b>\$ 9,900,000</b> |        | <b>\$ 4,706,418</b> | <b>\$ 14,606,418</b> |

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**Resolution Providing Preliminary Approval for Installment Financing**

**WHEREAS:**

The Board has determined to pursue the financing of various public improvements, including utility improvements in the Buckhorn Economic Development District, vehicle replacements, and roof, information technology and HVAC improvements.

**BE IT RESOLVED by the Board of Commissioners of Orange County, North Carolina, as follows:**

*1. Approval for installment financing --* The Board makes a preliminary determination to proceed with financing approximately \$10 million for the approved projects. The financing will take the form of an installment financing, as provided for under Section 160A-20 of the General Statutes. The Board will make a final determination to proceed with the financing, and to approve financing terms, by one or more subsequent Board actions.

*2. Staff to proceed with issue --* The County Manager, the Finance Officer and all other County officers are directed to take all proper steps to proceed with the financing, including proceeding with an application to the North Carolina Local Government Commission for its required approval of the financing and soliciting financing proposals from financial institutions. The Board appoints the Finance Officer as the County’s authorized representative with respect to the LGC application process.

*3. Call for public hearing --* The County Manager, in collaboration with the Clerk to this Board, is directed to provide for the scheduling of the required public hearing for this financing, and to provide for notice of the hearing to be given in accordance with law.

*4. Miscellaneous provisions --* All County officers and employees are authorized to take all such further action as they may consider necessary or desirable in connection with the furtherance of the purposes of this resolution. All such prior actions of County officers and employees are ratified. All other resolutions, or parts thereof, in conflict with this resolution are repealed, to the extent of the conflict. This resolution takes effect immediately.

\* \* \* \* \*

I certify as follows: that the foregoing resolution was properly adopted at a meeting of the Board of Commissioners of Orange County, North Carolina; that this meeting was properly called and held on \_\_\_\_\_; that a quorum was present and acting throughout the meeting; and that this resolution has not been modified or amended, and remains in full effect as of today.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2013.

[SEAL]

\_\_\_\_\_  
Clerk, Board of Commissioners  
Orange County, North Carolina

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** April 23, 2013

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

**SUBJECT:** Sales Tax Distribution Method for Fiscal Year 2013/2014

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**DEPARTMENT:** Financial Services

**PUBLIC HEARING: (Y/N)**

No

**ATTACHMENT(S):**

- Attachment 1. Property Tax Levies for 2012-2013 (Preliminary Orange County Levies)
- Attachment 2. Orange County Sales Tax Distribution Options 2012-2013
- Attachment 3. Property Tax Rate Impact by Local Government of Change in Sales Tax Distribution

**INFORMATION CONTACT:**

Clarence Grier, (919) 245-2453

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**PURPOSE:** To review Sales Tax Distribution Options and to consider options for the Orange County distribution of local option sales tax for fiscal year 2013/2014.

**BACKGROUND:** The Board of County Commissioners was first granted the option of a 1 cent Local Government Sales and Use tax by the General Assembly in 1971. Article 39, which allows the County to levy the tax, also spells out two different options for the County to select for distribution of the funds between the County and municipalities. This distribution option not only applies to the original 1 cent sales and use tax, but to all local government sales and use tax levied in Orange County.

The first option is to distribute the sales tax collected based on population. The formula takes the County's population and adds all individual municipal populations. The percent of each individual municipalities population divided by that grand total is used to allocate the sales tax revenue. This method has been used by Orange County for at least the last 21 years.

The second option is to distribute the sales tax collected based on the Ad Valorem Property Tax Levied by each taxing unit of local government. Attachment 1 lists the 2012-2013 Property Tax Levies by taxing unit of local government furnished by the North Carolina Department of Revenue. Orange County is the taxing unit of local government for not only Orange County, but for all special tax districts located in Orange County.

The NC General Statutes give the Board of County Commissioners the option of changing distribution methods each year as outlined in General Statutes 105-472.b. below:

“The board of county commissioners in each taxing county shall, by resolution adopted during the month of April of each year, determine which of the two foregoing methods of distribution shall be in effect in the county during the next succeeding fiscal year. In order for the resolution to be effective, a certified copy of it must be delivered to the Secretary in Raleigh within 15 calendar days after its adoption. If the board fails to adopt a resolution choosing a method of distribution not then in effect in the county, or if a certified copy of the resolution is not timely delivered to the Secretary, the method of distribution then in effect in the county shall continue in effect for the following fiscal year. The method of distribution in effect on the first of July of each fiscal year shall apply to every distribution made during that fiscal year.”

Attachment 2 provides an estimate of sales tax revenues distributed within Orange County by municipality. Under option one, only the County and cities and towns receive sales tax revenue. Under option two, in addition to the County, cities & towns, all special tax districts also receive Sales tax revenues. Each year population figures used in this distribution method are based on the most recent annual estimates of population as certified to the Secretary of Revenue by the Office of State Budget. Attachment 2 shows an increase in population of 1,451 for Orange County while Carrboro, Durham, and Hillsborough all show a slightly lower increase in population than the County as a whole. This change decreases slightly the County's share of property tax distributed based on population from 62.04% in fiscal year 2011/2012 to 62.01% in fiscal year 2012/2013.

The Board of Commissioners has two different methods available to distribute sales tax revenue and each has distinct advantages and disadvantages to the County. There are no new revenues created. The two options are different methods to distribute existing sales tax revenues.

**CURRENT SITUATION:** Orange County has used the Population Method for the distribution of sales tax revenues for at least the last 21 years. If the Board wishes to change the method of distribution, the Board of County Commissioners shall adopt by resolution, during the month of April, the method of distribution of sales tax revenues that shall be in effect for the next fiscal year. If the Board fails to adopt a resolution changing the method of distribution, the method of distribution currently in effect shall continue for the following fiscal year.

**FINANCIAL IMPACT:** Attachment 3 estimates the property tax rate impact on local governments of a change from a Population based distribution to the Property Tax Levy method. If the Board of County Commissioners were to adopt the Ad Valorem Property Tax Levy distribution option for local option sales tax, it would have a negative material impact on all cities and towns. The County and all special taxing districts would benefit from the change at the expense of the cities and towns with the exception of Durham. As of April 5, 2013, the County increase in revenues was estimated to be \$605,576. If the County changed to the Ad Valorem Property Tax Levy distribution option for local option sales tax, the increase as of April 23, 2013 is \$1,053,217. The increase of \$447,641 from fiscal year 2011/12 to fiscal year 2012/2013 is mainly due to changes in state certified population figures shown on Attachment 2, and increased distributions received due to the recovering local economy.

Estimated amounts of **revenues gained** by the County & Special Taxing Districts:

|   |                     |
|---|---------------------|
| ○ Orange County                         | <b>\$ 1,053,217</b> |
| ○ Chapel Hill Carrboro City Schools     | <b>\$ 2,537,681</b> |
| ○ All Fire Districts                    | <b>\$ 478,995</b>   |
| ○ Chapel Hill Downtown Service District | <b>\$ 29,842</b>    |
| ○ Durham                                | <b>\$ 1,892</b>     |

Estimated amounts of **revenues lost** by the Cities & Towns:

|                |                     |
|----------------|---------------------|
| ○ Carrboro     | <b>\$ 907,823</b>   |
| ○ Chapel Hill  | <b>\$ 2,988,589</b> |
| ○ Hillsborough | <b>\$ 117,094</b>   |
| ○ Mebane       | <b>\$ 88,120</b>    |

State law currently provides only two options for the County to select. Some counties have successfully sought additional options that allow balance between the two existing options. There are also counties that have agreements (Memoranda of Understanding) with their local municipalities that provide for a compromise position between the two existing options.

If the County changed from the 'Population' to the 'Ad Valorem' option, it gains \$1,053,217 and the towns give up \$4,101,626.

Using a cost sharing arrangement between the towns to make the County whole based upon the percentage of sales taxes each town receives would provide the following impacts:

|               |          |                    |                 |
|---------------|----------|--------------------|-----------------|
| Orange County |          | <b>\$1,053,217</b> | <b>Increase</b> |
| Chapel Hill   | (67.55%) | <b>(\$711,493)</b> | <b>Decrease</b> |
| Carrboro      | (22.95%) | <b>(\$241,683)</b> | <b>Decrease</b> |
| Hillsborough  | ( 7.31%) | <b>(\$ 76,965)</b> | <b>Decrease</b> |
| Mebane        | ( 2.15%) | <b>(\$ 22,695)</b> | <b>Decrease</b> |
| Durham        | ( 0.04%) | <b>(\$ 381)</b>    | <b>Decrease</b> |

Certainly, no municipality desires a change from the current method selected by the County for sales tax distribution which would reduce their sales tax revenues. However, each municipality also remains at risk that the County might one day in the future select the other available option.

Each year a future Board of County Commissioners will decide this issue within the authority granted by State law. There is an effort within the NC General Assembly (a NC Municipal League legislation goal) to put further limits on a County's ability to make this decision in the future.

**RECOMMENDATION(S):** The Manager recommends that the Board consider both options for the distribution of sales tax revenues and provide direction to staff for the distribution of local option sales tax for fiscal year 2013/2014.

Growth management practices and a lack of utility infrastructure in the rural (non-municipal) areas of Orange County ensure that the 'Population' method of sales tax distribution will always benefit the municipalities. As urban centers intensify density and sales tax revenues grow, the disparity between the two formula options will increase.

2012-13 AD VALOREM PROPERTY TAX LEVIES  
PRELIMINARY ORANGE COUNTY LEVIES

|                  | Levy<br>[\$]         | School<br>Districts | Special<br>Districts<br>[\$] | Total<br>Levy<br>[\$] | Percent of<br>Total Levy |
|------------------|----------------------|---------------------|------------------------------|-----------------------|--------------------------|
| Orange County    | 137,849,317          | 19,415,346          | 3,664,706                    | 160,929,369           | 75.4887                  |
| Carrboro         | 12,190,493           | 0                   | 0                            | 12,190,493            | 5.7183                   |
| Chapel Hill:     |                      |                     |                              |                       |                          |
| In Orange County | 33,469,709           | 0                   | 228,315                      | 33,698,024            | 15.8071                  |
| Durham:          |                      |                     |                              |                       |                          |
| In Orange County | 44,640               | 0                   | 0                            | 44,640                | .0209                    |
| Hillsborough     | 5,198,081            | 0                   | 0                            | 5,198,081             | 2.4383                   |
| Mebane:          |                      |                     |                              |                       |                          |
| In Orange County | 1,122,726            | 0                   | 0                            | 1,122,726             | .5266                    |
| <b>Total</b>     | <b>\$189,874,966</b> | <b>\$19,415,346</b> | <b>\$3,893,021</b>           | <b>\$213,183,333</b>  | <b>100.0000</b>          |

Note: Figures shown are preliminary and subject to change.  
Final reports will be available July 2013.

**Option 1 - Based on Population  
Existing 2011/2012 Sales Tax Distribution  
Based on Population**

|              | Population |           | Change |           |
|--------------|------------|-----------|--------|-----------|
|              | FY2011/12  | FY2012/13 |        |           |
| Orange       | 134,325    | 135,776   | 1,451  | 62.00582% |
| Carrboro     | 19,665     | 19,905    | 240    | 9.09016%  |
| Chapel Hill  | 54,582     | 55,176    | 594    | 25.19763% |
| Durham       | 30         | 31        | 1      | 0.01416%  |
| Hillsborough | 6,113      | 6,239     | 126    | 2.84921%  |
| Mebane       | 1,801      | 1,846     | 45     | 0.84303%  |
|              | 216,516    | 218,973   | 2,457  | 100.0000% |

**Estimated Total County & Municipal Distribution**

**Option 2 - Based on  
Ad Valorem Tax Levy**

| Ad Valorem<br>Tax Levy | 2012/2013      | Percent   | Sales Tax<br>Estimated<br>Budget 2012/2013 | Increase<br>(Decrease) |
|------------------------|----------------|-----------|--|------------------------|
| Orange                 | \$ 137,849,317 | 64.6623%  | 18,017,581                                 | 1,053,217              |
| Carrboro CH Schools    | \$ 19,415,346  | 9.1073%   | 2,537,681                                  | 2,537,681              |
| Fire Districts         | \$ 3,664,706   | 1.7190%   | 478,995                                    | 478,995                |
| Carrboro               | \$ 12,190,493  | 5.7183%   | 1,593,357                                  | (907,823)              |
| Chapel Hill            | \$ 33,469,709  | 15.7000%  | 4,374,655                                  | (2,988,589)            |
| Chapel Hill Down Town  | \$ 228,315     | 0.1071%   | 29,842                                     | 29,842                 |
| Durham                 | \$ 44,640      | 0.0209%   | 5,835                                      | 1,892                  |
| Hillsborough           | \$ 5,198,081   | 2.4383%   | 679,415                                    | (117,094)              |
| Mebane                 | \$ 1,122,726   | 0.5266%   | 146,746                                    | (88,120)               |
|                        | \$ 213,183,333 |           | 27,864,106                                 |                        |
|                        |                | 100.0000% |  |                        |

## Attachment 3

| Property Tax<br>Impact by Local Government<br>of Change in<br>Sales Tax Distribution | Attachment 3                                      |  |  |   |
|--|---|--|--|---|
|  | <u>2012/2013</u><br>Property Tax<br>Rate in Cents | Property Tax<br>Revenue From<br>One Cent | Property Tax Rate Increase<br>(Decrease) Likely<br>For Distribution Change<br>In Cents | <u>2012/2013</u><br>Adjusted<br>Property Tax<br>Rate in Cents |
| Orange County  | 85.80000  | \$ 1,535,967                             | (0.6857)   | 85.11430  |
| Carrboro CH Schools  | 18.84000  | \$ 987,247                               | (2.5705)   | 16.26954  |
| Fire Districts   |   |  |  |   |
| Cedar Grove  | 7.36000   | \$ 27,482                                | (0.7771)   | 6.58290   |
| Chapel Hill  | 7.50000   | \$ 230                                   | (0.9845)   | 6.51546   |
| Damascus   | 5.00000   | \$ 9,147                                 | (0.6334)   | 4.36660   |
| Southern Triangle  | 5.00000   | \$ 33,355                                | (0.6320)   | 4.36798   |
| Efland   | 4.66000   | \$ 66,140                                | (0.5607)   | 4.09928   |
| Eno  | 5.99000   | \$ 72,658                                | (0.5737)   | 5.41631   |
| Little River   | 4.06000   | \$ 41,426                                | (0.4868)   | 3.57320   |
| New Hope   | 8.95000   | \$ 55,403                                | (0.7180)   | 8.23195   |
| Orange Grove   | 5.00000   | \$ 75,569                                | (0.4292)   | 4.57081   |
| Orange Rural   | 5.61000   | \$ 132,838                               | (0.5992)   | 5.01078   |
| South Orange   | 7.85000   | \$ 54,288                                | (0.9702)   | 6.87975   |
| White Cross  | 7.00000   | \$ 36,873                                | (0.6119)   | 6.38815   |
| Carrboro   | 58.94000  | \$ 188,947                               | 4.8046   | 63.74464  |
| Chapel Hill  | 49.40000  | \$ 717,000                               | 4.1682   | 53.56819  |
| Chapel Hill Down Town  | 7.10000   | \$ 23,380                                | (1.2764)   | 5.82361   |
| Durham   | 56.75000  | \$ 793                                   | (2.3849)   | 54.36508  |
| Hillsborough   | 6.80000   | \$ 73,475                                | 1.5937   | 8.39366   |
| Mebane   | 47.00000  | \$ 23,649                                | 3.7262   | 50.72617  |

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** April 23, 2013

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

**SUBJECT:** Animal Services Advisory Board – Appointment

**DEPARTMENT:** Board of Commissioners

**PUBLIC HEARING: (Y/N)**

No

**ATTACHMENT(S):**

Membership Roster  
Recommendation Letter  
Application(s)/Resume(s) of Person(s) for  
Consideration  
Applicant Interest Listing  
Applications of Persons on the Interest List

**INFORMATION CONTACT:**

Clerk's Office, 245-2130

**PURPOSE:** To consider making an appointment to the Animal Services Advisory Board.

**BACKGROUND:** The following appointment is for Board consideration:

- Appointment to a first full term for Mr. Warren Porter. If appointed Mr. Porter will be serving a first full term in an at-large, non-municipality position expiring June 30, 2015.

| POSITION NUMBER     | SPECIAL REPRESENTATION | EXPIRATION DATE |
|---------------------|------------------------|-----------------|
| 6 Mr. Warren Porter | Non-Municipality       | 06/30/2015      |

**FINANCIAL IMPACT:** None.

**RECOMMENDATION(S):** The Board will consider making an appointment to the Animal Services Advisory Board.

# Board and Commission Members

## And Vacant Positions

### ***Animal Services Advisory Board***

Meeting Times: 6:30 pm-8:30 pm Third Wed. each month

Terms: 2

Contact Person: Andi Morgan

Meeting Place: Community Room of the Animal Services Facility

Positions: 12

Length: 3 years

Contact Phone: 919-942-7387 x219

Description: The Animal Services Advisory Board is charged to provide input and advice to the staff of the Animal Services Department. This function may include reviewing the allocation of resources, assisting in planning programs, and advising the Animal Services Director on policies and operation of the Animal Services Department. This Board was begun 06/30/2005.

|   |  |   |  |  |
|---|--|---|--|--|
| 1 | <b>Dr. Susan Elmore</b><br><b>Chair</b><br>308 Glenwood Drive<br>Chapel Hill NC 27514    | Day Phone: 919-541-3474<br>Evening Phone: 919-967-4172<br>FAX:<br>E-mail: <a href="mailto:elmore@niehs.nih.gov">elmore@niehs.nih.gov</a>          | Sex: Female<br>Race: Caucasian<br>Township: Chapel Hill<br>Resid/Spec Req:<br>Special Repr: Veterinarian from Health Board | First Appointed: 09/21/2010<br>Current Appointment: 06/07/2011<br>Expiration: 06/30/2014<br>Number of Terms: 1 |
| 2 | <b>Dr. Kristine Bergstrand</b><br>106 Marin Drive<br>Chapel Hill NC 27516                | Day Phone: 919-928-6311<br>Evening Phone: 919-928-6636<br>FAX:<br>E-mail: <a href="mailto:rsusick@nc.rr.com">rsusick@nc.rr.com</a>                | Sex: Female<br>Race: Caucasian<br>Township: Chapel Hill<br>Resid/Spec Req:<br>Special Repr: Veterinarian                   | First Appointed: 06/07/2005<br>Current Appointment: 09/21/2010<br>Expiration: 06/30/2013<br>Number of Terms: 2 |
| 3 | <b>Ms. Michelle Walker</b><br><b>Vice-Chair</b><br>106 Carol Street<br>Carrboro NC 27510 | Day Phone: 919-448-8029<br>Evening Phone:<br>FAX:<br>E-mail: <a href="mailto:michelle.merck.walker@gmail.com">michelle.merck.walker@gmail.com</a> | Sex: Female<br>Race: Caucasian<br>Township: Chapel Hill<br>Resid/Spec Req:<br>Special Repr: Town of Carrboro               | First Appointed: 06/19/2012<br>Current Appointment: 06/19/2012<br>Expiration: 06/30/2015<br>Number of Terms: 1 |
| 4 | <b>Ms. Aviva Scully</b><br>1103 Willow Drive<br>Chapel Hill NC 27517                     | Day Phone: 644-3200<br>Evening Phone: 225-1254<br>FAX: 644-3226<br>E-mail: <a href="mailto:lattegoddess@gmail.com">lattegoddess@gmail.com</a>     | Sex: Female<br>Race: Caucasian<br>Township: Chapel Hill<br>Resid/Spec Req:<br>Special Repr: Town of Chapel Hill            | First Appointed: 10/05/2010<br>Current Appointment: 05/15/2012<br>Expiration: 06/30/2015<br>Number of Terms: 1 |
| 5 | <b>Ms. Katherine Doom-Patel</b><br>519 Forrest St.<br>Hillsborough NC 27278              | Day Phone: 606-224-3713<br>Evening Phone: 606-224-3713<br>FAX:<br>E-mail: <a href="mailto:sunnydoom@hotmail.com">sunnydoom@hotmail.com</a>        | Sex: Female<br>Race: Caucasian<br>Township: Hillsborough<br>Resid/Spec Req:<br>Special Repr: Town of Hillsborough          | First Appointed: 02/22/2012<br>Current Appointment: 02/22/2012<br>Expiration: 06/30/2015<br>Number of Terms: 1 |

# Board and Commission Members

## And Vacant Positions

### ***Animal Services Advisory Board***

Meeting Times: 6:30 pm-8:30 pm Third Wed. each month

Terms: 2

Contact Person: Andi Morgan

Meeting Place: Community Room of the Animal Services Facility

Positions: 12

Length: 3 years

Contact Phone: 919-942-7387 x219

Description: The Animal Services Advisory Board is charged to provide input and advice to the staff of the Animal Services Department. This function may include reviewing the allocation of resources, assisting in planning programs, and advising the Animal Services Director on policies and operation of the Animal Services Department. This Board was begun 06/30/2005.

