



**Orange County  
Board of Commissioners**

**Agenda**

**Regular Meeting**

May 19, 2015

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. Announcements and Petitions by Board Members (Three Minute Limit Per Commissioner)**

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

- a. Distinguished Budget Presentation Award
- b. Presentation of Manager’s Recommended Fiscal Year 2015-16 Annual Operating Budget and FY 2015-20 Capital Investment Plan



- c. Orange County Direct Care Worker Awards
- d. Emergency Medical Services Week Proclamation

## **5. Public Hearings**

## **6. Consent Agenda**

- Removal of Any Items from Consent Agenda
  - Approval of Remaining Consent Agenda
  - Discussion and Approval of the Items Removed from the Consent Agenda
- a. Minutes
  - b. Morinaga America Foods Temporary Office Lease Extension – Link Government Services Center, Lower Level
  - c. Impact Fee Reimbursement Request from Habitat for Humanity
  - d. Schools Adequate Public Facilities Ordinance – Approval and Certification of 2015 Report
  - e. Authorization to Declare an Item Surplus
  - f. Bid Award – Front-End Loader Truck for Solid Waste
  - g. Contract Renewal for HDR Engineering, Incorporated of the Carolinas
  - h. Storage Area Network Upgrade
  - i. Interlocal Agreement with OWASA for Design of Wastewater Collection System Improvements in the Historic Rogers Road Neighborhood

## **7. Regular Agenda**

- a. Family Success Alliance Request for Social Justice Funding and Approval of Budget Amendment #8-A
- b. Land Management Central Permitting System (LMCPS) Software Purchase and Support Agreement
- c. Adoption of the Final Financing Resolution Authorizing the Issuance of \$15,870,000 in Installment Financing for Various Capital Investment Plan Projects and Equipment, and the Refinancing of Approximately \$10,200,000 from Two 2006 Installment Financing Issuances

## **8. Reports**

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

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

## **11. Appointments**

- a. Agricultural Preservation Board – Appointments
- b. Orange County Parks and Recreation Council – Appointments
- c. Orange Water and Sewer Authority – Appointment

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

## **13. Information Items**

- May 5, 2015 BOCC Meeting Follow-up Actions List



- BOCC Chair Letter Regarding Petitions from May 5, 2015 Regular Meeting

**14. Closed Session**

**15. Adjournment**

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

Orange County Board of Commissioners' regular meetings and work sessions are available via live streaming video at [http://www.orangecountync.gov/departments/board\\_of\\_county\\_commissioners/videos.php](http://www.orangecountync.gov/departments/board_of_county_commissioners/videos.php) and Orange County Gov-TV on channels 1301 or 97.6 (Time Warner Cable).

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** May 19, 2015

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

**SUBJECT:** Distinguished Budget Presentation Award

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**DEPARTMENT:** Finance and Administrative  
Services

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

No
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**ATTACHMENT(S):**

Attachment 1. GFOA Announcement  
Letter to Orange County

Attachment 2. GFOA Press Release

**INFORMATION CONTACT:**

Paul Laughton, Finance and  
Administrative Services, 919-245-  
2152

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**PURPOSE:** To recognize the budget staff of the Orange County Finance and Administrative Services Department for earning the Government Finance Officers' Association (GFOA) Distinguished Budget Presentation Award for the 2014-15 fiscal year budget document.

**BACKGROUND:** GFOA is an internationally recognized organization that offers guidance and support to local and state government budget and finance professionals throughout the United States and Canada. The GFOA's Distinguished Budget Presentation Award is the highest form of recognition in governmental budgeting and represents a significant achievement by the organization. Its attainment represents a major achievement by a governmental entity and its budget team. In order to receive this award, the County's budget and capital planning documents must meet stringent program criteria such as policy documents, operations guides, financial plans, and communications devices.

This year marks the twenty-third year that Orange County has received the GFOA Distinguished Budget Presentation Award. Eligibility standards and expectations for the award become more stringent and rigorous each year. The County commends the budget staff for their ability to consistently achieve the high standards required to receive this esteemed award.

**FINANCIAL IMPACT:** There is no financial impact related to the recognition of this award.

**RECOMMENDATION(S):** The Manager recommends that the Board recognize the budget staff of the Finance and Administrative Services Department for the receipt of the GFOA Distinguished Budget Award and present the GFOA plaque to them.



Government Finance Officers Association  
203 North LaSalle Street, Suite 2700  
Chicago, Illinois 60601-1210  
312.977.9700 fax: 312.977.4806

Attachment 1

2

December 3, 2014

Mr. Clarence G. Grier  
Assistant County Manager - CFO  
Orange County  
200 South Cameron Street  
Hillsborough, NC 27278

Dear Mr. Grier:

A Panel of independent reviewers has completed its examination of your budget document. We are pleased to inform you that the panel has voted to award your budget document the Distinguished Budget Presentation Award for the current fiscal period. This award is the highest form of recognition in governmental budgeting. Its attainment represents a significant achievement by your organization.

The Distinguished Budget Presentation Award is valid for one year. To continue your participation in the program, it will be necessary to submit your next annual budget document to GFOA within 90 days of the proposed budget's submission to the legislature or within 90 days of the budget's final adoption. Enclosed is an application form to facilitate a timely submission. This form should be submitted with four copies of your budget accompanied by the appropriate fee.

Each program participant is provided with confidential comments and suggestions for possible improvements to the budget document. Your comments are enclosed. We urge you to carefully consider the suggestions offered by our reviewers as you prepare your next budget.

When a Distinguished Budget Presentation Award is granted to an entity, a Certificate of Recognition for Budget presentation is also presented to the individual or department designated as being primarily responsible for its having achieved the award. Enclosed is a Certificate of Recognition for Budget Preparation for:

**Clarence G. Grier, CPA, CGMA, CITP, Assistant County Manager - CFO**

Continuing participants will find a certificate and brass medallion enclosed with these results. First-time recipients will receive an award plaque that will be mailed separately and should arrive within eight to ten weeks. Enclosed is a camera-ready reproduction of the award for inclusion in your next budget. If you reproduce the camera-ready in your next budget, it should be accompanied by a statement indicating continued compliance with program criteria.

The following standardized text should be used:

Mr. Clarence G. Grier

December 3, 2014

Page 2

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to **Orange County, North Carolina** for its annual budget for the fiscal year beginning **July 1, 2014**. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

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

A press release is enclosed.

The Government Finance Officers Association encourages you to make arrangements for a formal presentation of the award. If you would like the award presented by a member of your state or provincial finance officers association, we can provide the name of a contact person for that group.

We appreciate your participation in this program and we sincerely hope that your example will encourage others in their efforts to achieve and maintain excellence in governmental budgeting. The most current list of award recipients (with hyperlinks) can be found on GFOA's website at [www.gfoa.org](http://www.gfoa.org). If we can be of further assistance, please contact the Technical Services Center.

Sincerely,



Stephen J. Gauthier, Director  
Technical Services Center

Enclosure



**Government Finance Officers Association**  
203 North LaSalle Street, Suite 2700  
Chicago, Illinois 60601-1210  
312.977.9700 fax: 312.977.4806

December 3, 2014

**PRESS RELEASE**

For Further Information Contact  
Stephen J. Gauthier (312) 977-9700

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Chicago--The Government Finance Officers Association of the United States and Canada (GFOA) is pleased to announce that **Orange County, North Carolina** has received the GFOA's Distinguished Budget Presentation Award for its budget.

The award represents a significant achievement by the entity. It reflects the commitment of the governing body and staff to meeting the highest principles of governmental budgeting. In order to receive the budget award, the entity had to satisfy nationally recognized guidelines for effective budget presentation. These guidelines are designed to assess how well an entity's budget serves as:

- a policy document
- a financial plan
- an operations guide
- a communications device

Budget documents must be rated "proficient" in all four categories, and the fourteen mandatory criteria within those categories, to receive the award.

When a Distinguished Budget Presentation Award is granted to an entity, a Certificate of Recognition for Budget Presentation is also presented to the individual or department designated as being primarily responsible for its having achieved the award. This has been presented to **Clarence G. Grier, CPA, CGMA, CITP, Assistant County Manager - CFO**

For budgets beginning in 2013, 1,424 participants received the Award. Award recipients have pioneered efforts to improve the quality of budgeting and provide an excellent example for other governments throughout North America.

The Government Finance Officers Association is a major professional association servicing the needs of more than 18,000 appointed and elected local, state, and provincial-level government officials and other finance practitioners. It provides top quality publications, training programs, services, and products designed to enhance the skills and performance of those responsible for government finance policy and management. The association is headquartered in Chicago, Illinois, with offices in Washington D.C. The GFOA's Distinguished Budget Presentation Awards Program is the only national awards program in governmental budgeting.

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** May 19, 2015

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

**SUBJECT:** Presentation of Manager's Recommended Fiscal Year 2015-16 Annual Operating Budget and FY 2015-20 Capital Investment Plan

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**DEPARTMENT:** County Manager, Finance and Administrative Services

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

No
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**ATTACHMENT(S):**

*Recommended FY 2015-16 Operating Budget and FY 2015-20 Capital Investment Plan (Under Separate Cover – Will also be available at*  
<http://www.orangecountync.gov/departments/countybudgets.php>

*PowerPoint Presentation (To be provided under separate cover at the meeting)*

**INFORMATION CONTACT:**

Bonnie Hammersley, 245-2300  
Paul Laughton, 245-2152

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**PURPOSE:** To present the Manager's Recommended FY 2015-16 Annual Operating Budget and 2015-20 Capital Investment Plan to the Board of County Commissioners.

**BACKGROUND:** Each year during the month of May, the County Manager presents the Board of County Commissioners with a recommended spending plan for the next fiscal year. The Board of County Commissioners and County staff have held multiple work sessions over the past nine months to discuss various issues and projects in preparation for decisions related to the County's FY 2015-16 budget. During the meeting, the Manager will provide a brief presentation of the Recommended FY 2015-16 Annual Operating Budget and FY 2015-20 Capital Investment Plan.

The Board of County Commissioners will conduct two Budget Public Hearings – the first at 7:00 p.m. on Thursday, May 21, 2015 at the Richard Whitted Meeting Facility, 300 West Tryon Street in Hillsborough, and the second at 7:00 p.m. on Thursday, May 28, 2015 at the Southern Human Services Center, 2501 Homestead Road in Chapel Hill. In addition, the Board has scheduled the following Budget Work Sessions:

- June 4, 2015 – Budget Work Session with Chapel Hill Carrboro City Schools and Orange County Schools Boards of Education, Durham Technical Community College, Sportsplex, and County Departments (including Fee Schedule)
  - Location - Southern Human Services Center, 2501 Homestead Road in Chapel Hill

- June 9, 2015 – Budget Work Session for Board to discuss components of the FY 2015-16 Manager’s Recommended Operating Budget related to Fire Districts, Outside Agencies, County Pay and Benefits, Non-Departmentals, and County Departments (including Fee Schedule)
  - Location – Richard Whitted Meeting Facility, 300 West Tryon Street in Hillsborough.
- June 11, 2015 – Budget Work Session for Board to finalize decisions (Resolution of Intent to Adopt) on the FY2015-16 Annual Operating Budget and the 2015-20 Capital Investment Plan
  - Location – Southern Human Services Center, 2501 Homestead Road in Chapel Hill
- June 16, 2015 – Adoption of FY 2015-16 Annual Operating Budget and 2015-20 Capital Investment Plan during regular BOCC meeting
  - Location - Southern Human Services Center, 2501 Homestead Road in Chapel Hill

All meetings start at 7:00 p.m.

**FINANCIAL IMPACT:** There is no financial impact associated with the presentation of the Manager’s Recommended FY 2015-16 Operating Budget and 2015-20 Capital Investment Plan. Decisions that the Board makes as part of its discussion on the Manager’s Recommended FY 2015-16 Annual Operating Budget and FY 2015-20 Capital Investment Plan will have financial impacts.

**RECOMMENDATION(S):** The Manager recommends the Board receive the presentation of the Manager’s Recommended FY 2015-16 Annual Operating Budget and FY 2015-20 Capital Investment Plan.

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** May 19, 2015

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

**SUBJECT:** Orange County Direct Care Worker Awards

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**DEPARTMENT:** Aging and Advisory Board on  
Aging

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

No
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**ATTACHMENT(S):**

**INFORMATION CONTACT:**

Janice Tyler, Director, 245-4255

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**PURPOSE:** To recognize the winners of the Orange County Direct Care Worker Awards.

**BACKGROUND:** As part of the Orange County 2012-17 Master Aging Plan, the Department on Aging was asked to develop a mechanism to help increase the quality of care provided in Orange County long-term care facilities and home care organizations. This past September the Board of Commissioners recognized organizations who were winners of the Orange County Long Term Care Quality Service Awards. These Direct Care Worker Awards are to recognize those dedicated individuals who work in long term care, including nurse aides, personal care aides, companion caregivers etc., who have provided outstanding service to Orange County residents.

The Department on Aging partnered with the Senior Health Advocacy and Resource Partners of Orange County (SHARP) to recognize these workers who, on a daily basis, have an effect on their clients' lives and make a difference in the community. Each year six awards will be presented one in each of five categories and one person will be chosen as "Direct Care Worker of the Year".

**2015 Direct Care Worker Award Winners**

**Client Impact** - Frequently recognized or praised for their efforts that make an impact on the quality of their clients lives.

**Winners** - There was a tie for this award.  
Anita Aiken – Livewell Assisted Living  
John Ferris – Charles House Association

**Longevity** - Has performed work as a caregiver each year for the last 10 or more years and plans to continue working in the field.

**Winner** - Deborah Farrington – Carol Woods Retirement Community

**Leadership** - Serves as a role model and demonstrates teamwork & willingness to help other direct care workers and staff.

**Winners**- There was a tie for this award.

Chartie Parrish – Right at Home

Natalie Taylor – A Helping Hand

**Going the Extra Mile** - Passionate about providing extraordinary care to their clients in ways that exceed expectations.

**Winner**- Walter McMiller – A Helping Hand

**Rising Star** - Has been a caregiver for less than two years and demonstrates enormous promise in the profession.

**Winner**- Kathy Bonner – A Helping Hand

#### **Direct Care Worker of the Year**

**Winner** - Cassandra Graham – Acorn Home Care Services

**FINANCIAL IMPACT:** The awards of \$450 have been budgeted in the Department on Aging's Master Aging Plan budget.

**RECOMMENDATION(S):** The Manager recommends that the Board recognize these individuals as winners of the 2015 Orange County Direct Care Worker Awards.

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** May 19, 2015

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

**SUBJECT:** Emergency Medical Services Week Proclamation

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**DEPARTMENT:** Emergency Services

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

No

**ATTACHMENT(S):**

EMS Week Proclamation

**INFORMATION CONTACT:**

James Groves, 919-245-6140

Kim Woodward, 919-245-6133

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**PURPOSE:** To proclaim the week of May 17 through 23, 2015, as Emergency Medical Services Week in Orange County in recognition of the dedicated men and women who serve the residents, workers, and visitors of Orange County.

**BACKGROUND:** The American College of Emergency Physicians (ACEP) has announced that the 41<sup>st</sup> annual Emergency Medical Services (EMS) Week will be celebrated throughout the nation May 17 through 23, 2015, in recognition of the dedicated professionals who provide lifesaving pre-hospital care. National EMS Week brings together local communities and medical personnel to publicly honor the dedication and commitment of those who are medicine's "front line responders". The EMS System in Orange County includes Telecommunicators, Career and Volunteer Fire Departments, Law Enforcement Officers, Paramedics, Emergency Medical Technicians, Volunteer Rescue Squad, Johnston Ambulance Service, North State Ambulance Service, Emergency Nurses, Emergency Physicians, Carolina AirCare, County Staff, and the University of North Carolina - Department of Emergency Medicine.

The Orange County EMS System responded to more than 12,500 emergencies last year, providing medical assessment, treatment, and ambulance transportation when medically necessary. County Paramedics and Emergency Medical Technicians are exceptionally dedicated, incredibly skilled, and provide an invaluable service to residents, making Orange County a safer place to work and live.

**FINANCIAL IMPACT:** There is no financial impact associated with consideration of this proclamation.

**RECOMMENDATION(S):** The Manager recommends that the approve and authorize the Chair to sign the proclamation designating the week of May 17 through 23, 2015, as Emergency Medical Services Week in Orange County.

# ORANGE COUNTY BOARD OF COMMISSIONERS

## PROCLAMATION

EMERGENCY MEDICAL SERVICES WEEK

MAY 17-23, 2015

WHEREAS, the Orange County Emergency Medical Services System is a vital public service; and

WHEREAS, the members of Orange County Emergency Medical Services team are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and

WHEREAS, access to quality pre-hospital emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

WHEREAS, the Orange County Emergency Medical Services system consists of emergency physicians, emergency nurses, emergency medical technicians, paramedics, firefighters, telecommunicators, educators, administrators and others; and

WHEREAS, the members of Emergency Medical Services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and

WHEREAS, it is appropriate to recognize the value and the accomplishments of Emergency Medical Services providers by designating Emergency Medical Services Week;

NOW THEREFORE we, the Orange County Board of County Commissioners, in recognition of this event, do hereby proclaim the week of May 17-23, 2015, as EMERGENCY MEDICAL SERVICES WEEK, with the theme of "EMS STRONG", by officially recognizing and appreciating the Emergency Medical Services Providers that serve our community.

This the 19<sup>th</sup> day of May, 2015.

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Earl McKee, Chair  
Orange County Board of Commissioners

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** May 19, 2015

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

**SUBJECT:** MINUTES

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**DEPARTMENT:**

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

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**ATTACHMENT(S):**

**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:

April 7, 2015  
April 9, 2015

BOCC Regular Meeting  
BOCC Work Session

**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.

Attachment 1

DRAFT

MINUTES  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
April 7, 2015  
7:00 p.m.

The Orange County Board of Commissioners met in regular session on Tuesday, April 7, 2015 at 7:00 p.m. at the Whitted Building in Hillsborough, N.C.

**COUNTY COMMISSIONERS PRESENT:** Chair McKee and Commissioners Mia Burroughs, Mark Dorosin, Barry Jacobs, Bernadette Pelissier, Renee Price and Penny Rich

**COUNTY COMMISSIONERS ABSENT:**

**COUNTY ATTORNEYS PRESENT:** John Roberts

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

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

Chair McKee called the meeting to order at 7:03 p.m. He offered congratulations to the NCAA Men’s basketball champions, the Duke University Blue Devils.

He noted the following items at the Commissioners’ places:

- PowerPoint slides for item 5-a-Proposed Efland Zoning Overlay Districts (Comprehensive Plan, Unified Development Ordinance (UDO), and Zoning Atlas Amendments)

**PUBLIC CHARGE**

*Chair McKee dispensed with the reading of the Public Charge.*

**2. Public Comments**

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

Roger Leguillow spoke on behalf of food truck and trailer operations in Orange County. He said he and his wife are licensed and inspected with the Orange County Health Department. He said that they operate out of the commissary provided in Orange County, the Piedmont Food and Agriculture Program. He and his wife would like to provide services in the complex across from the Home Depot on Highway 86 in Hillsborough. He said he was surprised to learn that food trucks are not allowed in Orange County. He said he understood the potential traffic hazard of food trucks operating on the streets. He did write a letter for modifications to the policy for the operation of food trucks in commercial areas. He said operating in commercial areas would allow for more control, space for parking, and the ability to be a part of an already existing retail landscape. He said food trucks are a popular commodity, and he is grateful for the Board’s consideration of his request.

Chair McKee said the issue will be taken through normal petition procedures of the Board to determine a possible revision and to determine the geographic jurisdiction under which the question falls.

Commissioner Rich said the Chapel Hill Town Council went through this same situation when she was a Council member. She said they worked for about 18 months to address the

1 issue to allow food trucks to operate. She said they need to try to achieve the same outcome in  
 2 Orange County.

3  
 4 **b. Matters on the Printed Agenda**

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

7  
 8 **3. Announcements and Petitions by Board Members**

9 Commissioner Jacobs announced he and Commissioner Price will be having a meeting  
 10 on April 13<sup>th</sup> with a group that is planning a possible veteran's memorial in Orange County. He  
 11 said the group will visit a possible site at the Southern Human Services Center. He said in  
 12 preparation for this meeting, both he and Commissioner Price have met independently with  
 13 Roger Waldon regarding this possible location.

14 Commissioner Jacobs said he had two petitions. The first petition referenced a 1980's  
 15 study conducted by the then Institute of Government. He said the study showed what each  
 16 taxpayer in Orange County received for each tax dollar that was paid, and the conclusion  
 17 showed each tax payer received more than \$1 of services per tax dollar paid. He suggested for  
 18 the Board of County Commissioners (BOCC) commission a study with the School of  
 19 Government (SOG) to look at all of the services provided by Orange County. He further  
 20 suggested that this study not only look at the spending of County tax dollars but also to  
 21 coordinate the study with the Towns as they are interested in the informational outcome as well.  
 22 He said perhaps the Towns could also contribute toward this study. He said such a study was  
 23 long overdue and would not be a large undertaking to complete.

24 Commissioner Jacobs said his second petition suggested looking at the Unified  
 25 Development Ordinance (UDO) to determine where to place restrictions on airports in Orange  
 26 County. He referenced past tension regarding the building of an airport in rural Orange County.  
 27 He said this may now be a good time to revisit how to restrict the location of airports.

28 Commissioner Dorosin petitioned the Board to look at the social justice fund and to  
 29 consider a small grant from this fund to the Rogers Eubanks Neighborhood Association (RENA)  
 30 for the operation of the Community Center. He said the Community Center has become so  
 31 successful that the volunteers are unable to keep up with the demands of the community. He  
 32 said he had visited it recently and there is tremendous community pressure to keep the center  
 33 open longer hours. He said the building is such a core of the community, ranging from  
 34 afterschool care to adults, and a food bank. He said Orange County paid for the construction of  
 35 the Community Center and its utilities but did not provide any operational funding. He applauds  
 36 RENA for taking on the operation of the center but acknowledges that it is stretched thin, and a  
 37 small grant could make a great difference with staffing needs.

38 Commissioner Rich asked if RENA applied for an outside agency grant.

39 Bonnie Hammersley said she does not know at this point.

40 Commissioner Rich stressed the importance of making sure RENA knows they are able  
 41 to apply for this grant every year.

42 Commissioner Dorosin said he was sure they would apply for the grant but he was  
 43 thinking of making resources available to RENA before the end of the budget year.

44 Commissioner Pelissier asked the County Manager to approach Cardinal Innovations  
 45 during the budget year to learn and report back to the BOCC how they use the \$1.3 million that  
 46 Orange County gives them each year. She said she understands its use to be discretionary.  
 47 She referenced recent discussions with various stakeholders citing the need for increased  
 48 mental health services, pre and post jail services for families, as well as issues with access to  
 49 treatment for undocumented immigrant children. She stated that knowing the current spending  
 50 practices would be helpful if priorities needed to be adjusted and funds reallocated in the future.

1 Commissioner Burroughs said she had no petitions.

2 Commissioner Rich said in 2014 the Arts Commission came to the Visitor's Bureau to  
3 secure funding for a sculpture. She said the Board reportedly approved the sculpture in 2009  
4 and it was intended to go in front of the Orange County library. She said that particular  
5 sculpture has grown in scope and was not placed in front of the library. She said the Board of  
6 the Visitor's Bureau agreed to fund half of the original price, which was around \$8000. She said  
7 the BOCC does not currently have a policy for funding art and placement in Orange County.  
8 She said that the Visitor's Bureau asked her to petition the BOCC to set up a committee to  
9 address the issue. She said the committee would contain a County Commissioner, likely  
10 herself, but it does not have to be, Laurie Paolicelli, the Director of the Visitor's Bureau, Steve  
11 Brantley and an additional member from both the Visitor's Bureau and the Arts Commission.

12 Commissioner Rich said she petitioned at the last Assembly of Governments (AOG)  
13 meeting regarding the possibility of moving the Visitor's Bureau into the Inter-Faith Council  
14 (IFC) shelter once it is vacated by its current tenants. She said it was suggested that Jaime  
15 Rohe come and speak on how Orange County can appropriately address homelessness. She  
16 said that she would like to forward the discussion on this issue in order to be adequately  
17 prepared within anticipated time frames.

18 Commissioner Pelissier referenced current best practices to serve the homeless  
19 population and how they are different from what is currently done in the area. She said at the  
20 last meeting of the Partnership to End Homelessness they voted to amend their process of  
21 addressing this issue. She suggested adding the topic to a future work session including a full  
22 presentation so that the BOCC can be better informed.

23 Commissioner Jacobs responded to Commissioner Rich's first petition. He said after  
24 the 2001 Bond, the Board of County Commissioners did discuss a policy of allocating a penny  
25 of every dollar spent on new buildings towards art. He said the matter was not agreed upon.  
26 He said art has been installed but there is no policy. He emphasized the importance of art and  
27 having a financial commitment to it.

28 Commissioner Price said she is pleased with the reception from Chapel Hill regarding  
29 Orange County's involvement in the veteran's memorial.