|    |   |   |   |  |
|----|---|---|---|--|
| 6  | <b>VACANT</b>   | Day Phone:<br>Evening Phone:<br>FAX:<br>E-mail:   | Sex:<br>Race:<br>Township:<br>Resid/Spec Req:<br>Special Repr: Non-Municipality                             | First Appointed:<br>Current Appointment:<br>Expiration: 06/30/2015<br>Number of Terms:                         |
| 7  | <b>Ms. Donna Bravo</b><br><br>5500 Lockridge Rd.,<br>Durham NC 27705            | Day Phone: 919 531 7517<br>Evening Phone: 919 338 1862<br>FAX:<br>E-mail: donnabravo@gmail.com    | Sex: Female<br>Race: Caucasian<br>Township: Chapel Hill<br>Resid/Spec Req:<br>Special Repr:                 | First Appointed: 06/07/2011<br>Current Appointment: 06/07/2011<br>Expiration: 06/30/2013<br>Number of Terms: 1 |
| 8  | <b>Mr Michael Stewart</b><br><br>3303 Highland Farm Rd<br>Hillsborough NC 27278 | Day Phone: 919=644=0499<br>Evening Phone: 919=644=0499<br>FAX:<br>E-mail: mikestewartnc@gmail.com | Sex: Male<br>Race: Caucasian<br>Township: Cheeks<br>Resid/Spec Req:<br>Special Repr:                        | First Appointed: 06/07/2011<br>Current Appointment: 06/07/2011<br>Expiration: 06/30/2014<br>Number of Terms: 1 |
| 9  | <b>Ms. Judy Miller</b><br><br>403 Jericho Rd.<br>Hillsborough NC 27278          | Day Phone: 919-732-9969<br>Evening Phone: 919-241-3001<br>FAX:<br>E-mail: jmiller221@hotmail.com  | Sex: Female<br>Race: Caucasian<br>Township: Cedar Grove<br>Resid/Spec Req:<br>Special Repr: Animal Advocacy | First Appointed: 12/13/2011<br>Current Appointment: 12/13/2011<br>Expiration: 06/30/2013<br>Number of Terms: 1 |
| 10 | <b>Dr. Lynn White</b><br><br>120 Muir Lane<br>Chapel Hill NC 27514              | Day Phone: 919-684-9259<br>Evening Phone: 919-929-1083<br>FAX:<br>E-mail: lwhite@duke.edu         | Sex: Female<br>Race: Caucasian<br>Township: Chapel Hill<br>Resid/Spec Req:<br>Special Repr: Animal Advocacy | First Appointed: 12/13/2011<br>Current Appointment: 12/13/2011<br>Expiration: 06/30/2014<br>Number of Terms: 1 |

# Board and Commission Members

## And Vacant Positions

### ***Animal Services Advisory Board***

Meeting Times: 6:30 pm-8:30 pm Third Wed. each month

Terms: 2

Contact Person: Andi Morgan

Meeting Place: Community Room of the Animal Services Facility

Positions: 12

Length: 3 years

Contact Phone: 919-942-7387 x219

Description: The Animal Services Advisory Board is charged to provide input and advice to the staff of the Animal Services Department. This function may include reviewing the allocation of resources, assisting in planning programs, and advising the Animal Services Director on policies and operation of the Animal Services Department. This Board was begun 06/30/2005.

|    |  |   |   |  |
|----|--|---|---|--|
| 11 | <b>Ms. Suzanne Roy</b><br><br>114 W.. Orange Street<br>Hillsborough NC 27278 | Day Phone: 919-697-9389<br>Evening Phone: 919-732-8978<br>FAX: 928-268-9998<br>E-mail: <a href="mailto:suzanne.e.roy@earthlink.net">suzanne.e.roy@earthlink.net</a> | Sex: Female<br>Race: Caucasian<br>Township: Hillsborough<br>Resid/Spec Req:<br>Special Repr: Animal Advocacy                        | First Appointed: 10/23/2007<br>Current Appointment: 06/07/2011<br>Expiration: 06/30/2014<br>Number of Terms: 2 |
| 12 | <b>Ms. Jenn Merritt</b><br><br>6718 Thunder Mountain Road<br>Efland NC 27243 | Day Phone: 919-357-5396<br>Evening Phone:<br>FAX:<br>E-mail: <a href="mailto:jenn@bluedogk9.com">jenn@bluedogk9.com</a>   | Sex: Female<br>Race: Caucasian<br>Township: Bingham<br>Resid/Spec Req:<br>Special Repr: Certified Animal Handler/Trainer/Technician | First Appointed: 05/15/2012<br>Current Appointment: 05/15/2012<br>Expiration: 06/30/2013<br>Number of Terms:   |

**Jeanette Jones**

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**From:** Donna Baker  
**Sent:** Wednesday, March 27, 2013 2:46 PM  
**To:** Jeanette Jones  
**Subject:** FW: Animal Services: ASAB Recommendation for At Large Vacancy

Donna S. Baker  
Clerk to the Board  
Orange County Board of Commissioners  
P.O. Box 8181  
Hillsborough, NC 27278  
[dbaker@orangecountync.gov](mailto:dbaker@orangecountync.gov)  
Phone: (919) 245-2130  
Fax: (919) 644-0246  
Cell: (919) 428-3212

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**From:** Bob Marotto  
**Sent:** Wednesday, March 27, 2013 1:42 PM  
**To:** Donna Baker  
**Cc:** Susan Elmore ([elmore@niehs.nih.gov](mailto:elmore@niehs.nih.gov)); [michelle.merck.walker@gmail.com](mailto:michelle.merck.walker@gmail.com)  
**Subject:** Animal Services: ASAB Recommendation for At Large Vacancy

**Donna Baker**  
**BOCC Clerk**

**Donna:**

***At its February 20th, 2013, meeting, the Animal Services Advisory Board (ASAB) made the recommendation that the Board of County Commissioners (BOCC) appoint Mr. Warren Porter to the at large (non-municipal) vacancy on the ASAB. I am communicating this recommendation at the request of Susan Elmore, DVM, ASAB Chair and Michele Walker, JD, ASAB Vice-Chair.***

***Mr. Porter is being recommended given his interest in the affairs of the ASAB, concern with the conditions of animals in our community and interest in becoming involved in community affairs. I believe it was thought that we would add a broader perspective to the ASAB given his work experience in the field of animal control. It was also thought that his appointment would be the beginning of an important process of creating greater diversity (gender, race, age) within the ASAB.***

*The ASAB recommendation is being made after all eligible candidates were invited to attend an ASAB meeting to share their interest and qualifications and learn about the board. It is being made on the basis of a motion that had 7 votes in favor, 1 vote against, and 3 abstentions. Two of the abstentions were made by individuals who were absent from the January meeting that Mr. Porter attended and the one vote against the motion was cast by a board member who believed that there were some women candidates who were better qualified to be appointed to the vacant position.*

*The motion carried following a spirited discussion about making the ASAB a more diverse board. Chair Elmore initiated this discussion because the BOCC and county are commitment to diversity and because currently all but members of the ASAB except for a white male are white women. In addition to talking about filling the vacant at large position, board members discussed how other boards and commissions were performing in this area, the needs of the board, and how to recruit more diverse candidates for the ASAB.*

*As it turns out, Carla Banks, Director of Public Affairs, was present. She mentioned that she would be working with you in the near future to diversify the pool of candidates for various county boards and commissions. I believe there was substantial agreement that the ASAB and Animal Services staff should take advantage of that effort to reach out to different sectors of the community and begin the important process of diversifying the ASAB.*

*Please let Dr. Elmore or I know if there are questions concerning the ASAB's recommendation of Mr. Porter or the expected path the ASAB will pursue in filling upcoming vacancies.*

*Sincerely,*

*Bob Marotto  
Director  
Orange County Animal Services  
(919) 968-2287*

*We also now have Spay/Neuter t-shirts on sale for only \$15!*

*web: [www.orangecountync.gov/animalservices](http://www.orangecountync.gov/animalservices) facebook: [www.facebook.com/OCASpets](http://www.facebook.com/OCASpets)*

*Pursuant to applicable North Carolina General Statutes, any electronic mail message sent from this account or received by this account, and any attachments thereto, may be considered a public record; and as such they are subject to inspection by anyone at anytime.*

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Mr Warren Porter Jr  
**Name Called:**  
**Home Address:** 9204 Laurel Springs Dr  
Chapel Hill NC 27516  
**Phone (Day):** 9196128992  
**Phone (Evening):** 9196128992  
**Phone (Cell):**  
**Email:** woz300z@yahoo.com  
**Place of Employment:** BD Technologies  
**Job Title:** Sr Scientist  
**Year of OC Residence:** 2011  
**Township of Residence:** Chapel Hill  
**Zone of Residence:** EA (Extraterritorial Area)  
**Sex:** Male  
**Ethnic Background:** Caucasian

**Boards/Commissions applied for:**  
Animal Services Advisory Board

### Community Activities/Organizational Memberships:

### Past Service on Orange County Advisory Boards:

Work Experience: Assistant Shelter Manager: Humane Society of Tucson, AZ (1995)  
Animal Control Officer/Animal Cruelty Investigator: Chapel Hill, NC (1999)  
Scientist: Cogent Neuroscience, Inc. Durham, NC (2002)

Education: BS Biology, University of New Hampshire

### Other Comments:

STAFF COMMENTS: Originally (1/20/2012) applied for Animal Services Advisory Board. ADDRESS VERIFICATION: Laurel Springs Drive is Orange County Jurisdiction, South Orange Fire Tax, and Chapel Hill Township

This application was current on: 1/20/2012 1:33:14 PM

Date Printed: 4/5/2013

# Applicant Interest Listing

by Board Name and by Applicant Name

## *Animal Services Advisory Board*

Contact Person: Andi Morgan  
Contact Phone: 919-942-7387 x219

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|                            |                                   |                          |
|----------------------------|-----------------------------------|--------------------------|
| <b>Dr. DeWana Anderson</b> | Day Phone: (919) 967-9261         | Sex: Female              |
| 118 Creekview Circle       | Evening Phone: (919) 967-9261     | Race: Caucasian          |
| Carrboro NC 27510          | Cell Phone:                       | Township: Chapel Hill    |
|                            | E-mail: dewana.anderson@gmail.com | Date Applied: 02/04/2013 |
| Skills: Veterinarian       | Also Serves On:                   |                          |

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|                               |                               |                          |
|-------------------------------|-------------------------------|--------------------------|
| <b>Ms Joanne Andruscavage</b> | Day Phone: 919-667-7993       | Sex: Female              |
| 3510 Ragtime Road             | Evening Phone: 919-667-7993   | Race: Caucasian          |
| Chapel Hill NC 27516          | Cell Phone:                   | Township: Bingham        |
|                               | E-mail: joanne78704@gmail.com | Date Applied: 05/11/2011 |
| Skills: Teacher               | Also Serves On:               |                          |

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|                           |                                  |                          |
|---------------------------|----------------------------------|--------------------------|
| <b>Ms. Suzy Armstrong</b> | Day Phone: 919-933-8723          | Sex: Female              |
| 110 Village Lane          | Evening Phone: 919-602-4916      | Race: Caucasian          |
| Chapel Hill NC 27514      | Cell Phone:                      | Township: Chapel Hill    |
|                           | E-mail: suzystrong@earthlink.net | Date Applied: 04/28/2010 |
| Skills: Realtor           | Also Serves On:                  |                          |

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|                                 |   |                          |
|---------------------------------|---|--------------------------|
| <b>Ms. Vicki Barringer</b>      | Day Phone: 919-971-9333                                   | Sex: Female              |
| 3612 Old Vine Trail             | Evening Phone: 919-971-9333                               | Race: Caucasian          |
| Hillsborough NC 27278           | Cell Phone:   | Township: Eno            |
|                                 | E-mail: vbarringer@gmail.com                              | Date Applied: 01/27/2012 |
| Skills: Animal Welfare Advocate | Also Serves On: Nursing Home Community Advisory Committee |                          |
| Skills: Financial Officer       |   |                          |
| Skills: Long-Term Care          |   |                          |
| Skills: Pet Therapy             |   |                          |

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|                             |                            |                          |
|-----------------------------|----------------------------|--------------------------|
| <b>Mr. Zachary Ferguson</b> | Day Phone: 727-692-7054    | Sex: Male                |
| 103 Ledge Ln                | Evening Phone:             | Race: Caucasian          |
| Chapel Hill NC 27514        | Cell Phone:                | Township: Chapel Hill    |
|                             | E-mail: zachferg@gmail.com | Date Applied: 03/19/2012 |
| Skills: Law Student         | Also Serves On:            |                          |

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# Applicant Interest Listing

by Board Name and by Applicant Name

## *Animal Services Advisory Board*

Contact Person: Andi Morgan

Contact Phone: 919-942-7387 x219

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|                         |                                |                          |
|-------------------------|--------------------------------|--------------------------|
| <b>Mrs Janice Laube</b> | Day Phone: 919-219-4140        | Sex: Female              |
| 6826 Carol Lane         | Evening Phone:                 | Race: Caucasian          |
| Hillsborough NC 27278   | Cell Phone:                    | Township: Little River   |
|                         | E-mail: jrlaube@embarqmail.com | Date Applied: 02/14/2011 |
| Skills: Farmer          | Also Serves On:                |                          |

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|                            |                          |                          |
|----------------------------|--------------------------|--------------------------|
| <b>Mr. Marshall Morris</b> | Day Phone: 919-563-0814  | Sex: Male                |
| 1510 Darlas Walk           | Evening Phone:           | Race: Caucasian          |
| Mebane NC 27302            | Cell Phone:              | Township: Cheeks         |
|                            | E-mail: poems@mebtel.net | Date Applied: 09/10/2012 |
| Skills:                    | Also Serves On:          |                          |
| Skills: Cheeks Township    | Also Serves On:          |                          |

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|                                 |                           |                          |
|---------------------------------|---------------------------|--------------------------|
| <b>Mr Warren Porter Jr</b>      | Day Phone: 9196128992     | Sex: Male                |
| 9204 Laurel Springs Dr          | Evening Phone: 9196128992 | Race: Caucasian          |
| Chapel Hill NC 27516            | Cell Phone:               | Township: Chapel Hill    |
|                                 | E-mail: woz300z@yahoo.com | Date Applied: 01/20/2012 |
| Skills: Animal Control Employee | Also Serves On:           |                          |
| Skills: Animal Shelter Manager  | Also Serves On:           |                          |
| Skills: Scientist               | Also Serves On:           |                          |

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|                         |                                |                          |
|-------------------------|--------------------------------|--------------------------|
| <b>Ms. Lori Shapiro</b> | Day Phone: 919-563-0359        | Sex: Female              |
| 4131 Red Tail Run       | Evening Phone: Same            | Race: Caucasian          |
| Efland NC 27243         | Cell Phone:                    | Township: Bingham        |
|                         | E-mail: jackandlori@mebtel.net | Date Applied: 05/28/2010 |
| Skills: Animal Care     | Also Serves On:                |                          |
| Skills: Social Worker   | Also Serves On:                |                          |

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|                                      |   |                          |
|--------------------------------------|---|--------------------------|
| <b>Mr. Arthur Sprinzeles</b>         | Day Phone: 919-452-2757                           | Sex: Male                |
| 610 Churton Grove Blvd               | Evening Phone: 919-241-3531                       | Race: Caucasian          |
| Hillsborough NC 27278                | Cell Phone:                                       | Township: Hillsborough   |
|                                      | E-mail: asprinzeles@encore-marketing.com          | Date Applied: 04/20/2012 |
| Skills: Marketing and Communications | Also Serves On: Affordable Housing Advisory Board |                          |

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# Applicant Interest Listing

by Board Name and by Applicant Name

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## *Animal Services Advisory Board*

Contact Person: Andi Morgan

Contact Phone: 919-942-7387 x219

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### Ms. Melissa Twomey

600 South Churton Street, Unit 57  
Hillsborough NC 27278

Skills:

Day Phone: 919-225-5038

Evening Phone: 919-225-5038

Cell Phone:

E-mail: mewritelaw47@gmail.com

Also Serves On:

Sex: Female

Race: Caucasian

Township: Hillsborough

Date Applied: 02/13/2010

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### Mrs Pamela Wilson

1019 Lipscomb Grove Church Rd  
Hillsborough NC 27278

Skills: Fund-Raising

Day Phone: 9197322771

Evening Phone: 9196726899

Cell Phone:

E-mail: pwilson42@embarqmail.com

Also Serves On:

Sex: Female

Race: Other

Township: Eno

Date Applied: 04/05/2010

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## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Dr. DeWana Anderson  
**Name Called:**  
**Home Address:** 118 Creekview Circle  
 Carrboro NC 27510  
**Phone (Day):** (919) 967-9261  
**Phone (Evening):** (919) 967-9261  
**Phone (Cell):**  
**Email:** dewana.anderson@gmail.com  
**Place of Employment:** The Animal Hospital of Carrboro  
**Job Title:** Veterinarian/Owner  
**Year of OC Residence:** 1998  
**Township of Residence:** Chapel Hill  
**Zone of Residence:** Carrboro City Limits  
**Sex:** Female  
**Ethnic Background:** Caucasian

### Boards/Commissions applied for:

#### Animal Services Advisory Board

Veterinarian for 16 years, active in community pet adoptions, community drive to encourage spay/neuter programs, active in community awareness of animal care and well being as well as the importance of having animals to encourage human well being. Currently employed in animal health care in this area. Care strongly for pet well being and the education of citizens in proper health care of pets as companion animals. Currently employed in animal health care in this area. Care strongly for pet well being and the education of citizens in proper health care of pets as companion animals.

### Community Activities/Organizational Memberships:

#### Past Service on Orange County Advisory Boards:

Former member Orange County Board of Health and was the representative for the BOH for OCAS Board at that time. Also served on Paws4Ever Board several years.

Work Experience: The Animal Hospital of Carrboro, veterinarian, Carrboro, NC 2003-present

Apex Veterinary Hospital, veterinarian, Apex, NC 1997-2003

Lone Mountain Animal Hospital, veterinarian, Las Vegas, NV 1994-1997

Volunteer Experience: Orange County Animal Shelter 2004-present, veterinarian volunteer

APS of Orange County Board of Directors

Education: BS in Agriculture, The University of Tennessee, Knoxville, TN  
 Doctor of Veterinary Medicine, The University of Tennessee, Knoxville, TN

**Other Comments:**

STAFF COMMENTS: Originally applied for Board of Health 11/6/2005. Updated application 02/4/2013 for Animal Services Advisory Board. ADDRESS VERIFICATION: 118 Creekview Circle is in Carrboro City Limits in Chapel Hill Township in Orange County.

**This application was current on:** 2/4/2013

**Date Printed:** 4/5/2013

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Ms Joanne Andruscavage  
**Name Called:**  
**Home Address:** 3510 Ragtime Road  
 Chapel Hill NC 27516  
**Phone (Day):** 919-667-7993  
**Phone (Evening):** 919-667-7993  
**Phone (Cell):**  
**Email:** joanne78704@gmail.com  
**Place of Employment:** Emerson Waldorf School  
**Job Title:** Director of Administration  
**Year of OC Residence:** 2008  
**Township of Residence:** Bingham  
**Zone of Residence:** . . .  
**Sex:** Female  
**Ethnic Background:** Caucasian

**Boards/Commissions applied for:**  
 Animal Services Advisory Board

### Community Activities/Organizational Memberships:

#### Past Service on Orange County Advisory Boards:

Work Experience: School Administrator for 20 years  
 Teacher for 15 years  
 Director of Non-profit organizations

Volunteer Experience: Texas Hearing and Service Dogs, Austin, TX  
 Paws4ever, Mebane, NC

Education: M. Ed, Educational Management and Supervision, Loyola College, MD  
 BS, Education, Florida International University, FL

#### Other Comments:

I have participated in and organized educational, fundraising, and awareness events for animal welfare agencies. Currently, I am studying to be an animal trainer. I have a deep concern for the welfare of animals in our community. **STAFF COMMENTS:** Originally applied for Animal Services Board 12/9/09. Updated application 05/11/11 for Animal Services Advisory Board. **ADDRESS VERIFICATION:** 3510 Ragtime Road, Chapel Hill is Bingham township, OC jurisdiction.

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Ms. Suzy Armstrong  
**Name Called:**  
**Home Address:** 110 Village Lane  
 Chapel Hill NC 27514  
**Phone (Day):** 919-933-8723  
**Phone (Evening):** 919-602-4916  
**Phone (Cell):**  
**Email:** suzystrong@earthlink.net  
**Place of Employment:** Franklin Street Realty  
**Job Title:** Broker  
**Year of OC Residence:** 1994  
**Township of Residence:** Chapel Hill  
**Zone of Residence:** Does not apply  
**Sex:** Female  
**Ethnic Background:** Caucasian

**Boards/Commissions applied for:**  
 Animal Services Advisory Board

### Community Activities/Organizational Memberships:

### Past Service on Orange County Advisory Boards:

Work Experience: Realtor/Broker in Orange County since 2001 with Franklin Street Realty and Prudential Carolinas Realty.

Environmental Consultant with Science Applications International Corporation from 1989 - 2002.

Public Information Manager with Battelle Memorial Institute from 1973 - 1989.

Volunteer Experience: Guardian ad Litem with Orange/Chatham County since 2003 serving the needs of children in Orange County custody.

Dog trainer, foster parent, fund raiser and Board member of the Animal Protection Society of Orange County, dba Paws4Ever since 1998.

Multiple volunteer roles in previous communities.

Education: Bachelor of Arts, Communication, The Ohio State University, 1979.

### Other Comments:

STAFF COMMENTS: Applied 4/28/2010 for Animal Services Board. ADDRESS

VERIFICATION: 110 Village Lane is in Chapel Hill Township and Chapel Hill Jurisdiction.

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Ms. Vicki Barringer  
**Name Called:**  
**Home Address:** 3612 Old Vine Trail  
 Hillsborough NC 27278  
**Phone (Day):** 919-971-9333  
**Phone (Evening):** 919-971-9333  
**Phone (Cell):**  
**Email:** vbarringer@gmail.com  
**Place of Employment:** N/A  
**Job Title:**  
**Year of OC Residence:** 2000  
**Township of Residence:** Eno  
**Zone of Residence:**  
**Sex:** Female  
**Ethnic Background:** Caucasian  
**Boards/Commissions applied for:**  
 Animal Services Advisory Board

### Community Activities/Organizational Memberships:

### Past Service on Orange County Advisory Boards:

Work Experience: 1983 - 1984: Business and Finance Intern. 1984 - 1986: Assistant to University controller, Duke Departments. 1987 - 1991: Finance Manager, Division of Family Medicine, Duke-Watts Residency Training Program and Durham Health Care, Inc. 1991 - 1994: Administrator, Division of Family Medicine, Duke University. 1994 - 2005 Director of Finance, The Forest at Duke, Inc., 2005 - 2008: Chief Compliance Officer, Kuhn & Carson, Inc., Durham, NC. 2008: Director of Finance, Duke University: the Fuqua School of Business. 2009 - 2011: Director of Finance and Chief Financial Officer, Galloway Ridge, Inc., Pittsboro, NC

Volunteer Experience: Pet Pals, Member (Pet Assisted Therapy & Activities in Orange County Schools). Finance Committee, First Baptist Church of Hillsborough, NC Association of Non-Profit Homes for the Aging, Treasurer (1999 - 2001); NC Association of Non-Profit Homes for the Aging, Board Member (2001 - 2003); Volunteer pet therapy in assisted living and skilled nursing facilities.

Education: BA Accounting - NC State University (1983); Master of Business Administration - Duke: the Fuqua School of Business (1990).

### Other Comments:

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1) I have both a passion for senior living as well as genuine love and respect for older adults. 2) I love animals and want our county to allocate appropriate resources to animal services for the protection of animals and citizens and humane treatment of the animals. STAFF COMMENTS: Applied 01/27/2012 for Nursing Home Community Advisory Committee and Animal Services Advisory Board. ADDRESS VERIFICATION: Old Vine Trail is Orange County Jurisdiction, Orange Fire Tax, and Eno Township.

**This application was current on:** 1/27/2012

**Date Printed:** 4/5/2013

## **Volunteer Application Orange County Advisory Boards and Commissions**

**Name:** Mr. Zachary Ferguson  
**Name Called:**  
**Home Address:** 103 Ledge Ln  
Chapel Hill NC 27514  
**Phone (Day):** 727-692-7054  
**Phone (Evening):**  
**Phone (Cell):**  
**Email:** zachferg@gmail.com  
**Place of Employment:** N/A  
**Job Title:** Student  
**Year of OC Residence:** 2011  
**Township of Residence:** Chapel Hill  
**Zone of Residence:** Does not apply  
**Sex:** Male  
**Ethnic Background:** Caucasian

**Boards/Commissions applied for:**

Animal Services Advisory Board

Alcoholic Beverage Control Board

**Community Activities/Organizational Memberships:**

**Past Service on Orange County Advisory Boards:**

Work Experience: AmeriCorps VISTA, City of Raleigh Parks & Recreation Department, 2010-2011.

Volunteer Experience: As a UNC undergraduate student, I volunteered over 300 hours with non-profits to graduate as a Carolina Public Service Scholar. Since beginning law school, I have volunteered with the Student Animal Legal Defense Fund, the Innocence Project, and Volunteer Income Tax Assistance (VITA), and the Brady Center to Prevent Gun Violence.

Education: BA in Peace, War & Defense and History from UNC-CH (2007).

MA in War Studies from King's College London (2008)

J.D. from UNC School of Law (expected in May 2014)

**Other Comments:**

As a law school student and treasurer of UNC's Student Animal Legal Defense Fund (SALDF), I have a strong interest in the welfare and legal rights of animals. I am also interested in public service and engaging in community service, and I believe I would bring a unique perspective to the Animal Services Advisory Board. STAFF

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COMMENTS: Originally (03/19/2012) applied for Animal Services Advisory Board and Alcoholic Beverage Control Board. ADDRESS VERIFICATION: Ledge Lane is Chapel Hill Jurisdiction, Chapel Hill City Tax, and Chapel Hill Township.

**This application was current on:** 3/19/2012 10:10:52 PM

**Date Printed:** 4/5/2013

**Volunteer Application  
Orange County Advisory Boards and Commissions**

**Name:** Mrs Janice Laube  
**Name Called:**  
**Home Address:** 6826 Carol Lane  
Hillsborough NC 27278  
**Phone (Day):** 919-219-4140  
**Phone (Evening):**  
**Phone (Cell):**  
**Email:** jrlaube@embarqmail.com  
**Place of Employment:** Home  
**Job Title:** Owner - Horse Farm  
**Year of OC Residence:** 2001  
**Township of Residence:** Little River  
**Zone of Residence:** -  
**Sex:** Female  
**Ethnic Background:** Caucasian

**Boards/Commissions applied for:**

Animal Services Advisory Board

Advisory Board on Aging

**Community Activities/Organizational Memberships:**

**Past Service on Orange County Advisory Boards:**

Work Experience: I own and work a horse farm including growing and cultivating hay for sale. Including my horses I also have 5 dogs. I would like to volunteer on a board to hopefully be a productive team member and to make a difference in this community that I love.

Education: B.A. Theatre Arts SUNY Binghamton, NY

**Other Comments:**

STAFF COMMENTS: Originally applied for Animal Services Advisory Board and Advisory Board on Aging 02/14/2011. ADDRESS VERIFICATION: 6826 Carol Lane, Hillsborough, NC is in Orange County Jurisdiction, Little River Township.

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Mr Marshall Morris  
**Name Called:**  
**Home Address:** 1510 Darlas Walk  
 Mebane NC 27302  
**Phone (Day):** 919-563-0814  
**Phone (Evening):**  
**Phone (Cell):**  
**Email:** poems@mebtel.net  
**Place of Employment:** Retired-US Navy  
**Job Title:** Former Sr. Admin. Officer to the Surg.Gen  
**Year of OC Residence:** 2003  
**Township of Residence:** Cheeks  
**Zone of Residence:** At-Large  
**Sex:** Male  
**Ethnic Background:** Caucasian

### Boards/Commissions applied for:

#### Animal Services Advisory Board

I am always available and I like to follow a policy and procedures arena as copied from my Thirty years of Military Service.

### Community Activities/Organizational Memberships:

Former Vice Chair of the Sportsplex advisory Board, Former Charter Member and 1st Vice Commandant of the Marine Corps League of Orange County. As a former Triangle Sportsplex Maintenance Employee..I advised the Bd of Comm. (unofficially) of the status of the building and suggested an escrow account be set up by the sellor (Ethan Vance of Boston) for major repairs prior to the purchase of the structure by the County. Suggested to Commissioners and the new County Manager..that an Employee Uniform style of Tee shirt and name tag policy be implemented at the new County Animal Eubanks Road Facility. I Also suggested implementation of a blanket provision be commenced for the smaller canines in the Shelter s caged areas due to the cooler and damp cement floors..

### Past Service on Orange County Advisory Boards:

Sportsplex Adviorry Bd

Work Experience: I am a retired thirty year Navy Medical Admin. Officer and Vietnam Veteran. I formerly was employed at the Sportsplex for two years and now work partime at the Carolina Fitness Center in Carrboro.

Volunteer Experience: I am a Member of the Orange County Advisory Group for the County Sportsplex in Hillsborough. Chiarman Barry Jacobs asked me to apply for this

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fine position on the Planning Board for Orange County.

Education: Middletown, NY High School - '63 AA, Business Administration, Trenton, NJ '65 BA, Business Administration, Kent State, Kent, Ohio '73

**Other Comments:**

STAFF COMMENTS: Originally applied for Sportsplex Community Advisory Committee 7/20/2006. Originally applied fo Orange County Planning Board and Board of Health 2/1/2008, UPDATED INTEREST FOR PLANNING BOARD 04/14/2011. UPDATED INTEREST FOR PLANNING BOARD 04/30/2012. UPDATED INTEREST FOR ANIMAL SERVICES ADVISORY BOARD 09/10/2012. ADDRESS VERIFICATION: 1510 Darlas Walk, Mebane, NC is Cheeks Township, Orange County Jurisdiction and Rural Residential.

**This application was current on:** 4/30/2012

**Date Printed:** 4/5/2013

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Ms. Lori Shapiro  
**Name Called:**  
**Home Address:** 4131 Red Tail Run  
 Efland NC 27243  
**Phone (Day):** 919-563-0359  
**Phone (Evening):** Same  
**Phone (Cell):**  
**Email:** jackandlori@mebtel.net  
**Place of Employment:** Looking  
**Job Title:**  
**Year of OC Residence:** 1995  
**Township of Residence:** Bingham  
**Zone of Residence:** . . .  
**Sex:** Female  
**Ethnic Background:** Caucasian  
**Boards/Commissions applied for:**  
 Animal Services Advisory Board

### Community Activities/Organizational Memberships:

### Past Service on Orange County Advisory Boards:

Work Experience: Currently employed by and have worked for over 12 years for Orange County Health Department as a Maternal Child Health Social Worker located at a family medicine clinic affiliated with UNC-Health Care; have worked overall for more than 26 years as a Masters degree Social Worker, primarily in medical care settings. Very much at ease in health care setting, strong fluency in medical terminology. Strong people skills, well developed ability to connect people with resources, and said to have a calming influence in difficult situations. (This statement combines my work, volunteer and educational experience) For the last several years I have been enrolled in the Animal Care Management Program at Alamance Community College. During that time for two different semesters I completed non-paid Veterinary Technician Internships at two different private veterinary hospitals in Carrboro. I hold several certificates with Animal Care Technology (ACT), including Kennel Assistant, Veterinary Foundations, and Veterinary Technician I and II. I am currently looking for a job as a Veterinary Technician. Previously I worked for almost 30 years as a Master's level Social Worker.

Volunteer Experience: Held volunteer position on Orange County Adult Home Care Advisory Committee for five years (1995-2000); concurrently held volunteer position for same five years on the Advisory Committee of Retired Senior Volunteer Program through the Orange County Department on Aging. Have been extremely active volunteer in

numerous capacities for local bicycling club and previously for very large bicycling club in the Washington DC Metropolitan area. Have been Volunteer Coordinator for multiple projects and activities. Held position as chair and vice-chair for several years on neighborhood association; recognized for natural leadership skills and creative ideas. Praised for strong organizational skills and keen attention to detail. For approximately five years I was on the Orange County Domiciliary Care Advisory Committee and the Advisory Committee to the RSVP Program of the Orange County Department on Aging.

Education: Recently completed seven courses, including a 16 week internship in Animal Care and Management at Alamance Community College; internship involved hands-on care at a multi-service AAHA-accredited animal care facility (services included veterinary hospital, grooming, and kennel); course work covered basic animal health care, zoonoses and Red Cross Certification. Have Masters Degree in Social Work and on-going continuous training to maintain license as certified clinical social worker.

**Other Comments:**

Dedicated and passionate advocate of animal rescue and adoption services; adopted my own dog from CARE (Chatham Animal Rescue and Education). Participated in a Advanced Puppy Obedience Course at the Animal Protection Society on Nick's Road in Mebane. Posses natural capacity towards motivating others, conducting successful public relations and promotional activities. STAFF COMMENTS: Originally applied for Animal Services Advisory Board 6/5/2008. ADDRESS VERIFICATION: 4131 Red Trail Run is in Bingham Township, OCPL jurisdiction. Am very interested in and committed to the issues that come under the purview of this advisory board, and currently have the time and energy to make a contribution. STAFF COMMENTS: Applied for ASB 5/28/2010. ADDRESS VERIFICATION: 4131 Red Trail Run is in Bingham Township, OCPL jurisdiction.

**This application was current on:** 5/28/2010

**Date Printed:** 4/5/2013

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Mr. Arthur Sprinczeles  
**Name Called:**  
**Home Address:** 610 Churton Grove Blvd  
 Hillsborough NC 27278  
**Phone (Day):** 919-452-2757  
**Phone (Evening):** 919-241-3531  
**Phone (Cell):**  
**Email:** asprinczeles@encore-marketing.com  
**Place of Employment:** Encore Marketing Group Inc.  
**Job Title:** Recruiting  
**Year of OC Residence:** 2006  
**Township of Residence:** Hillsborough  
**Zone of Residence:** Does not apply  
**Sex:** Male  
**Ethnic Background:** Caucasian

**Boards/Commissions applied for:**

Animal Services Advisory Board

Orange Water & Sewer Authority Board of Directors

**Community Activities/Organizational Memberships:**

**Past Service on Orange County Advisory Boards:**

Work Experience: Worked for Rotor Rooter Corp. from 1981 to 2001 I was the Industrial Manager for them

Syosset Ford NY Sales / Service Writer Master Certified from 2001 to 2006

Coffee News of Orange County 2007 to 2010 Owner

Volunteer Experience: Member of Hillsborough Rotary Club  
 Board Member Hillsborough Chamber

Education: SUNY Farmingdale NY

**Other Comments:**

STAFF COMMENTS: Originally (05/19/2011 applied for Animal Services Board, Orange Water & Sewer Authority Board of Directors, and Affordable Housing Advisory Board.

ADDRESS VERIFICATION: 610 Churton Grove Blvd. is Orange County Jurisdiction and Hillsborough Township. UPDATED APPLICATION FOR OWASA BOARD 04/20/2012.

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**This application was current on:** 4/20/2012

**Date Printed:** 4/5/2013

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Ms. Melissa Twomey  
**Name Called:**  
**Home Address:** 600 South Churton Street, Unit 57  
 Hillsborough NC 27278  
**Phone (Day):** 919-225-5038  
**Phone (Evening):** 919-225-5038  
**Phone (Cell):**  
**Email:** mewritelaw47@gmail.com  
**Place of Employment:** Employment Law Research, Inc.  
**Job Title:** Attorney-Editor  
**Year of OC Residence:** 2009  
**Township of Residence:** Hillsborough  
**Zone of Residence:** . . .  
**Sex:** Female  
**Ethnic Background:** Caucasian

**Boards/Commissions applied for:**  
 Animal Services Advisory Board

### Community Activities/Organizational Memberships:

### Past Service on Orange County Advisory Boards:

**Work Experience:** I research and write treatises in the area of employment law. Am exceedingly familiar with topics such as disability, race, sex, age, national origin, creed, sexual orientation, and religious discrimination. Also do freelance editing and writing, chiefly in the academic realm.

**Volunteer Experience:** My office volunteers at N.C. Food Bank. I try to help out at my son's school (Orange High) whenever possible. After wrestling season wraps up, my son and I are planning to volunteer at the county animal shelter. I am looking to become more involved in the community.

**Education:** B.A. (English/Psychology); J.D.; M.A. (all but thesis in Journalism and Mass Communication at UNC-CH)

### Other Comments:

I'm happy to do whatever volunteer work you feel matches my skills and background. I work from home and thus have a fairly flexible schedule. **STAFF COMMENTS:** Originally applied for HRC, ASAB on 2-13-2010. **ADDRESS VERIFICATION:** 600 South Churton St., Unit 57 is in Hillsborough Township, Orange County Jurisdiction.

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Mrs Pamela Wilson  
**Name Called:**  
**Home Address:** 1019 Lipscomb Grove Church Rd  
 Hillsborough NC 27278  
**Phone (Day):** 9197322771  
**Phone (Evening):** 9196726899  
**Phone (Cell):**  
**Email:** pwilson42@embarqmail.com  
**Place of Employment:** Farm  
**Job Title:** Farmer  
**Year of OC Residence:** 1980  
**Township of Residence:** Eno  
**Zone of Residence:** Does not apply  
**Sex:** Female  
**Ethnic Background:** Other

### Boards/Commissions applied for:

Animal Services Advisory Board

Hillsborough Board of Adjustment

Hillsborough Planning Board

### Community Activities/Organizational Memberships:

#### Past Service on Orange County Advisory Boards:

Work Experience: Serve as Program Committee Chair Northern Orange Black Voters Alliance. Former President of North Carolina Central University Alumni Chapter of Orange County; Volunteer at Little River Senior Center of Durham, NC; Member of NCAE and Phi Theta Lambda National Honor Society active member; Undergraduate from NCCU in Business Administration and Mgmt. with minor in Hospitality and Tourism Mgmt. Currently seeking Graduate Degree in Special Education for Children with Mild to Moderate Disabilities at NCCU.

Volunteer Experience: Volunteer at several leadership conferences and served as committee member. Volunteer fundraiser for non-profit organizations, i.e. NAACP, NOBVA, NCCUAC, Lipscomb Grove Baptist Church Mission; Durham Rescue Mission, Central Childrens Home in Oxford, NC, and other local charities.

Education: B.A. - Business Administration  
 B.A. - Hospitality and Tourism Mgmt.  
 Seeking Graduate degree in Special Ed.

**Other Comments:**

STAFF COMMENTS: Applied for Animal Services Baord, Hillsborough Board of Adjustment, & Hillsborough Planning Board on 04/05/2010. ADDRESS VERIFICATION: 1019 Lipscomb Grove Church is in Eno Township, Orange County Jurisdiction.

**This application was current on:** 4/5/2010 11:48:58 PM

**Date Printed:** 4/5/2013

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** April 23, 2013

**Action Agenda**

**Item No.** 11-b

**SUBJECT:** Chapel Hill/Orange County Visitors Bureau - Appointments

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**DEPARTMENT:** Board of Commissioners

**PUBLIC HEARING: (Y/N)**

|    |
|----|
| No |
|----|

**ATTACHMENT(S):** Under Separate Cover  
 Membership Roster  
 Letters of Recommendation/  
 Attendance Documentation  
 Applications of Persons for Consideration  
 Applicant Interest List  
 Application(s)/Resume(s) of Person(s) on  
 the Interest List  
 Visitor's Bureau Policies & Procedures  
 Excerpt from Amended Orange County  
 Advisory Board Policy

**INFORMATION CONTACT:**  
 Clerk's Office, 245-2130

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**PURPOSE:** To consider making appointments to the Chapel Hill/Orange County Visitor's Bureau.

**BACKGROUND:** The following appointments are for Board consideration:

- Appointment to a first term for Mr. Gene Pease. If appointed Mr. Pease will be serving a first term ending 12/31/2015 representing the Town of Chapel Hill.
- Appointment to a second term for Ms. Laura Hayes Morgan. If appointed Ms. Morgan will be serving a second full term ending 12/31/2015 representing UNC.
- Appointment to a second term for Mr. Anthony Carey. If appointed Mr. Carey will be serving a second full term ending 12/31/2015 representing the Orange County Lodging Association.
- Appointment to a first term for Mr. Jack Schmidt. If appointed Mr. Schmidt will be serving a first full term ending 12/31/2015 representing the Orange County Lodging Association.
- Appointment to a first term for Mr. Gordon Jameson. If appointed Mr. Jameson will be serving a partial first term ending 12/31/2014 as liaison of the Orange County Arts Commission.
- Appointment to a first term for Ms. Annette Stone. If appointed Ms. Stone will be serving a first full term ending 06/30/2014 representing Town of Carrboro Economic Development Staff. (Ex-officio)

- Appointment to a first term for Ms. Meg McGurk. If appointed Ms. McGurk will be serving a first full term ending 06/30/2014 representing the Chapel Hill Downtown Partnership. (Ex-officio)
- Appointment to a first term for Mr. Lee Pavao. If appointed Mr. Pavao will be serving a first partial term ending 12/31/2015 as an at-large representative.

| <b>Position Number</b> | <b>Ex-Officio/Liaison</b> | <b>Special Representation</b> | <b>Expiration Date</b> |
|------------------------|---------------------------|-------------------------------|------------------------|
| 1 Mr. Gene Pease       | At-Large                  | Chapel Hill Town Council      | 12/31/2015             |
| 4 Ms. Laura Morgan     | At-Large                  | UNC-Chapel Hill               | 12/31/2015             |
| 8 Mr. Anthony Carey    | At-Large                  | OC/Lodging Assoc.             | 12/31/2015             |
| 11 Mr. Jack Schmidt    | At-Large                  | O/C Lodging Assoc.            | 12/31/2015             |
| 13 Mr. Gordon Jameson  | At-Large                  | O/C Arts Commission           | 12/31/2014             |
| 15 Ms. Annette Stone   | Ex-Officio                | EDC – Town of Carrboro        | 06/30/2014             |
| 16 Ms. Meg McGurk      | Ex-Officio                | CH Downtown Partnership       | 06/30/2014             |
| 17 Mr. Lee Pavao       | At-Large                  | At-Large                      | 12/31/2015             |

**FINANCIAL IMPACT:** None.

**RECOMMENDATION(S):** Consider making appointments to the Chapel Hill/Orange County Visitor's Board.

# 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 | <b>Mr. James L. Ward</b><br><br>112 Bolton Place<br>Chapel Hill NC 27516      | Day Phone: 919-962-0522<br>Evening Phone: 919-929-7666<br>FAX: 919-962-3531<br>E-mail: jimward@nc.rr.com                  | Sex: Male<br>Race: Caucasian<br>Township: Chapel Hill<br>Resid/Spec Req: At-Large<br>Special Repr: Chapel Hill Town Council                 | First Appointed: 03/21/2006<br>Current Appointment: 11/04/2010<br>Expiration: 12/31/2012<br>Number of Terms: 3 |
| 2 | <b>Mr. Greg Overbeck</b><br><br>205 Zapata Lane<br>Chapel Hill NC 27517       | Day Phone: 919-929-1262<br>Evening Phone: 919-967-5422<br>FAX: 919-929-0780<br>E-mail: greg@chapelhillrestaurantgroup.com | Sex: Male<br>Race: Caucasian<br>Township: Chapel Hill<br>Resid/Spec Req: At-Large<br>Special Repr: Chapel Hill-Carrboro Chamber of Commerce | First Appointed: 11/06/2008<br>Current Appointment: 03/22/2012<br>Expiration: 12/31/2014<br>Number of Terms: 2 |
| 3 | <b>Mr. Jim Parker</b><br><br>1908 Terry Road<br>Hillsborough NC 27278         | Day Phone: 919-732-3883<br>Evening Phone:<br>FAX: 919-732-6676<br>E-mail: james.parker@summit-engineer.com                | Sex: Male<br>Race:<br>Township: Little River<br>Resid/Spec Req: At-Large<br>Special Repr: Orange County/Hillsborough Chamber of Com         | First Appointed: 01/27/2009<br>Current Appointment: 03/22/2012<br>Expiration: 12/31/2014<br>Number of Terms: 2 |
| 4 | <b>Ms. Laura Hayes Morgan</b><br><br>311 Russburn Way<br>Chapel Hill NC 27516 | Day Phone: 919-624-4946<br>Evening Phone: 919-967-1971<br>FAX:<br>E-mail: laurahmorgan@gmail.com                          | Sex:<br>Race:<br>Township:<br>Resid/Spec Req: At-Large<br>Special Repr: UNC- Chapel Hill  | First Appointed: 11/04/2010<br>Current Appointment: 11/04/2010<br>Expiration: 12/31/2012<br>Number of Terms: 1 |
| 5 | <b>Mr Mark Sherburne</b><br><br>524 Highgrove Drive<br>Chapel Hill NC 27516   | Day Phone: 919-698-5996<br>Evening Phone: 919 960 8192<br>FAX:<br>E-mail: mandmsherburne@nc.rr.com                        | Sex: Male<br>Race: Caucasian<br>Township: Chapel Hill<br>Resid/Spec Req: At-Large<br>Special Repr: Economic Development Commission-Orange   | First Appointed: 08/03/2012<br>Current Appointment: 08/03/2012<br>Expiration: 12/31/2014<br>Number of Terms:   |