30 Commissioner Price said she would like an update regarding the policy of naming  
31 buildings and spaces after individuals. She referenced the community request to rename the  
32 Central Orange Senior Center, or a space there within, to honor past Department on Aging  
33 Director Jerry Passmore.

34 Commissioner Price petitioned the Board of County Commissioners to endorse My  
35 Brother's Keeper Community Challenge, thus making it a County initiative and allowing an  
36 account to be established to accept contributions from the community in support of My Brother's  
37 Keeper events. She referenced support from other local governments and asked the BOCC to  
38 endorse it so that forward progress can be made regarding upcoming youth events.

39 Chair McKee said all petitions would be referred through the standard procedures. He  
40 said that they would try to address Commissioner Price's petition regarding My Brother's  
41 Keeper as quickly as possible.

42 Commissioner Price suggested the possibility of a vote on the petition at an upcoming  
43 work session.

44 Chair McKee said it was standard procedure not to vote at work sessions. He said he  
45 was confident that established procedures could be followed and the matter may still be voted  
46 on in a timely fashion.

47 Commissioner Jacobs said he would be comfortable adding this to the work session on  
48 April 9<sup>th</sup>. He said this has been done in the past when waiting two weeks for a regular meeting  
49 was undesirable.

50 Chair McKee said he would prefer to stay within their current policy.

1 Commissioner Rich asked what decision is needed in order to endorse My Brother's  
2 Keeper Community Challenge.

3 Chair McKee said that is what would need to be discussed.

4 Commissioner Price said when she first brought up the issue in January, she thought  
5 the Board of County Commissioners' support of the issue was synonymous with endorsement.  
6 She said she now understands that to be incorrect. She said she understands that if it  
7 becomes a County initiative then she can move forward to promote the event and get outside  
8 funding. She said she is not asking for staff assistance outside of a press release.

9 Chair McKee said he would have a response on Thursday.

10 Commissioner Dorosin cautioned following procedure at the expense of the overall goal.  
11 He said the BOCC has already voted in favor of the project philosophically and that the project  
12 is not asking for any funding; therefore it seems unnecessary to wait two weeks to allow this  
13 project to move forward.

14 John Roberts said there is not a problem voting at work sessions other than it goes  
15 against the Board's policy. He said this could be rectified by making a motion to set the policy  
16 aside and proceeding with the item at hand.

#### 17 18 **4. Proclamations/ Resolutions/ Special Presentations**

##### 19 **a.) Alcoholic Beverage Control (ABC) Board Update Presentation**

20 The Board received a brief presentation from Tony DuBois, General Manager of the  
21 Orange County Alcoholic Beverage Control (ABC) Board and Lisa Stuckey, Chair of the ABC  
22 Board.

23 ABC Board Chair Lisa Stuckey thanked the BOCC for allowing her to come and share  
24 the ABC annual report.

25 Tony Dubois said the Orange County ABC Board is a political subdivision of the State of  
26 North Carolina. He said there is a Board of Directors appointed by the County Commissioners.  
27 He said that several Commissioners have served as the ABC Board liaison, with Mia Burroughs  
28 currently serving in that position. He said it is very helpful to have a Commissioner involved as it  
29 provides insight and guidance and leads to a strong relationship between the ABC Board and  
30 the County. He said there is another Board appointment at the end of June.

31 Tony Dubois expressed thanks to the BOCC for their sincere support of the ABC  
32 mission: to provide for the County responsibly by controlling the sale of spirituous liquor,  
33 returning profits to law enforcement, alcohol education and the County fund while providing  
34 excellent service in customer friendly, modern and efficient stores. He said all members of the  
35 ABC Board go through ethics and responsibility training, as required by the state. He said  
36 ethical standards are taken very seriously. He said the new office and warehouse have been  
37 occupied for the past eighteen months, and the old offices were sold with relative ease which  
38 was most helpful. He said the old offices had been in use since 1959 and that the new facility is  
39 working very well. He said that a new ABC store location is under construction in Chapel Hill,  
40 and is likely to open in July 2015. He said this project has been delayed due to poor weather  
41 and unexpected rock in the soil discovered upon digging.

42 Tony Dubois indicated that the Commissioners were in possession of the annual report  
43 from the State ABC Commission. He said it shows that Orange County consistently ranks in  
44 the top ten in revenue within the state. He said the State saw a 4.8 percent rise in revenue while  
45 Orange County saw a 5.4 percent during the same period. He said the State also saw a 4.1  
46 percent rise in profitability while Orange County had a 9.1 percent rise. He said this is mostly  
47 due to the new larger warehouse. He said larger quantities of items can be purchased when on  
48 sale and stored at the warehouse. He said there has been great focus on maintaining balance  
49 between control, revenue and service. He said that there are strong partnerships between the  
50 ABC Board, the police departments and community organizations emphasizing responsible

1 service to the community. He said a letter was attached to the annual report that reconfirmed  
2 commitment to the current financial obligations within the County. He read those obligations:

	<b>Amount</b>
4 <b>Alcohol Law Enforcement</b>	
5 UNC Police Department	\$ 2,000
6 Hillsborough Police Department	\$ 6,000
7 Carrboro Police Department	\$ 16,000
8 Chapel Hill Police Department	\$ 20,000
9 Orange County Sheriff's Department	\$ 86,000
10 <b>Total Alcohol Law Enforcement</b>	<b>\$130,000</b>
11	
12 <b>Alcohol Education and Rehabilitation Grants</b>	
13 Orange County EMS	\$ 750
14 Lutheran Services	\$ 3,000
15 Mental Health Orange Co Teen Partnership	\$ 5,000
16 El Centro Hispano	\$ 10,000
17 Carpe Diem	\$ 12,000
18 Orange County Drug Court	\$ 20,000
19 El Futuro	\$ 22,000
20 Orange County Schools	\$ 38,500
21 Chapel Hill-Carrboro City Schools	\$ 45,300
22 <b>Total Alcohol Education and Rehabilitation</b>	<b>\$156,550</b>

23  
24 Tony Dubois indicated that all the amounts are at least double the amount of the  
25 statutory requirements within the State of North Carolina. He indicated that expenses have  
26 been higher this year due to the building of a new store, in addition to the extra monies that are  
27 given to law enforcement and the Alcohol Education and Rehabilitation Grants. He said despite  
28 these higher expenses, the amount given to the County's General Fund remains strong and is  
29 also higher than the state's statutory requirement. He said future improvements should  
30 continue to provide funds for the County, local law enforcement and local non-profit  
31 organizations for years to come. He said an important Board goal this year is the living wage.  
32 He said it will be included in the wage structure and pay scale.

33 Chair McKee said not only does the ABC Board's financial contributions go above state  
34 requirements but that they continue to increase from year to year.

35 Commissioner Rich asked if the living wage was going to be adopted across the state or  
36 only in certain counties.

37 Tony Dubois said the living wage was just adopted as a goal, and specifics are yet to be  
38 determined.

39 Commissioner Rich said she is thrilled to see it being adopted here, and she  
40 encouraged the Orange County ABC Board to share their living wage initiative with other ABC  
41 Boards throughout the state.

42 Commissioner Dorosin said when he served as liaison to the ABC Board that he raised  
43 a question about the \$400,000 that has been returned to the general fund for the past several  
44 years. He said it seemed unclear how this number was chosen. He said he recalled that there  
45 was no known formula for this amount. He said that the Board of County Commissioners  
46 should make a determination as to whether they want to use a formula; and in addition, that the  
47 amount contributed back to the county should be increased due to the increase in revenue. He  
48 said the State does restrict how much money the ABC Board is allowed to keep and any  
49 remaining funds must go back to the County or to grant programs. He suggested that they

1 request that the revenue fund be increased this year and that they find some type of formula to  
2 determine the contribution.

3 Lisa Stuckey said the ABC Board has the goal this year of determining whether a  
4 formula to determine contribution can be created. She also indicated that the living wage would  
5 have a large impact on their budget as it will push up from the bottom through the various tiers  
6 of pay that all their employees receive. She said in turn that could then affect the funding  
7 available to give back to the County. She said as these issues are discussed in the next four to  
8 six months, there will be more information available to bring back to the BOCC.

9 Commissioner Burroughs said the living wage is the higher priority for them now.

10 Lisa Stuckey confirmed that focusing first on the living wage seemed to be the  
11 appropriate way to proceed.

12 Chair McKee said he understood Commissioner Dorosin's comments as requesting the  
13 opening of a dialogue.

14 Commissioner Dorosin said his intent is a dialogue but also to push things forward a bit  
15 more quickly. He stated appreciation for the living wage and acknowledged that should its  
16 implementation lead to less funds coming back to the County, he would accept that. He said he  
17 does not want to spend a year working on a formula but would rather act more expeditiously.  
18 He said he felt four to six months was a reasonable window. He expressed appreciation that  
19 the ABC Board had made this a priority within its own goals.

20 Commissioner Jacobs said he had not served on the ABC Board yet and asked how it is  
21 determined which community non-profits are funded. He also asked if there is any way to  
22 coordinate that with the entities that apply to the County for non-profit funding.

23 Lisa Stuckey said there is an open process for grant applications. It is advertised to the  
24 public with grant applications being received by March 1<sup>st</sup>. She said applications are evaluated  
25 thereafter and the allocations are made during the budget cycle. She indicated this process is  
26 not coordinated with any County or City funding.

27 Commissioner Jacobs said this information about the ABC Board grants could be added to  
28 the County Outside Agency funding applications, as many people are unaware that they exist.

29 Lisa Stuckey said further promotion of their grants was welcomed.  
30  
31

32 **a. Sexual Assault Awareness Month**

33 The Board considered approving a proclamation recognizing April 2015 as Sexual Assault  
34 Awareness Month in Orange County and authorizing the Chair to sign.  
35

36 Hathaway Pendergrass, Vice President of the Board of Directors of the Orange County  
37 Rape Crisis Center, read the following proclamation:  
38

39 **ORANGE COUNTY BOARD OF COMMISSIONERS**

40 **Proclamation**

41 **"Sexual Assault Awareness Month"**  
42

43  
44 WHEREAS, the Orange County Rape Crisis Center assisted over 600 survivors of sexual  
45 violence, their loved ones, and community professionals during 2014; and

46  
47 WHEREAS, the Orange County Rape Crisis Center works with the County's two school  
48 systems and other groups to provide students with age-appropriate information about violence  
49 prevention, reaching over 14,800 youth and adults each year; and  
50

1 WHEREAS, the coordination of the Orange County Sexual Assault Response Team (SART) is  
2 bringing together members of law enforcement, the medical community, the legal system, and  
3 other community advocates to improve services for survivors of sexual assault who come  
4 forward; and

5  
6 WHEREAS, 1 in 5 American women have been sexually assaulted at some point in their lives  
7 (Centers for Disease Control and Prevention, 2010); and

8  
9 WHEREAS, in the United States rape is the most costly crime to its survivors, totaling \$127  
10 billion a year considering factors such as medical cost, lost earnings, pain, suffering, and lost  
11 quality of life (U.S. Department of Justice, 1996); and

12  
13 WHEREAS, in the United States 1 in 3 women and 1 in 4 men have experienced some form of  
14 sexual or physical violence committed by an intimate partner (Centers for Disease Control and  
15 Prevention, 2010); and

16  
17 WHEREAS, there are more than 15,000 sex offenders registered as living in North Carolina  
18 (Department of Justice, 2014); and

19  
20 WHEREAS, victim-blaming continues to be an enormous problem in instances of rape and  
21 sexual assault; and

22  
23 WHEREAS, the Orange County Rape Crisis Center, a non-profit agency that has served this  
24 community since 1974, is working to stop sexual violence and its impact through support,  
25 education, and advocacy;

26  
27 NOW, THEREFORE BE IT RESOLVED that we, the Orange County Board of Commissioners,  
28 do hereby proclaim the month of April 2015 as "SEXUAL ASSAULT AWARENESS MONTH"  
29 and encourage all residents to speak out against sexual violence and to support their local  
30 community's efforts to prevent and respond to these appalling crimes.

31  
32 This, the 7<sup>TH</sup> day of April 2015.

33  
34 A motion was made by Commissioner Jacobs, seconded by Commissioner Price for the  
35 Board to approve the proclamation designating April as "Sexual Assault Awareness Month" in  
36 Orange County and to authorize the Chair to sign.

37  
38 VOTE: UNANIMOUS

39  
40 **b. Fair Housing Month**

41 The Board considered approving a proclamation designating April 2015 as Fair Housing  
42 Month in Orange County and authorizing the Chair to sign the proclamation.

43  
44 Doris Brunson, Human Relations Commission Chair, read the following proclamation:

45  
46  
47 **ORANGE COUNTY BOARD OF COMMISSIONERS**

48  
49 **PROCLAMATION**

50

**FAIR HOUSING MONTH**

1  
2  
3 WHEREAS, April 2015 marks the 47<sup>th</sup> anniversary of the Fair Housing Act of 1968 and the  
4 32<sup>nd</sup> anniversary of the North Carolina Fair Housing Act prohibiting discrimination in housing on  
5 the basis of race, color, sex, religion, national origin, handicap and familial status; and  
6

7 WHEREAS, the Orange County Board of Commissioners enacted the Orange County Civil  
8 Rights Ordinance on June 6, 1994, which affords to the residents of Orange County the  
9 protections guaranteed by Title VIII and additionally encompasses the protected classes of  
10 veteran status and age; and  
11

12 WHEREAS, Orange County and the United States Department of Housing and Urban  
13 Development as well as concerned residents and the housing industry are working to make fair  
14 housing opportunities possible for everyone by encouraging others to abide by the letter and  
15 the spirit of fair housing laws; and  
16

17 WHEREAS, despite of the protection afforded by the Orange County Civil Rights Ordinance  
18 and Title VIII as amended, illegal housing discrimination still occurs in our nation and in our  
19 County; and  
20

21 WHEREAS, by supporting and promoting fair housing and equal opportunity, we are  
22 contributing to the health of our County, State and Nation.  
23

24 NOW, THEREFORE, we, the Board of County Commissioners of Orange County North  
25 Carolina, do proclaim April 2015 as FAIR HOUSING MONTH and commend this observance to  
26 all Orange County residents.  
27

28 This, the 7<sup>th</sup> day of April 2015.  
29

30 A motion was made by Commissioner Price, seconded by Commissioner Pelissier for  
31 the Board to approve the proclamation and authorize the Chair to sign the proclamation.  
32

33 VOTE: UNANIMOUS  
34

35 Commissioner Price said she is very pleased to see the progress made by the Human  
36 Relations Commission over the years.  
37

38 **c. Public Safety Telecommunicators Week**

39 The Board considered approving a proclamation recognizing the week of April 12 through  
40 18, 2015 as Public Safety Telecommunicators Week in Orange County and authorizing the  
41 Chair to sign.  
42

43 Dinah Jeffries read the proclamation:  
44

**ORANGE COUNTY BOARD OF COMMISSIONERS**

**PUBLIC SAFETY TELECOMMUNICATORS WEEK**

**April 12-18, 2015**

45  
46  
47  
48  
49  
50

## A PROCLAMATION

1  
2  
3 WHEREAS, The Orange County 9-1-1 Center serves the residents, workers and visitors in  
4 Orange County by answering emergency calls for law enforcement, fire, emergency medical  
5 services, and other requests for service and efficiently dispatch the most appropriate assistance  
6 for those calls; and

7  
8 WHEREAS, Our Telecommunicators are the "first" first responders that provide assistance to  
9 those residents, workers and visitors; and

10  
11 WHEREAS, The critical functions performed by our professional Telecommunicators support  
12 many aspects of government services, including: Town Public Works, Public Transit, Protective  
13 Services, Animal Services, and other operations; and

14  
15 WHEREAS, Our professional Telecommunicators continuously work to improve Orange  
16 County's emergency response capabilities through their leadership and participation in training  
17 programs provided by the Association of Public Safety Communications Officials (APCO) and  
18 the National Emergency Number Association (NENA); and

19  
20 WHEREAS, Our professional Telecommunicators serve the public and emergency  
21 responders in countless ways, often without due recognition by the beneficiaries of their  
22 services;

23  
24 NOW, THEREFORE, we, the Orange County Board of County Commissioners, do hereby  
25 proclaim the week of April 12-18, 2015 as "Public Safety Telecommunicators Week" in Orange  
26 County, North Carolina in honor and recognition of our Telecommunicators and the vital  
27 contributions they make to the safety and well-being of our residents, workers, visitors, and  
28 public safety partners.

29  
30 This, the 7th day of April 2015.

31  
32  
33 Chair McKee acknowledged the invaluable work of the Public Safety telecommunicators.  
34 A motion was made by Commissioner Price, seconded by Commissioner Rich for the  
35 Board to adopt the Proclamation and authorize the Chair to sign the proclamation.

36  
37 VOTE: UNANIMOUS

### 38 39 40 **d. Update Report: 2017 Countywide Revaluation of Real Property**

41 The Board considered discussing the project plan, current market trends and statistics,  
42 current economic indicators, and potential impacts as they relate to the 2017 countywide  
43 revaluation.

44 Dwane Brinson, Orange County Tax Administrator, gave the Board an update on the  
45 2017 countywide revaluation of real property. North Carolina state law, G.S. 105-286(a),  
46 mandates that counties conduct a countywide revaluation at least once every eight years.  
47 Orange County last conducted a countywide revaluation effective for January 1, 2009 and  
48 current tax assessments reflect market value as of that appraisal date. Therefore, Orange  
49 County is required to complete its next revaluation no later than January 1, 2017. This

1 memorandum is an effort to explain current market conditions and provide an update of the  
2 2017 countywide revaluation.

3 The Orange County Tax Administrator's Office conducted property tax revaluations in  
4 2005 and 2009. Current tax assessments still reflect market value as of January 1, 2009. With  
5 a four-year revaluation cycle, the next revaluation would have occurred in 2013. However, at its  
6 May 15, 2012 regular meeting, the Board of County Commissioners (BOCC) received a  
7 presentation from the Tax Administrator recommending postponing the 2013 revaluation to  
8 2015. The BOCC subsequently approved a resolution (Attachment 2) to accept this  
9 recommendation and delay the revaluation to 2015. Similarly, at its May 7, 2013 regular  
10 meeting, the BOCC received a presentation from the Tax Administrator recommending further  
11 postponing the next countywide revaluation until 2017. The BOCC approved a resolution to  
12 delay the revaluation to 2017 (Attachment 3).

13 Dwane Brinson referred to his memo in the agenda abstract and reviewed information  
14 on the sales analysis and the revaluation process. He said it is planned for all Orange County  
15 properties to be evaluated between April 2014 and January 2016. He said that this goal may be  
16 unmet, but thus far they have been fortunate to find many property owners at home when the  
17 evaluations have been conducted, allowing for discussion about the property. He said that  
18 when each property is visited, an orange postcard is left for the property owner to complete and  
19 mail back in hard copy or complete electronically. He said this postcard solicits information  
20 about the home: number of bedrooms, number of baths, square footage, etc. He said property  
21 owners have been sending these postcards in to the office, and it allows for current County  
22 records to be double checked for accuracy. He said in January 2016 each real property owner  
23 in the County will receive the annual listing form as they do every year. He said in addition to  
24 that form there will also be a summary description of the property based on County records. He  
25 said this separate insert is an additional attempt to communicate with property owners, solicit  
26 feedback or corrections and insure accuracy in the records.

27 He said between January and June 2016, the revaluation process continues with field  
28 reviews of the sales used in the models, reviewing grades and depreciations and then the  
29 schedule of values process. He said the public hearing in the adoption of the Schedule of  
30 Values which was scheduled for July/August 2016, will need to be delayed to begin in  
31 September and October 2016. He said it is expected that in January 2017, new value change  
32 notices will be sent to all property owners in Orange County. He said that January through  
33 March of 2017 will allow for informal appeals, followed by the Board of Equalization and Review  
34 hearings in April through June 2017.

35 Dwane Brinson reviewed the collaboration process with the community as they move  
36 through the revaluation process. He stressed the value of involving the community. He said  
37 the methods to involve the community include:

- 38 1. Presentations to Chambers of Commerce, Friends of Downtown Chapel Hill, BOCC,  
39 etc.
- 40 2. Press releases through Orange County Public Affairs
- 41 3. Sales bank will be posted on the tax office website
- 42 4. Summary descriptions will be mailed with 2016 tax listing forms
- 43 5. Revaluation education videos on YouTube
- 44 6. Frequently asked questions brochure

45  
46  
47 He also indicated that they will give clear instruction on how to file an appeal should a property  
48 owner need to do so.

49  
50 He also reviewed their revaluation goals, listed below:

- 1
- 2 1. Update 2009 real property tax assessments to reflect market value as of January 1, 2017
- 3 a. Ensure accuracy of records through field visits, questionnaires, etc.
- 4 b. Build community support through collaboration and education
- 5 2. Capture building use data, i.e. commercial, residential, industrial and their subcategories
- 6 a. Will allow tax office to better assist Economic Development and Chambers of
- 7 Commerce with studies and analyses
- 8 3. Review exempt properties in Orange County
- 9 a. Currently approximately \$7 billion of exempt property in Orange County
- 10 b. Important for Asset Management Services, Risk Management and the State's
- 11 annually-required AV-50 report
- 12

13 Dwane Brinson said when errors are found in the field, they are corrected in the current  
14 year, rather than waiting until 2017.

15 Commissioner Pelissier asked the procedure for notifying property owners when an  
16 error is found.

17 Dwane Brinson said many errors are being uncovered when the property owner returns  
18 the postcard. Additionally, some residents themselves report an error during a field visit to the  
19 property.

20 Commissioner Rich asked about the Pictometry Sketch Check.

21 Dwane Brinson said this is new technology about which he has only seen a  
22 presentation. He said it takes the Orange County assessment data and overlays it with the  
23 current aerial photos. He said when the assessment data and the aerial photos do not match  
24 up, a red outline will appear indicating the discrepancy. He reported that it will not be used for  
25 this revaluation. He added it is a great resource to allow for a more strategic approach to the  
26 revaluation process.

27 Commissioner Dorosin said this revaluation is a critical test on how effectively residents  
28 are communicated with regarding this process. He said the additional information included in  
29 the 2016 annual listing mailing should be clearly indicated on the outside of the envelope or in  
30 some other obvious way that conveys that this tax bill is different. He said this will help prompt  
31 people to look at the mailing more thoroughly. He encouraged a grassroots effort to get the  
32 information out to residents directly at public venues such as community events, churches, arts  
33 and cultural gatherings, as opposed to just venues like the Chamber of Commerce.

34 Commissioner Dorosin asked if additional staffing had been approved for this process.

35 Dwane Brinson said yes. He said the BOCC funded two additional appraisers in 2013  
36 and -these staff had been hired and are working currently.

37 Commissioner Dorosin asked for clarification regarding the sales bank.

38 Dwane Brinson indicated the sales bank is not new. He said t sales have been posted  
39 annually to the website in previous years. He said during revaluation any sales used to develop  
40 models will be posted. He added this could include sales over 18 to 24 months. He said the  
41 sales bank will include a great deal of information that property owners can use to look at their  
42 own property as well as others within their neighborhoods for comparison. He said the goal is  
43 transparency and helping the public to be as informed as possible to avoid error. He stated he  
44 had spoken at churches in the past in other locations and found it to be very helpful.

45 Commissioner Price asked how the revaluation will affect those who qualify for the  
46 Homestead Exemption tax.

47 Dwane Brinson said there is no reapplication for the Homestead Exemption tax.

## 48

## 49 **5. Public Hearings**

50

1        a. **Comprehensive Plan and Unified Development Ordinance (UDO) Text**  
 2        **Amendments and Zoning Atlas Amendments to Establish Two New Zoning**  
 3        **Overlay Districts in the Efland Area (No Additional Comments Accepted)**

4        The Board received the Planning Board recommendation, closed the public hearing, and  
 5        considered a decision on Planning Director initiated amendments to the Comprehensive Plan,  
 6        Unified Development Ordinance, and Zoning Atlas to establish two new zoning overlay districts  
 7        in the Efland area.

8        The primary purpose of the overlay districts is to provide for a more village and urban  
 9        style of development in an area of the county served, or intended to be served, by public water  
 10       and sewer systems.

11       Chair McKee said two people signed up to speak about this item. He asked John  
 12       Roberts for clarification as the abstract indicated further comment was not to be accepted.

13       John Roberts said the UDO is written so that no more oral comments are allowed at this  
 14       stage of the public hearing. He added that the ordinance language indicates that the only  
 15       reason for the public hearing process is to receive the Planning Board comments and any  
 16       written comments submitted to the Planning Board. He clarified acceptance of an individual's  
 17       comments at this portion of the hearing could lead to the overturning of the entire process.

18       Chair McKee indicated due to these regulations, the two citizens signed up to speak  
 19       would not be allowed to do so. He indicated the presentation would be made by Perdita Holtz.