# 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  | <b>Mrs. Karen DeHart</b><br>102 Old Larkspur Way<br>Chapel Hill NC 27516              | Day Phone: 919-240-7369<br>Evening Phone: 919-929-6661<br>FAX: 919-240-7397<br>E-mail: karen@nchsaa.org          | Sex: Female<br>Race: Caucasian<br>Township: Chapel Hill<br>Resid/Spec Req: At-Large<br>Special Repr: NC High School Athletic Association    | First Appointed: 02/15/2011<br>Current Appointment: 02/15/2011<br>Expiration: 12/31/2013<br>Number of Terms:   |
| 7  | <b>Mr. Michael Gering</b><br>158 W. King Street<br>Hillsborough NC 27278              | Day Phone:<br>Evening Phone: 919-644-8321<br>FAX:<br>E-mail: mike.gering@hillsboroughnc.org                      | Sex: Male<br>Race: Caucasian<br>Township:<br>Resid/Spec Req: Hillsborough Twmsp<br>Special Repr: Town of Hillsborough Board of Commissioner | First Appointed: 11/04/2010<br>Current Appointment: 11/04/2010<br>Expiration: 12/31/2013<br>Number of Terms: 1 |
| 8  | <b>Mr. Anthony Carey</b><br><b>Vice-Chair</b><br>1152 Newberry Dr.<br>Mebane NC 27302 | Day Phone: 9199294000<br>Evening Phone: 9192185918<br>FAX: 9199688527<br>E-mail: acarey@sienahotel.com           | Sex: Male<br>Race: Caucasian<br>Township: Alamance County<br>Resid/Spec Req: At-Large<br>Special Repr: O/C Lodging Assoc.                   | First Appointed: 11/05/2009<br>Current Appointment: 11/05/2009<br>Expiration: 12/31/2012<br>Number of Terms: 2 |
| 9  | <b>Ms. Lydia Lavelle</b><br>8107 Kit Lane<br>Chapel Hill NC 27516                     | Day Phone: 919-530-7484<br>Evening Phone: 919-942-5640<br>FAX:<br>E-mail: llavelle@townofcarrboro.org            | Sex:<br>Race:<br>Township: Chapel Hill<br>Resid/Spec Req: At-Large<br>Special Repr: Carrboro Board of Aldermen.                             | First Appointed: 11/04/2010<br>Current Appointment: 11/04/2010<br>Expiration: 12/31/2013<br>Number of Terms: 1 |
| 10 | <b>Mr. David Gephart</b><br><b>Chair</b><br>1401 Poplar Lane<br>Hillsborough NC 27278 | Day Phone: 919.656.7104<br>Evening Phone: 919.732.9886<br>FAX: 919.732.9953<br>E-mail: dave@gephartmarketing.com | Sex: Male<br>Race: Caucasian<br>Township: Eno<br>Resid/Spec Req: At-Large<br>Special Repr: Alliance/Hist.Hillsborough                       | First Appointed: 12/11/2007<br>Current Appointment: 03/22/2012<br>Expiration: 12/31/2014<br>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 | <b>Mr. John (Jack) Schmidt</b><br>197 Roads End<br>Pittsboro NC 27312 | Day Phone: 919-918-2792<br>Evening Phone: 919-360-4554<br>FAX: 919-918-2795<br>E-mail: jschmidt@carolinainn.com | Sex: Male<br>Race: Caucasian<br>Township:<br>Resid/Spec Req: At-Large<br>Special Repr: O/C Lodging Assoc.           | First Appointed: 09/06/2012<br>Current Appointment: 09/06/2012<br>Expiration: 12/31/2012<br>Number of Terms: |
| 12 | <b>Ms. Penny Rich</b><br>109 Oldham Place<br>Chapel Hill NC 27516     | Day Phone: 919-428-5952<br>Evening Phone:<br>FAX:<br>E-mail: prich@orangecountync.gov                           | Sex: Female<br>Race: Caucasian<br>Township: Chapel Hill<br>Resid/Spec Req: At-Large<br>Special Repr: O.C. BOCC      | First Appointed: 02/05/2013<br>Current Appointment: 02/05/2013<br>Expiration: 12/31/2014<br>Number of Terms: |
| 13 | <b>VACANT</b>   | Day Phone:<br>Evening Phone:<br>FAX:<br>E-mail:   | Sex:<br>Race:<br>Township:<br>Resid/Spec Req: At-Large<br>Special Repr: O.C. Arts Commission                        | First Appointed:<br>Current Appointment:<br>Expiration: 12/31/2014<br>Number of Terms:                       |
| 14 | <b>VACANT</b>   | Day Phone:<br>Evening Phone:<br>FAX:<br>E-mail:   | Sex:<br>Race:<br>Township:<br>Resid/Spec Req: Ex-officio<br>Special Repr: Economic Development Staff - Town of Chap | First Appointed:<br>Current Appointment:<br>Expiration: 12/31/2014<br>Number of Terms:                       |
| 15 | <b>VACANT</b>   | Day Phone:<br>Evening Phone:<br>FAX:<br>E-mail:   | Sex:<br>Race:<br>Township:<br>Resid/Spec Req: Ex-officio<br>Special Repr: Economic Development Staff - Town of Carr | First Appointed:<br>Current Appointment:<br>Expiration: 04/30/2014<br>Number of Terms:                       |

# 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.

VACANT

16

Day Phone:

Evening Phone:

FAX:

E-mail:

Sex:

Race:

Township:

Resid/Spec Req: Ex-officio

Special Repr: Chapel Hill Downtown Partnership Staff

First Appointed:

Current Appointment:

Expiration: 04/30/2014

Number of Terms:

VACANT

17

Day Phone:

Evening Phone:

FAX:

E-mail:

Sex:

Race:

Township:

Resid/Spec Req: At-Large

Special Repr: At-Large

First Appointed:

Current Appointment:

Expiration: 12/31/2014

Number of Terms:

## The edge of the Triangle

Chapel Hill | Carrboro | Hillsborough

April 11, 2013

Donna Baker/ Orange County Board of Commissioners  
Frank Clifton, County Manager

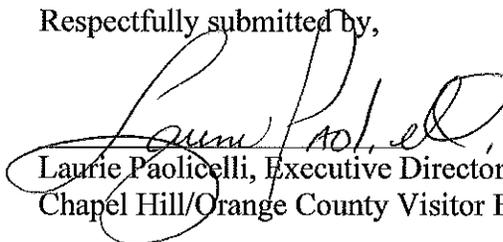
Re: Recommended appointment of Gene Pease

On behalf of the Chapel Hill/Orange County Visitors Bureau and Board, please accept the recommendation of Gene Pease. Councilman Pease has been selected to represent the Town of Chapel Hill and will replace Jim Ward.

Councilman Pease would begin his first term immediately or upon the approval of the BOCC and will serve a term as designated by the Town of Chapel Hill, but no more than the time stated in the Orange County Board of Commissioners Advisory Board Policy.

The Visitor Bureau and Board believe that Councilman Pease will represent and serve the interests of the Orange County communities and visitor alike.

Respectfully submitted by,



Laurie Paolicelli, Executive Director  
Chapel Hill/Orange County Visitor Bureau

## The edge of the Triangle

Chapel Hill | Carrboro | Hillsborough

April 11, 2013

Donna Baker/ Orange County Board of Commissioners  
Frank Clifton, County Manager

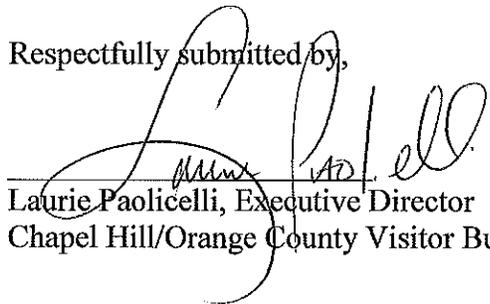
Re: Recommended re-appointment of Laura Hayes Morgan

On behalf of the Chapel Hill/Orange County Visitors Bureau and Board, please accept the recommendation of Laura Morgan, Director of University Events and representing UNC Chapel Hill to a second 3-year term. Ms. Morgans first term ended in December 2012.

Ms. Morgan attended 21 of 30 meetings in her first term.

The Visitor Bureau and Board believe that Ms. Morgan will represent and serve the interests of the Orange County communities and visitor alike.

Respectfully submitted by,



Laurie Paolicelli, Executive Director  
Chapel Hill/Orange County Visitor Bureau

## **Volunteer Application Orange County Advisory Boards and Commissions**

**Name:** Mr. Anthony Carey  
**Name Called:**  
**Home Address:** 1152 Newberry Dr.  
Mebane NC 27302  
**Phone (Day):** 9199294000  
**Phone (Evening):** 9192185918  
**Phone (Cell):**  
**Email:** acarey@sienahotel.com  
**Place of Employment:** The Siena Hotel  
**Job Title:** General Manager  
**Year of OC Residence:**  
**Township of Residence:** Alamance Count  
**Zone of Residence:** -  
**Sex:** Male  
**Ethnic Background:** Caucasian

**Boards/Commissions applied for:**

**Community Activities/Organizational Memberships:**

**Past Service on Orange County Advisory Boards:**

Work Experience: 17 plus years in the hospitality industry; from Bellmen - General Manager. Five years in the retail industry.

Volunteer Experience: I have worked and volunteered with many non-profits in the Triangle area; Cornucopia House, Orange County Rape Crisis, Inter-Faith Council, Flight of Hope, and Business in Education partnership with Chapel Hill- Carrboro and Orange County Schools. Over the past three years I have served on the Board of Directors for the Chapel Hill-Carrboro Chamber of Commerce. I am currently the Vice-Chair for the foundation for a Sustainable Community, and in coming Chair for 2010.

Education: Cornell University On-line Hospitality Management 2000-2005

**Other Comments:**

I grew up in Chapel Hill, and I love marketing the town and county I have spent my life enjoying. STAFF COMMENTS: Originally applied for Chapel Hill/Orange County Visitors Bureau 10/6/09. ADDRESS VERIFICATION: 1152 Newberry Dr., Mebane is Alamance County. MAY BE ELIGIBLE FOR LODGING POSITION.

## The edge of the Triangle

Chapel Hill | Carrboro | Hillsborough

April 11, 2013

Donna Baker/ Orange County Board of Commissioners  
Frank Clifton, County Manager

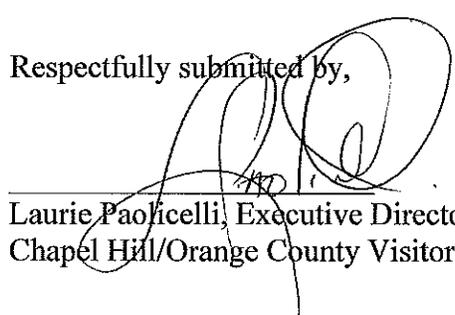
Re: Recommended re-appointment of Jack Schmidt

On behalf of the Chapel Hill/Orange County Visitors Bureau and Board, please accept the recommendation to re-appoint Jack Schmidt, Director of Sales and Marketing for The Carolina Inn to represent one of the two Orange County Lodging Association seat on our board.

Mr. Schmidt attended all meetings since his recommendation to carry out the term originally served by Mark Sherburne. Upon approval, Mr. Schmidt would begin his first *full* term beginning January 2013.

The Visitors Bureau and Board believe that Mr. Schmidt has represented and served the interests of the Orange County communities and visitor alike and would continue to do so.

Respectfully submitted by,



Laurie Paolicelli, Executive Director  
Chapel Hill/Orange County Visitor Bureau

## The edge of the Triangle

Chapel Hill | Carrboro | Hillsborough

March 19, 2013

Donna Baker/ Orange County Board of Commissioners  
Frank Clifton, County Manager

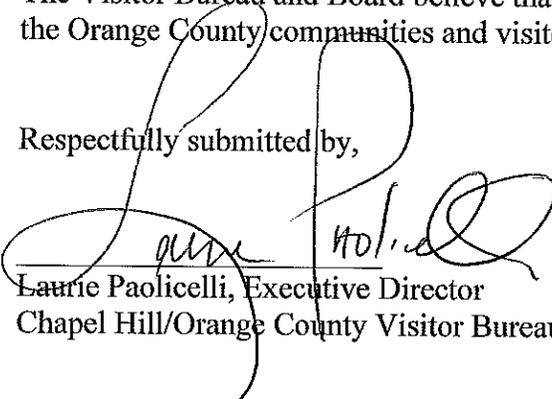
Re: Recommended appointment of Gordon Jameson

On behalf of the Chapel Hill/Orange County Visitors Bureau and Board, please accept the recommendation of Gordon Jameson to serve as the Orange County Arts Commission liaison to the board. Mr. Jameson serves on the OCAC board and is currently Chairman of Frank Gallery's board of directors.

Mr. Jameson would begin his first term immediately or upon the approval of the BOCC and will serve a term of three years as stated in the Orange County Board of County Commissioner's Advisory Board Policy.

The Visitor Bureau and Board believe that Mr. Jameson will represent and serve the interests of the Orange County communities and visitor alike.

Respectfully submitted by,



Laurie Paolicelli, Executive Director  
Chapel Hill/Orange County Visitor Bureau

## The edge of the Triangle

Chapel Hill | Carrboro | Hillsborough

March 19, 2013

Donna Baker/ Orange County Board of Commissioners  
Frank Clifton, County Manager

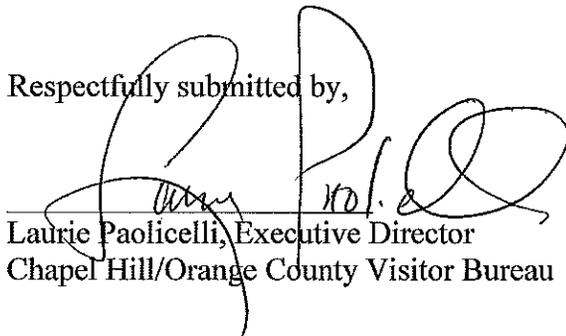
Re: Recommended appointment of Annette Stone

On behalf of the Chapel Hill/Orange County Visitors Bureau and Board, please accept the recommendation of Annette Stone, Economic and Community Development Director for the Town of Carrboro. Ms. Stone would represent the Town of Carrboro in an ex-officio capacity. Ms. Stone brings fourteen years of city planning to the table, and the Bureau welcomes her progressive and innovative ideas.

Ms. Stone would begin her first term immediately or upon the approval of the BOCC's and will serve a term of three years as stated in the Orange County Board of County Commissioner's Advisory Board Policy.

The Visitor Bureau and Board believe that Ms. Stone will represent and serve the interests of the Orange County communities and visitor alike.

Respectfully submitted by,



Laurie Paolicelli, Executive Director  
Chapel Hill/Orange County Visitor Bureau

## The edge of the Triangle

Chapel Hill | Carrboro | Hillsborough

March 19, 2013

Donna Baker/ Orange County Board of Commissioners  
Frank Clifton, County Manager

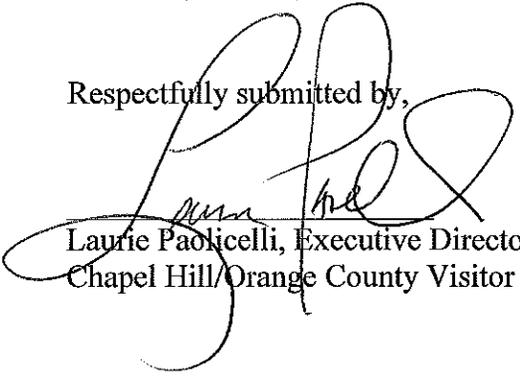
Re: Recommended appointment of Meg McGurk

On behalf of the Chapel Hill/Orange County Visitors Bureau and Board, please accept the recommendation of Meg McGurk, Executive Director of the Chapel Hill Downtown Partnership. The Bureau works closely with the Downtown Partnership in many aspects relating to annual events, promotions and issues pertaining to downtown Chapel Hill. Ms. McGurk would represent the DTP as an ex-officio member.

Ms. McGurk would begin her first term immediately or upon the approval of the BOCC and will serve a term of three years as stated in the Orange County Board of County Commissioner's Advisory Board Policy.

The Visitor Bureau and Board believe that Ms. McGurk will represent and serve the interests of the Orange County communities and visitor alike.

Respectfully submitted by,



Laurie Padicelli, Executive Director  
Chapel Hill/Orange County Visitor Bureau

## The edge of the Triangle

Chapel Hill | Carrboro | Hillsborough

March 19, 2013

Donna Baker/ Orange County Board of Commissioners  
Frank Clifton, County Manager

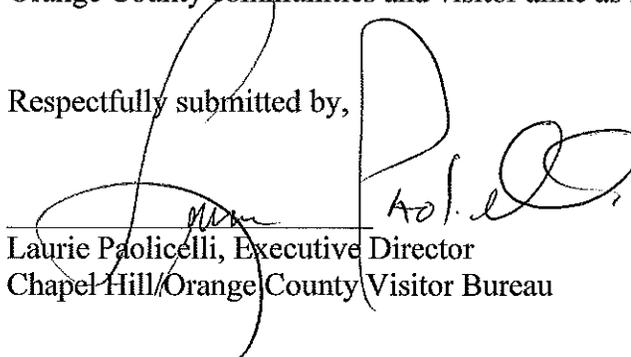
Re: Recommended appointment of Lee Pavao

On behalf of the Chapel Hill/Orange County Visitors Bureau and Board, please accept the recommendation of Lee Pavao to serve At-large on the board. Mr. Pavao has served on the Visitors Bureau Board of Directors in different capacities since 1995 and would bring an institutional memory critical to the past and present issues, successes and trends facing the Bureau.

Mr. Pavao would begin his first term immediately or upon the approval of the BOCC and will serve a term of three years as stated in the Orange County Board of County Commissioner's Advisory Board Policy.

The Visitor Bureau and Board believe that Mr. Pavao will represent and serve the interests of the Orange County communities and visitor alike as he has in the past.

Respectfully submitted by,



Laurie Paolicelli, Executive Director  
Chapel Hill/Orange County Visitor Bureau

**Volunteer Application  
Orange County Advisory Boards and Commissions**

**Name:** Gene Pease  
**Name Called:**  
**Home Address:** 208 Glandon Drive  
Chapel Hill NC 27514  
**Phone (Day):** 969-7460  
**Phone (Evening):**  
**Phone (Cell):**  
**Email:** gpease7@aol.com

**Place of Employment:**  
**Job Title:**  
**Year of OC Residence:**  
**Township of Residence:**  
**Zone of Residence:**  
**Sex:**  
**Ethnic Background:**

**Boards/Commissions applied for:**

**Community Activities/Organizational Memberships:**

**Past Service on Orange County Advisory Boards:**

**Other Comments:**  
Chapel Hill rep--OWASA

This application was current on: 6/16/2008

**Date Printed:** 4/12/2013

**Volunteer Application  
Orange County Advisory Boards and Commissions**

**Name:** Ms. Laura Hayes Morgan  
**Name Called:**  
**Home Address:** 311 Russburn Way  
Chapel Hill NC 27516  
**Phone (Day):** 919-624-4946  
**Phone (Evening):** 919-967-1971  
**Phone (Cell):**  
**Email:** laurahmorgan@gmail.com  
**Place of Employment:** UNC  
**Job Title:** Director of University Events  
**Year of OC Residence:**  
**Township of Residence:**  
**Zone of Residence:**  
**Sex:**  
**Ethnic Background:**  
**Boards/Commissions applied for:**  
**Community Activities/Organizational Memberships:**  
**Past Service on Orange County Advisory Boards:**

**Other Comments:**

This application was current on: 10/20/1010

**Date Printed:** 4/12/2013

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Mr. Anthony Carey  
**Name Called:**  
**Home Address:** 1152 Newberry Dr.  
 Mebane NC 27302  
**Phone (Day):** 9199294000  
**Phone (Evening):** 9192185918  
**Phone (Cell):**  
**Email:** acarey@sienahotel.com  
**Place of Employment:** The Siena Hotel  
**Job Title:** General Manager  
**Year of OC Residence:**  
**Township of Residence:** Alamance Count  
**Zone of Residence:** -  
**Sex:** Male  
**Ethnic Background:** Caucasian

### Boards/Commissions applied for:

### Community Activities/Organizational Memberships:

### Past Service on Orange County Advisory Boards:

Work Experience: 17 plus years in the hospitality industry; from Bellmen - General Manager. Five years in the retail industry.

Volunteer Experience: I have worked and volunteered with many non-profits in the Triangle area; Cornucopia House, Orange County Rape Crisis, Inter-Faith Council, Flight of Hope, and Business in Education partnership with Chapel Hill- Carrboro and Orange County Schools. Over the past three years I have served on the Board of Directors for the Chapel Hill-Carrboro Chamber of Commerce. I am currently the Vice-Chair for the foundation for a Sustainable Community, and in coming Chair for 2010.

Education: Cornell University On-line Hospitality Management 2000-2005

### Other Comments:

I grew up in Chapel Hill, and I love marketing the town and county I have spent my life enjoying. STAFF COMMENTS: Originally applied for Chapel Hill/Orange County Visitors Bureau 10/6/09. ADDRESS VERIFICATION: 1152 Newberry Dr., Mebane is Alamance County. MAY BE ELIGIBLE FOR LODGING POSITION.

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Mr. John (Jack) Schmidt  
**Name Called:**  
**Home Address:** 197 Roads End  
 Pittsboro NC 27312  
**Phone (Day):** 919-918-2792  
**Phone (Evening):** 919-360-4554  
**Phone (Cell):**  
**Email:** jschmidt@carolinainn.com  
**Place of Employment:** The Carolina Inn  
**Job Title:** Director, Sales & Marketing  
**Year of OC Residence:**  
**Township of Residence:**  
**Zone of Residence:** N/A  
**Sex:** Male  
**Ethnic Background:** Caucasian

### Boards/Commissions applied for:

### Community Activities/Organizational Memberships:

### Past Service on Orange County Advisory Boards:

Work Experience: 2/11 - Present: Director, Sales & Marketing - Carolina Inn; 2006-2011 - VP Regional Director Sales & Marketing - Suncadia Resort, Washington, 1999-2006 - Chief Marketing Officer, Benchmark Hospitality, The Woodlands, TX.

Volunteer Experience: 2000-2009 - BOD for HSMAI - Hospitality Sales and Marketing Assn. International, was Chair of America's Board 2006/2007; 1991 - 1995 - BOD International Association of Conference Centers.

Education: Associates Degree in Hospitality from Brandywine College - Wilmington, DE - 1977. Attended UNLV 1977 - 1978 - Hospitality Program.

### Other Comments:

Have experience teaching Hospitality at the college level. Accomplished Hospitality Sales Trainer; Served Various Industry Advisory Boards. STAFF COMMENTS: Applied for Chapel Hill/Orange County Visitor's Bureau 08/03/2012. ADDRESS VERIFICATION: Orange County Residency not required.

This application was current on: 8/3/2012

Date Printed: 4/12/2013

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Mr. Gordon Jameson  
**Name Called:**  
**Home Address:** 2608 Dairyland Rd  
 Hillsborough NC 27278  
**Phone (Day):** 919-932-3438  
**Phone (Evening):**  
**Phone (Cell):**  
**Email:** jame5916@bellsouth.net  
**Place of Employment:** self employed  
**Job Title:** artist  
**Year of OC Residence:**  
**Township of Residence:** Chapel Hill  
**Zone of Residence:** . . .  
**Sex:** Male  
**Ethnic Background:** Caucasian

### Boards/Commissions applied for:

### Community Activities/Organizational Memberships:

### Past Service on Orange County Advisory Boards:

Work Experience: I've been a professional artist for years and years and years.  
[www.gordonjameson.com](http://www.gordonjameson.com)

Volunteer Experience: Served on OCAC board for 6 years, Chair for 2. Orange County Artists Guild board since 2000 and currently Artist Liaison. Co-Chair of Carolina Culture Zone Board, a new board seeking to promote and market the area (Hillsborough, Carrboro, Chapel Hill, Pittsboro) as an arts destination to a national audience. On the board of Arts Advocates, a non-profit gallery promoting Orange County artists and seeking to open a community gallery. Volunteered for the Starlight Foundation in the Pediatric Pavillion of the Los Angeles County Hospital in 1992 - 3.

Education: BFA in fine arts and painting from Franconia College, Franconia NH.  
 Life.

### Other Comments:

I'd welcome the opportunity to return to the Arts Commission. During my previous service I saw the board accomplish a great deal on behalf of the arts and artists of Orange County. I was glad to be part of those successes. STAFF COMMENTS: Originally applied for Arts Commission 3/11/2008. ADDRESS VERIFICATION: 2608 Dairyland Rd is Chapel Hill Township, OCPL jurisdiction.

## **Volunteer Application Orange County Advisory Boards and Commissions**

**Name:** Ms Annette Stone  
**Name Called:**  
**Home Address:** 105 Fidelity Street Unit 49A  
Carrboro NC 27510  
**Phone (Day):** 919 918 7319  
**Phone (Evening):**  
**Phone (Cell):**  
**Email:** astone@townofcarrboro.org  
**Place of Employment:** Town of Carrboro  
**Job Title:** Economic and Community Development Director  
**Year of OC Residence:** 2011  
**Township of Residence:** Chapel Hill  
**Zone of Residence:** Carrboro City Limits  
**Sex:** Female  
**Ethnic Background:** Caucasian

### **Boards/Commissions applied for:**

#### **Chapel Hill/Orange County Visitors Bureau**

I have a degree in Urban and Regional Planning. I have 23 years experience in local government. I was City Planner for New Bern NC for 12 years where I worked with the downtown business development, Swiss Bear, to promote downtown and the community at large.

### **Community Activities/Organizational Memberships:**

I participate in numerous community activities through my job. Chamber events, Carrboro Day, Music and Film Festivals, etc.

### **Past Service on Orange County Advisory Boards:**

### **Other Comments:**

STAFF COMMENTS: Originally applied for Chapel Hill/Orange County Visitors Bureau 04/05/2013. ADDRESS VERIFICATION: 105 Fidelity Street Unit 49A is Chapel Hill Township, Carrboro Jurisdiction, Carrboro City Limits.

This application was current on: 4/5/2013 2:19:23 PM

Date Printed: 4/12/2013

## **Volunteer Application Orange County Advisory Boards and Commissions**

**Name:** Ms. Meg McGurk  
**Name Called:**  
**Home Address:** 308 West Rosemary Street, Suite 202  
Chapel Hill NC 27516  
**Phone (Day):** 919-967-9440  
**Phone (Evening):**  
**Phone (Cell):**  
**Email:** meg@downtownchapelhill.com  
**Place of Employment:** Chapel Hill Downtown Partnership  
**Job Title:** Executive Director  
**Year of OC Residence:**  
**Township of Residence:** Chapel Hill  
**Zone of Residence:** Carrboro Transition Area  
**Sex:** Undesignate  
**Ethnic Background:** Undesignated

### **Boards/Commissions applied for:**

#### **Chapel Hill/Orange County Visitors Bureau**

The Chapel Hill Downtown Partnership is working to bring the resources of the Town, University and downtown community together to maintain, enhance and promote downtown as the social, cultural, and spiritual center of Chapel Hill through economic development.

### **Community Activities/Organizational Memberships:**

### **Past Service on Orange County Advisory Boards:**

### **Other Comments:**

STAFF COMMENTS: Applied 03/25/2013 for Chapel Hill/Orange County Visitor's Bureau. ADDRESS VERIFICATION: 108 Dublin Road (home address) is Chapel Hill Township, Orange County Jurisdiction, JPA-Carrboro Transition Area 2.

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Mr. Lee Pavao  
**Name Called:**  
**Home Address:** The Gables, 620 Airport Road, Unit 503  
 Chapel Hill NC 27514  
**Phone (Day):** 919-942-4682  
**Phone (Evening):**  
**Phone (Cell):**  
**Email:** Impavao@mindspring.com  
**Place of Employment:** J. Walter Thompson Company  
**Job Title:** Retired  
**Year of OC Residence:**  
**Township of Residence:** Chapel Hill  
**Zone of Residence:**  
**Sex:** Male  
**Ethnic Background:** Caucasian

**Boards/Commissions applied for:**

**Community Activities/Organizational Memberships:**

**Past Service on Orange County Advisory Boards:**

Work Experience: 32 year Advertising career with the J. Walter Thompson Co.

Volunteer Experience: Chapel Hill Parks & Rec  
 Chapel Hill Senior Center  
 Chapel Hill Orange County Visitor Bureau  
 various other Community Boards and organizations

Education: BS Degree in Advertising /Univ Of Mass at Dartmouth  
 Executive Management Certificate Uiv of Piura

**Other Comments:**

I served on the first County Task Force that initiated the process for the current Chapel Hill Senior Center. STAFF NOTES: Renewed his application 22 Jan 04 for Southern Orange Sr. Cntr. (new) Design Committee. Original appl Recommended by Chapel Hill Chamber of Commerce for Visitors Bureau of Chapel Hill/ Orange County, 5/03. Member, Chapel Hill Town Board, 1997-2001.

**This application was current on:** 5/1/2003

**Date Printed:** 4/8/2013

# 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

|                                     |  |                          |
|-------------------------------------|--|--------------------------|
| <b>Ms. Libbie Hough</b>             | Day Phone: 919.967.8070                  | Sex: Female              |
| 5401 Hough Road                     | Evening Phone: 919.967.0469              | Race: Caucasian          |
| Hillsborough NC 27278               | Cell Phone:                              | Township: Bingham        |
|                                     | E-mail: libbiehough@cmatters.org         | Date Applied: 05/31/2012 |
| Skills: Chamber of Commerce         | Also Serves On:                          |                          |
| Skills: Marketing Communications    | Also Serves On:                          |                          |
| Skills: Mental Health Advocate      | Also Serves On:                          |                          |
| Skills: School Volunteer            | Also Serves On:                          |                          |
| <b>Ms. Meg McGurk</b>               | Day Phone: 919-967-9440                  | Sex: Undesignated        |
| 308 West Rosemary Street, Suite 202 | Evening Phone:                           | Race: Undesignated       |
| Chapel Hill NC 27516                | Cell Phone:                              | Township: Chapel Hill    |
|                                     | E-mail: meg@downtownchapelhill.com       | Date Applied: 03/25/2013 |
| Skills: Executive Director          | Also Serves On:                          |                          |
| <b>Mr Art Menius</b>                | Day Phone: 919-929-2787                  | Sex: Male                |
| 6627 Maynard Farm Rd                | Evening Phone:                           | Race: Caucasian          |
| Chapel Hill NC 27516                | Cell Phone:                              | Township: Bingham        |
|                                     | E-mail: director@artscenterlive.org      | Date Applied: 04/03/2013 |
| Skills:                             | Also Serves On:                          |                          |
| <b>Ms. claire millar</b>            | Day Phone: 919 4892763                   | Sex: Female              |
| 332 standish drive                  | Evening Phone: 919 4892763               | Race: Caucasian          |
| chapel hill NC 27517                | Cell Phone:                              | Township: Chapel Hill    |
|                                     | E-mail: clairemillar509@gmail.com        | Date Applied: 07/27/2010 |
| Skills: Teacher                     | Also Serves On: Board of Social Services |                          |
| <b>Ms. Sharon Riley</b>             | Day Phone: 969-7866                      | Sex: Female              |
| 9212 Orange Grove Road.             | Evening Phone: 969-9630                  | Race: Caucasian          |
| Chapel Hill NC 27516                | Cell Phone:                              | Township: Bingham        |
|                                     | E-mail: sharonrsvp@bellsouth.net         | Date Applied: 02/04/2009 |
| Skills: Hospitality                 | Also Serves On:                          |                          |
| Skills: Planning Experience         | Also Serves On:                          |                          |

# 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

|  |  |   |
|--|--|---|
| <b>Ms. Brande Roberts</b><br>1800 Hwy 15-501 South<br>Chapel Hill NC 27517<br><br>Skills: Research                             | Day Phone: 9195379692<br>Evening Phone:<br>Cell Phone:<br>E-mail: BLRoberts@alumni.ncsu.edu<br>Also Serves On:                 | Sex: Female<br>Race: Caucasian<br>Township: Chapel Hill<br>Date Applied: 04/12/2011 |
| <b>Mr. Brian Rowe</b><br>3235 Rigsbee Road N<br>Chapel Hill NC 27514<br><br>Skills: Accounting Experience<br>Skills: Insurance | Day Phone: 919-389-2331<br>Evening Phone:<br>Cell Phone:<br>E-mail: bsrowe67@aol.com<br>Also Serves On:<br>Also Serves On:     | Sex: Male<br>Race: Caucasian<br>Township: Chapel Hill<br>Date Applied: 01/05/2013   |
| <b>Mr Daniel Siler</b><br>108 Ray Road<br>Chapel Hill NC 27516<br><br>Skills: Advertising<br>Skills: News Reporter             | Day Phone: 9199329985<br>Evening Phone:<br>Cell Phone:<br>E-mail: daniel.siler@gmail.com<br>Also Serves On:<br>Also Serves On: | Sex: Male<br>Race: Caucasian<br>Township: Chapel Hill<br>Date Applied: 03/31/2013   |
| <b>Ms Annette Stone</b><br>105 Fidelity Street Unit 49A<br>Carrboro NC 27510<br><br>Skills: Planning Experience                | Day Phone: 919 918 7319<br>Evening Phone:<br>Cell Phone:<br>E-mail: astone@townofcarrboro.org<br>Also Serves On:               | Sex: Female<br>Race: Caucasian<br>Township: Chapel Hill<br>Date Applied: 04/05/2013 |

## 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):** 919.967.0469  
**Phone (Cell):**  
**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

**Boards/Commissions applied for:**

Chapel Hill/Orange County Visitors Bureau

Economic Development Advisory Board (REQUIRES DISCLOSURE ST

**Community Activities/Organizational Memberships:**

**Past Service on Orange County Advisory Boards:**

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:** 5/31/2012

**Date Printed:** 4/8/2013

## 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):** 919-929-2787  
**Phone (Evening):**  
**Phone (Cell):**  
**Email:** director@artscenterlive.org  
**Place of Employment:** The ArtsCenter  
**Job Title:** Executive Director  
**Year of OC Residence:** 1973  
**Township of Residence:** Bingham  
**Zone of Residence:**  
**Sex:** Male  
**Ethnic Background:** Caucasian

### Boards/Commissions applied for:

#### Chapel Hill/Orange County Visitors Bureau

I have been working directly in arts and entertainment based tourism development since 1988 with MerleFest/Wilkes Community College, Appalshop, Blue Ridge Music Hall of Fame, Wilkes County (NC) Chamber of Commerce, Wilkes County TDA, High Country Host, Letcher County (KY) Tourism Commission, and many other entities. I have organized events with up to 82,000 attendance. At MerleFest I handled marketing, sponsorship, and community relations, including leading our Economic Impact measurement efforts.

### Community Activities/Organizational Memberships:

Rotary Club of Chapel Hill  
 Carrboro Arts Committee  
 Carrboro Economic Sustainability Commission (arts liaison)  
 Folk Alliance International  
 WCOM community radio

### Past Service on Orange County Advisory Boards:

### Other Comments:

This application was current on: 4/3/2013 4:36:01 PM

Date Printed: 4/8/2013

## 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

**Boards/Commissions applied for:**

Board of Social Services

Chapel Hill/Orange County Visitors Bureau

**Community Activities/Organizational Memberships:**

**Past Service on Orange County Advisory Boards:**

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:** 7/27/2010 5:14:25 PM

**Date Printed:** 4/8/2013

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Ms. Sharon Riley  
**Name Called:**  
**Home Address:** 9212 Orange Grove Road.  
 Chapel Hill NC 27516  
**Phone (Day):** 969-7866  
**Phone (Evening):** 969-9630  
**Phone (Cell):**  
**Email:** sharonrsvp@bellsouth.net  
**Place of Employment:** RSVP Events  
**Job Title:** President  
**Year of OC Residence:**  
**Township of Residence:** Bingham  
**Zone of Residence:** At-Large, Bingham Township  
**Sex:** Female  
**Ethnic Background:** Caucasian

**Boards/Commissions applied for:**  
 Chapel Hill/Orange County Visitors Bureau

### Community Activities/Organizational Memberships:

### Past Service on Orange County Advisory Boards:

**Work Experience:** I have been employed in the Hospitality Industry for 29 years as a meeting planner and a special event planner. Since 1987, I have owned and managed RSVP Events, an event management company.

**Volunteer Experience:** I have served on the Orange co. Parks and Rec Advisory Council, volunteered in Orange Co. Schools, and donated events for various nonprofits.

**Education:** Educated in the Orange co. Schools Graduated with a BS in Urban and Regional Planning from ECU.

### Other Comments:

I would like to share my knowledge and experience in the Special Event with other industry leaders on the Chapel Hill Orange County Visitors Bd of Directors. STAFF COMMENTS: Originally applied for Recreation and Parks Advisory Council 6/22/2004. Applied for Chapel Hill/Orange County Visitors Bureau 2/4/2009. ADDRESS VERIFICATION: 9212 Orange Grove Rd is in Orange County in the Bingham Township.

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Ms. Brande Roberts  
**Name Called:**  
**Home Address:** 1800 Hwy 15-501 South  
 Chapel Hill NC 27517  
**Phone (Day):** 9195379692  
**Phone (Evening):**  
**Phone (Cell):**  
**Email:** BLRoberts@alumni.ncsu.edu  
**Place of Employment:** ESC Labor Market Information Division  
**Job Title:** Research Specialist  
**Year of OC Residence:** 2000  
**Township of Residence:** Chapel Hill  
**Zone of Residence:** EA (Extraterritorial Area)  
**Sex:** Female  
**Ethnic Background:** Caucasian  
**Boards/Commissions applied for:**  
 Chapel Hill/Orange County Visitors Bureau

### Community Activities/Organizational Memberships:

#### Past Service on Orange County Advisory Boards:

Work Experience: Research Specialist, Labor Market Information Division, NC ESC, 4/10 to present

Support NC Green Economy Study (short-term project funded by ARRA to study statewide employment and training needs): conduct literature review on green jobs; develop survey instrument; develop and deliver presentations on project to workforce development groups; create web page and public information documents for project; write quarterly progress reports for US Dept of Labor (funder); write interim and final project reports

Community Development Specialist, Div. of Community Assistance, NC Commerce, 6/07 to 3/10

Assist grantee communities in complying with federal and state regulations related to their community development programs; monitor grantee compliance through grant cycle; provide one-on-one training (in-person and remote) as well as group presentations; disseminate program information by writing press releases and items for internal and external newsletters and developing and managing Division's web pages; write and edit content for strategic plan and annual action plan; develop and update forms and accompanying instructions to minimize reporting burden on grantees; assist with audits by and communication with federal and state agencies

Survey Center Coordinator, State Center for Health Statistics, NC DHHS, 8/05 to 6/07  
Oversee operations of survey center including staffing, training, and performance monitoring; analyze survey data using SAS; write and edit statistical reports on risk behaviors and health conditions across NC; write instructions and procedures manuals; assist with grant application preparation and required reporting to funder; ensure adherence to CDC protocol; develop and deliver training presentations

Research Assistant/Survey Supervisor, Urban Institute, UNC Charlotte, 3/04 to 12/04  
Write statistical reports based on data from community surveys; develop case studies for economic development plans through secondary research and telephone interviews; clean and analyze survey data for reports; train interviewers on survey protocol and use of computer-assisted telephone interviewing software and monitor interviewers for data quality; design layout for and edit documents

Research Assistant, Office of Economic Development, UNC Chapel Hill, 10/00 to 1/04  
Provide primary and secondary research and analytical support; assist in preparation of grant applications, e.g., projecting costs, writing goals and competencies statements, compiling supporting materials, and formatting to funder's specifications; market internship program and facilitate communication between employers and students; edit reports for accuracy and for consistency among collaborators; write and edit content for website and respond to inquiries from public regarding OED's work; organize and assist with focus groups and community stakeholder meetings

Volunteer Experience: Lumber River Conservancy (LRC)- Design and develop a website for LRC including building site, writing content, and finding appropriate photographs and links; create a brochure; develop a hand-out for FAQ for hard-copy distribution and to be included on the website

Regular volunteer with Chapel Hill Parks & Recreation and Eno River Association - Answer questions and provide directions at information booth, encourage attendees to complete surveys on events, help with clean-up after events, check IDs for alcohol purchase, sell tickets, assist attendees at recycling stations, etc.

Education: Graduate Certificate in Technical Communication, UNCC, May 2008  
BS Business Management, Concentration in Marketing, NCSU, December 1997  
BA Sociology, NCSU, May 1997

Additional training:

Community Development Academy, UNC School of Government, 2008  
Basic Economic Development Course, UNC School of Government, 2001

**Other Comments:**

I'm seeking a more substantial volunteer commitment, where my time will really have a positive impact on our community. I believe my skills would be useful in either of these advisory groups. I've worked as a research professional for many years, most of that time focused specifically in economic development. I'm familiar with our resources such as Commerce, Rural Center, Golden LEAF, SBTDC, Triangle J, RTRP, CH-Carrboro

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Chamber, CH Downtown Partnership, etc. I also have experience in grant proposal writing, interpreting state and federal regulations, and providing technical assistance and training. If this meets your needs, I would certainly appreciate the opportunity to participate. STAFF COMMENTS: Originally (4/12/2011) for Economic Deelopment Commission and Chapel Hill/Orange County Visitors Bureau. ADDRESS VERIFICATION: 1800 US Hwy 15--501 South is Chapel Hill Jurisdiction and Chapel Hill Township.

**This application was current on:** 4/12/2011 11:31:57 AM

**Date Printed:** 4/8/2013

## **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:** OE Enterprises, Inc.  
**Job Title:** Accounting Manager  
**Year of OC Residence:** 2011  
**Township of Residence:** Chapel Hill  
**Zone of Residence:**  
**Sex:** Male  
**Ethnic Background:** Caucasian

**Boards/Commissions applied for:**  
Orange County Parks and Recreation Council

Chapel Hill/Orange County Visitors Bureau

### **Community Activities/Organizational Memberships:**

### **Past Service on Orange County Advisory Boards:**

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.

## **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):** 9199329985  
**Phone (Evening):**  
**Phone (Cell):**  
**Email:** daniel.siler@gmail.com  
**Place of Employment:** River Agency  
**Job Title:** Brand Strategist  
**Year of OC Residence:** 2000  
**Township of Residence:** Chapel Hill  
**Zone of Residence:** Carrboro City Limits  
**Sex:** Male  
**Ethnic Background:** Caucasian

### **Boards/Commissions applied for:**

#### **Chapel Hill/Orange County Visitors Bureau**

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.

### **Community Activities/Organizational Memberships:**

### **Past Service on Orange County Advisory Boards:**

### **Other Comments:**

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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.

**This application was current on:** 3/31/2013 11:33:09 AM

**Date Printed:** 4/8/2013

**CHAPEL HILL ORANGE COUNTY VISITORS BUREAU POLICIES AND PROCEDURES**

SECTION 1: SCOPE

A. Purpose

1. To establish a policy and procedures whereby the Orange County Board of Commissioners will establish the specific policies and procedures governing the Chapel Hill/Orange County Visitors Bureau.
2. The Orange County Board of Commissioners may appoint an advisory board whose duty is to serve in an advisory capacity to the Orange County Board of Commissioners regarding visitors' services in Orange County.

B. Authority

1. North Carolina General Statute 153A-76 grants boards of county commissioners the authority to establish advisory boards.
2. The Orange County Advisory Board Policy serves as the underlying policy document to which the Chapel Hill/Orange County Visitors Bureau, in addition to this policy and procedure document, is subject. The Orange County Advisory Board Policy is attached hereto as "Exhibit A".
3. In the event that there is a conflict between the Orange County Advisory Board Policy and this Policies and Procedures document this Policies and Procedures document shall control.

c. Charge

1. The charge of the Chapel Hill/Orange County Visitors Bureau is as follows: To develop and coordinate visitor services in Orange County and to implement marketing programs that will enhance the economic activity and quality of life in the community.