20       Perdita Holtz reviewed the following PowerPoint presentation:

21  
 22       **Proposed Efland Zoning Overlay Districts**  
 23       **(Comprehensive Plan, UDO, and Zoning Atlas Amendments)**

24  
 25       **Zoning Atlas Amendment**

- 26       • Map of proposed Zoning Overlay Districts

27  
 28       **Recent History**

- 29       • Heard at February 2014 quarterly public hearing
- 30       • Public information meeting held April 7, 2014

31  
 32       **Group of residents contacted staff after meeting and asked to meet to discuss the**  
 33       **proposed standards for overlay districts**

- 34       - Staff met with residents eight times from August 2014 through January 2015
- 35       - Group suggested changes to proposed standards
- 36       • Public information meeting held February 23, 2015

37  
 38       **Resident Group Suggestions**

- 39       • Suggestions (attachment 6) can be categorized into three broad categories:
  - 40       - Allow more flexibility in enforcing the standard
  - 41       - Clarify the intent of the standard by modifying the language
  - 42       - Remove some standards
- 43       • Modification to the adopted Access Management Plan
  - 44       - Will be scheduled later this year

45

1 **Efland-Mebane Small Area Plan Implementation Focus Group and Planning Board**

2 **Review**

- 3 • February 2, 2015 – Implementation Focus Group voted unanimously to recommend  
4 approval of the proposed amendments
- 5 • March 4, 2015 – Planning Board voted unanimously to recommend approval of the  
6 proposed amendments

7

8 **Attorney's Office Direction**

- 9 • Received direction in late March to modify some proposed language.
- 10 • Color coded in orange text in the amendment package (Attachment 3)
- 11 - Does not substantially change the amendments

12

13 **Recommendation for Tonight**

- 14 • Receive the Planning Board's recommendation
- 15 • Close the public hearing
- 16 • Deliberate as desired
- 17 • Decide accordingly
- 18 - Adopt the Statement of Consistency in Attachment 2
- 19 - Adopt Ordinance in Attachment 3

20

21 Commissioner Jacobs asked if the intention was to make the language more clear.  
22 Perdita Holtz said the feedback received from some of the resident groups  
23 recommended clarified language.

24 Commissioner Jacob asked if the language is thought to be clearer than it was or if it  
25 was the group's attempt to make it clearer.

26 Perdita Holtz said she is confident the language can be interpreted in the way it was  
27 intended.

28 Commissioner Jacobs asked if the intention will be that of the resident's group or that of  
29 the original committee that met for several years to create the original language.

30 Perdita Holtz said some of the Small Area Plan recommendations are not part of the  
31 proposal as they were recommended for exclusion by the group of residents.

32 Commissioner Jacobs clarified he was not discussing the recommendations but rather  
33 clarity of language. He said some of the changes in language make the document very difficult  
34 to read. He gave the example of 6.6.3 c 1 as one that is very difficult to understand.

35 Perdita Holtz said it was clear to her.

36 Commissioner Price asked for clarification of item e.4 of page 34 regarding a "digital  
37 sign not being permitted except as an incidental addition to a permitted sign".

38 Perdita Holtz said a primary sign cannot be a digital one in the Efland Overlay District.

39 Commissioner Price clarified that a digital sign is permitted as long as it is not a primary  
40 one. She asked who determines the classification of a sign.

41 Perdita Holtz said such details are determined during the sign permitting process by  
42 staff.

1 Commissioner Price said the reason behind the restrictions seemed important to  
2 mention. She said if the restrictions are for safety then it should be stated as such followed by  
3 a description of the permitted use of digital signs.

4 Perdita Holtz said the restrictions were not only for safety reasons but also for  
5 community character.

6 Commissioner Dorosin asked about the intention of attachment 6, the Resident Group  
7 Input. He asked if it was to simply show where the community agreed or disagreed or rather  
8 changes that were made based on the community input.

9 Perdita Holtz said any changes made as a result of the Resident Group Input were  
10 indicated in the right hand column of the chart.

11 Commissioner Dorosin said the adopted changes are in the right hand column.

12 Perdita Holtz said the changes in the right hand column are included in attachment 3,  
13 recommended for adoption consideration.

14  
15 A motion was made by Commissioner Pelissier, seconded by Commissioner Rich to  
16 close the public hearing.

17  
18 VOTE: UNANIMOUS

19  
20 Commissioner Rich asked Commissioner Jacobs to clarify his concerns about the  
21 language from the first group being changed by the second group.

22 Commissioner Jacobs said most of the changes proposed seemed acceptable. He said  
23 he had concern when the changed language does not affect current residents but rather shows  
24 support of chain franchises or by allowing developers to back away from requirements such as  
25 providing sidewalks. He stated respect for those who worked on the language but fears that  
26 softening the language from "shall" to "may" allows for requirements to be backed away from.  
27 He said restricting what is permissible by a franchise store is acceptable in order to maintain the  
28 type of environment that a community desires. He said the current conditions for children  
29 walking to school are subpar. He said expecting any new business to address that within their  
30 property is a reasonable expectation.

31 Commissioner Rich said the question of sidewalks is very important to allow people and  
32 children to walk. She said as new pockets of development appear sidewalks are vital to allow  
33 for connection and walkability. She agreed that the language should be stronger than "may".

34 Commissioner Jacobs referenced the Ashwick development in Efland. He said  
35 sidewalks or trails were required to be added within the development. He said the trails were  
36 not paved but allowed for people to walk without walking on the road itself.

37 Commissioner Pelissier said she recalled a discussion about sidewalk maintenance and  
38 its funding. She recalled that it was determined that the County did not want to be responsible  
39 for such maintenance. She said pockets of development cannot be connected unless all the  
40 other property owners are required to install sidewalks. She recalled the issue of who would  
41 pay for such sidewalks being a point of impasse in previous discussion.

42 Chair McKee said no part of the UDO is set in stone, and it can be continually fine-tuned  
43 as they go forward. He said he is opposed to sidewalks being required that do not  
44 interconnect. He reiterated Commissioner Pelissier's question of who would pay for the  
45 sidewalks and said he is not interested in Orange County doing so.

46 A motion was made by Commissioner Jacobs, seconded by Commissioner Dorosin to  
47 amend the Corporate Franchise Architecture standards in section 6.6.4.f .1 to restore the

1 original language (currently crossed out on the bottom of page 34) and delete the new  
2 language line (top of page 35).

3  
4 VOTE: Ayes, 6; Nays 1 (Chair McKee)

5  
6  
7 A motion was made by Commissioner Pelissier, seconded by Commissioner Price to  
8 adopt the Statement of Consistency, contained within Attachment 2, and the Ordinance  
9 amending the Comprehensive Plan, UDO, and Zoning Atlas contained within Attachment 3, as  
10 recommended by the Planning Board and staff.

11  
12 VOTE: UNANIMOUS

13  
14 Commissioner Dorosin said he does believe sidewalks are vital, and he is interested in  
15 them.

16 Commissioner Rich agreed with Commissioner Dorosin. She said it is shortsighted and  
17 a disservice to the community.

18 Commissioner Jacobs agreed with Commissioner Dorosin and Commissioner Rich. He  
19 said in the future people, especially parents, may curse the BOCC for not addressing the issue  
20 of sidewalks. He said that current residents are not being burdened to make this requirement.  
21 He also said there may be legal way to address the problem. He does not feel the only option  
22 was for the County to address the problem. He said as there is a motion, and no friendly  
23 amendment, they would have to vote no but he recalled in the past that voting no meant the  
24 issue could not be considered for a year.

25 Commissioner Price said she seconded the motion and therefore cannot make a friendly  
26 amendment to include the sidewalks. She asked if a friendly amendment could be made by  
27 someone else.

28 Chair McKee said anyone can make a friendly amendment except those who made and  
29 seconded the motion.

30 Commissioner Burroughs said sidewalks are a valuable asset. She said this is  
31 important for future conversation even if it cannot be addressed this evening.

32 Commissioner Pelissier said she is not yet ready to decide about sidewalks without  
33 knowing more details.

34 Craig Benedict, Orange County Planning Director, said the sidewalk issue had been  
35 discussed for years, and pedestrian connectivity is within the Department of Transportation  
36 (DOT) public right of ways. He said the DOT does not want sidewalks in the right of way. He  
37 said that putting sidewalks on private property is an option. He added when sidewalks are on  
38 private property, then someone else must maintain them. He said the ability to put sidewalks  
39 within transition areas in Chapel Hill and Carrboro, under Orange County jurisdiction prior to  
40 annexation, had been addressed. He said a municipality, through a multiparty agreement,  
41 could take responsibility for the sidewalk maintenance. He said there is not an easy solution.  
42 He said there are a lot of ideas. He said discussions with DOT are ongoing as there continue to  
43 be urban-like areas in County jurisdiction that are not easily annexable by municipalities. He  
44 said a solution that all parties can agree upon has yet to be determined. He agreed with Chair  
45 McKee that the UDO is not set in stone and the BOCC can review the issue again along with  
46 the DOT counterparts, if so desired.

47 Commissioner Rich said as more urban like communities get approved, the sidewalk  
48 issue will be difficult to resolve if the precedence of "we're not in the sidewalk business" has  
49 been set.

1 Craig Benedict said the current option is privately owned pedestrian pathways on private  
 2 property for which the County and the DOT are not responsible. He said these pathways are  
 3 mulch paths that allow for safe walking routes for pedestrians, especially children. He said it is  
 4 unlikely that DOT will approve sidewalks being installed without a specific designate being  
 5 named for maintenance. He said the financial implication of sidewalks is great.

6 Commissioner Jacobs pointed out language in 6.6.4.a.8 that discusses "an internal  
 7 pedestrian circulation system, owned and maintained by the property owner". He suggested,  
 8 following approval, a motion be made asking staff to look at the existing language and return  
 9 with recommendations to whether privately maintained pathways is a workable system. He said  
 10 such an option would not involve DOT.

11 Chair McKee agreed with this course of action.

12 Commissioner Price said there is another county looking into sidewalks as well. She  
 13 said it is a large issue that warrants a full discussion.

14 Commissioner Dorosin asked if the public would be able to use such a pedestrian  
 15 circulation system maintained by private owners or if the pathways would only be open to those  
 16 living within the development.

17 Perdita Holtz said it would apply to multi-family and commercial projects. She said that  
 18 commercial projects are open to the public. She said public use of pathways that are internal to  
 19 a multi family development would be at the discretion of the property owner. She said each  
 20 issue would be handled on a case by case basis as site plans come in.

21  
 22 VOTE: UNANIMOUS

23  
 24 A motion was made by Commissioner Jacobs, seconded by Commissioner Rich to  
 25 reinstate the language for both the Efland interstate and Efland Village regarding pedestrian  
 26 circulation systems and to direct staff to articulate why internal pedestrian circulation systems  
 27 cannot be required. He said staff would be asked to return to the BOCC before the end of the  
 28 calendar year with the opportunity to discuss the analysis and any recommendations.

29  
 30 Chair McKee made a friendly amendment that directs staff not only to analyze why  
 31 internal pedestrian circulations systems cannot be required but also to present any other  
 32 alternatives to such a system.

33 Commissioner Jacobs accepted the friendly amendment.

34 Commissioner Dorosin asked Commissioner Jacobs if the motion is limited to these  
 35 internal circulation systems or if there would be broader consideration of working with DOT or  
 36 the County itself.

37 Commissioner Jacobs said he wanted to focus on the particular issue in front of the  
 38 BOCC tonight. He said he does not think this particular language involves the DOT and, if  
 39 returned to its original format, can address and solve the issue. He added he does see merit in  
 40 a larger conversation about sidewalks as a whole at another time.

41  
 42 VOTE: UNANIMOUS

43  
 44 **b. Public Hearing on the Financing of Various Capital Investment Plan Projects and**  
 45 **Equipment, and the Refinancing of Two 2006 Installment Financing**

46 The Board conducted a public hearing on the issuance of approximately \$16,270,000 to  
 47 finance capital investment projects and equipment for the year; carry out refinancing of  
 48 approximately \$10,200,000 from two 2006 installment financing issuances; and considered  
 49 approving a related resolution supporting the County's application to the Local Government  
 50 Commission (LGC) for its approval of the financing arrangements.

1 Paul Laughton said the first paragraph in their abstract referred to attachment 1 that  
2 contained preliminary information given to the Board on November 6, 2014 and included  
3 information about projects, equipment and vehicles. He pointed out two changes to the  
4 numbers included in attachment 2: 1.) an additional \$800,000 was added to financing for the  
5 Information Technologies for the central permitting, 2.) the Eubanks Road Solid Waste  
6 Convenience Center (SWCC) has had an additional \$450,000 added to its financing based on  
7 regulatory and permitting issues, structural changes, and moving of the weight station.

8 He said financing arrangements are being studied closely at this time. He said it had  
9 been anticipated that final approval could be brought to the BOCC at the April 21<sup>st</sup> 2015  
10 meeting. He said a more realistic time frame is late May 2015. He said approval with the Local  
11 Government Commission (LGC) would hopefully happen in early June 2015 and closing around  
12 the middle of June 2015.

13 Paul Laughton said a preliminary estimate of maximum debt service applicable to the  
14 capital investment projects and equipment financing would require the highest debt service  
15 payment of \$1,765,240 falling in FY 2016-17. He said the tax rate equivalent for the estimated  
16 highest debt service payment is approximately 1.08 cents. However, a portion of this debt  
17 financing is related to projects where the debt service payments will be paid for from Sportsplex  
18 and Solid Waste Enterprise funds, as well as a Water and Sewer project to be paid from the  
19 Article 46 quarter-cent Sales Tax proceeds earmarked for economic development. He said the  
20 General Fund portion of this annual debt service is estimated at \$1.1 million, or a tax rate  
21 equivalent of approximately 0.67 cents. He said based on current resources and the retirement  
22 of some existing debt, no adjustment to the tax rate associated with this financing is anticipated  
23 to occur during the period noted. He said regarding the refinancing, it is estimated that the  
24 County will realize savings of approximately \$451,788 over the life of the refinancing term. He  
25 said the ultimate savings will depend on interest rates at the time of closing later in the spring.

26 Commissioner Jacobs asked the total cost of the Eubanks Road convenience center.

27 Paul Laughton said the current estimate is \$3.17 million.

28 Commissioner Jacobs said he had read that the federal government was possibly  
29 raising interest rates in June. He asked if interest rates for this refinancing would be secured  
30 prior to that point.

31 Paul Laughton said that is his hope. He added that all options are currently being  
32 reviewed and weighed. He said that the climate at closing is uncertain at this point as it  
33 remains sixty days away.

34 Commissioner Jacobs confirmed that the consideration of rising interest rates was a  
35 factor in this refinancing process.

36 Paul Laughton said the goal is to have the process completed by June 30, 2015 and to  
37 secure the lowest interest rates possible.

38 Chair McKee confirmed there were no public comments.

39 A motion was made by Commissioner Jacobs, seconded by Commissioner Rich for the  
40 Board to close the public hearing.

41  
42 VOTE: UNANIMOUS

43  
44 A motion was made by Commissioner Rich, seconded by Commissioner Price to adopt  
45 the resolution supporting the application to the Local Government Commission for approval of  
46 the financing and refinancing arrangements.

47  
48 VOTE: UNANIMOUS

49  
50 **RES-2015-019**

1  
2           **Resolution supporting an application to the Local Government Commission for**  
3           **its approval of a financing agreement for the County**  
4

5           **WHEREAS --**  
6

7           The Board of Commissioners has previously determined to carry out the acquisition and  
8 construction of various public improvements, as identified in the County's capital improvement  
9 plan, and County staff has determined and advised the Board that refinancing all or a portion of  
10 two prior installment financings may provide savings to the County.  
11

12           The Board desires to finance the costs of these projects and to carry out the refinancing  
13 by the use of an installment financing, as authorized under Section 160A-20 of the North  
14 Carolina General Statutes.  
15

16           Under the guidelines of the North Carolina Local Government Commission, the Board  
17 must make certain findings of fact to support the County's application for the LGC's approval of  
18 the County's proposed financing arrangements.  
19

20           **THEREFORE, BE IT RESOLVED** by the Board of Commissioners of Orange  
21 **County, North Carolina**, that the County makes a preliminary determination to finance  
22 approximately \$26,470,000 to pay capital costs of various public improvements and to carry out  
23 the refinancing. The proposed list of projects and improvements to be financed appears in  
24 Exhibit A. The two financings that are to be refinanced are a) a 2006 installment financing  
25 contract secured by Carrboro High School and b) a 2006 Certificates of Participation installment  
26 financing secured by Gravelly Hill Middle School.  
27

28           The Board will determine the final amount to be financed by a later resolution. The final  
29 amount financed may be slightly lower or slightly higher than \$26,470,000. Some of the  
30 financing proceeds may provide reimbursement to the County for prior expenditures on project  
31 costs, some proceeds may be used to pay financing expenses, and some proceeds may be  
32 used to provide any appropriate reserves.  
33

34           **BE IT FURTHER RESOLVED** that the Board of Commissioners makes the  
35 following findings of fact:  
36

37           (a)     The proposed projects are necessary and appropriate for the County under all  
38 the circumstances. The proposed refinancings are necessary and appropriate for the County  
39 under all the circumstances because the refinancings will produce substantial debt service  
40 savings.  
41

42           (b)     The proposed installment financing is preferable to a bond issue for the same  
43 purposes.  
44

45           The County has no meaningful ability to issue non-voted general obligation bonds for  
46 these projects. These projects will not produce sufficient revenues to support a self-liquidating  
47 financing. The County has in the past issued substantial amounts of voter-approved bonds, and  
48 it is appropriate for the County to balance its capital finance program between bonds and  
49 installment financings.  
50

1 The County expects that in the current interest rate environment for municipal securities  
 2 there would be no material difference in interest rates between general obligation bonds and  
 3 installment financings for these projects.  
 4

5 (c) The estimated sums to fall due under the proposed financing contract are  
 6 adequate and not excessive for the proposed purposes. The County will closely review  
 7 proposed financing rates against market rates with guidance from the LGC and its financial  
 8 adviser. All amounts financed will reflect approved contracts, previous actual expenditures or  
 9 professional estimates.  
 10

11 (d) As confirmed by the County's Interim Finance Officer, (i) the County's debt  
 12 management procedures and policies are sound and in compliance with law, and (ii) the County  
 13 is not in default under any of its debt service obligations.  
 14

15 (e) The County estimates that the maximum tax rate impact of paying General Fund  
 16 related debt service on the financing will be the equivalent of up to approximately 0.67 cents per  
 17 \$100 of valuation. Based on current resources and the retirement of some existing debt, no  
 18 actual tax rate increase related to this financing will be necessary.  
 19

20 (f) The County Attorney is of the opinion that the proposed projects are authorized  
 21 by law and are for purposes for which public funds of the County may be expended pursuant to  
 22 the Constitution and laws of North Carolina.  
 23

24 ***BE IT FURTHER RESOLVED as follows:***  
 25

26 (a) The Interim Finance Officer is directed to take all appropriate steps toward the  
 27 completion of the financing, including (i) completing an application to the LGC for its approval of  
 28 the proposed financing, and (ii) soliciting one or more proposals from financial institutions to  
 29 provide the financing. All prior actions of County representatives in this regard are ratified.  
 30

31 (b) This resolution takes effect immediately.  
 32  
 33

34 **Exhibit A – proposed projects**  
 35

Project description	Est. Amount Financed
Vehicle replacements	\$ 760,000
In-car camera replacements for Sheriff's office	\$ 520,000
Board of Elections equipment	\$ 700,000
Improvements to Cedar Grove Community Center	\$ 2,800,000
Southern Orange Campus — planning and improvements	\$ 400,000

HVAC projects at various County facilities	\$ 360,000
Roofing projects at various County facilities	\$ 180,000
Information technology (including central permitting software)	\$ 1,250,000
Communications systems improvements, including Sheriff's department and EMS systems	\$ 125,000
Soccer.com soccer center improvements	\$ 125,000
Lands Legacy acquisitions	\$ 2,400,000
Sportsplex — pool mezzanine	\$ 950,000
Improvements for Eubanks Road solid waste convenience center	\$ 1,100,000
Efland water and sewer improvements	\$ 4,600,000
<b>Estimated total for new projects</b>	<b>\$ 16,270,000</b>
<b>Estimated total for refinancings</b>	<b>\$ 10,200,000</b>
<b>Estimated grand total</b>	<b>\$ 26,470,000</b>

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**6. Consent Agenda**

Chair McKee noted the presence of Sheriff Blackwood as one agenda item pertained to his office and he was available for questions.

- Removal of Any Items from Consent Agenda  
NONE
- Approval of Remaining Consent Agenda

A motion was made by Commissioner Price, seconded by Commissioner Rich to approve the remaining items on the consent agenda.

VOTE: UNANIMOUS

1 **a. Minutes**

2 The Board approved the minutes as submitted by the Clerk to the Board for the following  
3 meetings: February 11, 2014, March 3 and 23, 2015.

4 **b. Motor Vehicle Property Tax Releases/Refunds**

5 The Board adopted a resolution, which is incorporated by reference, to release motor vehicle  
6 property tax values for seven (7) taxpayers with a total of seven (7) bills that will result in a  
7 reduction of revenue in accordance with NCGS.

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

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

12 **d. Fiscal Year 2014-15 Budget Amendment #7**

13 The Board approved budget and capital project ordinance amendments for fiscal year 2014-15  
14 for the Department of Environment, Agriculture, Parks and Recreation, Health Department,  
15 Cooperative Extension, Emergency Services Department Orange Rural Fire Department and  
16 Orange Grove Fire Department.

17 **e. Application for North Carolina Education Lottery Proceeds for Chapel Hill – Carrboro  
18 City Schools (CHCCS) and Contingent Approval of Budget Amendment # 7-A Related  
19 to CHCCS Capital Project Ordinances**

20 The Board approved an application to the North Carolina Department of Public Instruction  
21 (NCDPI) to release proceeds from the NC Education Lottery account related to FY 2014-15  
22 debt service payments for Chapel Hill – Carrboro City Schools (CHCCS), and approved Budget  
23 Amendment #7-A (amended School Capital Project Ordinances), contingent on the NCDPI's  
24 approval of the application.

25 **f. Resolution Authorizing Staff to File Applications with the Federal Transit  
26 Administration**

27 The Board adopted a resolution, which is incorporated by reference, authorizing the Orange  
28 County Transportation Planner and Orange Public Transportation Administrator to file  
29 applications with the Federal Transit Administration for Federal financial assistance.

30 **g. Unified Development Ordinance (UDO) Amendment Outline and Schedule for the May  
31 2015 Quarterly Public Hearing**

32 The Board approved process components and schedule for a government initiated Zoning Atlas  
33 amendment for the May 2015 Quarterly Public Hearing.

34 **h. County Sheriff's Office – Records Retention and Disposition Schedule**

35 The Board approved the County Sheriff's Office Records Retention and Disposition Schedule  
36 and authorized the Chair to sign.

37 **i. Access Easement for Jeffrey Fisher – Hollow Rock Access Area**

38 The Board authorized the County to grant a 30-foot-wide access easement for Jeffrey Fisher to  
39 access his landlocked residential property through the Hollow Rock Access Area.

40 **j. Replacement Ambulance for Orange County Emergency Services**

41 The Board approved the purchase of one (1) ambulance that will replace a 2007 model  
42 ambulance manufactured by Wheeled Coach.

44 **7. Regular Agenda**

46 **a. Joint Planning Land Use Plan and Agreement Amendments – Agricultural Support  
47 Enterprises Within the Rural Buffer Land Use Classification**

48 The Board considered County-initiated amendments to the Joint Planning Land Use  
49 Plan and Agreement to allow for the possibility of locating appropriate Agricultural Support  
50 Enterprises within the Rural Buffer land use classification.

1 Perdita Holtz said in June 2014 the BOCC approved a version of these amendments.  
2 She said the Towns of Carrboro and Chapel Hill approved slightly different versions. She said  
3 all three local governments must approve the same thing. She said pages twenty eight through  
4 32 of attachment 3 of the agenda materials show yellow highlighting to note changes from the  
5 version approved by the BOCC in June 2014. She said the differences were fairly minor. The  
6 differences were as follows:

- 7
- 8 1) On three occasions the words "low intensity" have been added in front of "agricultural support  
9 uses".
  - 10 2) Changing the words "zoning and subdivision ordinance" to "unified development ordinance"  
11 to reflect the current title of Orange County's Land Use regulations.
  - 12 3) On page thirty two it is stated that a joint public hearing and the approval of all three local  
13 governments before the County could materially change its UDO in regards to the agricultural  
14 support enterprises within the rural buffer in regards to the regulations that pertain to those.
- 15

16 Perdita Holtz said amendments to the joint planning documents must be approved  
17 before the County can consider adoption of the UDO amendments. She said the abstracts  
18 indicated that the Towns made recommendations on the UDO amendments as is within their  
19 right to do as joint planning partners. She said the Towns' recommendations have been  
20 incorporated into the UDO amendments that the BOCC is scheduled to consider on May 5<sup>th</sup>,  
21 2015. She said the recommendation for tonight is for the BOCC to deliberate as necessary on  
22 this proposed amendment to the joint planning documents and to decide accordingly. She said  
23 if the BOCC decides to adopt the amendments then the resolution to adopt is in attachment 1.

24 Commissioner Rich referred to page 32 seeking affirmation of her understanding that if  
25 anything changes in the UDO there must be a public hearing on the specific ordinance.

26 Perdita Holtz said if there are material changes to a portion that applies to the Rural  
27 Buffer (RB) and Agricultural Support Enterprises, then a joint public hearing would be needed.  
28 She said there are examples of material changes included.

29 Commissioner Rich asked if it would be necessary to start the process over again from  
30 the beginning to make changes.

31 Perdita Holtz said the current process is that any amendments to the UDO that affect  
32 the RB are sent to the Towns for review and comment. She said the Towns are seeking more  
33 than comment authority. She said the elected officials seek the ability to approve changes not  
34 just town staff.

35 Commissioner Dorosin asked if Perdita Holtz was presenting the information from the  
36 Towns or if she also agreed with the Towns' recommendations and that they should be adopted  
37 by the BOCC.

38 Perdita Holtz said this is what the Towns want and what they adopted. She said that all  
39 three local governments must adopt the same language in order to amend the agreement.

40 Commissioner Dorosin asked his fellow Commissioners for their input. He asked if it is  
41 recommended by the Planning Department, given their expertise, that the BOCC should adopt  
42 the procedure of holding public hearings. He asked for pros and cons.

43 Perdita Holtz said a concern was raised by a Town of Carrboro Alderman. The concern  
44 was what happens when Carrboro allows Agricultural Support Enterprises and asks the County  
45 to add things after the fact which, given the current wording, can only be reviewed by staff.  
46 Perdita Holtz said there was also concern that standards may be changed without elected  
47 official review.

48 Commissioner Dorosin said that changes cannot be made currently, and he did not see  
49 how this would be possible in the future.

1 Perdita Holtz said currently the Joint Planning Agreement says the Rural Buffer is only  
2 for limited uses, primarily residential. She said the use of Low Intensity Agricultural Enterprises  
3 in the RB is being added.

4 Commissioner Jacobs said clustering is not currently in the Rural Buffer.

5 Craig Benedict said yes. He said a five acre density can go down to a two acre lot.

6 Commissioner Jacobs said adopting clustering would involve all three jurisdictions.

7 Craig Benedict said yes. He said zoning lot sizes would have to be studied in the  
8 different sections of the Rural Buffer since some are in the University Lake area and some are  
9 in the Jordan Lake area.

10 Commissioner Jacobs said adopting the language would not affect the standard.

11 Craig Benedict said that this provision was narrower, pertaining to agricultural uses. He  
12 said the BOCC asked for more liberal uses in the Rural Buffer, and the Towns had a counter  
13 proposal that said if that is to happen there should be some restrictions regarding agriculture.  
14 He said it was an offer of compromise.

15 Commissioner Jacobs said he was the Planning Board Chair when the Joint Planning  
16 Agreement was first created. He said originally all three jurisdictions were to approve every  
17 development within the Rural Buffer. He said this proved unrealistic and a compromise was  
18 reached that placed trust on the County to follow the land use plan that was adopted jointly. He  
19 said he finds this change in language not ideal but it fulfills a promise made to the property  
20 owners in the Rural Buffer to refine the Joint Planning Agreement to allow them to farm and  
21 stay on their land if so desired. He said a bit of restriction on the BOCC seems reasonable if  
22 the greater goal is achieved. He added he would like to have a discussion about clustering now  
23 that all elected officials are aware of the Rural Buffer and the Joint Planning Agreement that  
24 perhaps some of the refining can now be done and make it more viable long term to accomplish  
25 its goals.

26 Commissioner Rich said will this be reviewed annually with other elected officials.

27 Perdita Holtz said it is an annual review and will probably be an item on the AOG.

28 Commissioner Rich said if a change is requested prior to the AOG then a public hearing  
29 would be scheduled.

30 Perdita Holtz said yes. She said a public hearing would be required in order to make a  
31 text change to the UDO only if the change pertained to agricultural support uses in the RB.

32 Commissioner Price said any desired change outside of agricultural support uses would  
33 wait until the annual joint public hearing for discussion.

34 Perdita Holtz said there is opportunity for two joint public hearings. She said only one  
35 joint public hearing is formally listed but it is understood by all local governments that a public  
36 hearing can occur at the joint meeting with the Town of Chapel Hill in March or with the Town of  
37 Carrboro in October.

38  
39 A motion was made by Commissioner Jacobs, seconded by Commissioner Pelissier to  
40 adopt the Resolution contained in Attachment 1 which approves the amendments to the Joint  
41 Planning Land Use Plan and Agreement.

42  
43 VOTE: UNANIMOUS

44  
45 **8. Reports**

46  
47 NONE

48  
49 **9. County Manager's Report**

50

1 **Projected April 9, 2015 Budget Work Session Items**

2 Community Centers – Level of Service and Operating/Programming Options  
 3 Space Study Work Group Report  
 4 Capital Investment Plan Discussion (First Work Session Discussion)

5  
 6 **Projected April 14, 2015 Regular Work Session Items**

7 Durham-Orange Light Rail Report  
 8 Presentation on Alternatives to On-site Septic Systems  
 9 Implementation of “10% Campaign” within County Government

10  
 11 **10. County Attorney’s Report**

12 John Roberts said the Senate had filed about 400 bills in the last two weeks. He said  
 13 the filing is now slowing down and bills will be put into committees. He said a lot of potentially  
 14 damaging bills have been filed that could affect Orange County, and he will keep the BOCC  
 15 updated on ones that affect Orange County.

16 Chair McKee asked John Roberts isolate any potentially damaging bills and keep the  
 17 BOCC informed as to their progress.

18  
 19 **11. Appointments**

20  
 21 **a. Arts Commission – Appointments**

22 The Board considered making appointments to the Arts Commission.

23  
 24 A motion was made by Commissioner Rich, seconded by Commissioner Pelissier to  
 25 appoint the following to the Arts Commission:

- 26  
 27 • Appointment to a second full term (position #1) At-Large for Ms. Katherine Dickson  
 28 expiring 03/31/2018.  
 29 • Appointment to a first full term (position #2) At-Large for Mr. Tim Hoke expiring  
 30 03/31/2018.  
 31 • Appointment to a first full term (position #8) At-Large for Ms. Bronwyn Merritt expiring  
 32 03/31/2018.  
 33 • Appointment to a first full term (position #12) At-Large for Mr. Ian Bowater expiring  
 34 03/31/2018.  
 35 • Appointment to a first full term (position #15) At-Large for Ms. Kim Roberts expiring  
 36 03/31/2018.

37  
 38 VOTE: UNANIMOUS

39  
 40 A motion was made by Commissioner Price to appoint Jilan Li to position # 13 – At  
 41 Large. No Second.

42  
 43 MOTION FAILED

44  
 45 A motion was made by Commissioner Jacobs, seconded by Commissioner Dorosin to  
 46 appoint Tony Kane to position # 13 At-Large expiring 3/31/2018.

47  
 48 VOTE: UNANIMOUS

49

1 Commissioner Rich said she would like to see attendance at Arts Commission Board  
2 meetings addressed. She said she has been contacted by some members about attendance  
3 being low which leads to inconsistency in meetings.

4 Chair McKee offered to write a letter to the Board Chair about the topic.

5 Commissioner Rich suggested speaking with Steve Brantley about this attendance. She  
6 said that effort is taken in appointing members to the Board as they appear to be interested,  
7 and she would like to insure that they are indeed interested in attending meetings and serving.

8 Chair McKee said he could also attend a meeting.  
9

## 10 **12. Board Comments**

11 Commissioner Price had no comments.

12 Commissioner Rich said the Solid Waste Advisory Group (SWAG) meetings are coming  
13 closer to an end as related to the fees for recycling. She said it has been a real learning  
14 experience for her. She said there has been very good discussion, and she feels positive. She  
15 said the SWAG will now move into phase two where there will be more discussion about the  
16 interlocal agreement, solid waste issues and the plan for the future. She said an update will be  
17 given after the next few meetings have occurred.

18 Chair McKee thanked Commissioners Rich and Jacobs for their efforts.

19 Commissioner Burroughs echoed Chair McKee's thanks for the efforts regarding  
20 SWAG.

21 Commissioner Pelissier noted that this is National Public Health Week.

22 Commissioner Dorosin said on Friday, April 10<sup>th</sup>, the Chapel Hill-Carrboro National  
23 Association for the Advancement of Colored People (NAACP) has its annual Freedom Fund  
24 Banquet at 6:00pm. He said the banquet will occur at the Friday Center on Highway 54. He  
25 said the keynote speaker is Ted Shaw, the former Executive Director of the NAACP Legal  
26 Defense Fund and the current the Executive Director of the University of North Carolina's  
27 Center for Civil Rights.

28 Commissioner Jacobs said he would like an update in the future regarding the adoption  
29 of a living wage policy.

30 John Roberts said staff is researching this and will bring back information to the Board.

31 Chair McKee said next Wednesday, April 15<sup>th</sup> and Thursday, April 16<sup>th</sup> the Junior  
32 Livestock Show and Sale will be held at the Orange Grove Community Center. He said this  
33 event is in its eightieth year, involves eight to ten counties and countless children. He highly  
34 commended it to those who have never attended.  
35

## 36 **13. Information Items**

- 37
- 38 • March 17, 2015 BOCC Meeting Follow-up Actions List
- 39 • Tax Collector's Report – Numerical Analysis
- 40 • Tax Collector's Report – Measure of Enforced Collections
- 41 • Tax Assessor's Report – Releases/Refunds under \$100  
42

## 43 **14. Closed Session**

44 A motion was made by Commissioner Rich, seconded by Commissioner Pelissier to go  
45 into closed session at 9:50 pm for the purpose below:  
46

47 "To discuss and take action regarding plans to protect public safety as it relates to existing or  
48 potential terrorist activity and to receive briefings by staff members, legal counsel, or law  
49 enforcement or emergency service officials concerning actions taken or to be taken to respond  
50 to such activity." [N.C.G.S. 143-318.11(a)(9)]

1  
2 VOTE: UNANIMOUS

3  
4 **RECONVENE INTO REGULAR SESSION**

5  
6 A motion was made by Commissioner Rich, seconded by Commissioner Burroughs to  
7 reconvene into regular session at 10:50 pm.

8  
9 VOTE: UNANIMOUS

10  
11 **15. Adjournment**

12 A motion was made by Commissioner Rich, seconded by Commissioner Burroughs to  
13 adjourn the meeting at 10:50 p.m.

14  
15 VOTE: UNANIMOUS

16  
17 Earl McKee, Chair

18  
19 Donna Baker, Clerk to the Board

20  
21

## Attachment 2

DRAFT

**MINUTES**  
**ORANGE COUNTY BOARD OF COMMISSIONERS**  
**Budget Work Session**  
**April 9, 2015**  
**7:00 p.m.**

The Orange County Board of Commissioners met for a work session on Thursday, April 9, 2015 at 7:00 p.m. at the Southern Human Services Center in Chapel Hill, N.C.

**COUNTY COMMISSIONERS PRESENT:** Chair McKee and Commissioners Mia Burroughs, Barry Jacobs, Bernadette Pelissier, Renee Price and Penny Rich

**COUNTY COMMISSIONERS ABSENT:** Mark Dorosin

**COUNTY ATTORNEYS PRESENT:**

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

Chair McKee called the meeting to order at 7:02 p.m.

**1. Review and Discussion of the Manager's Recommended Fiscal Year 2015-2020 Capital Investment Plan (CIP) – School Capital Projects**

Paul Laughton, Orange County Finance Administrative Services, said this was the first opportunity to discuss the CIP in length, with a second work session taking place on May 14, 2015. He reviewed the following background information from the abstract:

**Capital Investment Plan – Overview:** The Fiscal Year 2015 to 2020 CIP includes County Projects, School Projects, Proprietary Projects, and Special Revenue Projects. The Proprietary Projects include Water and Sewer, Solid Waste Enterprise Fund, and Sportsplex projects. The Special Revenue Projects include Economic Development and School related projects funded from the Article 46 (1/4 cent) Sales Tax proceeds. The Article 46 Sales Tax was approved by the voters in the November 2011 election, and became effective April 1, 2012.

**Background:** The CIP has been prepared anticipating continued slow economic growth of between 1 to 2 percent annually over the next five years. Many of the projects in the CIP will rely on debt financing to fund the projects. Tonight's work session discussion will be focused on School Capital projects, County Capital projects associated with the Space Study discussion (Agenda item #2), County Capital projects associated with the Community Centers discussion (Agenda item #3), and Park Capital projects.

**School Capital projects – Highlights**

***Chapel Hill-Carrboro City Schools (CHCCS)*** projects include \$750,000 in Preliminary Planning funds in Year 1 (Fiscal Year 2015 to 2016) to allow the school system to be "shovel ready" for a project or projects after a successful Bond Referendum; funds would be reimbursed from the approved Bond Referendum funds. Based on the Schools Adequate Public Facilities Ordinance (SAPFO) most recent November 15, 2014 projections, the following new schools/additions would be needed in Years 6-10: *Middle School Number 5* to open in Fiscal Year 2023 to 2024 (Note: the addition of 104 new seats in Fiscal Year 2014-15 from the construction of the Science wing at Culbreth Middle School delayed the need for additional capacity at the middle school level by three years); *Elementary Number 12* to open in Fiscal

1 Year 2023 to 2024. Pay-As-You-Go (PAYG) funds are estimated at a 1.5 percent annual  
2 growth rate and the Lottery Proceeds are held constant throughout the five year CIP period.

3 **Orange County Schools** projects include \$478,000 in Preliminary Planning funds in  
4 Year 1 (Fiscal Year 2015 to 2016) to allow the school system to be “shovel ready” for a project  
5 or projects after a successful Bond Referendum; funds would be reimbursed from the approved  
6 Bond Referendum funds. Based on the SAPFO’s recent November 15, 2014 projections, the  
7 following new schools/additions would be needed in Years 6-10: *Cedar Ridge High School*  
8 *Classroom Addition* to open in Fiscal Year 2022 to 2023. Pay-As-You-Go (PAYG) funds are  
9 estimated at a 1.5 percent annual growth rate and the Lottery Proceeds are held constant  
10 throughout the five year CIP period.

11 Paul Laughton said the Schools Adequate Public Facilities Ordinance (SAPFO)  
12 numbers remove from the CIP the additions to Carrboro High School in CHCCS and  
13 *Elementary Number 8* in OCS.

14  
15 *Commissioner Jacobs arrived at 7:08 p.m.*

16  
17 Paul Laughton said \$3.7 million has been allocated for PAYG funds for both school  
18 systems. He said this information can be found on page 91 of the CIP notebook. He said the  
19 school projects and amounts are listed here. He said the lottery proceeds are up slightly this  
20 year, around \$1.35 million. He said this number is based on the State of North Carolina  
21 estimates for the lottery proceeds. He said that in CHCCS, approximately fifty percent of the  
22 Article 46 proceeds will be used for technology needs and the remaining would be used for  
23 renovations and repairs identified in the CHCCS assessments.

24 Paul Laughton said OCS use Article 46 sales money for their One-to-One laptop  
25 initiative and other technology upgrades.

26 Paul Laughton said the PAYG funds are put towards a list of projects itemized by the  
27 school districts. He said those projects are varied.

28 Commissioner Rich asked where she could find the Article 46 projects.

29 Paul Laughton said they are listed in the Special Revenue Projects tab. He said this  
30 information can be found on pages 61 and 62, where it lists the uses of the Article 46 sales tax  
31 funds for both school systems. He said there will be further discussion on these funds at the  
32 May 14<sup>th</sup> meeting.

33 Commissioner Pelissier asked why there was not an increase in the PAYG funds for the  
34 2015 to 2016 Fiscal Year.

35 Paul Laughton said based on the review of all variables, it was determined best to keep  
36 the PAYG funds the same for 2015 to 2016. He said for planning purposes the 1.5 percent  
37 growth was included for the future.

38 Chair McKee asked if each school system’s spending of lottery funds is specified.

39 Paul Laughton said what funds can be spent on is not specified by the State and that  
40 they can be used for any purpose, except technology. He said these funds can be used for  
41 repairs, renovations and debt service.

42 Commissioner Price said she heard that lottery funds may not be allowed to be used for  
43 debt service.

44 Paul Laughton said the wording states that funds cannot be pledged to debt service but  
45 these still can be used for debt service payments on an annual basis.

46 Commissioner Price said the projects are listed by category (i.e: roofing, windows, etc.)  
47 instead of by school. She said this makes it more difficult to determine which schools need the  
48 most. She asked if there are any schools that will need major work or overhaul.

1 Pam Jones, Interim Deputy Superintendent for OCS, said there are schools that will  
2 need major renovations. The OCS Board of Education is prioritizing the projects. She said the  
3 Board of Education knows, by school, what is needed to be done.

4 Paul Laughton said listing the projects by categories had been a request of the County.  
5 He said the goal has been for continuity in looking between both the CHCCS and OCS plans.

6 Paul Laughton said nothing in the CIP addressed the Facility Assessment Studies from  
7 the school systems, since the County had not yet received this information.

8 Pam Jones said the OCS Board of Education appropriated an additional \$150,000 last  
9 year out of their fund balance. She said these monies went specifically against some of the  
10 deferred maintenance items that are included in the assessment. She said this is done  
11 proactively due to the enormity of the needs and knowing that any future bond will not be able  
12 to address all of them.

13 Chair McKee said he had heard funding estimates from CHCCS for some time but has  
14 not heard the same from OCS. He asked if the numbers previously mentioned by Paul  
15 Laughton were in line with what OCS felt they would need.

16 Pam Jones said their focus has been on the Cedar Ridge additions. She said this is  
17 their biggest need.

18 Chair McKee asked specifically about the \$478,000 mentioned by Paul Laughton.

19 Pam Jones said to get the additional capacity at Cedar Ridge High School will be a \$12  
20 million project, with \$1.2 million needed for planning. She said the \$478,000 will not be  
21 sufficient, but it could help with some preliminary work. She said the planning process will take  
22 some work, with likely zoning issues, and the \$478,000 would help to move that along so they  
23 would be closer to being shovel ready. She said when the Board of Education concludes the  
24 process of prioritizing needs, there may be some smaller projects not previously anticipated to  
25 which the \$478,000 may be applied.

26 Commissioner Price asked about the process for the Phoenix Academy and the Bridge  
27 Program.

28 Paul Laughton said this is on page 100.

29 Bill Mullen, Director for Facilities for CHCCS, said the Phoenix Academy and the Bridge  
30 study would hopefully be part of the \$750,000 Lincoln Center Analysis.

31 Commissioner Price asked when the merger was expected.

32 Bill Mullen said he did not know.  
33

## 34 **2. Space Study Work Group Report Presentation – with Discussion of Associated** 35 **County Capital Projects**

36  
37 Jeff Thompson of Asset Management Services introduced this item and presented the  
38 following PowerPoint slides:  
39

### 40 **Orange County Space Study Finding and Recommendations**

#### 41 **Background of Space Study**

42  
43  
44  
45 Alan Dorman, Asset Management Services, presented the following PowerPoint slides:

#### 46 **Bedcheck**

- 47
- 48 • Facility walkthroughs
- 49 • Spaces categorized
- 50 • Utilization assessed

- Departmental discussions with Department Heads on information

### Space Category

- Constrained
- Optimized
- Opportunity

### Findings County Wide

#### Space Categorization by Facility

Brennan Bouma, Sustainability Coordinator, presented the following slides:

#### Trends- moving into Opportunity Spaces

Trends are always changing

#### Open Office Pro's and Con's

- Pros
  - Flexible, lower cost, collaborative
- Cons (the cons can be minimized)
  - Privacy concerns, distractions, loss of status

Jeff Thompson presented the following PowerPoint slides:

#### Highlighted Findings and Recommendations:

- Overall, space is adequate and optimized
- Long-term growth at Southern Campus
- Some quick changes possible; others need more time
- Significant storage space
  - Needs programming and central management
  - Policy being created
- Third Party Tenancy policy being formulated
- Adequate meeting spaces
  - Facilities Use Policy and reservation system updated

#### Short Term Initiatives

##### **Constraints**

Central Recreation admin space to  
Health Department admin space to  
Tax Administration admin space to  
Economic Development layout & security  
Emergency Services break area

##### **Opportunities**

Whitted "A" building room 210  
Whitted "B" building 3rd floor  
Register of Deeds Computer Lab  
Remodel  
Central locker room to Warehouse

#### Human Services Subgroup

##### **Constraints**

-501/503 Franklin
 

- parking "stress"
- job and skills training
- Visitor's Center location

##### **Opportunities**

-Hillsborough Commons co-location  
(Former Dollar Tree Space)  
Lease vs Own?  
-Future Southern Campus Programming

-Proposed conversation with Chapel Hill on collaborating for mutually beneficial outcome

Commissioner Jacobs said he proposed the Skills Development Center as a possible branch library site.

Commissioner Rich said she understood that the Skills Development Center is planned to be completely re-purposed. She said it is currently being used by some small incubator spaces and other businesses.

Jeff Thompson said Terra Dotta is a private company that rents space in the building. He said the Guardian Ad Litem program rents space as well.

Commissioner Rich said current tenants should be kept informed of possible plans for the building.

Nancy Coston, Director, Orange County Social Services, said the Skills Development Center has a lot of partners that use the space and they may have immediate questions if any changes are to be made.

Commissioner Rich asked if the site had ever previously been considered as a possible library.

Commissioner Jacobs said he had proposed it once before.

Commissioner Burroughs asked the anticipated value of the property.

Jeff Thompson said the property is currently assessed at \$2.7 million tax value. He added it has not been appraised for market value.

Jeff Thompson said an analysis regarding the buy or lease of the former Dollar Tree property will be reported, hopefully, before the summer break.

Jeff Thompson resumed the PowerPoint presentation:

### **Southern Campus Subgroup**

#### **Constraints**

- Senior Center Programming Space
- Inadequate Infrastructure for Growth
- Lack of a defined timeline
  - 5 years for 1st project
- Other County Departmental Needs

#### **Opportunities**

- Room for Expansion
- Proposed CIP Project
- 25 year vested development right
- Long range vision planning
- Redundant IT hub, 911 Center Court, Human Services facilities
- Educational/multi-purpose facilities

Roger Walden, of Clarion Associates, applauded the County for its foresight in purchasing a piece of land as big as this one. He reviewed that a master plan has been approved by the BOCC and shared with the Town of Chapel Hill to secure a Special Use Permit (SUP), which provides an entitlement for the County to build up to 300,000 square feet of additional floor area over twenty five (25) years. He said in considering the site, and potential projects there, to look at low hanging fruit first. He said the following topics have been considered closely:

- 1) Phasing: determining the timing of projects;
- 2) Attention to infrastructure: repositioning the entrance road and establishing areas of development and preservation. He gave an example of the Seymour Center. He said this building has some immediate, and fairly simple, renovations that could be made to allow for more space. There are also larger, long term projects.

1 Roger Walden reviewed several slides containing pictures from the Campus Master  
2 Plan, included within the PowerPoint presentation. He concluded that there were no  
3 recommendations at this time but a further report will be given in the future.  
4

5 Ken Redfoot, Architect, continued the PowerPoint presentation with several three  
6 dimensional visualizations of how the plan could move forward in a phased approach:  
7

8 **Phase One:**

- 9 • existing site;
- 10 • additional 300,000 sq. ft. available due to SUP;
- 11 • modest 15,000 square foot addition to the Southern Human Services Building;
- 12 • proposal to keep existing road in tact but re-orient road to provide a second means of  
13 access to campus;
- 14 • increased density for parking

15  
16 **Phase Two:**

- 17 • two story 16,500 square foot addition to Seymour Center;
- 18 • introduction of new driveway;
- 19 • possibility of an additional 15,000 square footage being added to the Southern Human  
20 Services Center, with additional parking added towards the back

21  
22 **Phase Three**

- 23 • time period of 2022 to 2039
- 24 • still 253,500 square feet left to build out

25  
26 Roger Walden said a couple of key themes have emerged during conversations:

- 27 1) efficient use of county resources
- 28 2) focus on civic functions
- 29 3) focus of healthy living for the residents of Orange County.

30  
31 Jeff Thompson said if the expansion and infrastructure are both done in 2016 to 2017,  
32 the portion of the infrastructure is about \$1.8 million. He said the second phase, from 2019 to  
33 2025, is about \$880,000.

34 Commissioner Jacobs inquired of the status of the courtroom inside the old post office in  
35 downtown in Chapel Hill. He said he had heard the Town of Chapel Hill may not want the  
36 County to keep the courtroom there.

37 Jeff Thompson said he has also heard that about this possibility but has not heard any  
38 official statement.

39 Commissioner Jacobs said if the topic resurfaces they need to be on top of this facility.

40 Commissioner Jacobs asked for more information regarding the location of the second  
41 access road and its proximity to the park across the street. He asked if the road may be right in  
42 and right out.

43 Roger Walden said it is envisioned as being right in and right out.

44 Ken Redfoot said at one point during construction, the second access road will be the  
45 only point of access. He said it makes sense to do this road in the first phase.