The purpose for which the Chapel Hill/Orange County Visitors Bureau was formed: The Chapel Hill/Orange County Visitors Bureau was established in 1982 as a department of county government for the purpose of developing year-round sustainable tourism for the towns that comprise Orange County in a manner favorable to impact its economic well-being. The board's purpose is to serve in an advisory capacity to Orange County Board of Commissioners by adopting an annual marketing plan and program of work for Visitor Bureau staff as necessary to carry out the Visitor Bureau's mission as stated above and below.

## SECTION II: GOALS AND OBJECTIVES

### A. Goals

1. The Chapel Hill/Orange County Visitors Bureau shall position Orange County as a desirable meeting and vacation destination to select visitor markets with careful consideration of the needs and assets of the communities that comprise Orange County
2. To work in cooperation with community organizations to achieve an effective, coordinated and comprehensive marketing program with high-quality collateral materials, on-line programs, and visitor services.
3. To serve as a county wide leader in developing strategies for consistently providing quality visitor services to travelers who visit Orange County.
4. To encourage longer stays, increased spending and repeat visits of travelers to Orange County.
5. To examine the range of visitor services available, to identify unmet needs and to encourage private businesses to meet those needs, as appropriate.
6. To operate in a manner that contributes to the economic development and quality of life that comprises Orange County.

### B. Objectives

1. To establish the Bureau as the premier destination marketing organization in the region. By highlighting the Orange County towns of Chapel Hill, Carrboro, Hillsborough and surrounding areas. Improving the promotion of Orange County will inevitably enhance the promotions and quality of tourism opportunities throughout the county. The marketing initiatives will create awareness of the tourism assets of Orange County; increase the level of interest in Chapel Hill/Carrboro/Hillsborough destinations for leisure travel; and increase the level of interest in Orange County as a destination for business meetings and conferences.

## SECTION III: MEMBERSHIP

### A. Authority

1. North Carolina General Statute 153A-76 grants boards of county commissioners the authority to establish advisory boards and to appoint members to and remove members from those advisory boards. In acting on this authority the Orange County Board of Commissioners hereby establishes certain general conditions to which applicants and members of advisory boards should conform.

B. Composition

| QTY | Representation  |
|-----|---|
| 1   | Orange County/Hillsborough Chamber of Commerce                  |
| 1   | Chapel Hill/Carrboro Chamber of Commerce                        |
| 1   | Alliance for Historic Hillsborough                              |
| 1   | UNC- Chapel Hill  |
| 2   | Orange County Lodging Assoc. (hotel under 100 & over 100 rooms) |
| 1   | Town of Chapel Hill Council                                     |
| 1   | Town of Hillsborough Board of Commissioners                     |
| 1   | Town of Carrboro Board of Aldermen                              |
| 1   | North Carolina H.S. Athletic Association                        |
| 1   | Economic Development Commission- Orange County                  |
| 1   | Board of County Commissioners                                   |
| 1   | Orange County Arts Commission Board Liaison                     |
| 1   | Economic Development Staff- Town of Chapel Hill (ex-officio)    |
| 1   | Economic Development Staff- Town of Carrboro (ex-officio)       |
| 1   | Chapel Hill Downtown Partnership Staff (ex-officio)             |
| 1   | At-large  |

SECTION IV.MEETINGS

A. Staffing

1. Orange County staff may, upon the approval of the Orange County Manager, serve support functions as follows:
  - a. Administrative Duties, meeting minutes.
2. Regular meetings shall occur the third Wednesday of every month at 8:00a.m. at various locations throughout Orange County.

SECTION V. ORIENTATION

A. Attendance

1. Each member shall attend an orientation presented by the Orange County Staff for familiarize the advisory board members with the operation of County government, the Visitor Bureau's Department rules, and the operating procedures of the advisory board.
2. Each voting member will be encouraged to complete the orientation within six weeks of his or her appointment and participate in at least one meeting with the staff.

SECTION VI.BY-LAWS

A. By-Laws

APPROVED 11/8/2012

1. Any Bylaws adopted by the Chapel Hill/Orange County Visitors Bureau are void and no further bylaws shall be adopted. Procedure shall be governed solely by this policy document and the General Advisory Board Policy Document.
2. Should the Chapel Hill/Orange County Visitors Bureau determine modifications to policies and procedures are necessary the Chapel Hill/Orange County Visitors Bureau may petition the Board of County Commissioners for such modifications.

Excerpt from Amended 11/8/2012

**ORANGE COUNTY BOARD OF COUNTY COMMISSIONERS  
ADVISORY BOARD POLICY**

**SECTION IV. ROLES AND RESPONSIBILITIES**

A. Members

1. Ex officio members may be appointed by the Orange County Board of Commissioners for the purpose of meeting subject matter expertise needs. Ex officio members are nonvoting members of the advisory board.

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** April 23, 2013

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

**SUBJECT:** Orange County Alcoholic Beverage Control (ABC) Board -- Appointment

**DEPARTMENT:** Board of Commissioners

**PUBLIC HEARING: (Y/N)**

No

**ATTACHMENT(S):**

Membership Roster  
Letter Of Recommendation/Attendance  
Application(s)/Resume(s) of Person(s) for  
Consideration  
Applicant Interest List  
Application(s)/Resume(s) of Person(s) on  
the Interest List  
Excerpt G.S. 18B-700

**INFORMATION CONTACT:**

Clerk's Office, 245-2130

**PURPOSE:** To consider making an appointment to the Orange County Alcoholic Beverage Control (ABC) Board.

**BACKGROUND:** The following appointment is for Board consideration:

- Appointment to a second term for Ms. Lisa Stuckey. If appointed Ms. Stuckey will be serving a second term expiring 06/30/2016.

| Position Number    | Special Representation | Expiration Date |
|--------------------|------------------------|-----------------|
| 5 Ms. Lisa Stuckey | At-Large               | 06/30/2016      |

**FINANCIAL IMPACT:** None

**RECOMMENDATION(S):** The Board will consider making an appointment to the Orange County ABC Board.

# Board and Commission Members

## And Vacant Positions

### ***Alcoholic Beverage Control Board***

Meeting Times: 8:30 am third Tuesday of each month

Terms: 2

Contact Person: Tony Dubois, General Manager

Meeting Place: the ABC Board Room

Positions: 6

Length: 3 years

Contact Phone: 919-732-3432

Description: All members are appointed by the Board of County Commissioners. The ABC Board has the authority to buy, sell, transport and possess alcoholic beverages for the operation of its stores. This board also adopts rules for the ABC system and has the authority to hire and dismiss employees. Members are paid a stipend and reimbursed for mileage.

|   |   |   |   |  |
|---|---|---|---|--|
| 1 | <b>Mr. Gregg Jarvies</b><br><br>607 Victoria Drive<br>Hillsborough NC 27278           | Day Phone: 919-732-3428<br>Evening Phone:<br>FAX:<br>E-mail: gjarvies@hotmail.com                         | Sex: Male<br>Race: Caucasian<br>Township: Hillsborough<br>Resid/Spec Req: At-Large<br>Special Repr:       | First Appointed: 05/15/2012<br>Current Appointment: 05/15/2012<br>Expiration: 06/30/2015<br>Number of Terms: 1 |
| 2 | <b>Ms. Rosa Tilley</b><br><br>304 Lipscomb Grove Church Road<br>Hillsborough NC 27278 | Day Phone: 9198108839<br>Evening Phone: 9194779637<br>FAX:<br>E-mail: tilleykia@frontier.com              | Sex: Female<br>Race: Hispanic<br>Township: Hillsborough<br>Resid/Spec Req: At-Large<br>Special Repr:      | First Appointed: 05/20/2008<br>Current Appointment: 05/15/2012<br>Expiration: 06/30/2015<br>Number of Terms: 2 |
| 3 | <b>Mr. John Link Jr</b><br><b>Vice-Chair</b><br>4720 Rapids Lane<br>Durham NC 27705   | Day Phone: 919-3820424<br>Evening Phone:<br>FAX:<br>E-mail: jmlgel@aol.com                                | Sex: Male<br>Race: Caucasian<br>Township: Eno<br>Resid/Spec Req: At-Large<br>Special Repr:                | First Appointed: 05/20/2008<br>Current Appointment: 04/19/2011<br>Expiration: 06/30/2014<br>Number of Terms: 2 |
| 4 | <b>Mr. Keith Cook</b><br><b>Chair</b><br>419 Calvary Court<br>Hillsborough NC 27278   | Day Phone: 919-644-1886<br>Evening Phone: 919-644-1884<br>FAX:<br>E-mail: kdc52@aol.com                   | Sex: Male<br>Race: African American<br>Township: Cedar Grove<br>Resid/Spec Req: At-Large<br>Special Repr: | First Appointed: 05/20/2008<br>Current Appointment: 04/19/2011<br>Expiration: 06/30/2014<br>Number of Terms: 2 |
| 5 | <b>Ms. Lisa Stuckey</b><br><br>115 Virginia Drive<br>Chapel Hill NC 27514             | Day Phone: 919-942-8373<br>Evening Phone: 919-942-8373<br>FAX: 919-929-3671<br>E-mail: bstuckey@nc.rr.com | Sex: Female<br>Race: Caucasian<br>Township: Chapel Hill<br>Resid/Spec Req: At-Large<br>Special Repr:      | First Appointed: 10/19/2010<br>Current Appointment: 10/19/2010<br>Expiration: 06/30/2013<br>Number of Terms: 1 |

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# Board and Commission Members

## And Vacant Positions

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### ***Alcoholic Beverage Control Board***

Meeting Times: 8:30 am third Tuesday of each month

Terms: 2

Contact Person: Tony Dubois, General Manager

Meeting Place: the ABC Board Room

Positions: 6

Length: 3 years

Contact Phone: 919-732-3432

Description: All members are appointed by the Board of County Commissioners. The ABC Board has the authority to buy, sell, transport and possess alcoholic beverages for the operation of its stores. This board also adopts rules for the ABC system and has the authority to hire and dismiss employees. Members are paid a stipend and reimbursed for mileage.

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### **Mr. Earl McKee**

Day Phone: 919-732-7906

Sex: Male

First Appointed: 02/01/2011

Evening Phone: 919-732-7906

Race: Caucasian

Current Appointment: 02/07/2013

6

5200 Kiger Rd.

FAX:

Township: Little River

Expiration: 01/31/2014

Rougemont NC 27572

E-mail: emckee@orangecountync.gov

Resid/Spec Req:

Number of Terms: 4

Special Repr: BOCC liaison

**Jeanette Jones**

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**From:** Donna Baker  
**Sent:** Thursday, March 21, 2013 9:57 AM  
**To:** Jeanette Jones  
**Subject:** FW: Orange Co ABC Board

Donna S. Baker  
Clerk to the Board  
Orange County Board of Commissioners  
P.O. Box 8181  
Hillsborough, NC 27278  
[dbaker@orangecountync.gov](mailto:dbaker@orangecountync.gov)  
Phone: (919) 245-2130  
Fax: (919) 644-0246  
Cell: (919) 428-3212

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**From:** Angel Neighbors [<mailto:angel077@mindspring.com>]  
**Sent:** Wednesday, March 20, 2013 2:55 PM  
**To:** Donna Baker; David Hunt  
**Subject:** Orange Co ABC Board

Donna and David

The Orange County ABC Board would like to recommend Elizabeth Stuckey for a second term. Please notify me when this will be on the agenda.

Thank You

Angel Neighbours  
Administrative Manager  
Board Secretary  
Orange County ABC Board  
[angel077@mindspring.com](mailto:angel077@mindspring.com)  
919-732-3432 ext 21

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Ms. Lisa Stuckey  
**Name Called:**  
**Home Address:** 115 Virginia Drive  
 Chapel Hill NC 27514  
**Phone (Day):** 919-942-8373  
**Phone (Evening):** 919-942-8373  
**Phone (Cell):**  
**Email:** bstuckey@nc.rr.com  
**Place of Employment:** Triangle Pool & Spa  
**Job Title:** Office Manager  
**Year of OC Residence:**  
**Township of Residence:** Chapel Hill  
**Zone of Residence:**  
**Sex:** Female  
**Ethnic Background:** Caucasian

### Boards/Commissions applied for:

### Community Activities/Organizational Memberships:

### Past Service on Orange County Advisory Boards:

Work Experience: 1989 - Present: Triangle Pool & Spa Co., Inc., Office Manager;  
 1983 - 1988 - Attorney, Mount, White, Hutson & Carden, PA, 1982 Assistant District  
 Attorney, Durham County

Volunteer Experience: 2001-2009: Member, Chapel Hill Carrboro City Schools Board of  
 Education; 1997 +2001 Orange County Capitol Needs Advisory Task Force; School  
 Board representative to Orange County Library Services Task Force, Town of Chapel Hill  
 Active Living By Design and Chapel Hill Transportation Board; 1991-2001: Numerous  
 CHCCS Boards and Committees. 1997. President, McDougle Middle School PTA 2000-  
 1. PTA President representative to the PTA Thrift Shop Board 2000-1. I have been active  
 for almost 10 years in the Chapel Hill - Carrboro Schools, having been the President of  
 the PTA at Seawell Elem, President of the Chapel Hill - Carrboro PTACouncil, Co-chair  
 for 2 years of McDougle Middle SGC, and on innumerable committees.

Education: University of North Carolina School of Law - JD - 1981, Kenyon College -  
 Bachelor of Arts - 1977

### Other Comments:

OTHER COMMENTS: Serving on the last Capital Needs Task Force was a fascinating  
 and rewarding experience. Learning about the needs across our county gave me a  
 better understanding of our community. Certainly, I can bring to the Task Force the  
 benefit of my involvement over the years in the Chapel Hill -Carrboro schools. Thank

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you for considering this application. Appointed 4/2/02 to the School Facilities Task Force. STAFF COMMENTS: Applied 1/18/2001 for Capital Needs Advisory Task Force. Applied 10/13/2010 for Alcohol Beverage Control Board and Orange County Planning Board. ADDRESS VERIFICATION: 115 Virginia Drive is in Chapel Hill Township and Chapel Hill Jurisdiction.

**This application was current on:** 10/13/2010

**Date Printed:** 4/5/2013

# Applicant Interest Listing

by Board Name and by Applicant Name

## *Alcoholic Beverage Control Board*

Contact Person: Tony Dubois, General Manager  
Contact Phone: 919-732-3432

|   |   |   |
|---|---|---|
| <b>Mr. Craig Ashton</b><br>205 Boulder Bluff Trail<br>Chapel Hill NC 27516    | Day Phone: 919-967-9869<br>Evening Phone: 919-942-4583<br>Cell Phone:<br>E-mail: cashton@mindspring.com   | Sex: Male<br>Race: Caucasian<br>Township: Chapel Hill<br>Date Applied: 03/28/2012         |
| Skills: Designer<br>Skills: Habitat For Humanity Volunteer<br>Skills: Planner | Also Serves On:<br>Also Serves On:<br>Also Serves On:   |   |
| <b>Mr. Keith Bagby Sr.</b><br>902 Savannah Court<br>Hillsborough NC 27278     | Day Phone: 919-765-4292<br>Evening Phone: (919) 245-3814<br>Cell Phone:<br>E-mail: keith.bagby@bcbsnc.com   | Sex: Male<br>Race: African American<br>Township: Hillsborough<br>Date Applied: 03/28/2012 |
| Skills: Coach<br>Skills: Hillsborough City Limits<br>Skills: Insurance        | Also Serves On: IP (Intergovernmental Parks) Work Group (CURRENT)<br>Also Serves On: Orange County Parks and Recreation Council<br>Also Serves On: IP (Intergovernmental Parks) Work Group (CURRENT)<br>Also Serves On: Orange County Parks and Recreation Council<br>Also Serves On: IP (Intergovernmental Parks) Work Group (CURRENT)<br>Also Serves On: Orange County Parks and Recreation Council |   |
| <b>Mr. Joseph Battle</b><br>7709 Amesbury Drive<br>Chapel Hill NC 27514       | Day Phone: 919-475-2948<br>Evening Phone: 919-493-8802<br>Cell Phone:<br>E-mail: joebattle@iysis.net  | Sex: Male<br>Race: African American<br>Township: Chapel Hill<br>Date Applied: 03/21/2011  |
| Skills: Sales   | Also Serves On:   |   |
| <b>Mr. Zachary Ferguson</b><br>103 Ledge Ln<br>Chapel Hill NC 27514           | Day Phone: 727-692-7054<br>Evening Phone:<br>Cell Phone:<br>E-mail: zachferg@gmail.com  | Sex: Male<br>Race: Caucasian<br>Township: Chapel Hill<br>Date Applied: 03/19/2012         |
| Skills: Law Student   | Also Serves On:   |   |
| <b>Mr. Lee Hyde</b><br>180 BPW Club Rd H3<br>Carrboro NC 27510                | Day Phone: 252-904-0419<br>Evening Phone:<br>Cell Phone:<br>E-mail: lahyde@gmail.com  | Sex: Male<br>Race: Caucasian<br>Township: Chapel Hill<br>Date Applied: 03/28/2012         |
| Skills: Financial Planner<br>Skills: Habitat For Humanity Volunteer           | Also Serves On:<br>Also Serves On:  |   |

# Applicant Interest Listing

by Board Name and by Applicant Name

## *Alcoholic Beverage Control Board*

Contact Person: Tony Dubois, General Manager  
Contact Phone: 919-732-3432

|  |   |                          |  |
|--|---|--------------------------|--|
| Skills: Political Science Major        | Also Serves On:                                   |                          |  |
| <b>Mr. Mike Lassiter</b>               | Day Phone: 919-259-9754                           | Sex: Male                |  |
| 223 Gwen rd                            | Evening Phone: 919-732-9935                       | Race: Caucasian          |  |
| Hillsborough NC 27278                  | Cell Phone:                                       | Township: Hillsborough   |  |
|  | E-mail: myson147@embarqmail.com                   | Date Applied: 06/13/2012 |  |
| Skills: Management                     | Also Serves On:                                   |                          |  |
| Skills: Retail Sales                   | Also Serves On:                                   |                          |  |
| <b>Mr. Patrick Mulkey</b>              | Day Phone: 919-660-2542                           | Sex: Male                |  |
| 8702 Stanford Road                     | Evening Phone: 919-942-3814                       | Race: Undesignated       |  |
| Chapel Hill NC 27516                   | Cell Phone:                                       | Township: Bingham        |  |
|  | E-mail: mulkey74@gmail.com                        | Date Applied: 05/23/2012 |  |
| Skills: Community Service Volunteer    | Also Serves On:                                   |                          |  |
| Skills: Electronic Technician - Senior | Also Serves On:                                   |                          |  |
| <b>Ms. Nannie M. Richmond</b>          | Day Phone: 919-732-7884                           | Sex: Female              |  |
| 202 W. Union St.                       | Evening Phone: 919-732-7884                       | Race: African American   |  |
| Hillsborough NC 27278                  | Cell Phone:                                       | Township: Hillsborough   |  |
|  | E-mail: ncnurse02@aol.com                         | Date Applied: 03/29/2011 |  |
| Skills: AFFORDABLE HOUSING Subcmtee (  | Also Serves On: Affordable Housing Advisory Board |                          |  |
| Skills: Nursing Home Volunteer         |   |                          |  |
| Skills: Nursing Profession             |   |                          |  |
| Skills: SCHOOLS Subcmtee (Bond Ed.)    |   |                          |  |
| Skills: Textiles                       |   |                          |  |
| <b>Dr. Suzanne Sauter</b>              | Day Phone: 9194934734                             | Sex: Female              |  |
| 109 Mimosa Drive                       | Evening Phone: 9194934734                         | Race: Caucasian          |  |
| Chapel Hill NC 27514                   | Cell Phone:                                       | Township: Chapel Hill    |  |
|  | E-mail: ssauter1@compuserve.com                   | Date Applied: 03/28/2012 |  |
| Skills: Animal Welfare Advocate        | Also Serves On:                                   |                          |  |
| Skills: Church Volunteer Work          | Also Serves On:                                   |                          |  |
| Skills: Rehabilitation Counselor       | Also Serves On:                                   |                          |  |

## **Volunteer Application Orange County Advisory Boards and Commissions**

**Name:** Mr. Craig Ashton  
**Name Called:**  
**Home Address:** 205 Boulder Bluff Trail  
Chapel Hill NC 27516  
**Phone (Day):** 919-967-9869  
**Phone (Evening):** 919-942-4583  
**Phone (Cell):**  
**Email:** cashton@mindspring.com  
**Place of Employment:** Self-employed  
**Job Title:** Retail Store Planner  
**Year of OC Residence:**  
**Township of Residence:** Chapel Hill  
**Zone of Residence:**  
**Sex:** Male  
**Ethnic Background:** Caucasian  
**Boards/Commissions applied for:**  
Alcoholic Beverage Control Board

### **Community Activities/Organizational Memberships:**

### **Past Service on Orange County Advisory Boards:**

Work Experience: (1) Management-Retail Drug Chain (2) Retail Management Consultant (3) Retail Store Planner-includes planning & designing ABC stores.

Volunteer Experience: (1) Church-including teaching High School Sunday School, Board Member, President, Treasurer, Financial Secretary. (2) Habitat - building & helping with plans. (3) Katrina Relief - including developing house plans and hurricane relief.

Education: BS Geology, Campbell University 1970

### **Other Comments:**

STAFF COMMENTS: Originally applied for ABC Board 3/21/2008. ADDRESS VERIFICATION: 205 Boulder Bluff Trail is in Chapel Hill Township, OCPL jurisdiction. Updated application 10/11/2010. Updated application 03/21/2011. UPDATED APPLICATION 03/28/2012 FOR ABC BOARD.

This application was current on: 3/28/2012

Date Printed: 4/5/2013

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Mr. Keith Bagby Sr.  
**Name Called:**  
**Home Address:** 902 Savannah Court  
 Hillsborough NC 27278  
**Phone (Day):** 919-765-4292  
**Phone (Evening):** (919) 245-3814  
**Phone (Cell):**  
**Email:** keith.bagby@bcbsnc.com  
**Place of Employment:** Blue Cross Blue Shield of NC  
**Job Title:** Senior Underwriting Consultant  
**Year of OC Residence:** 2000  
**Township of Residence:** Hillsborough  
**Zone of Residence:** Hillsborough Town Limits  
**Sex:** Male  
**Ethnic Background:** African American

**Boards/Commissions applied for:**  
 Alcoholic Beverage Control Board

### Community Activities/Organizational Memberships:

### Past Service on Orange County Advisory Boards:

Work Experience: I have worked in the insurance industry for 32 years, including 26 years with various Blue Cross Blue Shield Plans. Also referee football and basketball in the Triad and Triangle for recreation leagues, Middle and High School.