46 Commissioner Rich asked if there was a problem with flooding at the proposed  
47 entrance.

48 Roger Walden said there are some storm water retention ponds there now, but they are  
49 not functioning at capacity. He said the storm water ponds will need attention. He added this  
50 adjustment would be at no additional cost.

1 Commissioner Jacobs inquired about any landscaping restrictions contained within the  
2 SUP.

3 Roger Walden said there are design guidelines that accompany the SUP and  
4 specifically outline landscaping for different aspects of the site.

5 Ken Redfoot said the Board has also created additional landscaping guidelines in the  
6 SUP that go beyond those required by the Town of Chapel Hill.

7 Commissioner Jacobs said the Government should lead by example. He said it is smart  
8 to do zeroscaping.

9 Roger Walden said this site is a good opportunity for zeroscaping. He said this also ties  
10 in with the previously mentioned theme of healthy living.

11 Commissioner Rich asked if solar panels are being added to the property.

12 Ken Redfoot said solar panels are very doable. He said some sketches have been  
13 done, and it would be an exciting opportunity.

14 Commissioner Rich said she would like to see some costs on solar panels for the  
15 expanded facilities, where applicable.

16 Commissioner Jacobs asked if solar generators or panels were going to be used to  
17 replace the current fleet of backup generators.

18 Jeff Thompson said that solar regeneration technology is not yet here.

19  
20 Jeff Thompson presented the following PowerPoint slide:

21  
22 **Environment and Agricultural Subgroup**

<b>Constraints</b>	<b>Opportunities</b>
-Revere Road facility physically "stressed"	-Revere Road site optimal for Agriculture Center -Efficient programming and design for new facility on existing site -Proposed CIP Project
-Lack of dry and cold storage space for local foods aggregation endeavors	-Cedar Grove storage wings

23  
24  
25  
26  
27  
28  
29  
30  
31  
32  
33 Jeff Thompson said the Revere Road site is their best option for a County Agriculture  
34 Center. He said it is centrally located with good vehicular access. He said inside this building  
35 there is a great deal of redundant space and it is not laid out well. He said the CIP Project will  
36 address these shortcomings. He said, if approved, the design of this project will begin this year  
37 with construction beginning in 2016 to 2017.

38 David Stancil said the main building is 15,000 square feet and there is also 2,000  
39 square foot covered storage.

40 Commissioner Jacobs asked if there is any possibility for demonstrations by either  
41 artists or others.

42 Jeff Thompson said yes.

43 Commissioner Price asked if the other smaller buildings would remain.

44 Jeff Thompson said the current users of the buildings could be relocated elsewhere, and  
45 the buildings, or the land, could be used for other purposes.

46 Chair McKee asked if the redevelopment would be done in two stages.

47 Jeff Thompson said it would be a phased process.

48 Chair McKee said there is also locked storage in this building.

49 Jeff Thompson said the ADA Life Safety project has been inserted in this phase. He  
50 said most of this will be completed in the next two months.

1  
2  
3 Jeff Thompson continued the PowerPoint presentation:  
4

5 **Emergency Services Subgroup**

6 **Constraint**

- 7 -In need of back-up Communications Center  
8  
9 -510 Meadowlands not a "hardened"  
10 facility  
11  
12 -Field sub-station need  
13

**Opportunities**

- CIP addresses back-up in lower level  
of West Campus Office Building  
-Merit in potentially repurposing  
West Campus Office Building lower  
level for primary ES facility  
-Proposed CIP Project

14 Jeff Thompson said this is related to the need for a back-up Emergency Services 911  
15 Communications Center. He said the lower level of the West Campus Office Building is being  
16 proposed as the location for this project. He said this location is designed for such a center as  
17 this. He said this is also being discussed as a permanent center. He said there are current  
18 meeting rooms that are located there, but these rooms could be moved elsewhere, such as the  
19 lower level of the Link Center.

20 Jim Groves, of Emergency Services, said if the co-locations work out, they would be  
21 building on the north side with the Hillsborough Fire Department and the Town of Hillsborough,  
22 and the Revere Road Station would be able to move there. He said the other field sub-stations  
23 are in the CIP for the second year with plans to do something in the Waterstone area.

24 Paul Laughton said the information about the back-up Emergency Services Center is on  
25 page 44. He said the State of North Carolina is requiring a plan be in place by July 1<sup>st</sup>, 2015,  
26 and the expenses would be covered by E-911 funds. He said the sub-stations information were  
27 are on page 42.

28 Commissioner Pelissier asked about the timeline for determining whether the proposed  
29 back up at West Campus would remain a backup or a permanent site.

30 Jim Groves said it is a priority now to have a 911 center backup. He said if the West  
31 Campus location is used for a more permanent site, the backup location could be easily  
32 transitioned to another site when available.  
33

34 Lucinda Munger, Library Director, presented the following slide:  
35

36 **Library Subgroup**

37 **Constraints**

- 38 -Inadequate branch library space in  
39 McDougle, Cybrary facilities; not owned  
40  
41 -Potential constraint for main branch  
42 in out years because of population  
43 and circulation growth  
44

**Opportunities**

- Southern Branch Library Site  
Selection process ongoing  
-Proposed CIP Project  
-Potential interior renovation of Main  
Branch, or other solution  
-Proposed CIP Project, years 6 to 10

45 Lucinda Munger said the Southern Library Project is ongoing. She said the library will  
46 be installing a library kiosk, holding about five hundred items, to coincide with the opening of the  
47 Cedar Grove Community Center. She said this kiosk will be serviced by the current carrier  
48 service. She said the main library branch is in the CIP for years six through ten for the following  
49 reasons:

- 1 1. Projected population increase of 2,300 new residents within the town limits of
- 2 Hillsborough.
- 3 2. A train station to be built on the Collins property, within walking distance of
- 4 downtown Hillsborough.
- 5 3. The possibility of another residential area in the downtown area of Hillsborough.
- 6 4. The library currently has a lot of constrained space.

7  
8 Commissioner Price asked if there would be an addition to the library or a  
9 reconfiguration of the current space.

10 Lucinda Munger said the best use of their current space is being discussed. She said if  
11 current space is not sufficient, then the option of building up or out will be considered.

12 Commissioner Jacobs asked if there have been any discussions with Hillsborough about  
13 co-locating a library in the Colonial Inn.

14 Lucinda Munger said no.

15 Jeff Thompson said the library kiosk item is listed on page 24.

16  
17 Jeff Thompson presented the following PowerPoint slide:

18 **Justice Facilities Subgroup**

19 **Constraints**

20 -Inadequate, depreciated detention facility

21  
22  
23 -Chapel Hill Court facility

24 **Opportunities**

25 -New detention facility

26 -Proposed CIP Project

27 Complete Fiscal Year 2018 to 2019

28 -Potential site at Southern  
29 Campus

30 Jeff Thompson said the jail is inadequate, and a new detention facility will be soon be  
31 built. He said the Chapel Hill Courts Facility may relocate to the Southern Campus but there is  
32 no time frame for this move. He said the new Justice Facility in Hillsborough is adequate, well  
33 used and well operated space.

34 Sheriff Blackwood said the justice facilities in Chapel Hill can be absorbed into  
35 Hillsborough, but it would not be convenient for residents, operational staff, attorneys, and  
36 police officers. He said the thought of moving it too far north is one that he would hope to steer  
37 away from.

38 Sheriff Blackwood said the Old Courthouse within the new justice facility, the Mural  
39 Courtroom, was built as a sixty-year courthouse. He said it has served, and continues to serve,  
40 its purpose very well. He said they do have room for expansion at the new facility in  
41 Hillsborough, but not in Chapel Hill. Sheriff Blackwood said it is important to think ahead since  
42 construction costs are only going to go up.

43 Commissioner Pelissier said the space study did not look at the old jail. She said how  
44 would the old jail be used when the new jail is built.

45 Sheriff Blackwood said a philosophy will have to be determined when building the new  
46 jail. He said it is possible to duplicate what currently exists. He said this would be  
47 counterproductive. He said he would like to see efficient places within the existing facility  
48 tapped into. He would like the new facility to be all inclusive and for the existing facility to  
complement it.

Sheriff Blackwood said numerous things have been discussed for the old jail but no  
decisions have been made. He said the old jail had been built out as much as possible while  
remaining safe.

1 Commissioner Jacobs said the Chapel Hill Court Facility discussion was a Chapel Hill  
2 initiative years ago. He said all facilities were reviewed and no alternative plan for the court  
3 facility has been put forward.

4 Sheriff Blackwood said he has not had any conversations with anyone in Chapel Hill  
5 about moving the facility or the Town taking it back from the County.

6 Sheriff Blackwood said the space study was interesting to be part of, and he  
7 commended everyone that was involved in this process.

8  
9 David Stancil continued the PowerPoint presentation:

10  
11 **Community Centers Subgroup**

12 **Constraints**

- 13 -Current centers (including Cedar
- 14 Grove under construction) built to
- 15 different standard and scale
- 16 -Community centers may span a
- 17 variety of needs to be addressed
- 18
- 19 -Gymnasium space

20 **Opportunities**

- 21 -Renovation of Efland/Cheeks
- 22 Community Center
- 23
- 24 -Continue developing and defining
- 25 community center services and
- 26 facilities
- 27 -Sportsplex Field House addressed
- 28 In CIP; more collaboration with
- 29 School gymnasium space

30  
31 Jeff Thomspson said the CIP items related to Community Centers are embedded in this  
32 part of the presentation. He reviewed the following information, as contained in the abstract:

33 **County Capital projects (associated with the Space Study discussion) – Highlights**

34 *Southern Orange Campus (Future Planning) (CIP page 21)* – Design services of \$400,000 were  
35 included in Fiscal Year 2014 to 2015, with site development infrastructure work of \$3,600,000 in  
36 Year 1 (Fiscal Year 2015 to 2016) for campus buildings not associated with the existing  
37 Southern Human Services Center (SHSC). Expansion of the existing SHSC is included in a  
38 separate CIP project.

39 *Southern Human Services Center Expansion (CIP page 22)* – a full site master plan Special  
40 Use Permit (“SUP”) was approved in June 2014, providing the Board adopted guidance  
41 regarding expansion and remodeling to accommodate future Human Services and other  
42 identified County needs. The facility will be programmed to follow logical and timely  
43 development of the master plan and Space Study work group recommendations. This includes  
44 \$75,000 in Year 1 (Fiscal Year 2015 to 2016) for schematic design services to assist in  
45 visioning the expanded space and its potential uses, and \$6,475,000 in Year 2 (Fiscal Year  
46 2016 to 2017) for the expansion, which includes a Dental Clinic.

47 *Southern Branch Library (CIP page 23)* – funding of \$600,000 was approved in Fiscal Year  
48 2013 to 2014 for possible land purchase; Design and engineering work of \$472,500 is included  
49 in Year 1 (Fiscal Year 2015 to 2016), and construction costs of \$5,625,000 and \$750,000 in  
50 equipment and furnishings are included in Year 2 (Fiscal Year 2016 to 2017). Note:  
construction costs for this project have been reduced from the current CIP by approximately  
\$1,400,000, based on a 15,000 square foot facility and 50 dedicated parking spaces.

*Main Branch Library Remodel (CIP page 25)* – the need for an upfit and re-design of the Main  
Branch Library was identified both in the County Space Needs Study and the 2012 Community

1 Needs Assessment portion of the Library's strategic plan. To accommodate current and future  
 2 users, the library must make better use of the existing space by focusing on maximizing its  
 3 flexibility and adaptability. This includes a total of \$1,200,000 in Years 6-10 for design,  
 4 construction, and equipment/furnishings.

5  
 6 *Proposed Jail (CIP page 30)* – total project costs of approximately \$21,600,000, with site  
 7 related planning costs of \$500,000 in Year 1 (Fiscal Year 2015 to 2016),  
 8 architectural/engineering costs of \$500,000 in Year 2 (Fiscal Year 2016 to 2017), with the  
 9 construction of a new 144 bed jail in Year 3 (Fiscal Year 2017 to 2018).

10 Note: construction costs for this project have been reduced from the current CIP by  
 11 approximately \$4,100,000 due to building an initial 144 bed capacity, down from the 216 bed  
 12 capacity in the current CIP, with expansion potential of up to a 250 bed capacity.

13  
 14 *Environment and Agriculture Center (CIP page 32)* – includes \$300,000 in Design Services in  
 15 Year 1 (FY 2015-16), and construction costs of approximately \$3,100,000 in Year 2 (FY 2016-  
 16 17) for a new center at the current Revere Road site. The current Center on the property will be  
 17 deconstructed to allow for a new parking area. Note: this project has moved up one year from  
 18 the current CIP.

19 *Life Safety – ADA (CIP page 35)* – provides \$25,000 in current year (FY 2014-15) for the  
 20 installation of automated access doors at West Campus and the Seymour Senior Center;  
 21 \$35,000 in Year 1 (FY 2015-16) for fire alarm system improvements/replacement/install at the  
 22 Historic Courthouse and Efland Community Center; \$60,000 in Year 2 (FY 2016-17) for elevator  
 23 improvements at the Historic Courthouse; \$55,000 for fire alarm system design and installation  
 24 at 3 locations in Year 4 (FY 2018-19); and additional fire alarm system design and installation at  
 25 4 locations (\$120,000 in Years 6-10).

26  
 27 *Emergency Services Substations (CIP page 42)* - funding for this project will enable the  
 28 construction of 4 new co-built EMS stations and 2 stand-alone substations in geographical  
 29 areas across the County that will help reduce response times. Year 2 (FY 2016-17) includes  
 30 \$1.2 million for 2 co-builds, both with the Town of Hillsborough. Year 3 (FY 2017-18) includes a  
 31 \$600,000 co-build with the Town of Chapel Hill. Year 4 (FY 2018-19) includes \$2.1 million for  
 32 one co-build with the Town of Chapel Hill, and one stand-alone substation. An additional  
 33 standalone substation is planned in Years 6-10. Note: the initial two substations in FY 2016-17  
 34 have been pushed back one year from the current CIP.

35  
 36 *9-1-1 Back-up Center (CIP page 44)* – includes \$369,499 in Year 1 (FY 2015-16) to provide a  
 37 9- 1-1 Back-up Communications Center at the West Campus Office Building in Hillsborough.  
 38 The NC 9-1-1 Board requires that all Public Safety Answering Points (PSAPs) have a back-up  
 39 plan, no later than July 1, 2015, in the event of an outage or abandonment of the primary 9-1-1  
 40 Center. This project will be funded with 9-1-1 funds.

### 41 **3. Community Centers – Mission Statement and Level of Service – with Discussion** 42 **of Associated County Capital Projects**

43 David Stancil said that there will now be three Community Centers. He said this puts  
 44 forth the need to discuss what a Community Center should be and how to address them  
 45 equitably. He reviewed the following Power Point slides:

#### 46 **Tonight's Purpose**

- 47 • Review Current Status of Community Centers
- 48 • Discuss and Consider Possible Mission Statement and
- 49
- 50

1 Objectives

- 2 • Review and Provide Feedback on Potential Levels of  
3 Service (LOS)

4  
5 **Orange County Community Centers**

6 **Efland Cheeks Community Center (opened 1992)**

- 7 • 2,600 square feet, part of Efland Cheeks Park  
8 • Grant programs and community services until mid-late 2000's  
9 • Several meetings with community residents re increased access

10 **Rogers Road Community Center (2014)**

- 11 • 4,000 square feet, on Purefoy Road north of Chapel Hill & Carrboro  
12 • Meeting rooms, kitchen and offices  
13 • Operated via agreement with Rogers-Eubanks Neighborhood Association

14 **Cedar Grove Community Center (coming March 2016)**

- 15 • 10,000 square feet, adjoining Cedar Grove Park in northern Orange County  
16 • Gym, meeting rooms, multimedia rooms and more  
17 • Hybrid recreation and community center

18  
19 **Draft Mission Statement and Objectives**

- 20 • Define and elucidate why we have centers.  
21 • What is the purpose?  
22 • What are the community needs?  
23 • Engage community in advising, planning and programming.  
24 • Board of Advisors  
25 • Leverage volunteer hours to expand operations  
26 • Level of Service Options

27  
28 **Closing Thoughts**

- 29 • An "equitable" level of service for all?  
30 • Need coordinated and consistent County response, while recognizing facility differences  
31 • Level of service applicable regardless of provider  
32 • Serve the community - community involvement critical in planning, programming and  
33 operating  
34 • Upcoming community meetings in re: Cedar Grove Center

35  
36 David Stencil said there is a range of services that can be offered at community centers;  
37 from full service (open twelve hours a day, six days a week) to being open only when a specific  
38 request of use has been made.

39 Chair McKee said the consensus at Cedar Grove and Efland is for a secured access to  
40 the community center versus a locked facility. He said he encouraged residents to talk to the  
41 Rogers-Eubanks Neighborhood Association (RENA) as they have been successful. He said it  
42 would be critical to have a responsible community organization to act as a key holder in  
43 coordination with the County.

44 David Stencil said that centers can be open without requiring full time County staff. He  
45 added there are differences between the centers and the organizations that may be involved to  
46 assist in operations. He said leveraging volunteers or seasonal staff from the community may  
47 be the key. He said the gymnasium at Cedar Grove was a good example of something that  
48 may be highly used and require greater oversight than a non-profit can offer.

1 Commissioner Rich said the Rogers Road Community Center is unique due to the pre-  
2 existing relationships within the community. She said she would like to know how a volunteer  
3 pool is created. She said she saw a vibrant volunteer staff at Seymour Center and wonders  
4 how it can be replicated.

5 David Stancil said they have looked at the Seymour Center as a role model and they  
6 would like to try and solicit volunteers from the local Efland community groups that are already  
7 involved in this process. He said then those volunteers could be given training regarding  
8 potential issues specific to the amenities of Cedar Grove.

9 David Stancil said another model that can be followed is to have the County start off as  
10 the coordinator and then transition to a community group.

11 Commissioner Price said fees need to be kept at a minimum.

12 Commissioner Price said any organizations rising to the surface should be encouraged  
13 to get training from RENA to move in the right direction. She said as the opening of Cedar  
14 Grove approaches, she is hearing from community members eager to use the space.

15 Commissioner Jacobs said when the Efland Community Center opened, there was a  
16 very active community group but the recreation department at that time was not receptive to  
17 volunteers. He said he has tried to bring up each year in the CIP discussions about doing  
18 something with the Efland Center but access has always been the issue. He said there are  
19 responsible community persons that could take access responsibility. He said having a base  
20 unit of service would be a very good idea but notes this is difficult as the communities are very  
21 different.

22 Commissioner Jacobs suggested if an advisory group is created that the Board of  
23 County Commissioners should appoint the members. He asked if the YMCA had been brought  
24 into the discussion.

25 David Stancil said only in reference to the summer program they operate. He said there  
26 are several non-profit organizations that could be potential partners: YMCA, Boys and Girls  
27 Club, etc.

28 Commissioner Jacobs said the faith community may also be willing to be involved.

29 David Stancil said the faith community is being involved in the discussion.

30 Commissioner Jacobs asked for clarification regarding the internet café at the Cedar  
31 Grove Community Center. He said he understood it to be a library and wonders how it relates  
32 to the kiosk.

33 Jeff Thompson said the café will have a strong wireless access point. He said the  
34 intention of the internet café is to use the wireless access point and the kiosk is to provide  
35 product.

36 Lucinda Munger said the kiosk will be a sheltered, outside product. She said this was  
37 done to deliver library resources to the rural area without an increase in personnel. She said  
38 this is a first step in order to gauge demand for services. She said more programming will be  
39 considered in the future if there is community interest.

40 David Stancil said there is community interest in Efland and Cedar Grove as it relates to  
41 more programming. He said it is a balance between the consolidation of services in an  
42 efficient, centralized facility and working with the communities. He added that the internet café  
43 may have a few computers available for check out and use in the café.

44 Bonnie Hammersley said the operating budget is in process. She said she and David  
45 Stancil have talked about the operating side of the centers. She said a model that would  
46 support these community centers equally is being pursued and that even RENA needs support.  
47 She said volunteer programs should be encouraged at all of the centers. She said her  
48 recommended budget will have a solution for this issue.

49 Commissioner Price said she would like to see consistency in policies established for  
50 the use of community center facilities.

1  
2 Paul Laughton reviewed the following information from the CIP:

3  
4 *Cedar Grove Community Center (CIP page 20)* - includes \$2,822,226 in current year (Fiscal  
5 Year 2014 to 2015) for construction and adaptive reuse of the former Northern Human Services  
6 Center.

7  
8 *Cedar Grove Community Center Library Kiosk (CIP page 24)* – includes \$180,000 in Year 1  
9 (Fiscal Year 2015 to 2016) to provide patrons an automated material kiosk at the Cedar Grove  
10 Community Center providing 24 hour electronic access for checking in and out materials.

11  
12 *Historic Rogers Road Neighborhood Community Center (CIP page 37)* – during Fiscal Year  
13 2012 to 2013, the Board of Commissioners approved the establishment of capital project for the  
14 construction of a Historic Rogers Road Neighborhood Community Center with funds of  
15 \$650,000. For Year 1 (Fiscal Year 2015 to 2016), \$260,000 is budgeted, which includes the  
16 County's 43 percent share of a Phase II Study, and construction costs of \$3,025,000 in Year 2  
17 (Fiscal Year 2016 to 2017) for the County's 43 percent share of Orange Water And Sewer  
18 Authority's (OWASA) Sewer Concept plan to provide sewer to 86 parcels identified by the  
19 Historic Rogers Road Neighborhood Task Force.

20  
21 *Efland-Cheeks Community Center Upfit (CIP page 38)* – includes approximately \$425,000 in  
22 Year 5 (Fiscal Year 2019 to 2020) for an upfit/interior renovation to the current facility, including  
23 new equipment and furnishings, as well as area landscaping.

24  
25 Commissioner Rich said when the provision of sewer for the Rogers Road area is  
26 discussed can the installation of actual sewer infrastructure be included. She said currently the  
27 conversation only includes the laying of the infrastructure and not the sewer for the eighty-six  
28 historic homes.

29  
30 **4. To Continue Review and Discussion of the Manager's Recommended FY 2015-20**  
31 **Capital Investment Plan (CIP) – Park Capital Projects**

32 Paul Laughton and David Stancil reviewed the following park projects:

33  
34 **County Capital Park projects – Highlights**

35 **a.) Blackwood Farm Park (CIP page 45)**

36 Includes \$150,000 in Year 2 (Fiscal Year 2016 to 2017) for final design and construction  
37 drawings, with Park construction funds of \$1,900,000 in Year 3 (Fiscal Year 2017 to  
38 2018), and approximately \$1,100,000 in Year 4 (Fiscal Year 2018 to 2019) for a  
39 permanent parks operations base. Note: the parks operations base has moved up one  
40 year from the current CIP.

41  
42 Chair McKee asked about the usage of the existing house on the site.

43 David Stancil said the hope is to use the house for office space. He added that the  
44 porch has already received repairs and can be used for events such as re-enactors or  
45 speakers.

46 Commissioner Jacobs asked if the interviews with the Blackwood sisters' are on the  
47 website.

48 David Stancil said a link to the Southern Carolina History Project can be added but has  
49 not been done thus far. He said it would be a great resource. He said the planned opening of  
50 the site is in late May. He said the weather has caused delays.

1 Commissioner Rich said the Intergovernmental Parks Work Group has been talking  
2 about creating a “walking tour” app for this site.

3 Commissioner Rich asked if the new road will be ready for the soft opening.

4 David Stancil said no, but it would be part of the year three project.

5 Commissioner Rich said entering and exiting the location will be tricky.

6 David Stancil said there will be some mirrors and signage to help.

7 Commissioner Jacobs said when he was on the Visitor’s Bureau Board a possible civil  
8 rights audio tour had been discussed. He suggested Commissioner Rich and that the Board  
9 may want to look at such a possibility.

10  
11 **b.) Bingham District Park (Page 46)**

12 Bingham District Park, on a site to be acquired, is a future park anticipated to have both  
13 active and low-impact recreation facilities in Bingham Township, as per the Parks and  
14 Recreation Master Plan. Funds for land acquisition would come via the Lands Legacy  
15 program. Note: It is possible some combination of sites may be utilized to comprise the  
16 eventual Bingham Park, but the funding proposed herein reflects a single-site district  
17 park model. As with previous projects, this future park site would be landbanked for the  
18 future construction of park facilities, tentatively projected for Year 6.

19  
20 David Stancil said in 2008 all park projects were directed to be included in the CIP. He  
21 said the current CIP included everything and errs on the high side. He said the work does not  
22 need to be done all at once, it can be phased in. He added it may not cost as much as  
23 anticipated and grants are available as well but cannot be assumed until secured. He said  
24 some items from Years seven and eight have moved up to Years three and four and are now  
25 being seen on the horizon.

26 Chair McKee added the projects have moved up but can also move back down again.

27  
28 **c.) Cedar Grove Park, Phase II (Page 47)**

29 Phase I of Cedar Grove Park opened in 2008 and includes baseball/softball fields, trails,  
30 a playground, basketball courts, a Little Free Library and other amenities. Lighting  
31 replacement at Field 1, which predates the park, will be needed in 2018, as will  
32 renovation of basketball courts, as noted in the P&R Master Plan. The second phase of  
33 this facility as designed would feature another baseball/softball field, tennis courts,  
34 picnic shelter and additional parking. Construction of Phase II is slated for year 6.

35  
36 Chair McKee said the Community Center being constructed on this property may cause  
37 the priority of this park work to move up.

38 Commissioner Jacobs said he agreed. He asked if the relationship with OWASA has  
39 changed. He asked if the County may be able to take over recreation at Cane Creek or if it is  
40 possible that more land will become available.

41 David Stancil said yes there has been some change. He said the recreation facility at  
42 Cane Creek is still a possibility and may offset some costs at Bingham Park. He said OWASA  
43 did a report on sludge and stated intention to pull back but the Board of Directors seems to  
44 have stopped short of doing so; therefore, some of the potentially interesting properties are still  
45 in limbo.

46  
47 **d.) Conservation Easements (Page 48)**

48 The Conservation Easement component of the Lands Legacy program was initially  
49 funded in July 2002, and provides matching funds for State and federal grants to  
50 acquire conservation easements to conserve prime or threatened farmland, sensitive

1 natural areas, or important water quality buffer lands in keeping with Board goals and  
 2 Lands Legacy priorities. Generally, these lands have conservation values or agricultural  
 3 operations to be enhanced and protected, and the land stays in private ownership and is  
 4 not publicly-accessible except upon landowner consent. Over 2,000 acres of prime  
 5 farmland and natural areas have been conserved to date, with millions of dollars in  
 6 state/federal grants leveraged. **It is anticipated that additional matching funds of**  
 7 **approximately 50 percent would again be leveraged for these projects, as**  
 8 **reflected in the grant funds above.** This project would provide \$250,000 each year for  
 9 conservation easements, including \$125,000 in County funds and an expected match  
 10 amount of \$125,000 from state/federal grants.

11  
 12 Commissioner Jacobs said Congress is looking to sell public lands, thus limiting  
 13 conservation easement and park funding. He said federal funds should be aggressively  
 14 pursued while they are still available.

15 David Stancil said the County is in a position to do so.

16 Chair McKee said the BOCC approved funding for the Lands Legacy on April 7<sup>th</sup>, 2015,  
 17 and he asked how those funds play into this item.

18 David Stancil said historically there have been separate accounts, due to the inability to  
 19 mix funding streams from the 2001 bond funds. He said it is his understanding that some of the  
 20 funds approved for the Lands Legacy could be re-tasked to assist with conservation. He said  
 21 keeping a separate conservation account is still preferable.

22 Chair McKee said he thought that if a portion of the Bond Lands Legacy funds was not  
 23 accessed that it would lapse.

24 Paul Laughton said \$2.4 million did lapse.

25 Chair McKee said because those monies did lapse, he thought the funds approved two  
 26 nights ago would be kept separate and that it would not be bound by the same restrictions as  
 27 Bond fund money would be.

28 Paul Laughton said on page 51 it shows that the \$2.4 million in the Lands Legacy  
 29 project is kept separately.

30  
 31 **e.) Upper Eno Nature Preserve (Page 49)**

32 The Upper Eno Nature Preserve includes approximately 400 acres of sensitive natural  
 33 heritage lands, wildlife habitat and prime forests along the Eno River and its main  
 34 tributaries west of Hillsborough. Public access is envisioned at two locations - the Seven  
 35 Mile Creek Natural Area (adjacent to the Moorefields Local Landmark protected lands)  
 36 and McGowan Creek Natural Area (near US 70 West). The Upper Eno Preserve would  
 37 also include a portion of the future NC Mountains-to-Sea Trail (MST) as it runs northeast  
 38 to Hillsborough and Occoneechee Mountain State Natural Area. Initial work using  
 39 existing staff resources occurred in Fiscal Year 2012 to 2013 to rough out an initial loop  
 40 trail, and continued into Fiscal Year 2013 to 2014 to identify parking and signage. The  
 41 project is anticipated to begin in earnest in Year 1 with completion of the Seven Mile  
 42 Creek Natural Area, as well as wildlife viewing areas and primitive camping. The  
 43 McGowan Creek Natural Area component is envisioned for Year 5 and will require road  
 44 redesign. Grant funding would be pursued for this project. The Year 6-10 amount  
 45 includes funding for "waystation" amenities for when MST is completed (funding shown  
 46 in Year 8).

47  
 48 **f.) Soccer.com Soccer Center (Phase II) (CIP page 50)**

49 This represents an investment in the current facility (formally named Eurosport Soccer  
 50 Center), with \$425,000 included in Year 1 (Fiscal Year 2015 to 2016) for possible land

1 acquisition for future expansion; Design costs of \$250,000 in Year 4 (Fiscal Year 2018  
2 to 2019); and approximately \$4.6 million in Year 5 for the construction of new artificial  
3 turf fields, tennis courts, parking, restrooms/equipment building, equipment, and  
4 stormwater controls. Note: Possible land acquisition has moved up one year from the  
5 current CIP.

6  
7 Commissioner Burroughs said what kinds of tournaments occur at this site.  
8 David Stancil said there is information that he can send to her.  
9

10 **g.) Lands Legacy Program (CIP page 51)**

11 The Lands Legacy Program, established in April 2000, is an award-winning,  
12 comprehensive program to conserve and protect the County's most critical natural and  
13 cultural resources, including prime and threatened farmland; future parklands; natural  
14 areas, wildlife habitat and prime forests; watershed stream buffers; and historic and  
15 archaeological sites. Farmland conservation and other natural areas conservation also  
16 occurs through the related "Conservation Easements" project. Acquisition of the  
17 Bingham Township Park site, continued acquisitions for the Upper Eno Nature Preserve,  
18 the Jordan Lake Macrosite natural area and possible expansion of Soccer.com Soccer  
19 Center are among several top anticipated priorities for these current and planned funds.  
20 Currently, \$1,513,408 is available in this project for those purposes. The County has  
21 and will continue to aggressively seek to leverage these funds through grants (\$5 million  
22 to date) and partnership funding. **Although planned for continued**  
23 **funding, prior bond authorization for this amount of \$2.4 million lapsed in 2010,**  
24 **so new financing of \$400,000 was approved in Fiscal Year 2014 to 2015, with the**  
25 **remaining \$2.0 million also recommended in Fiscal Year 2014 to 2015.**  
26

27 **h.) Millhouse Road Park (CIP page 52)**

28 This project reflects a possible Town of Chapel Hill/County partnership concept for this  
29 project. Includes \$100,000 in Year 2 (Fiscal Year 2016 to 2017) for design, engineering,  
30 and preconstruction costs; and \$6,400,000 in Year 3 (Fiscal Year 2017 to 2018) for Park  
31 construction, including a soccer field complex, walking trails, and other amenities. This  
32 joint facility is reflected in both the Town and County's Parks and Recreation Master  
33 Plans.  
34

35 David Stancil said he had been in communication with the Chapel Hill Town Manager  
36 and the Chapel Hill Parks and Recreation Director. He said it is anticipated that the Master  
37 Plan for this park will be created in the fall. He said as this project moves forward, it may  
38 become a phased project to allow for smaller increments of financial commitment.

39 Chair McKee asked if the Town and the County's timing aligned.

40 David Stancil said currently the timing does align, but that may change due to other  
41 Parks projects the Town has planned.

42 Chair McKee said being on the same page with the Town would be beneficial. He also  
43 asked if artificial turf is being considered for this project.

44 David Stancil said the expectation is yes. He said this project may be the place to take  
45 the plunge of using artificial turf.

46 Chair McKee said he has heard only positive feedback regarding the artificial turf  
47 installed at Cedar Falls Park, and he felt that park had served as a good pilot case.

48 Commissioner Jacobs asked if artificial turf could be considered for the Soccer.com  
49 fields.

50 David Stancil said yes for a couple of the fields.

1  
2 **i.) *Mountains to Sea Trail (MTST) (Page 53)***

3 The NC Mountains-to-Sea Trail, or MST, is a part of the State parks system and would  
4 traverse portions of Orange County. This project reflects construction of segments of  
5 the Mountains-to-Sea Trail during 2019 and beyond, as lands are acquired and  
6 segments connected. A master plan process has been initiated by State Parks, and will  
7 continue into summer 2015. A master plan is needed prior to any trail construction to  
8 specifically identify the trail location and develop a plan for implementation and  
9 operation. Lands would be acquired (voluntarily) using the Lands Legacy Program  
10 Funds. (Note: The Seven Mile Creek Natural Area portion of Upper Eno Nature  
11 Preserve includes a segment of the MST).  
12

13 **j.) *New Hope Preserve/Hollow Rock Public Access Area (Page 54)***

14 The New Hope Preserve, which includes the Hollow Rock Natural Area, will feature  
15 hiking trails and environmental education/signage throughout a 72 acre site owned by  
16 Orange County, Durham County and the Town of Chapel Hill. These costs are for  
17 planned site facilities (parking, driveway, trails and bridges, kiosks and other low-impact  
18 amenities) that would be built in three phases. Durham County will likely contribute 50%  
19 of the cost of these facilities and amenities (pending an interlocal agreement to this  
20 effect). Archaeological survey work is underway (via a \$15,000 grant and Orange  
21 County \$10,000 match), and additional grant funding of \$200,000 for the first phase of  
22 facilities has been awarded (with a local match of \$25,000 from Durham and Orange  
23 allocated in prior years). Phase I facilities (trails) are underway. Phase II facilities would  
24 be constructed in Year 2, and Phase III (if Pickett Road is closed) would be beyond Year  
25 5. Note: The draft MOU between the local governments will be presented for approval  
26 this spring prior to Year 2 construction.  
27

28 **k.) *Northeast District Park (Page 55)***

29 Northeast District Park is a 142 acre site acquired in late 2007 as the future district park  
30 for northern Orange County. The site was acquired with the potential for appropriate co-  
31 located facilities in mind. A Preliminary Concept Plan was prepared by staff that  
32 identifies the most likely locations for different types of park activities, including a  
33 potential solid waste convenience center and possible emergency services substation  
34 and cellular tower within the park. No park concept plan has been developed, but is  
35 anticipated for 2015 to 2016. The property is currently land-banked and leased to a local  
36 farmer for cattle grazing pending future construction. Some small-scale site  
37 management duties are projected for Year 1.  
38

39 **l.) *RiverPark, Phase II- (Page 56)***

40 Phase II of RiverPark, located behind the Courthouse and County East Campus, would  
41 include a performance shell for events, benches, and a small exhibit on the  
42 Occaneechee tribe. Additional facilities may be needed related to the Town of  
43 Hillsborough pedestrian improvements along Churton Street.  
44

45 **m.) *Twin Creeks Park, Phase II (Page 57)***

46 Twin Creeks (Moniese Nomp) Park is located along Old NC 86 north of Carrboro and  
47 connects to Morris Grove Elementary School (school was part of the overall site). Phase  
48 I of the park (Jones Creek Greenway) was completed in 2011. Funding for Phase II of  
49 this park is projected for Year 6, with design and pre-construction in Year 5. However,  
50 an opportunity to construct the main entry road may exist in conjunction with shared

1 roadway property owner MI Homes (Ballentine subdivision). To that end, \$600,000 for  
 2 road construction was funded in Fiscal Year 2012 to 2013 and is reflected in "Prior  
 3 Years Funding." However, a road network analysis is planned by the Town of Carrboro  
 4 that may delay activity on the road project. Participation in the road construction cost is  
 5 reflected here, if the County chooses to participate. (If it does not participate, a longer,  
 6 more costly segment of the road may be required in the future at the time of park  
 7 construction.) A Phase III of the park would likely exist and be beyond the scope of  
 8 Year 10.

9  
 10 Commissioner Price questioned why this park is taking so long to come on line.

11 David Stancil said the developer of the Ballentine property holds part of the same  
 12 entrance road as the County. He said the County has money that was previously set aside. He  
 13 said the Ballentine project has been unable to progress due to a forthcoming study by the Town  
 14 of Carrboro of the transportation network and the environmental analysis of the entire northern  
 15 transition area. He said the study has been ongoing for the past eighteen months. He said he  
 16 is awaiting an update from the Town of Carrboro. He said the project is a flagship facility and is  
 17 very costly. He said there is potential for a third phase.

18 Commissioner Jacobs said the problem with Twin Creeks is that Carrboro wants the  
 19 County to build a two to four lane highway on the eastern border.

20 Commissioner Jacobs asked if there is space to put storm debris at Twin Creeks while  
 21 construction is halted.

22 David Stancil said most of the site is wooded and would need to be cleared. He said  
 23 there is one small five acre meadow, located on the south eastern corner of the property, which  
 24 could be a possibility.

25 Chair McKee asked if the Town of Carrboro had expressed openness to joint  
 26 development.

27 David Stancil said the topic had not been discussed recently, but in past conversations it  
 28 was discussed at length and there was no interest. He said similar discussions have taken  
 29 place with the schools systems.

30 Chair McKee said it may be a good idea to open the discussions again.

31 Commissioner Jacobs said he had spoken to the Mayor, in years past, about the  
 32 possibility of the County providing the facilities and the Town providing the programming and  
 33 maintenance. He said this was refused. He added that in current informal conversations there  
 34 appears to be more interest and revisiting the issue may be worthwhile.

35  
 36 ***n.) Little River Park, Phase II (page 58)***

37 Based on the Little River Park master plan (existing Phase I plan completed in 2002;  
 38 plan for Phase II being drafted by Orange and Durham staffs for future review). Year 1  
 39 and 2 activities would be focused on infrastructure improvements needed (re-pave the  
 40 park entry road, expand parking, repave the ADA loop trail, and add a new maintenance  
 41 shed). In Years 6-7, other improvements including a new playground and new trails are  
 42 projected to be needed. Fifty percent of funding to come from Durham County.

43  
 44 David Stancil said Durham County is not able to fund their portion next year and will  
 45 need to push this back one year.

46  
 47 ***o.) Park and Recreation Facility Renovations and Repairs (Page 59)***

48 Each year, park and recreation equipment and facilities need renovation, repair,  
 49 replacement and upgrades. This project provides for a scheduled funding source for  
 50 these needs. The benefit of this approach, created in 2014, is similar to that for County

1 HVAC and roofing projects, and funds needed are allocated from a schedule of needs  
2 calculated during the 2030 P&R Master Plan process. This allows a schedule of repairs  
3 and renovations, etc. that can be planned for in advance. Each year the master list of  
4 scheduled projects is reviewed and prioritized, and projects proposed to be funded from  
5 this account.  
6

7 Commissioner Jacobs asked whether the Greene Tract and trails would ever be added  
8 to the CIP.

9 David Stancil said it is still listed as a solid waste asset, but it could be added to the CIP.  
10 He said he would need direction from the Board.

11 Commissioner Jacobs said it is a community asset. He said the request is for some  
12 natural trails that make it accessible.

13 David Stancil said there will be a payback of \$700,000 to \$800,000 to the solid waste  
14 fund for the portion of the Greene Tract that the County owns.

15 Bonnie Hammersley said this is an accounting issue that merits further investigation.

16 Commissioner Jacobs asked for an update on the Collins property little league fields.

17 David Stancil said the managers and staff met with the Town and HYAA to  
18 accommodate that site with fields.

19 Commissioner Jacobs requested a memo be sent to bring the Board up to speed.

20 Bonnie Hammersley expressed her willingness to answer or research any questions that  
21 the Board may have. She said the final hour of the May 14<sup>th</sup> meeting will focus solely on the  
22 2015 to 2016 items. She said if there are any questions pertaining to those years specifically,  
23 she will be sure to have answered by that meeting.  
24

25 A motion was made by Commissioner Rich, seconded by Commissioner Pelissier to  
26 adjourn the meeting at 9:56 p.m.  
27

28  
29 Earl McKee, Chair  
30

31 Donna Baker, Clerk to the Board

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** May 19, 2015

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

**SUBJECT:** Morinaga America Foods Temporary Office Lease Extension – Link  
Government Services Center, Lower Level

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**DEPARTMENT:** Asset Management Services,  
Economic Development  
County Attorney

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

No
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**ATTACHMENT(S):**

- 1) Lease Amendment #1 with Original Lease
- 2) Lease Amendment #2 for Two Month Extension

**INFORMATION CONTACT:**

Jeff Thompson, 919-245-2658  
Steve Brantley, 919-245-2326  
John Roberts, 919-245-2318

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**PURPOSE:** To consider approving Lease Amendment #2 providing a two-month lease extension with Morinaga America Foods for temporary office space in the Link Government Services Center at 200 West Cameron Street, Hillsborough, and authorize the Chair to sign all necessary documents upon final review of the County Attorney.

**BACKGROUND:** Morinaga America Foods (“Morinaga”) is aggressively developing its manufacturing and operations facility in Orange County and expects to be complete in the fall of 2015. Morinaga has leased temporary office space in the Link Government Services Center since June of 2014. Morinaga is interested in amending its lease of temporary office space for a period not to exceed two additional months, ending no later than July 31, 2015.

The original Lease and its first amendment authorizing its leased space expansion in October 2014 are provided as Attachment 1. The proposed Lease Amendment #2 is provided as Attachment 2. All Lease terms remain in effect other than the maximum two month extension.

**FINANCIAL IMPACT:** Should Morinaga occupy the space through July 31, 2015, the County would receive an additional \$3,066. Should Morinaga vacate the space prior to July 31, the County would receive a prorated rent amount through the earlier termination date. Morinaga will provide at least one week’s notice to the County prior to the desired termination date.

**RECOMMENDATION(S):** The Manager recommends that the Board approve Lease Amendment #2 providing a two-month lease extension with Morinaga America Foods for temporary office space in the Link Government Services Center at 200 West Cameron Street, Hillsborough, and authorize the Chair to sign all necessary documents upon final review of the County Attorney.

## Attachment 1

## NORTH CAROLINA

## LEASE AMENDMENT

## ORANGE COUNTY

**THIS LEASE AMENDMENT** is made and entered into this 6th day of October, 2014 by and between **ORANGE COUNTY** (hereinafter referred to as “**County**”) and **MORINAGA AMERICA FOODS, INC.** (hereinafter referred to as “**Tenant**”).

**WITNESSETH:**

THAT WHEREAS, the County and Tenant entered into a Lease Agreement dated June 1st, 2014, for premises designated as Suite “Morinaga Phase 1” , (hereinafter the “Original Lease”) attached to this Lease Amendment; and

WHEREAS, the County and Tenant desire to amend the Original Lease according to paragraphs 3(a) and 3(c) of the Original Lease, while keeping in effect all terms and conditions of the Original Lease not inconsistent with the terms and conditions set forth below.

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

1. The Tenant will increase its premises to include 880 square feet entitled “Morinaga Future Phase” as depicted on Attachment A of this Lease Amendment, beginning October 6, 2014 through the original Lease term ending on May 31, 2015.
2. The pro-rated monthly rent for the Morinaga Future Phase additional premises from October 6, 2014 through October 31, 2014 is \$860.00. The monthly rent for the Morinaga Future Phase additional premises from November 1, 2014 through May 31, 2015 is \$1,026.00 (\$1,026.00 equals 880 square feet Morinaga Future Phase multiplied by \$14 per square foot divided by twelve months).
3. The total monthly rent due on November 1 is \$1,533.00 (this amount equals the original Lease rent of \$673 plus the pro-rated October rent for the Morinaga Future Phase of \$860.00).
4. The total monthly rent due on December 1, 2014 through May 31, 2015 is \$1,699.00 (this amount equals the original Lease rent of \$673 plus the additional Morinaga Future Phase rent of \$1,026.00).
5. There is no additional Deposit associated with this Lease Amendment.
6. The County will construct the hallway wall necessary to provide access and privacy for the Morinaga Future Phase.
7. Except for the changes made herein, the Original Agreement shall remain in full force and effect to the extent it is not inconsistent with this Amendment. In the event that there is a conflict between the Original Agreement and this Amendment, this Amendment shall control.

[SIGNATURE PAGE FOLLOWS]

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

**ORANGE COUNTY**

DocuSigned by:  
*Barry Jacobs*  
0110F5A32E924CE...  
Barry Jacobs, Chair

**Morinaga America Foods, Inc.**

DocuSigned by:  
*Toshiaki Fukunaga*  
E4B8E8F33A074D1...  
Toshiaki Fukunaga, President

Approved as to technical content:

DocuSigned by:  
*Jeff Thompson*  
9E380A4BCF84498...  
Jeffrey E. Thompson, Department Director

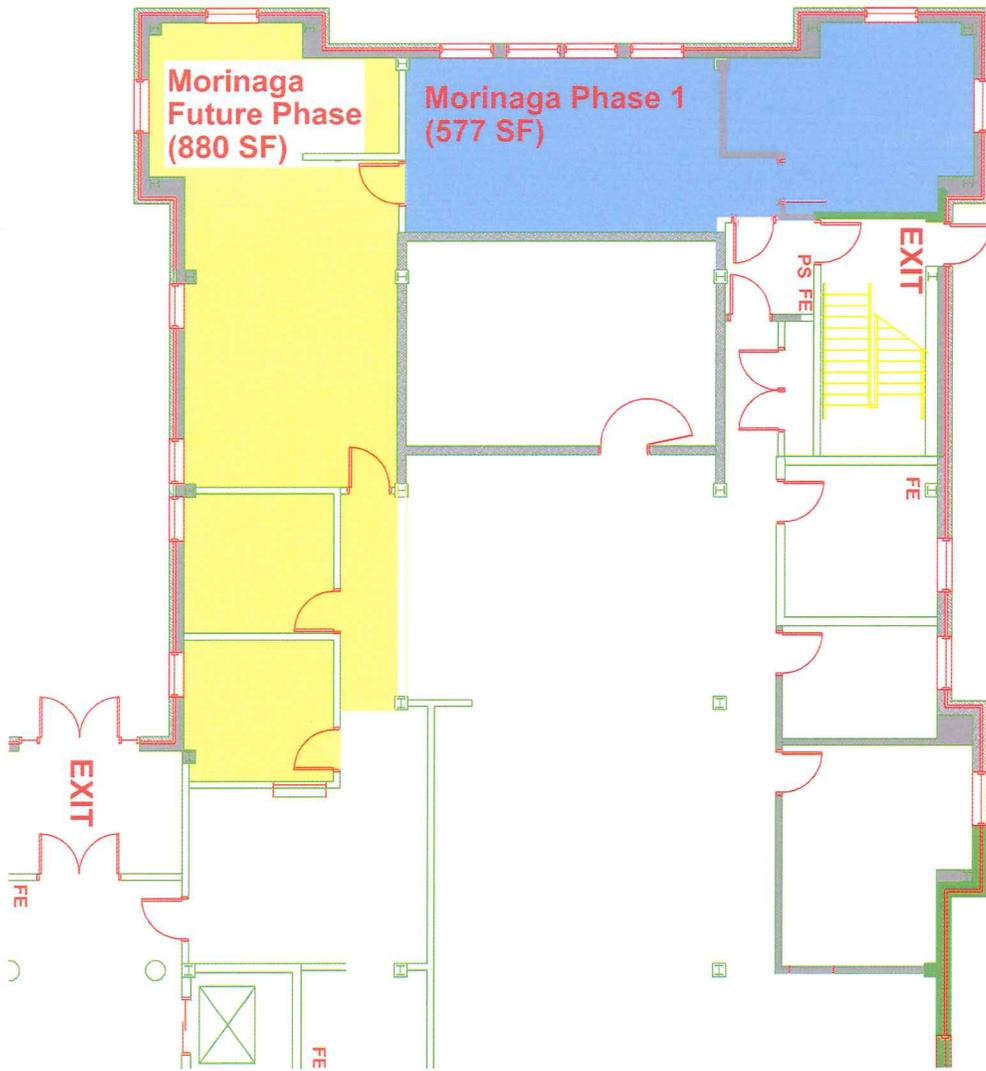
This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

DocuSigned by:  
*Clarence Grier*  
2F882E44C2C494...  
Office of the Chief Financial Officer

Approved as to form and legal sufficiency:

DocuSigned by:  
*John Roberts*  
E7A33D33ED8A8485...  
Office of the County Attorney

**EXHIBIT 'A'**



2014-300

AMS

LEASE 4-15-14  
7d

**STATE OF NORTH CAROLINA  
COUNTY OF ORANGE**

THIS LEASE, made and entered into as of the 1st day of May, 2014, by and between Orange County, hereinafter referred to as "County," and Morinaga America Foods, Inc., hereinafter referred to as "Tenant;"

**WITNESSETH:**

THAT FOR and in consideration of the mutual covenants and conditions hereinafter set forth, the parties hereto do hereby agree as follows:

1. Premises. County does hereby lease and let unto Tenant and Tenant does hereby accept as Tenant those certain premises designated as Suite "Morinaga Phase 1" of the John M. Link Jr. Government Services Building, 200 West Cameron Street, Hillsborough, Orange County, North Carolina, as more particularly shown on EXHIBIT A appended hereto.