Volunteer Experience: Coach a boys 14 and under AAU/YBOA basketball team. I've helped coach this team for the past 5 years.

Coached a pee wee youth football team in Carrboro for 2 years.

Coached several youth football teams and worked as AD at a recreation site outside of Richmond, Va. Current on the Orange County Parks and Recreation Council and Intergovernmental Parks Work Group. Also currently a Big Brother or the Big Brothers and Big Sisters of the Triangle Organization

Education: Received a BS Degree from Virginia State University in 1978 Petersburg, Va.

### Other Comments:

I referee football and basketball for middle school, high school and recreation and parks departments. STAFF COMMENTS: Originally applied for Recreation and Parks and Hillsborough Planning Board. UPDATE: Applied for Alcoholic Beverage Control Board 1/20/2011. ADDRESS VERIFICATION: 902 Savannah Court is in Hillsborough Town limits in Hillsborough's planning jurisdiction. UPDATED APPLICATION 03/21/2011.

UPDATED APPLICATION FOR ABC BOARD 03/28/2012.

**This application was current on:** 3/28/2012

**Date Printed:** 4/5/2013

## **Volunteer Application Orange County Advisory Boards and Commissions**

**Name:** Mr. Joseph Battle  
**Name Called:**  
**Home Address:** 7709 Amesbury Drive  
Chapel Hill NC 27514  
**Phone (Day):** 919-475-2948  
**Phone (Evening):** 919-493-8802  
**Phone (Cell):**  
**Email:** joebattle@iysis.net  
**Place of Employment:** GXS  
**Job Title:** Account Executive  
**Year of OC Residence:** 2003  
**Township of Residence:** Chapel Hill  
**Zone of Residence:** Does not apply  
**Sex:** Male  
**Ethnic Background:** African American

**Boards/Commissions applied for:**

Alcoholic Beverage Control Board

Chapel Hill Parks and Recreation Commission

**Community Activities/Organizational Memberships:**

**Past Service on Orange County Advisory Boards:**

Work Experience: -20+ years of sales and marketing experience

Volunteer Experience: -Assistant Scoutmaster Boy Scout Troop 411

Education: B.S. Duke University

MBA Fuqua School of Business - Duke University

**Other Comments:**

STAFF COMMENTS: Originally applied for Alcoholic Beverage Control Board and Chapel Hill Parks and Recreation Committee 10/19/2010. Updated application 3/21/2011 for Alcoholic Beverage Control Board. ADDRESS VERIFICATION: 7709 Amesbury Drive is in Chapel Hill Township and Chapel Hill Jurisdiction.

This application was current on: 3/21/2011

Date Printed: 4/5/2013

## **Volunteer Application Orange County Advisory Boards and Commissions**

**Name:** Mr. Zachary Ferguson  
**Name Called:**  
**Home Address:** 103 Ledge Ln  
Chapel Hill NC 27514  
**Phone (Day):** 727-692-7054  
**Phone (Evening):**  
**Phone (Cell):**  
**Email:** zachferg@gmail.com  
**Place of Employment:** N/A  
**Job Title:** Student  
**Year of OC Residence:** 2011  
**Township of Residence:** Chapel Hill  
**Zone of Residence:** Does not apply  
**Sex:** Male  
**Ethnic Background:** Caucasian

**Boards/Commissions applied for:**

Animal Services Advisory Board

Alcoholic Beverage Control Board

**Community Activities/Organizational Memberships:**

**Past Service on Orange County Advisory Boards:**

Work Experience: AmeriCorps VISTA, City of Raleigh Parks & Recreation Department, 2010-2011.

Volunteer Experience: As a UNC undergraduate student, I volunteered over 300 hours with non-profits to graduate as a Carolina Public Service Scholar. Since beginning law school, I have volunteered with the Student Animal Legal Defense Fund, the Innocence Project, and Volunteer Income Tax Assistance (VITA), and the Brady Center to Prevent Gun Violence.

Education: BA in Peace, War & Defense and History from UNC-CH (2007).

MA in War Studies from King's College London (2008)

J.D. from UNC School of Law (expected in May 2014)

**Other Comments:**

As a law school student and treasurer of UNC's Student Animal Legal Defense Fund (SALDF), I have a strong interest in the welfare and legal rights of animals. I am also interested in public service and engaging in community service, and I believe I would bring a unique perspective to the Animal Services Advisory Board. STAFF

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COMMENTS: Originally (03/19/2012) applied for Animal Services Advisory Board and Alcoholic Beverage Control Board. ADDRESS VERIFICATION: Ledge Lane is Chapel Hill Jurisdiction, Chapel Hill City Tax, and Chapel Hill Township.

**This application was current on:** 3/19/2012 10:10:52 PM

**Date Printed:** 4/5/2013

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Mr. Lee Hyde  
**Name Called:**  
**Home Address:** 180 BPW Club Rd H3  
 Carrboro NC 27510  
**Phone (Day):** 252-904-0419  
**Phone (Evening):**  
**Phone (Cell):**  
**Email:** lahyde@gmail.com  
**Place of Employment:** UNC Housing & Residential Education  
**Job Title:** Assignments Officer  
**Year of OC Residence:**  
**Township of Residence:** Chapel Hill  
**Zone of Residence:** . . .  
**Sex:** Male  
**Ethnic Background:** Caucasian  
**Boards/Commissions applied for:**  
 Alcoholic Beverage Control Board

### Community Activities/Organizational Memberships:

#### Past Service on Orange County Advisory Boards:

Work Experience: UNC Housing & Residential Education  
 Assignments Officer, March 2008 - present  
 Assign over 8000 student residents to spaces across the UNC campus, and facilitate partnerships through technology with other departments at the University.

PrimePay, Inc., Raleigh, NC  
 Payroll Specialist, June 2007 – March 2008  
 Process payroll entries for more than 150 companies with an average of 40 employees each. Responsible for processing tax resolutions timely and accurately, and maintaining electronic information on all employees.

NCSU Housing, Raleigh, NC  
 Office Assistant, August 2004 – June 2007  
 Work with Administrative Assistant to process payroll, all expense accounts, and general University Housing managerial obligations for over 4000 students. Coordinate the arrangements for space reservations at the ES King Village Community Commons. Also act as first voice and face available to visitors of Administrative Offices.

UNC Association of Student Governments, Raleigh, NC

Vice President of Finance, July 2005 – June 2007

Work with Senior Vice President to control costs and spending of statewide student advocacy group. Budget accordingly for major large-scale legislative events and policy endeavors. Prepare and implement large scale annual dinner with guests including students, NC Senators, NC Representatives and members of UNC Board of Governors.

NCSU Conference Services, Raleigh, NC

Summer Conference Assistant, May 2004 – August 2004

Greet and assist over 15,000 guests of NC State University during the summer season. Prepare and keep track of all available guest spaces, and respond to guest inquiries and concerns with care and attention. Track inventories of all conference aspects including key management.

Office Depot, Rocky Mount, NC

Customer Experience Officer, May 2003 – January 2004

Provided quality service to customers in the electronics, office supply, paper and printing departments. Answered questions of customers; suggested products and services. Trained new employees.

Food Lion, Tarboro, NC

Health & Beauty Care Manager and Cashier, September 2000 – May 2003

Managed placement and organization for 30,000 products. Assisted customers, operated cash register and processed bank deposits.

Volunteer Experience: - Chair, Ticket Task Force: NC State Athletics

- Member: Chancellor's Aides

- Assistant Volunteer Coordinator: Kerry/Edwards 04 (Victory 2004), State Office

- Volunteer: Habitat for Humanity

- Volunteer: Service Raleigh

Education: Senior in Political Science at NC State University

**Other Comments:**

I have recently moved to Carrboro, and would like to get involved in the community in whatever way I can. I have extensive experience managing projects that effect 30,000 or more residents, and would love the opportunity to be apart of an Advisory Board in Orange County to lend my hand. STAFF COMMENTS: Originally applied for ABC Board & Carrboro Planning Board 5/19/08. ADDRESS VERIFICATION: 180 BPW Club Rd Chapel Hill Township CAPL jurisdiction. Updated application 10/11/2010. UPDATED APPLICATION 3/29/2011 PER PHONE CALL. UPDATED APPLICATION FOR ABC BOARD 03/28/2012.

This application was current on: 3/28/2012

Date Printed: 4/5/2013

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Mr. Mike Lassiter  
**Name Called:**  
**Home Address:** 223 Gwen rd  
 Hillsborough NC 27278  
**Phone (Day):** 919-259-9754  
**Phone (Evening):** 919-732-9935  
**Phone (Cell):**  
**Email:** myson147@embarqmail.com  
**Place of Employment:** Retired  
**Job Title:**  
**Year of OC Residence:** 1957  
**Township of Residence:** Hillsborough  
**Zone of Residence:** Does not apply  
**Sex:** Male  
**Ethnic Background:** Caucasian

**Boards/Commissions applied for:**  
 Alcoholic Beverage Control Board

### Community Activities/Organizational Memberships:

### Past Service on Orange County Advisory Boards:

Work Experience: I have thirty-one years of retail experience. Approximately twenty-eight of the thirty-one years, I was in management. I also have experience in managing self-owned rental property and co-ownership in a small business. I am retired and now have the time to serve on this board.

Education: I am a high school graduate and have also taken several online courses for a variety of subjects, such as fundamentals of management, computers, etc. I also attended Durham Tech for courses on carpentry.

### Other Comments:

I was employed by the Orange County ABC Board for over 31 years and I have a broad knowledge of the entire system. I feel as though I can be an asset to the board by having the hands-on experience and knowledge that could contribute to the board as well-as to the county. STAFF COMMENTS: Applied 06/13/2012 for ABC Board.  
 ADDRESS JURISDICTION: 223 Gwen Road is Hillsborough Township, Hillsborough Jurisdiction, Hillsborough ETJ.

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Mr. Patrick Mulkey  
**Name Called:**  
**Home Address:** 8702 Stanford Road  
 Chapel Hill NC 27516  
**Phone (Day):** 919-660-2542  
**Phone (Evening):** 919-942-3814  
**Phone (Cell):**  
**Email:** mulkey74@gmail.com  
**Place of Employment:** Duke University  
**Job Title:** Sr. Electronics Tech.  
**Year of OC Residence:** 1984  
**Township of Residence:** Bingham  
**Zone of Residence:** Alt.  
**Sex:** Male  
**Ethnic Background:** Undesignated

### Boards/Commissions applied for:

Orange Water & Sewer Authority Board of Directors

Alcoholic Beverage Control Board

### Community Activities/Organizational Memberships:

### Past Service on Orange County Advisory Boards:

Work Experience: Employed 26 years with Duke University, Employed 1 year with Orange County, Part time Farmer selling at Carrboro Farmers market for 16 years. Sr. Electronic Technician, Duke University (current 1/16/10). Maintain and build electronic equipment and computers in an educational setting. Part-time produce farmer selling at the Carrboro Farmers' market. Employed (1980-81) in the County Recreation and Parks Department. 1998 - present Orange County Board of Election Hillsborough, NC - Chief Judge 1979-1980. Orange County Recreation Department, Hillsborough, NC - Facilities/Program Coordinator and Athletic Supervisor. Sell and grow produce for the Chapel Hill/Carrboro Farmers Mk. (24th year). Election Judge for the past 20 years. Have work at Duke for 32 years in the same department. I repair, build and maintain electronic equipment including computers and printers.

Volunteer Experience: Served 2 terms on the County Recreation and Parks Advisory Council. Served 2 terms on the Bingham Township Advisory Committee to the Orange County Planning Board. Served 6 years (2 years as Treasurer and 3 years as President) on the Carrboro Farmers Market Board of Directors. Member of the County Recreation and Parks Advisory Council (1994 until March of 2001). President, Carrboro Farmers

Market (1998-present); Member of Master Recreation and Parks Task Force (1998); Member of the Capital Needs Task Force (1997). Served on the 1997 Capital Needs Task Force. Served two terms on the County Recreation and Parks Advisory Committee (RPAC), County Planning Dept. Bingham Township Advisory Committee, 1997 Capital Needs Advisory Task Force. Volunteer in the Orange County Schools. Volunteer and past Board member (7 years) for the Carrboro Farmers Market, Served two terms on the County Recreation and Parks Committee (RPAC), County Planning Dept. Bingham Township Advisory Committee, 1997 Capital Needs Advisory Task Force. Past member and President of the Chapel Hill/Carrboro Farmers Market. Former member of County Recreation and Parks Advisory committee (2 terms). Bingham Township Advisory Committee. 1997 County CIP advisory committee.

Education: May, 2001 INSTITUTE OF POLITICAL LEADERSHIP, Raleigh, N.C.  
May, 1983 NORTH CAROLINA STATE UNIVERSITY, Raleigh, N.C. Certificate in Computer Programming  
1976-1979 NORTH CAROLINA STATE UNIVERSITY, Raleigh, N.C. Bachelor of Science Degree in Parks and Recreation Administration

**Other Comments:**

My wife Robin and I have an eleven-year old at A. L. Stanback Middle School and twin three-year olds that will attend school in the next year and a half. (Verified application 9/10/08 still interested in serving on OWASA) STAFF COMMENTS: Applied for ABC Board and OWASA on 12/6/2004. Applied 1/16/01 for Capital Needs Task Force. Applied 10/06/2010 for OWASA Board of Directors, Solid Waste Advisory Board, and Sportsplex Community Advisory Committee. UPDATED APPLICATION 05/23/2012 TO INCLUDE OWASA BOARD OF DIRECTORS AND ALCOHOLIC BEVERAGE CONTROL BOARD. BOCC appoints 2 of the 9 OWASA Board members. I urge to appoint someone who is not a rate payer but is affected by the policies and budgets passed by the OWASA Board. Give residents like myself a voice on the OWASA Board. ADDRESS VERIFICATION: 8702 Stanford Rd is in Bingham township, in Orange County Jurisdiction

This application was current on: 5/23/2012

Date Printed: 4/5/2013

**Volunteer Application**  
**Orange County Advisory Boards and Commissions**

**Name:** Ms. Nannie M. Richmond  
**Name Called:**  
**Home Address:** 202 W. Union St.  
Hillsborough NC 27278  
**Phone (Day):** 919-732-7884  
**Phone (Evening):** 919-732-7884  
**Phone (Cell):**  
**Email:** ncnurse02@aol.com  
**Place of Employment:** Retired  
**Job Title:** LPN II  
**Year of OC Residence:**  
**Township of Residence:** Hillsborough  
**Zone of Residence:** Hillsborough Twnshp - In City Limits  
**Sex:** Female  
**Ethnic Background:** African American

**Boards/Commissions applied for:**  
Alcoholic Beverage Control Board

**Community Activities/Organizational Memberships:**

**Past Service on Orange County Advisory Boards:**

Work Experience: 30 years of Nursing. (Duke and UNC)

Volunteer Experience: Affordable Housing Board, Foot Clinic, Campaigning for others in Orange County seeking offices. Certified Child Health Promoter.

Education: 2 years College; English/Nsg./Early Childhood Education.

**Other Comments:**

STAFF NOTES: Originally applied 8/21/2001 for Affordable Housing Advisory Board; Bond Education Committee. Reapplied for Affordable Housing and applied for ABC Board on 7/14/2008. Updated application 10/11/2010. UPDATED APPLICATION 03/29/11 FOR ABC Board per telephone conversation with Ms. Richmong.

This application was current on: 3/29/2011

Date Printed: 4/5/2013

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Dr. Suzanne Sauter  
**Name Called:**  
**Home Address:** 109 Mimosa Drive  
 Chapel Hill NC 27514  
**Phone (Day):** 9194934734  
**Phone (Evening):** 9194934734  
**Phone (Cell):**  
**Email:** ssauter1@compuserve.com  
**Place of Employment:** retired  
**Job Title:**  
**Year of OC Residence:**  
**Township of Residence:** Chapel Hill  
**Zone of Residence:** Does not apply  
**Sex:** Female  
**Ethnic Background:** Caucasian

**Boards/Commissions applied for:**

Hollow Rock Park Planning Committee (CURRENTLY NOT ACCEPTING

Alcoholic Beverage Control Board

**Community Activities/Organizational Memberships:**

**Past Service on Orange County Advisory Boards:**

Work Experience: 1. 13 years as Director, Rehabilitation Program Office, UNC School of Medicine. 1980-1993. Clinical Professor of Medicine, UNC School of Medicine.

Volunteer Experience: 2. Volunteer: Vestry member, Chapel of the Cross. Chair Personnel Committee, 2001-4.

3. Volunteer: Volunteer for Animal Legal Defense Fund in Sanford, NC. Jan. 2005-Apr. 2006. Fostered a pug pulled from a hoarding situation that required nearly 3 years to complete the court case.

4. Volunteer, Midatlantic Pug Rescue, Holly Springs, NC, 2004- date.

5. Have served as an officer for various lineage societies from 1985 to date at state and national level.

6. Have held various committee positions at Chapel of the Cross and also taught in Church School and Vacation Church School.

7. Served as President of Alcohol Foundation, Inc. 2000- date with particular interest in research on social policy aspects of underage drinking and binge drinking.

Education: BA. Wellesley College, 1970  
MD UNC School of Medicine, 1974  
M. Legal Studies, Duke University, 1998

**Other Comments:**

I live within 2 miles of the proposed Hollow Rock Park and am interested in issues of accessibility as well as sensitivity to environmental issues that relate to the proposed park. STAFF COMMENTS: Originally applied for Animal Tethering Committee, Hollow Rock Park Planning Committee, Alcoholic Beverage Control Board 1/11/2008.

ADDRESS VERIFICATION: 109 Mimosa Drive, Chapel Hill is Chapel Hill Township.  
UPDATED APPLICATION FOR ABC BOARD 03/21/2011. UPDATED APPLICATION FOR ABC BOARD 03/28/2012.

This application was current on: 3/28/2012

Date Printed: 4/5/2013

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**  
**Meeting Date:** April 23, 2013

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

**SUBJECT:** Orange County Arts Commission—Appointment

**DEPARTMENT:** Board of Commissioners

**PUBLIC HEARING: (Y/N)**

No

**ATTACHMENT(S):** Under Separate Cover  
Membership Roster  
Letter of Recommendation  
Applications of Person Recommended  
Applicant Interest Listing  
Applications of Persons on Interest Listing

**INFORMATION CONTACT:**  
Clerk's Office, 245-2130

**PURPOSE:** To consider making an appointment to the Orange County Arts Commission.

**BACKGROUND:**

The following appointment is for Board consideration:

- Appointment to a first partial term for Ms. Ashley Nissler. If appointed Ms. Nissler will be serving a first partial term ending 03/31/2014.

| Position Number       | Representation | Expiration Date |
|-----------------------|----------------|-----------------|
| 11 Ms. Ashley Nissler | At-Large       | 03/31/2014      |

**FINANCIAL IMPACT:** None

**RECOMMENDATION(S):** The Board will consider making an appointment to the Orange County Arts Commission.

# Board and Commission Members

## And Vacant Positions

### Arts Commission

Meeting Times: 6:00 p.m. second Monday of each month

Terms: 2

Contact Person: Martha Shannon

Meeting Place: alt.:EDC, Hillsborough; SHSC, CH

Positions: 15 Length: 3 years

Contact Phone: 919-968-2011

Description: The members of this commission are appointed by the Board of Commissioners. The Arts Commission is housed with the Economic Development Department. It recommends strategies to promote the artistic and cultural growth of Orange County, advises the Board of Commissioners on matters involving the arts, and acts as the granting panel for two annual funding programs available to individual artists and non-profit groups sponsoring arts projects in Orange County. To learn more, go to the following web address: [www.artsorange.org/](http://www.artsorange.org/)

|   |   |   |   |  |
|---|---|---|---|--|
| 1 | <b>Ms. Katherine Dickson</b><br>103B Todd Street<br>Carrboro NC 27510                 | Day Phone: 9192657122<br>Evening Phone:<br>FAX:<br>E-mail: dickson.katherine@gmail.com            | Sex: Female<br>Race: Caucasian<br>Township: Chapel Hill<br>Resid/Spec Req: At-Large<br>Special Repr:      | First Appointed: 05/03/2011<br>Current Appointment: 03/22/2012<br>Expiration: 03/31/2015<br>Number of Terms: 1 |
| 2 | <b>Mrs Cher Tuskey</b><br>Secretary<br>808 Churchill Drive<br>Chapel Hill NC 27517    | Day Phone: 919-942-9656<br>Evening Phone: 919-434-5604<br>FAX:<br>E-mail: ctuskey@aol.com         | Sex: Female<br>Race: Caucasian<br>Township: Chapel Hill<br>Resid/Spec Req: At-Large<br>Special Repr:      | First Appointed: 05/03/2011<br>Current Appointment: 03/22/2012<br>Expiration: 03/31/2015<br>Number of Terms: 1 |
| 3 | <b>Ms. Rebecca Ray</b><br>5617 Jomali Drive<br>Durham NC 27705                        | Day Phone: 919.383.0685<br>Evening Phone:<br>FAX:<br>E-mail: bbray@nc.rr.com                      | Sex: Female<br>Race: Caucasian<br>Township: Eno<br>Resid/Spec Req: At-Large<br>Special Repr:              | First Appointed: 03/03/2011<br>Current Appointment: 03/03/2011<br>Expiration: 03/31/2014<br>Number of Terms: 1 |
| 4 | <b>Mr. Geoffrey Hathaway</b><br>605 Jones Ferry Rd., Apt. TT-10.<br>Carrboro NC 27510 | Day Phone: (919) 270-1899<br>Evening Phone: (919) 270-1899<br>FAX:<br>E-mail: G_Lloyd_007@msn.com | Sex: Male<br>Race: African American<br>Township: Chapel Hill<br>Resid/Spec Req: At-Large<br>Special Repr: | First Appointed: 11/08/2012<br>Current Appointment: 11/08/2012<br>Expiration: 03/31/2014<br>Number of Terms: 1 |
| 5 | <b>Mr. Gordon Jameson</b><br>2608 Dairyland Rd<br>Hillsborough NC 27278               | Day Phone: 919-932-3438<br>Evening Phone:<br>FAX:<br>E-mail: jame5916@bellsouth.net               | Sex: Male<br>Race: Caucasian<br>Township: Chapel Hill<br>Resid/Spec Req: At-Large<br>Special Repr:        | First Appointed: 04/15/2008<br>Current Appointment: 08/17/2010<br>Expiration: 03/31/2014<br>Number of Terms: 2 |