2. Acceptance of Premises. The Tenant represents that the lease property, the sidewalks and structures adjoining the same, any subsurface conditions thereof, and the present uses and non-uses thereof have been examined by the Tenant. The Tenant accepts the same in the condition in which they now are without representation or warranty, express or implied, in fact or by law, by the County, the nature, condition or usability thereof, or the uses to which the leased property may be put. Provided, County shall be responsible for ensuring that the heating/air-conditioning system is in good operating condition; the exterior walls and roof, the lighting system (excluding such additions as may be required for Tenant's particular business operation) and the parking area and sidewalks are in good repair on the date of commencement of the lease term. County represents and warrants to Tenant that it holds unencumbered fee title to the lease premises. The County shall not be responsible for any latent defect or change of condition in such building, improvements and personalty, and the rent hereunder shall in no case be withheld or diminished on account of any defect in such property, any change in the condition thereof, any damage occurring thereto or the existence with respect thereof of any violations of the laws or regulations of any governmental authority, except as hereinafter provided. In addition, Tenant acknowledges that the Bentley Building is a smoke free building and does not permit tobacco use inside of the building.

3. Term and Rental.

(a) This Lease shall commence on June 1, 2014, and shall continue for a term of twelve (12) months, ending on May 31, 2015, both dates inclusive, unless sooner terminated as herein provided. Upon mutual written agreement this Lease may be renewed for up to one twelve month terms. Any renewal may be for the entire leased premises of the designated suites. Any such renewal shall be subject to a mutually agreed upon increase in rent. The Tenant may choose to lease additional space identified as "Morinaga Future Phase(s)" shown on EXHIBIT A appended hereto during the Lease term.

(b) Tenant shall deliver to County a deposit in the amount of six hundred seventy three dollars (\$673.00), which is the equivalent to the rent for one (1) month. Deposit shall be held as a security deposit against claims for damages. This money may be deposited for the exclusive use of Orange County and will be returned to Tenant at the end of the lease within 30 days provided there has been no damage to the leased premises.

(c) The Tenant agrees to pay the County without demand at its office, or at such other place or places as County may from time to time designate in writing, the sum of six hundred seventy three (\$673.00) per month (\$8,076.00) for the 12 month lease term, on or before the fifth day of each month of the term. Should the Tenant elect to Lease additional spaces identified as "Morinaga Future Phase(s)", the Lease rate shall be fourteen dollars per square foot multiplied by the remaining term of the Lease Agreement. Any additional space lease would begin on the first day of a mutually agreed upon month.

(d) The extension of time for the payment of any installment of rent, or the acceptance by the County of any money other than of the kind herein specified, shall not be a waiver of the right of the County to insist on having all other payments of rent made in the manner and at the time herein specified.

(e) If any installment of rent is not received by the fifth (5th) day of any month it is due, Tenant shall pay as additional rent a late payment fee of Fifty Dollars (\$50.00). This additional rent shall be due immediately without demand therefore and shall be added to and paid as a part of the installment payment of rent with respect to which it is incurred.

4. Holdover. If the Tenant shall remain in possession of the leased property after the expiration of the original or renewal period as set out above, such possession shall be as a month-to-month tenant. During such month-to-month tenancy, rent shall be the rent in effect during the last month of the term immediately preceding.

5. Insurance. The County shall keep in force insurance to provide for property damage to the building for replacement cost purposes. Provided, however, Tenant shall be responsible for and pay to County any increase in County's insurance premium occasioned by the nature of the Tenant's business.

The Tenant shall maintain fire and casualty insurance covering the Tenant's fixtures, equipment, and other property located in the demised premises.

Tenant shall keep the leased property insured, at its sole cost and expense, against claims for personal injury or property damage under a policy of general public liability insurance, with limits of at least \$1,000,000 for bodily injury and \$100,000 for property damage. Such policies shall name the County as additional named insured under the policy.

The Tenant shall provide the County certificates of such insurance at or prior to the commencement of the term of this lease, and thereafter within ten (10) days prior to the expiration of such policies. Such policies shall provide that the same may not be canceled without at least ten (10) days prior written notice to County.

6. Rental Adjustment. In addition to the base rental, the Tenant shall assume and pay any additional fire insurance premium, hazard insurance premium, or other extended coverage insurance premium required as a result of any particular operation or use of said premises over and above the insurance premium required to be paid by County in the absence of said operation or use.

7. Signs. The County will place and maintain in and about the leased property at appropriately designated places, such neat and appropriate signs advertising the Tenant as such. Any special Tenant sign will be at the sole cost of the tenant but in the same styling, provided, however, that County shall not unreasonably withhold approval of such signs as

Tenant may desire. Upon the termination of this lease the Tenant shall remove all special signs and repair any damage to the leased property caused by the erection, maintenance or removal of such special signs.

8. Repairs. The County shall maintain the roof and exterior walls of the demised property including exterior paint, provided that in the event Tenant desires to alter the interior color scheme, said alteration must be approved by County and shall be at the Tenant's expense. In addition, County shall maintain the paved parking area and front entry to the building. The Tenant shall not cause or permit any waste, damage or injury to the leased property. The Tenant, at its sole expense, shall keep the leased property as clean and in good condition (reasonable wear and tear excepted), and shall make all repairs, replacements and renewals, whether ordinary or extraordinary, seen or unforeseen, including all structural repairs, necessary to maintain the interior of the leased property. All repairs, replacements and renewals shall be at least equal in quality of materials and workmanship to that originally existing in the leased property. The County shall be responsible for repairs and maintenance of the roof and outside walls and other external structural members, including the foundation of the leased premises. The County shall be responsible for maintenance of the heating plant and air-conditioning systems in such condition as existed at the commencement of this lease, which County warrants to be in good working condition as of the date of this lease. The County shall be responsible for the removal of snow (in a timely manner) from the parking lot and the walkways. The County shall in no event be required to make any repair, alteration or improvement to the interior of the leased property. Any equipment replaced by the Tenant shall belong to the Tenant, save equipment replaced in connection with Tenant's obligation to maintain the premises in the same condition as exists at the commencement of this lease, and all proceeds from the disposition thereof may be retained by the Tenant. The Tenant shall indemnify the County against all costs, expenses, liabilities, losses, damages, suits, fines, penalties, claims and demands including responsible counsel fees, because of Tenant's failure to comply with the foregoing. Maintenance of the paved parking area shall be defined as and limited to maintaining and keeping the parking area in good condition with a hardtop surface pavement and proper striping.

9. Improvements. No substantial alteration, addition or improvement to the leased property shall be made by the Tenant without the written consent of the County. Any alteration, addition or improvement made by the Tenant after such consent shall have been given and any fixtures permanently installed as part thereof, shall, at the County's option, become the property of the County upon expiration of or other sooner termination of this lease; provided however, that the County shall have the right to require the Tenant to remove such fixtures at the Tenant's cost upon such termination. This clause shall not preclude Tenant from decorating the interior of the leased premises from time to time in Tenant's discretion.

10. Liens for Improvements by Tenant. The Tenant shall not permit any mechanic's lien to be filed against the fee of the property by reason of work, labor, services or materials supplied or claimed to have been supplied, whether prior or subsequent to the commencement of the term hereof, to the Tenant or anyone holding the leased property, through or under the Tenant. If any such mechanic's lien shall at any time be filed against the leased property, the Tenant shall, within 30 days after notice of the filing thereof, cause such lien to be discharged of record by payment, deposit, bond, order of a court of competent jurisdiction, or otherwise. If the Tenant shall fail to cause such lien to be discharged within such 30 day period, then, in addition to any other right or remedy of the County, the County may, but shall not be obligated to, discharge such lien either by paying the amount claimed to be due or by procuring the discharge of such lien by deposit or by bonding proceedings, and in any such

event the County shall be entitled, if the County so elects, to compel the prosecution of an action for the foreclosure of such mechanic's lien by the lienor and to pay the amount of the judgment for and in favor of the lienor, with interest, costs and all other allowances. Any amount paid by the County for any such purposes, shall be repaid by the Tenant to the County on demand, with interest thereon at the rate of 6% per annum from the date of payment, and if unpaid may be treated as additional rent as provided for elsewhere in this lease. Nothing in this lease shall be construed in any way as constituting the consent or request of the County, express or implied, by inference or otherwise, to any contractor, subcontractor, laborer or materialmen for the performance of any labor or the furnishing of any materials for any property or as giving the Tenant the right, power of authority to contract for or permit the rendering of any service or the furnishing of any material that would give rise to the filing of any mechanic's lien against the fee of the leased property.

11. Tenant's Warranty of Non-Disturbance. Tenant hereby expressly covenants and agrees that the Tenant shall be responsible for controlling the noise level emanating from the Tenant's use of the demised premises in such a way that other occupants of the building of which the demised premises are a part shall not be disturbed. Tenant shall be responsible for and pay for the installation of any special padding for other noise suppression devices that may be required for control of the level of sound emanating from the demised premises.

12. Tenant's Obligation to Comply with Applicable Laws and Compliance with Requirements of Insurance Policies. The Tenant shall, throughout the term of this lease at its sole expense, promptly comply with all laws and regulations of all federal, state and municipal governments and appropriate departments, commissions, boards and officers thereof, and the orders and regulations of the National Board of Fire Underwriters, or any other body now or hereafter exercising similar function, which may be applicable to the leased property, the fixtures, and equipment therein, and the sidewalks and curbs adjoining the leased property. The Tenant shall comply with the requirements of all policies of public liability, fire and all other types of insurance at any time in force with respect to the building and other improvements on the leased property.

13. Utilities. The County shall pay charges for gas, electricity, light, and power used, rendered or supplied upon or in connection with the leased property. The County shall be responsible for the payment of all charges related to the supply of water to the leased property.

14. Condition of Premises. The Tenant shall, during the term of this lease and any renewal or extension hereof, at its sole expense, cause the leased property to be kept clean and in a manner satisfactory to the County.

15. Surrender in Same Good Order and Condition. The Tenant shall vacate the leased property in the good order and repair in which such property now is, ordinary wear and tear excepted, and shall remove all its property therefrom so that the County can repossess the leased property no later than Noon on the day upon which this lease ends, whether upon notice or by holdover or otherwise. The County shall have the same rights to enforce this covenant by ejectment and for damages or otherwise as for the breach of any other condition or covenant of this lease. Tenant may at any time prior to or upon the termination of this lease or any renewal or extension thereof remove from the leased property all materials, equipment, and property of every other sort or nature installed by the Tenant thereon, provided that such property is removed without substantial injury to the leased property. No injury shall be considered substantial if it is promptly corrected by restoration to the condition prior to the

installation of such property, if so requested by the County. Any such property not removed shall become the property of the County.

16. Prohibition Against Unlawful or Extra-hazardous Use and Enforcement Against Subtenants. The Tenant may use and occupy the leased property for general office uses and for no other purpose without the prior written consent of County. Tenant shall not use or occupy nor permit the leased property or any part thereof to be used or occupied for any unlawful business, use or purpose, nor for any business, use, or purpose deemed extra-hazardous, nor for any purpose or in any manner which is in violation of any present or future governmental laws or regulations. The Tenant shall promptly, after the discovery of any such unlawful or extra-hazardous use, take all necessary steps, legal and equitable, to compel the discontinuance of such use and to oust and remove any subtenants, occupants, or other persons guilty of such unlawful or extra-hazardous use. The Tenant shall indemnify the County against all costs, expenses, liabilities, losses, damages, injunctions, suits, fines, penalties, claims, and demands, including reasonable counsel fees, arising out of any violation of or default in these covenants.

17. County's Right to Cause Expiration or Termination upon Listed Defaults

(a) The occurrence of any of the following shall constitute an event of default:

1. Delinquency in the punctual payment of any rent or additional rent payable under this lease when such rent shall become payable. Should such rent payment not be made when due then upon the expiration of five days after the due date, such rent payment shall be delinquent.

2. Delinquency by the Tenant in the performance of or compliance with any of the conditions contained in this lease other than those referred to in the foregoing subparagraph 1, for a period of 30 days after written notice thereof from the County to the Tenant. In the event, Tenant is incapable of curing the default within such thirty (30) day period, the County may in its discretion extend the time for as long as the County deems necessary to cure such default. Provided, however, the Tenant shall promptly and diligently commence action to cure such default and provide County with evidence of Tenant's intent to cure the default. Any additional period of time beyond thirty (30) days granted to Tenant to cure any default shall not be extended so as to jeopardize the interest of the County in this lease or so as to subject the County to any civil or criminal liabilities.

3. Filing by the Tenant in any court pursuant to any statute, either of the United States or any state, or a petition in bankruptcy or insolvency or for reorganization, or for the appointment of a receiver or trustee of all or a portion of the Tenant's property, or an assignment by the Tenant for the benefit of creditors.

4. Filing against the Tenant in any court pursuant to any statute, either of the United States or of any state, of a petition in bankruptcy or insolvency, or for reorganization, or for appointment of a receiver or trustee of all or a portion of the Tenant's property, if within 180 days after the commencement of any such proceeding against the Tenant such petition shall not have been dismissed.

(b) Upon the expiration or termination of this lease, the Tenant shall peacefully surrender the leased property to the County, and the County, upon or at any time after such expiration or termination, County may, without further notice, reenter the leased property and repossess it by force, summary proceedings, ejectment, or otherwise, and may dispossess the

Tenant and remove the Tenant and all other persons and property from the leased property and the right to receive all rental income therefrom.

(c) At any time after such expiration, the County may relet the leased property or any part thereof, in the name of the County or otherwise, for such term (which may be greater or less than the period which would otherwise have constituted the balance of the term of this lease) and on such conditions (which may include concessions or free rent) as the County, in its uncontrolled discretion, may determine, and may collect and receive the rent thereof.

(d) No such expiration or termination of this lease shall relieve the Tenant of its liability or obligations under this lease, and such liability and obligations shall survive any such expiration or termination. In the event of any such expiration or termination, whether or not the leased property or any part thereof shall have been relet, the Tenant shall pay to the County the rent and additional rent required to be paid by the Tenant up to the time of such expiration, and thereafter the Tenant, until the end of what would have been the term of this lease in the absence of such expiration, shall be liable to the County for, and shall pay to the County, as and for liquidated and agreed current damages for the Tenant's default:

1. The equivalent of the amount of the rent and additional rent which would be payable under this lease by the Tenant if this lease were still in effect, less

2. The greater of:

(a) The fair rental value of the leased property for the remaining term of the lease, after deducting all the County's reasonable expenses in connection with such reletting, including, without limitation, all repossession costs, brokerage Commissions, legal expenses, reasonable attorney's fees, alteration costs, and expenses of preparation for such reletting.

(b) The net proceeds of any reletting effected pursuant to the provisions of paragraph d. of this article, after deducting the County's reasonable expenses in connection with such reletting, including, without limitation, all repossession costs, brokerage commissions, legal expenses, reasonable attorney's fees, alteration costs, and expenses of preparation for such reletting.

(e) The Tenant shall pay such current damages (herein called "deficiency") to the County monthly on the days on which the rent and additional rent would have been payable under this lease if this lease were still in effect, and the County shall be entitled to recover from the Tenant each monthly deficiency as such deficiency shall arise. At any time after any such expiration, whether or not the County shall have collected any monthly deficiency, the County shall be entitled to recover from the Tenant, and the Tenant shall pay to the County, on demand, as and for liquidated and agreed final damages for the Tenant's default, an amount equal to the difference between the rent and additional rent reserved hereunder for the expired portion of the lease of the leased property for the same period. In the computation of such damages the difference between any installment of rent becoming due hereunder after the date of termination and the fair and reasonable rental value of the leased property for the period for which such installment was payable shall be discontinued to the date of termination at the rate of four percent per annum.

(f) The terms "enter", "reenter", "entry", or "reentry" as used in this lease are not restricted to their technical meaning.

18. Lien on Tenant's Improvements and Personal Property. The County shall have first lien paramount to all others on every right and interest of the Tenant in and to this lease, and on any building or improvement on or hereafter placed on the leased property, and on any furnishings, equipment, fixtures, or other personal property of any kind belonging to the Tenant, or the equity of the Tenant therein, on the leased property. Such lien is granted for the purpose of covenanted to be paid by the Tenant, and for the purpose of securing the performance of all of the Tenant's obligations under this lease. Such liens shall be in addition to all rights of the County given under statutes of this state, which are now or shall hereinafter be in effect. The provisions of this paragraph shall not be applicable to liens existing at the commencement of this lease.

Provided, that County may, at his option, agree to subordinate this lien to liens arising in connection with purchased of equipment or leasehold improvement financing by Tenant, which agreement County covenants not to unreasonably withhold.

19. County's Right to Receiver upon Tenant's Default. In addition to any other security for the performance of this lease, the Tenant hereby assigns to the County all of the rents and profits which might otherwise accrue to the Tenant from the use, enjoyment, and operation of the leased property, such assignment to become effective, however, only after default by the Tenant in the performance of its obligations under this lease. If the County, upon default of the Tenant, elects to file a suit in equity to enforce the lease and protect the County's right hereunder, the County may upon notice to the Tenant, as ancillary to such suit, apply to any court having jurisdiction for the appointment of a receiver of the leased property, the improvements and buildings located thereon, the personal property located therein, and thereupon the court may forthwith appoint a receiver with the usual powers and duties of receivers in like cases. Such appointment shall be made by such court as a matter of strict right to the County and without consideration of the adequacy of the value of the Tenant's interest in the lease, or of the value of the property, or the commission of waste thereon, or the deterioration thereof. Nothing herein shall prevent the enforcement of the County's lien for rent in any court or by proceeding authorized to the laws of this state, or the institution by the County of a separate proceeding in equity for the appointment of a receiver as an ancillary remedy to protect the rights and interest of the County. Any and all remedies or proceedings are considered cumulative and not exclusive.

20. Waiver of County's Rights Only by Written Instrument. No failure by the County to insist upon the strict performance of any item or condition of this lease or to exercise any right or remedy available on a breach thereof, and no acceptance of full or partial rent during the continuance of any such breach shall constitute a waiver of any breach or of any such term or condition. No term or condition of this lease required to be performed by the Tenant, and no breach thereof, shall be waived, altered or modified, except by a written instrument executed by the County. No waiver of any breach shall affect or alter any term or condition in this lease, and each such term or condition shall continue in full force and effect with respect to any other then existing or subsequent breach thereof.

21. Performance of Tenant's Obligations - Unpaid Insurance Premiums

(a) If the Tenant shall at any time fail to pay any amount in accordance with the provisions of this lease, or shall fail to take out, keep in force, or shall fail to perform any of its other obligations under this lease, then the County may after notice and opportunity to cure in accordance with the provisions of Section 17(a)2, or without notice if any emergency exists, and without releasing the Tenant from any obligation of the Tenant contained in this lease, may (but shall be under no obligation to) pay any amount payable by the Tenant hereunder, and

perform any other act required to be performed by the Tenant hereunder. The County may enter upon the leased property for such purposes and take any action necessary therefore.

(b) All sums so paid by the County and all costs and expenses incurred by the County in connection with the performance of any such act, together with interest thereon at the rate of 6% per annum from the respective dates of each such payment and such costs and expenses, shall constitute additional rent payable by the Tenant under this lease and shall be paid by the Tenant to the County on demand.

(c) Notwithstanding anything in this lease to the contrary, the County shall not be limited, in the proof any damages which the County may claim against the Tenant by reason of the Tenant's failure to provide and keep insurance in force, to the amount of the insurance premiums not paid or incurred by the Tenant. The County shall also be entitled to recover as damages for such breach the uninsured amount of any loss, together with damages, costs, and expenses of any suit offered or incurred by reason of damage to the leased property occurring during any period when the Tenant shall have failed to provide and keep such insurance in force.

22. Performance of Tenant's Obligations-Taxes. If the Tenant shall default in the performance of any tax obligation under this lease, the County may, after notice and opportunity to cure in accordance with Section 17(a)2 or without notice if any emergency exists, perform such obligation for the account and at the expense (including reasonable counsel fees) of the Tenant. The amount of any payment made or expense incurred by the County for such purpose, with interest thereon at the rate of 6% per annum, shall be deemed additional rent and forthwith shall be repaid by the Tenant to the County, or, at the County's election, may be added to any subsequent installment of rent due and payable under this lease. Nothing herein contained shall be deemed to waive any right of the County to sue for and recover by action at law any sums of which the County may have incurred under the provisions of this subparagraph. The provisions of this paragraph shall survive the termination of this lease.

23. Right of Entry. The County or its agent shall within twenty-four (24) hours notice have the right to enter the leased property at reasonable times in order to examine it, to show it to prospective purchasers or lessees, or to make such decorations, repairs, alterations, improvements or additions as the County may deem necessary or desirable. The County shall be allowed to take all material into and upon the leased property that may be required therefore without the same constituting an eviction of the Tenant in whole or in part. The rent reserved shall not abate while decorations, repairs, alterations, improvements, or additions are being made, whether by reason of loss or interruption of the business of the Tenant or otherwise. During the last month prior to the expiration of the term of this lease, the County may place upon the leased property the usual notices "To Let" or "For Sale", which notices the Tenant shall permit to remain thereon without molestation. If during the last month of the term the Tenant shall have removed all or substantially all of the Tenant's property therefrom, the County may, with the Tenant's permission, immediately enter and later, renovate and redecorate the leased property without elimination of abatement of rent and without liability to the Tenant for any compensation, and such acts shall have no effect upon this lease. If the Tenant or its employees shall not be personally present to permit entry at any time when an entry therein shall be immediately necessary, as herein provided, the County may enter the premises by such means as may be appropriate, including forcible entry, without rendering the County or such agents liable therefore (if during such entry the County or his agents shall accord reasonable care to the Tenant's property), and without in any manner affecting the obligations and covenants of this lease. The County's right of reentry shall not be deemed to impose upon

the County any obligation, responsibility or liability for the care, supervision or repair of the leased property other than as herein provided. In the event that it becomes necessary for County to replace or repair any major component or any structural or other system in the leased premises, the County shall have full and unrestricted access to the building and the leased property. The County reserves the right temporarily to interrupt, curtail, stop or suspend air-conditioning and heating service, and all other utility or other services, because of accident or emergency or for repairs, alterations, additions, or improvements, or because of the County's inability to obtain, or difficulty or delay in obtaining, labor or materials necessary therefore or compliance with governmental restrictions in connection therewith, or because of any other cause beyond the County's reasonable control, provided that, except in cases of emergency, the County will use its best efforts to limit such stoppage to after-business hours, will notify the Tenant in advance, if possible, of any such stoppage, and, if ascertainable, its estimated duration, and will proceed diligently with the work necessary to resume such service as promptly as possible and in a manner and at times as will not materially interfere with or impair the Tenant's use of the leased property. No diminution or abatement of fixed rent or other compensation shall be claimed by the Tenant, nor shall this lease or any of the obligations of the Tenant hereunder be affected or reduced by reason of such interruption, stoppage, or curtailment, nor shall the same give rise to a claim in the Tenant's favor that such failure constitutes total or partial eviction from the leased property, provided that if the leased property shall be unreasonably untenable for a continuous period of more than four business days by reason of any such stoppage, the fixed rent payable by the Tenant shall abate until the Tenant shall be again able to use the leased property.

24. Destruction by Fire or Other Casualty. In the event the premises or any substantial portion thereof are destroyed by fire or other casualty during the term of this lease, it is understood and agreed that County shall have no obligation to rebuild, and, at the election of County or Tenant the lease may be terminated

25. Condemnation. If the whole of the leased property, or such portion thereof as will make the leased property unsuitable for the purposes herein leased, is condemned for any public use or purpose by any legally constituted authority, then in either of such events this lease shall cease from the time when possession is taken by such public authority and rental shall be accounted for between the County and the Tenant as of the date of the surrender of possession. Such termination shall be without prejudice to the rights of either the County or the Tenant to recover compensation from the condemning authority for any loss or damage caused by such condemnation. Neither the County nor the Tenant shall have any rights in or to any award made to the other by the condemning authority.

26. Assignment of Lease. The Tenant shall not assign, mortgage, or encumber this lease, nor sublet or permit the leased property or any part thereof to be used by others, without the prior written consent of the County in each instance. If this lease is assigned, or if the leased property or any part thereof, is sublet, or occupied by anybody other than the Tenant, the County may, after an event of default, as hereinabove defined, by the Tenant, collect rent for the assignee, subtenant, or occupant and apply the net amount collected to the rent herein reserved. No such assignment, subletting, occupancy or collection shall be deemed a waiver of this covenant, or the acceptance of this assignee, subtenant, or occupant as tenant, or a release of covenants in this lease. The consent by the County to an assignment or subletting shall not be construed to relieve the Tenant from obtaining the consent in writing of the County to any further assignment or subletting. Provided, further, County shall not unreasonably withhold consent to assignment.

27. Assignment of Interest in Rents. The County shall have the right, without selling its fee interest in the leased property or assigning its interest in this lease, to assign from time to time the whole of the net rent at any time payable hereunder to persons, firms, corporations, trusts or other entities designated by the County in a written notice to the Tenant, and in any such case the Tenant shall pay the net rent, subject to the terms of this lease, to the County's designee at the address mentioned in any such notice for the period covered by such assignment.