# Board and Commission Members

## And Vacant Positions

### **Arts Commission**

Meeting Times: 6:00 p.m. second Monday of each month

Terms: 2

Contact Person: Martha Shannon

Meeting Place: alt.:EDC, Hillsborough; SHSC, CH

Positions: 15    Length: 3 years

Contact Phone: 919-968-2011

Description: The members of this commission are appointed by the Board of Commissioners. The Arts Commission is housed with the Economic Development Department. It recommends strategies to promote the artistic and cultural growth of Orange County, advises the Board of Commissioners on matters involving the arts, and acts as the granting panel for two annual funding programs available to individual artists and non-profit groups sponsoring arts projects in Orange County. To learn more, go to the following web address: [www.artsorange.org/](http://www.artsorange.org/)

|    |   |  |  |  |
|----|---|--|--|--|
| 6  | <b>Ms. Leah K. Rade</b><br><br>6018 Meadow Greer Rd.<br>Chapel Hill NC 27516          | Day Phone: 919-471-6443<br>Evening Phone: 919-357-5053<br>FAX:<br>E-mail: leah.rade@gmail.com        | Sex: Female<br>Race: Caucasian<br>Township: Chapel Hill<br>Resid/Spec Req: At-Large<br>Special Repr: | First Appointed: 03/27/2007<br>Current Appointment: 04/09/2013<br>Expiration: 09/30/2013<br>Number of Terms: 3 |
| 7  | <b>Ms. Bronwyn Merritt</b><br><br>113 Creekview Circle<br>Carrboro NC 27510           | Day Phone: 919-923-1058<br>Evening Phone: 919-967-1486<br>FAX:<br>E-mail: Bronwyn@BronwynMerritt.com | Sex: Female<br>Race: Caucasian<br>Township: Chapel Hill<br>Resid/Spec Req: At-Large<br>Special Repr: | First Appointed: 09/19/2006<br>Current Appointment: 04/09/2013<br>Expiration: 09/30/2013<br>Number of Terms: 3 |
| 8  | <b>Dr. Alice Levinson</b><br><b>Chair</b><br>3604 Pasture Rd<br>Hillsborough NC 27278 | Day Phone: 932-5902<br>Evening Phone: 932-5902<br>FAX:<br>E-mail: allevs@att.net                     | Sex: Female<br>Race: Caucasian<br>Township: Bingham<br>Resid/Spec Req: At-Large<br>Special Repr:     | First Appointed: 08/23/2011<br>Current Appointment: 03/22/2012<br>Expiration: 03/31/2015<br>Number of Terms: 1 |
| 9  | <b>VACANT</b>   | Day Phone:<br>Evening Phone:<br>FAX:<br>E-mail:  | Sex:<br>Race:<br>Township:<br>Resid/Spec Req: At-Large<br>Special Repr:                              | First Appointed:<br>Current Appointment:<br>Expiration: 03/31/2014<br>Number of Terms:                         |
| 10 | <b>Ms. Devra Thomas</b><br><br>2905 Ballpark Drive<br>Efland NC 27243                 | Day Phone: 919-968-1515<br>Evening Phone: 919-619-0697<br>FAX:<br>E-mail: Stubborndev@gmail.com      | Sex: Female<br>Race: Caucasian<br>Township: Cheeks<br>Resid/Spec Req: At-Large<br>Special Repr:      | First Appointed: 03/19/2013<br>Current Appointment: 03/19/2013<br>Expiration: 03/31/2014<br>Number of Terms:   |

# Board and Commission Members

## And Vacant Positions

### **Arts Commission**

Meeting Times: 6:00 p.m. second Monday of each month

Terms: 2

Contact Person: Martha Shannon

Meeting Place: alt.:EDC, Hillsborough; SHSC, CH

Positions: 15    Length: 3 years

Contact Phone: 919-968-2011

Description: The members of this commission are appointed by the Board of Commissioners. The Arts Commission is housed with the Economic Development Department. It recommends strategies to promote the artistic and cultural growth of Orange County, advises the Board of Commissioners on matters involving the arts, and acts as the granting panel for two annual funding programs available to individual artists and non-profit groups sponsoring arts projects in Orange County. To learn more, go to the following web address: [www.artsorange.org/](http://www.artsorange.org/)

|    |   |  |  |  |
|----|---|--|--|--|
| 11 | <b>VACANT</b>   | Day Phone:<br>Evening Phone:<br>FAX:<br>E-mail:  | Sex:<br>Race:<br>Township:<br>Resid/Spec Req: At-Large<br>Special Repr:                              | First Appointed:<br>Current Appointment:<br>Expiration: 03/31/2014<br>Number of Terms:                         |
| 12 | <b>Mrs Emily Lees</b><br><br>1516 Cumberland Rd<br>Chapel Hill NC 27514         | Day Phone: 919 960-3737<br>Evening Phone:<br>FAX:<br>E-mail: emilylees@bellsouth.net               | Sex: Female<br>Race: Caucasian<br>Township: Chapel Hill<br>Resid/Spec Req: At-Large<br>Special Repr: | First Appointed: 04/21/2009<br>Current Appointment: 03/22/2012<br>Expiration: 03/31/2015<br>Number of Terms: 2 |
| 13 | <b>Ms. Lindsey Alexander</b><br><br>2413 Wilson Road<br>Chapel Hill NC 27516    | Day Phone: 3474132381<br>Evening Phone: 3474132381<br>FAX:<br>E-mail: lindsey.alexander@gmail.com  | Sex: Female<br>Race: Caucasian<br>Township: Chapel Hill<br>Resid/Spec Req: At-Large<br>Special Repr: | First Appointed: 03/22/2012<br>Current Appointment: 03/22/2012<br>Expiration: 03/31/2015<br>Number of Terms: 1 |
| 14 | <b>Mr. Charles Hochman</b><br><br>108 Cross Creek Drive<br>Chapel Hill NC 27514 | Day Phone: 919-968-4092<br>Evening Phone:<br>FAX: 919-933-6427<br>E-mail: HochmanCharles@yahoo.com | Sex: Male<br>Race: Caucasian<br>Township: Chapel Hill<br>Resid/Spec Req: At-Large<br>Special Repr:   | First Appointed: 12/03/2007<br>Current Appointment: 04/09/2013<br>Expiration: 09/30/2013<br>Number of Terms: 3 |
| 15 | <b>VACANT</b>   | Day Phone:<br>Evening Phone:<br>FAX:<br>E-mail:  | Sex:<br>Race:<br>Township:<br>Resid/Spec Req: At-Large<br>Special Repr:                              | First Appointed:<br>Current Appointment:<br>Expiration: 03/31/2013<br>Number of Terms:                         |

**Jeanette Jones**

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**From:** Martha Shannon - Orange County Arts Commission  
**Sent:** Wednesday, April 10, 2013 5:05 PM  
**To:** Jeanette Jones  
**Cc:** Donna Baker  
**Subject:** FW: Still Interested in Serving on Arts Commission Board?

**Importance:** High

Hi Jeanette,

The Orange County Arts Commission would like to submit the name of volunteer applicant Ashley Nissler for possible appointment to this advisory board. (see her email below)

We hope she can be appointed ASAP to fill out the remaining term of Andrea Riley, who had to resign from the OCAC board to take a part-time job with Orange County.

Please let me know when this will be on the BOCC's agenda.

Thanks so much!

Martha

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**From:** Martha Shannon - Orange County Arts Commission  
**Sent:** Wednesday, April 10, 2013 5:01 PM  
**To:** 'Ashley Nissler'  
**Subject:** RE: Still Interested in Serving on Arts Commission Board?

Ashley,

Thanks so much for your interest!

However, our process is not quite that simple. I will first need to submit your name ASAP to the Clerk to the Board of County Commissioners (BOCC) for possible appointment by the BOCC. They will then take this up at a meeting sometime very soon.

If appointed, you will be notified by the Clerk's office, and then will get another email from me.

I'll go ahead and alert the Clerk's office about your interest.

Thanks again!

Martha

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**From:** Ashley Nissler [<mailto:ranissler@mindspring.com>]  
**Sent:** Wednesday, April 10, 2013 4:40 PM  
**To:** Martha Shannon - Orange County Arts Commission  
**Subject:** Re: Still Interested in Serving on Arts Commission Board?  
**Importance:** High

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Mrs. Ashley Nissler  
**Name Called:**  
**Home Address:** 2313 Woodbury Drive  
 Hillsborough NC 27278  
**Phone (Day):** 919-245-3695  
**Phone (Evening):**  
**Phone (Cell):**  
**Email:** ranissler@mindspring.com  
**Place of Employment:** Self-employed  
**Job Title:** Writer  
**Year of OC Residence:** 1999  
**Township of Residence:** Hillsborough  
**Zone of Residence:** Hillsborough Town Limits  
**Sex:** Female  
**Ethnic Background:** Caucasian

### Boards/Commissions applied for:

#### Arts Commission

I began my writing career as an Orange County resident and believe that the vibrant community fostered here has been critical to my development. Not only did I receive an Emerging Artist's Grant from the Durham Arts Council, I also served the following year on the selection committee. I have written and published short stories for children in *Ladybug and Cricket*; poetry in/at *literarymama*, *Poemeleon*, *Tar River Poetry*, *New World Writing* (formerly *BLIP*), and *The Mom Egg*; my flash fiction, one which was nominated for a Pushcart Prize, has been published in/at *The Black Boot*, *Vestal Review*, *Nailpolish Stories*, and *Dogzplot*. In addition to writing, I have translated texts and edited manuscripts. I received my B.A. from Davidson College in 1992, served as a Teaching Assistant through Fulbright in the former East Germany from 1992 through 1994, and earned my M.A. from Washington University in St. Louis in 1996. This summer I will begin work towards an M.F.A. in writing through Warren Wilson's low-residency program. Thank you for your time and consideration. It would be an honor to serve my community.

### Community Activities/Organizational Memberships:

PTA and PTO member at Hillsborough Elementary School and A.L. Stanback Middle School, member Olin T. Binkley Baptist Church (was Co-Chair of Christian Formation Committee, formerly Christian Education Committee, from 2010 through 2012 and have also taught there--please feel free to contact Stephanie Ford, Binkley's Minister of Christian Formation if you need a reference)

### Past Service on Orange County Advisory Boards:

**Other Comments:**

STAFF COMMENTS: Originally applied for Arts Commission 03/24/2013. ADDRESS VERIFICATION: 2313 Woodbury Drive is Hillsborough Township, Hillsborough Jurisdiction, and Hillsborough Town Limits.

**This application was current on:** 3/24/2013 7:06:18 AM

**Date Printed:** 4/16/2013

# Applicant Interest Listing

by Board Name and by Applicant Name

## *Arts Commission*

Contact Person: Martha Shannon

Contact Phone: 919-968-2011

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|                                |   |                          |
|--------------------------------|---|--------------------------|
| <b>Ms. Wendy Calvin</b>        | Day Phone: 919-630-1350                           | Sex: Female              |
| 623 William Hooper Circle      | Evening Phone:                                    | Race: Caucasian          |
| Hillsborough NC 27278          | Cell Phone:                                       | Township: Hillsborough   |
|                                | E-mail:   | Date Applied: 03/18/2013 |
| Skills:                        | Also Serves On:                                   |                          |
| <hr/>                          |   |                          |
| <b>Mrs. Ashley Nissler</b>     | Day Phone: 919-245-3695                           | Sex: Female              |
| 2313 Woodbury Drive            | Evening Phone:                                    | Race: Caucasian          |
| Hillsborough NC 27278          | Cell Phone:                                       | Township: Hillsborough   |
|                                | E-mail: ranissler@mindspring.com                  | Date Applied: 03/24/2013 |
| Skills: Writer                 | Also Serves On:                                   |                          |
| <hr/>                          |   |                          |
| <b>Mr. Christopher Wehrman</b> | Day Phone: 215-806-8615                           | Sex: Male                |
| 2212 Becketts Ridge Drive      | Evening Phone:                                    | Race: Caucasian          |
| Hillsborough NC 27278          | Cell Phone:                                       | Township: Hillsborough   |
|                                | E-mail: cwadesigns@nc.rr.com                      | Date Applied: 04/27/2012 |
| Skills:                        | Also Serves On: Affordable Housing Advisory Board |                          |
| Skills: Architect              |   |                          |

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## **Volunteer Application Orange County Advisory Boards and Commissions**

**Name:** Ms. Wendy Calvin  
**Name Called:**  
**Home Address:** 623 William Hooper Circle  
Hillsborough NC 27278  
**Phone (Day):** 919-630-1350  
**Phone (Evening):**  
**Phone (Cell):**  
**Email:**  
**Place of Employment:**  
**Job Title:** Office Assistant II  
**Year of OC Residence:** 2011  
**Township of Residence:** Hillsborough  
**Zone of Residence:** Hillsborough Town Limits  
**Sex:** Female  
**Ethnic Background:** Caucasian

**Boards/Commissions applied for:**

Arts Commission

Board of Health

**Community Activities/Organizational Memberships:**

**Past Service on Orange County Advisory Boards:**

Work Experience: Public Service - library and health department.  
Private Sector - Bookstores, retail management.

Volunteer Experience: Program Coordinator assistant at Nursing Homes.  
Environmental Awareness club President.  
Various Visual Arts programs.

Education: Associates Degree  
Bachelors Degree completion in 2012

**Other Comments:**

STAFF COMMENTS: 09/06 applied for Arts Commission, Animal Services Advisory Board, and Board of Health. ADDRESS VERIFICATION: 623 William Hooper Circle is Hillsborough Township ETJ.

## **Volunteer Application Orange County Advisory Boards and Commissions**

**Name:** Mr. Christopher Wehrman  
**Name Called:**  
**Home Address:** 2212 Becketts Ridge Drive  
Hillsborough NC 27278  
**Phone (Day):** 215-806-8615  
**Phone (Evening):**  
**Phone (Cell):**  
**Email:** cwadesigns@nc.rr.com  
**Place of Employment:** Self-employed  
**Job Title:**  
**Year of OC Residence:** 2011  
**Township of Residence:** Hillsborough  
**Zone of Residence:** Hillsborough Town Limits  
**Sex:** Male  
**Ethnic Background:** Caucasian

**Boards/Commissions applied for:**  
Arts Commission

### **Community Activities/Organizational Memberships:**

### **Past Service on Orange County Advisory Boards:**

Work Experience: Over 25 years of experience in architectural designs, planning, and project management for health care, educational, residential, and mixed-use facilities.

Volunteer Experience: Candlelight Home Tour, Hillsborough, NC, 2011.

Education: Bachelor of Architecture, 2000  
Drexel University, Philadelphia, PA

### **Other Comments:**

I have enjoyed living in Hillsborough and everything it has to offer. I'd like to get more involved with the County and use my knowledge and skills to help enhance the quality of life for all residents. STAFF COMMENTS: Applied 04/27/2012 for Affordable Housing Advisory Board and Arts Commission. ADDRESS VERIFICATION: 2212 Becketts Ridge Drive is Hillsborough Township, Hillsborough Town Limits.

**BOCC Meeting Follow-up Actions**

(Individuals with a \* by their name are the lead facilitators for the group of individuals responsible for an item)

| <b>Meeting Date</b> | <b>Task</b>  | <b>Target Date</b> | <b>Person(s) Responsible</b>                   | <b>Status</b>  |
|---------------------|--|--------------------|--|--|
| 4/9/13              | Bring back Pope historic landmark designation and Voluntary Ag District designation for 4 farms to upcoming Board meeting  | 5/7/2013           | Peter Sandbeck, Gail Hughes, and David Stancil | Agenda items to be brought back for May 7, 2013 regular Board meeting  |
| 4/9/13              | Review and consider request by Commissioner Pelissier that the Chair and Vice Chair engage the Alamance County Board of Commissioners in a discussion about potentially moving forward with addressing the county line concerns for the Mill Creek and Morrow Mill communities | 5/7/2013           | Chair/Vice Chair/Manager                       | <b>DONE</b><br>Clerk to pursue scheduling meeting of Chairs, Vice Chairs and Managers for Spring/Summer 2013   |
| 4/9/13              | Review and consider request by Commissioner Pelissier that the Board instruct solid waste staff to begin investigating “pay as you throw” solid waste operational and funding options  | 5/7/2013           | Chair/Vice Chair/Manager                       | <b>DONE</b><br>Manager to work with Solid Waste staff to schedule meeting with WasteZero representatives   |
| 4/9/13              | Follow-up to ensure discussions regarding future plans for the Northern Human Services Center occur at Board meetings and work sessions in Hillsborough and not Chapel Hill  | 4/23/2013          | Greg Wilder                                    | <b>DONE</b>  |
| 4/9/13              | Review and consider request by Commissioner Jacobs that staff consider options to reduce the impact of paving and summer heat on employees as part of the Walnut Grove Convenience Center renovation project   | 5/7/2013           | Chair/Vice Chair/Manager                       | <b>DONE</b><br>Options discussed and ideas to be incorporated into future convenience center projects  |
| 4/9/13              | Review and consider follow-up comments by Commissioner Jacobs regarding staff providing information to the Board and briefing the Chair on items proposed for closed session discussion  | 5/7/2013           | Chair/Vice Chair/Manager                       | <b>DONE</b><br>Chair and Manager will confer on closed session topics with distribution of information to full Board following; Clerk will collect all information |
| 4/9/13              | Bring back the options identified by the Board for the April 23 public hearing, eliminating the original franchising option/public hearing plans for that option   | 4/23/13            | Frank Clifton, Michael Talbert, & Gayle Wilson | <b>DONE</b><br>Options brought back for April 23 <sup>rd</sup> public hearing  |

INFORMATION ITEM

Tax Collector's Report - Numerical Analysis

| Effective Date of Report: April 8, 2013                  |                                 |                          |                         |                                  |                        |                          |
|--|---------------------------------|--------------------------|-------------------------|----------------------------------|------------------------|--------------------------|
| Tax Year 2012  | Amount Charged in<br>FY 12 - 13 | Amount Collected         | Accounts<br>Receivable* | Amount Budgeted in<br>FY 12 - 13 | Remaining Budget       | % of Budget<br>Collected |
| Current Year Taxes                                       | \$ 135,068,463.00               | \$ 133,056,008.69        | \$ 3,936,336.53         | \$ 135,068,463.00                | \$ 2,012,454.31        | 98.51%                   |
| Prior Year Taxes   | \$ 4,026,736.27                 | \$ 1,387,833.04          | \$ 2,251,083.43         | \$ 994,130.00                    | \$ (393,703.04)        | 139.60%                  |
| <b>Total</b>   | <b>\$ 139,095,199.27</b>        | <b>\$ 134,443,841.73</b> | <b>\$ 6,187,419.96</b>  | <b>\$ 136,062,593.00</b>         | <b>\$ 1,618,751.27</b> | <b>98.81%</b>            |
| Tax Year 2011  | Amount Charged in<br>FY 11 - 12 | Amount Collected         | Accounts<br>Receivable  | Amount Budgeted in<br>FY 12 - 13 | Remaining Budget       | % of Budget<br>Collected |
| Current Year Taxes                                       | \$ 131,785,329.00               | \$ 131,748,165.70        | \$ 3,364,157.90         | \$ 131,785,329.00                | \$ 37,163.30           | 99.97%                   |
| Prior Year Taxes   | \$ 3,553,341.59                 | \$ 1,406,493.73          | \$ 2,061,935.29         | \$ 843,846.00                    | \$ (562,647.73)        | 166.68%                  |
| <b>Total</b>   | <b>\$ 135,338,670.59</b>        | <b>\$ 133,154,659.43</b> | <b>\$ 5,426,093.19</b>  | <b>\$ 132,629,175.00</b>         | <b>\$ (525,484.43)</b> | <b>100.40%</b>           |
| Current Year Overall Collection Percentage Tax Year 2012 |                                 |                          | 97.13%                  |                                  |                        |                          |
| Current Year Overall Collection Percentage Tax Year 2011 |                                 |                          | 97.51%                  |                                  |                        |                          |

*\*The Current Year Overall Collection Percentatge Tax Year 2012 shown on this report is lower than Tax Year 2011 because of accelerated billing of registered motor vehicles in order to prepare for the upcoming Tag & Tax Project.*

Accounts Receivable will increase throughout the fiscal year due to discoveries, audits and remaining billings for registered motor vehicles.

**INFORMATION ITEM**

**Tax Collector's Report - Measures of Enforced Collections**

| <b>Effective Date of Report: March 31, 2013</b> |           |          |           |             |         |             |             |              |
|---|-----------|----------|-----------|-------------|---------|-------------|-------------|--------------|
|   | September | October  | November  | December    | January | February    | March       | YTD          |
| Wage garnishments                               | 51        | 16       | 20        | -           | 29      | 166         | 144         | 557          |
| Bank attachments                                | 6         | 6        | 1         | -           | 2       | 10          | 21          | 90           |
| Certifications                                  | 3         | 2        | 3         | -           | -       | -           | -           | 8            |
| Rent attachments                                | -         | -        | -         | -           | -       | 3           | 16          | 21           |
| Housing/Monies                                  | -         | -        | -         | -           | 43      | -           | 1           | 44           |
| DMV blocks                                      | 6,475     | 1,366    | 1,245     | 3,341       | 1,875   | 1,656       | 64          | 23,957       |
| Levies  | 40        | 4        | 6         | -           | 1       | 5           | -           | 56           |
| Foreclosures initiated                          | 3         | 1        | 3         | -           | -       | -           | 5           | 21           |
| NC Debt Setoff collections                      | \$ -      | \$ 68.02 | \$ 860.09 | \$ 1,520.43 | \$ -    | \$ 8,310.41 | \$ 4,219.99 | \$ 15,545.30 |

This report shows the Tax Collector's efforts to encourage and enforce payment of taxes. It gives a breakdown of enforced collection actions by category, and it provides a year-to-date total.

The Tax Collector will update these figures once each month, after each month's reconciliation process.