28. Exoneration from Liability. The County shall not be liable for any personal injury to the Tenant or to its officers, agents and employees, or to any other occupant of any part of the leased property, irrespective of how such injury or damage may be caused, whether from action of the elements or acts of negligence of the occupants of adjacent properties, or any other persons; provided that nothing contained herein shall relieve the County of the consequences of its own negligence.

29. Reimbursement of Expenses. The Tenant shall pay and indemnify the County against all legal costs and charges, including counsel fees lawfully and reasonably incurred, in obtaining possession of the leased premises after default of the Tenant or after the Tenant's default in surrendering possession upon the expiration or earlier termination of the term of the lease or enforcing any covenant of the Tenant herein contained. The Tenant further covenants that in case the County shall be made party to any litigation commenced against the Tenant, due to act or omission on the part of the Tenant alone, then the Tenant shall pay all expenses, costs, and reasonable attorney's fees incurred by or imposed on the County in connection with such litigation, and such expenses, costs, and attorney's fees shall be additional rent due on the last day after services of notice of such payment or payments, together with interest at a rate of 9% per annum from the date of payment, and shall be collected as any other rent specifically reserved herein. Provided that this claim shall not be applicable where the County shall be made a party by reason of any independent liability of the County caused by some act or omission on the part of the County or resulting from any act or omission on the part of both Tenant and County.

30. Smoke Free Facility. Tenant acknowledges that County buildings are smoke-free. Tenant shall ensure that employees, customers or invitees of the Tenant abide by the County's ordinances and Board of Health Rules which prohibit smoking.

31. Weapons Prohibited. Tenant acknowledges that a County ordinance has been approved by the Board of Commissioners that prohibits weapons in County facilities. Tenant will ensure that employees, customers or invitees of the Tenant abide by the County's ordinance that prohibits weapons in the facility.

32 Notice by Registered or Certified Mail. Any notice under this lease must be in writing and must be sent by registered or certified mail to the last address of the party to whom the notice is to be given, as designated by such party in writing. The County hereby designates its address as:

Orange County  
Attn: Director of Asset Management  
131 West Margaret Lane; Suite 301  
PO Box 8181  
Hillsborough, NC 27278

The Tenant hereby designates his address as:

Morinaga America Inc.  
Attn : Toshiaki Fukunaga  
18552 MacArthur Boulevard  
Suite 360  
Irvine, CA 92612-1211  
919-732-1155

33. Grammatical Usage. In construing this lease, feminine or neuter pronouns shall be substituted for those masculine in form and vice versa, and plural terms shall be substituted for singular and singular for plural in any place in which the context so requires.

34. Entire Agreement. This lease contains the entire agreement between the parties, and any executory agreement hereafter made shall be ineffective to change, modify, or discharge it in whole or in part, unless such executory agreement is in writing and signed by the party against whom enforcement of the change, modification or discharge is sought.

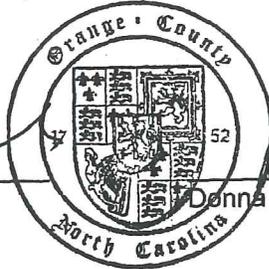
[Signature Page to Follow]

IN TESTIMONY WHEREOF, the parties have hereunto set their hands and seals the day and year first above written.

COUNTY:

BY:

Barry Jacobs, Chair



ATTEST:

Donna S. Baker, Clerk to the Board

TENANT:

Toshiaki Fukunaga  
Toshiaki Fukunaga  
Morinaga America Foods, Inc.

WITNESS:

Jeffery E. Turner

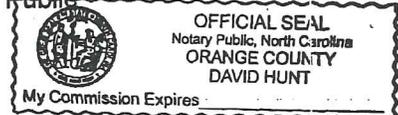
STATE OF NORTH CAROLINA  
ORANGE COUNTY

I, David Hunt, a Notary Public for said County and State, do hereby certify that Donna S. Baker personally appeared before me this date and acknowledged that she is the Clerk to the Board of Commissioners of Orange County, and that by authority duly given and as the act of Orange County, the foregoing instrument was signed in its name by Barry Jacobs, Chair, sealed with its official seal, and attested by herself as its Clerk.

Witness my hand and official seal, this the 27<sup>th</sup> day of June, 2014

David Hunt  
Notary Public

My Commission expires: June 7, 2019



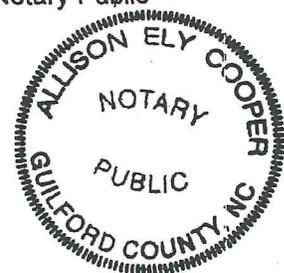
STATE OF NORTH CAROLINA  
COUNTY OF ORANGE

I, Allison Cooper, a Notary Public, do hereby certify that Toshiaki Fukunaga, personally appeared before me this day and acknowledged the due execution of the foregoing Lease Agreement.

WITNESS my hand and official seal this the 30 day of April, 2014.

Allison Ely Cooper  
Notary Public

My commission expires: may 8, 2018





**NORTH CAROLINA****LEASE AMENDMENT****ORANGE COUNTY**

**THIS LEASE AMENDMENT** is made and entered into this 19<sup>th</sup> day of May, 2015 by and between **ORANGE COUNTY** (hereinafter referred to as “**County**”) and **MORINAGA AMERICA FOODS, INC.** (hereinafter referred to as “**Tenant**”).

**WITNESSETH:**

THAT WHEREAS, the County and Tenant entered into a Lease Agreement dated June 1st, 2014, for premises designated as Suite “Morinaga Phase 1” , (hereinafter the “Original Lease”) attached to this Lease Amendment; and

WHEREAS, the County and Tenant entered into a Lease Amendment dated October 6<sup>th</sup>, 2014 for the expanded “Morinaga Future Phase” space need, (hereinafter the “First Amendment”) attached to this Lease Amendment; and

WHEREAS, the County and Tenant desire to amend the Original Lease according to paragraph 3(a) of the Original Lease, while keeping in effect all terms and conditions of the Original Lease and First Amendment not inconsistent with the term and conditions set forth below.

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

1. The term of the Lease will expire on July 31, 2015.
2. The total monthly rent due on June 1 is \$1,533.00; the total monthly rent due on July 1 is \$1,533.00. The Tenant has the right to terminate early and pay only the prorated amount of the monthly rent. The Tenant shall give the County written notice no later than one week in advance of the desired early termination date should the Tenant elect to terminate early.
3. Except for the changes made herein, the Original Lease and First Amendment shall remain in full force and effect to the extent it is not inconsistent with this Amendment. In the event that there is a conflict between the Original Agreement and this Amendment, this Amendment shall control.

[SIGNATURE PAGE FOLLOWS]

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

**ORANGE COUNTY**

**Morinaga America Foods, Inc.**

\_\_\_\_\_  
Earl McKee, Chair

\_\_\_\_\_  
Toshiaki Fukunaga, President

Approved as to technical content:

\_\_\_\_\_  
Jeffrey E. Thompson, Department Director

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

\_\_\_\_\_  
Office of the Chief Financial Officer

Approved as to form and legal sufficiency:

\_\_\_\_\_  
Office of the County Attorney

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** May 19, 2015

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

**SUBJECT:** Impact Fee Reimbursement Request from Habitat for Humanity

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**DEPARTMENT:** Housing, Human Rights &  
Community Development

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

No
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**ATTACHMENT(S):**

Letter of Request from Habitat for Humanity

**INFORMATION CONTACT:**

Audrey Spencer-Horsley, Director,  
(919) 245-2490

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**PURPOSE:** To consider the reimbursement of impact fees as requested by Habitat for Humanity in the amount of \$97,007 for nine (9) homes recently constructed in the County for low income persons.

**BACKGROUND:** On November 1, 1995 the BOCC approved a policy for impact fee reimbursement to local non-profit organizations that met the established eligibility criteria. This policy was last revised on March 4, 1998.

The policy requires the following:

- Housing for first-time homebuyers with incomes at or below 80% of the HUD published area median income (AMI) for the Raleigh-Durham-Chapel Hill, NC Metropolitan Statistical Area (MSA);
- Affordable Housing is defined as owner-occupied housing which can be purchased for no more than 2.5 times annual family income; and
- The organization requesting impact fee reimbursement must certify in writing that the owner-occupied housing will remain affordable to the anticipated beneficiary or beneficiaries for a period of a minimum of twenty (20) years or at least as long as required by applicable HUD policy.

The County received a reimbursement request for \$97,007 from Habitat for Humanity for the construction of nine (9) single-family, owner-occupied homes: seven (7) in Phoenix Place, one (1) in Rusch Hollow and one (1) in the Fairview community.

The reimbursement request has been reviewed and is eligible for reimbursement in accordance with the above-stated criteria. Specifically, Habitat has provided evidence that the impact fees

for the referenced properties have been paid and the homes were purchased and are occupied by qualifying low-income families.

#### INCOME ELIGIBILITY

Family #	Annual Income	Family Size	% of AMI *
1	\$31,170	4	<50%
2	\$25,334	4	<50%
3	\$20,151	3	<50%
4	\$37,748	6	<50%
5	\$44,879	4	<80%
6	\$28,464	7	<50%
7	\$28,080	3	<50%
8	\$40,479	7	<50%
9	\$34,111	2	<80%

\*Based on the 2014 HUD Area Median Income for Orange County (Durham-Chapel Hill Metro Area)

In addition to the above, there is a recorded Declaration of Restrictive Covenants stating that the homes constructed by Habitat will remain affordable for a 99-year period.

**FINANCIAL IMPACT:** During the County's budget formulation, local non-profit affordable housing providers have submitted estimates of the anticipated need for impact fee reimbursements. The County has budgeted money for reimbursements based on these estimates. This reimbursement process enables non-profits to pay impact fees without passing the costs on to the prospective low income renters or homebuyers. Agencies benefiting from such reimbursements include Habitat for Humanity, Community Home Trust and The Arc of Orange.

The current balance in the FY2014-2015 Impact Fee Reimbursement budget is \$167,284. An expenditure of \$97,007 would leave a balance of \$70,277.

**RECOMMENDATION(S):** The Manager recommends that the Board approve the reimbursement of impact fees for Habitat for Humanity in the amount of \$97,007.



88 Vilcom Center Drive, Suite L110  
Chapel Hill, NC 27514  
P (919) 932-7077, F (919) 932-7079  
www.orangehabitat.org  
info@orangehabitat.org

March 20, 2015

Ms. Audrey Spencer-Horsley  
Orange County Housing, Human Rights,  
and Community Development  
P.O. Box 8181  
Hillsborough, NC 27278

Dear Ms. Spencer-Horsley:

This letter is to request reimbursement for impact fees for nine new affordable homes constructed and sold by Habitat for Humanity of Orange County in the Phoenix Place and Rusch Hollow subdivisions in Chapel Hill and in the Fairview community in Hillsborough in 2014. The total amount requested is \$97,007. All of the homes have closed and recorded Agreements and Deeds of Trust should have been sent to your department.

The impact fees of \$11,423 per home for eight homes were paid to the Town of Chapel Hill. The receipts for payment are attached. An impact fee of \$5,623 for one home in Hillsborough was paid to Orange County, and the receipt is also attached.

The names, addresses, and demographic and income information for the buyers is attached as well as the actual average cost of construction for the homes.

Please let me know if there is any other information you need. I look forward to hearing from you.

Sincerely,



Susan Levy  
Executive Director

MISCELLANEOUS PAYMENT RECPT#: 490069  
TOWN OF CHAPEL HILL  
405 MARTIN LUTHER KING JR BLVD  
CHAPEL HILL NC 27514

DATE: 09/26/13 TIME: 16:24  
CLERK: kwilliams DEPT:  
CUSTOMER#: 1850  
HABITAT FOR HUMANITY  
PARCEL:

House #  
267  
269  
266  
268

CHG: OCIF ORANGE CO EDUCA 45692.00  
-----  
REVENUE:  
1 10000 25175 11423.00  
COUNTY ED IMPACT FEE PAY  
REF1: 4789 REF2:  
2 10000 25175 11423.00  
COUNTY ED IMPACT FEE PAY  
REF1: 4787 REF2:  
3 10000 25175 11423.00  
COUNTY ED IMPACT FEE PAY  
REF1: 4888 REF2:  
4 10000 25175 11423.00  
COUNTY ED IMPACT FEE PAY  
REF1: 4788 REF2:  
CASH:  
01000 10003 45692.00  
CENTRAL DEPOSITORY C  
-----

AMOUNT PAID: 45692.00  
PAID BY: HABITAT FOR HUMANITY  
CHECKNT METH: 14118  
REFERENCE:  
AMT TENDERED: 45692.00  
AMT APPLIED: 45692.00  
CHANGE: .00

<u>House #</u>	<u>Permit #</u>	<u>address</u>
266	4888	107 Phoenix Dr.
267	4789	105 Phoenix Dr.
268	4788	103 Phoenix Dr.
269	4787	101 Phoenix Dr.

Habitat for Humanity of Orange County, NC  
Check/Payment Request

Vendor's Name: Town Of Chapel Hill

HOLD CHECK FOR DELIVERY - DO NOT MAIL

Building Permit #	Account Description	Acct Code	House#	Amount	Tax	Total
CH 05792	Permits/Fees	5520	265	\$120.00		\$120.00
CH 3748	Permits/Fees	5520	271	\$180.00		\$180.00
CH 05928	Permits/Fees	5520	274	\$180.00		\$180.00
CH 05929	Permits/Fees	5520	275	\$120.00		\$120.00
CH 05790	Permits/Fees	5520	273	\$60.00		\$60.00
	Permits/Fees	5520				\$0.00
	Permits/Fees	5520				\$0.00
CH 05792	Impact Fees	5560000	265	\$11,423.00		\$11,423.00
CH 05928	Impact Fees	5560000	274	\$11,423.00		\$11,423.00
CH 05929	Impact Fees	5560000	275	\$11,423.00		\$11,423.00
CH 05790	Impact Fees	5560000	273	\$11,423.00		\$11,423.00
	Impact Fees	5560000				\$0.00
	Impact Fees	5560000				\$0.00
	Impact Fees	5560000				\$0.00
						\$0.00
						\$0.00

5760  
\$500  
\$120  
Tom's C.C.

\$45,692

Total purchases \$46,352.00  
Total sales tax \$0.00  
Total Check Amount \$46,352.00

Requested by: Beth Vickers  
Reviewed/Posted by: [Signature]  
Printed By: [Signature]  
Approved by: [Signature]

Date: 8/22/2014  
Date: 8/25/14  
Date: 8/25/14  
Date: 8/22/14

PAYMENT SUMMARY RECEIPT

TOWN OF CHAPEL HILL  
405 MARTIN LUTHER KING JR BLVD  
CHAPEL HILL NC 27514

DATE: 08/29/14 CUSTOMER#: 000001850  
TIME: 11:24 HABITAT FOR HUMANITY  
CLERK: kwilliam

RECPT#: 509785 PREV BAL:  
TP/YR: MS/2015 AMT PAID: 780.00  
BILL: ADJSTMNT:  
EFF DT: 08/29/14 BAL DUE:  
MISCELLANEOUS PAYMENT

*Impact Fees*

RECPT#: 509786 PREV BAL:  
TP/YR: MS/2015 AMT PAID: 45692.00  
BILL: ADJSTMNT:  
EFF DT: 08/29/14 BAL DUE:  
MISCELLANEOUS PAYMENT

45692.00

-----TOTALS-----

PRINCIPAL PAID: 46472.00  
INTEREST PAID: .00  
ADJUSTMENTS: .00  
DISC TAKEN: .00  
  
AMT TENDERED: 46472.00  
AMT APPLIED: 46472.00  
CHANGE: .00

PAID BY: HABITAT FOR HUMANITY  
PAYMENT METH: MULTIPLE  
PAYMENT REF:

*CK # 15060 \$ 46,352.00*

*Credit Card \$ 120.00*

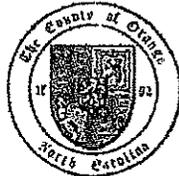
*House # 265 108 Phoenix  
273 100 cattail  
274 1720 Purefoy  
275 1730 Purefoy*

*\$11,423 ea x 4 = \$45,692.00*



# ORANGE COUNTY PLANNING and INSPECTIONS DEPARTMENT

131 West Margaret Lane  
 Hillsborough, North Carolina 27278  
 (919) 245-2600  
 (919) 644-3347 Fax  
 Craig N. Benedict, AICP, Director



## RECEIPT

*House #278  
 128 Hill St.  
 Hillsborough*

RECEIPT NUMBER: R14-000960  
 TO: HABITAT FOR HUMANITY, ORANGE COUNTY, INC  
 PERMIT #: CB14-00397 TYPE: Combo Building Permit  
 SITE ADDRESS: 128 HILL ST HIPL  
 PARCEL: 9865711106

TRANSACTION DATE: 03/31/2014 TOTAL PAYMENT: 6,177.74  
 TOTAL PAID FROM CURRENCY: 6,177.74

### TRANSACTION LIST:

Type	Method	Description	Amount
Payment	Check	14625	6,177.74
XXXX-XXXX-XXXX-			
TOTAL:			6,177.74

### ACCOUNT ITEM LIST:

FEE DESCRIPTION	ACCOUNT CODE	CALCULATED FEES
BUILDING PERMIT	10621003-422	185.22
ELECTRICAL PERMIT	10621003-422	122.01
HOR (COUNTY)	10621003-471	1.00
HOR (STATE)	10-240022	9.00
IMPACT FEES - OCS	40870101-489	5,623.00 *
MECHANICAL PERMIT	10621003-422	99.96
PLANS REVIEW FEE	10621003-422	25.87
PLUMBING PERMIT	10621003-422	85.26
SOLID WASTE PERMIT	50350005-422	26.42
Total:		6,177.74
Balance Due:		\$0.00

RECEIPT ISSUED BY: LPULLEY INITIALS: LP  
 ENTERED DATE: 03/31/2014 TIME: 12:03 PM

Please retain this receipt for your records.

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** May 19, 2015

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

**SUBJECT:** Schools Adequate Public Facilities Ordinance – Approval and Certification of 2015 Report

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**DEPARTMENT:** Planning & Inspections

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

NO

**ATTACHMENT(S):**

1. 2015 SAPFOTAC Annual Report
2. 11x17 Copies of Student Projection Charts

**INFORMATION CONTACT:**

Ashley Moncado, 919-245-2589  
Craig Benedict, 919-245-2592

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**PURPOSE:** To approve and certify the 2015 Schools Adequate Public Facilities Ordinance Technical Advisory Committee (SAPFOTAC) Report and certify portions of the Report.

**BACKGROUND:** At the December 1, 2014 Board of County Commissioners' meeting, the Board approved the November 14, 2014 actual membership and capacity numbers for both Orange County Schools (OCS) and Chapel Hill-Carrboro City Schools (CHCCS). Additional approvals/certifications, as outlined in the table below, are required by the SAPFO partners MOUs (Memorandum of Understanding).

At the March 17, 2015 BOCC meeting, the Board received for transmittal the draft 2015 SAPFOTAC Report. The draft report was also posted on the Orange County Planning Department's web site. A letter and the Executive Summary of the report were sent to all SAPFO partners on March 18, 2015 advising them of the availability of the draft Report and inviting comments. Comments were requested for submission by April 18, 2015.

Chapel Hill-Carrboro City Schools (CHCCS) administration presented the draft 2015 SAPFOTAC report to the CHCCS Board of Education at its April 9, 2015 meeting. The Chapel Hill Town Council and Hillsborough Board of Commissioners received the draft 2015 SAPFOTAC Report at their April 13, 2015 meetings. The Carrboro Board of Aldermen received the draft SAPFOTAC Report at its April 7, 2015 meeting. No comments were received from the SAPFO partners.

*New School Needs vs. Capacity Renovations*

Currently, SAPFO student projections illustrate when the adopted level of service capacities are forecasted to be met and/or exceeded in anticipation of Capital Investment Plan (CIP) planning and the construction of a new school. However, as is being identified by both school districts, a new trend is emerging to renovate and expand existing facilities to address school capacity needs in a more feasible way. As this trend continues, additional capacity resulting from school renovations and expansions will be added to the projection models in stages, once approved,

versus the addition of greater capacity when a new school is constructed and completed. This process will pose some challenges to SAPFO compared to the existing process which indicates in advance when a completely new school is needed. The renovation and expansion to existing facilities may delay construction of new schools further into the future. For example, in 2014 projections showed a need for CHCCS Middle School #5 in 2018-19. However, once the Culbreth Middle School addition of 104 seats was added into the 10-year student membership projections, the need for CHCCS Middle School #5 was pushed back to 2020-21. Decisions on the timing of reconstruction funding would be indirectly linked to the SAPFO model.

The exact pages of the 2015 SAPFOTAC report that the BOCC will be acknowledging and certifying are listed below. The context (i.e.: definitions and standards) of the various SAPFO elements precedes the data to be certified and is within the full Report.

Element	Page in SAPFOTAC Report	Certification to be made by BOCC
Building Capacity with CIP changes  (Change from previous year)	11 through 16	Building capacity and current year membership for OCS and CHCCS were approved at the December 1, 2014 meeting.
Student Membership Projection Methodology  (No Change from previous year)	19	Certification that the <b>average</b> of 5 models will be used, as noted in #3 on page 19
Student Membership Projections  (Change from previous year)	37 and 38	<ul style="list-style-type: none"> <li>• Orange County Elementary, Middle, and High Schools Student Projections (row that notes average only) (p. 37)</li> <li>• Chapel Hill/Carrboro Elementary, Middle, and High Schools Student Projections (row that notes average only) (p. 38)</li> </ul>
Student Membership Growth Rate  (Change from previous year)	39	<ul style="list-style-type: none"> <li>• Orange County Elementary, Middle, and High Schools</li> <li>• Chapel Hill/Carrboro Elementary, Middle, and High Schools</li> </ul>
Student/Housing Generation Rate  (Change from previous year)	42	<ul style="list-style-type: none"> <li>• Orange County Elementary, Middle, and High Schools</li> <li>• Chapel Hill/Carrboro Elementary, Middle, and High Schools</li> </ul>

- **Student/Housing Generation Rate**

At the January 2014 SAPFOTAC meeting, committee members discussed the increased number of students generated in both school districts from new development, particularly multifamily housing. This topic had also been discussed in previous years. The SAPFOTAC recommended further evaluation of the adopted Student Generation Rates and the impacts the number of bedrooms a particular housing type may have on student generation rates. As a result, Orange County entered into a contract with TischlerBise to study student generation

rates in newer housing (defined as units constructed in the most recent 10-year period) and also disaggregated by the number of bedrooms contained in each unit.

Previous numbers used for SAPFO and Certificate of Adequate Public Schools (CAPS) purposes were from the 2007 Impact Fee Study which developed student generation rates based on the entire housing stock in each school district since impact fees must be based on the entire housing stock. New rates from the 2014 Student Generation Rates for Orange County Schools and Chapel Hill-Carrboro School District Report are based on an analysis of recently built units from January 1, 2004 to December 31, 2013.

The SAPFOTAC reviewed and discussed the most recent student generation rate analysis included in the 2014 TischlerBise report. It is recommended the BOCC and other governing boards accept the new rates as reported in Attachment II.E.1 on page 44 of the report as the standard for the SAPFO and CAPS system. Once the report is adopted by the BOCC, these new rates will become the standard for the SAPFO and CAPS system.

**FINANCIAL IMPACT:** Based on 10-year student growth projections, CHCCS has projected capital facility construction needs as follows:

New Elementary #12	2023-2024
New Middle School #5	2023-2024

Based on 10-year student growth projections, OCS has projected capital facility construction needs as follows:

Expanded High School	2022-2023
----------------------	-----------

Section 7 of the Schools Adequate Public Facilities Memorandum of Understanding (MOU) states, "Orange County will use its best efforts to provide the funding to carry out the Capital Improvement Plan referenced in Section 1 above."

**RECOMMENDATION(S):** The Manager recommends the Board approve the 2015 SAPFOTAC Annual Report and certify those aspects of the Report detailed in the summary table above.

**ORANGE COUNTY, NC**  
**SCHOOLS ADEQUATE PUBLIC**  
**FACILITIES ORDINANCE**

**PREPARED BY A STAFF COMMITTEE: PLANNING DIRECTORS,  
SCHOOL REPRESENTATIVES, TECHNICAL ADVISORY COMMITTEE  
(SAPFOTAC)**

**(PURSUANT TO PROVISIONS OF A MEMORANDUM OF  
UNDERSTANDING ADOPTED IN 2002 & 2003)  
(ORDINANCES ADOPTED IN JULY 2003)**

**Annual Report**  
**2015**

**(BASED ON NOVEMBER 2014 DATA)**

**CERTIFIED BY THE BOCC ON MAY X, 2015**

## Table of Contents

<b>2015 SAPFOTAC Executive Summary .....</b>	<b>i</b>
<b>Introduction.....</b>	<b>iv</b>
<b>Schools Adequate Public Facilities Ordinance Partners .....</b>	<b>v</b>
<b>Planning Directors/School Representatives Technical Advisory Committee .....</b>	<b>vi</b>
<b>I. Base Memorandum of Understanding .....</b>	<b>1</b>
<b>A. Level of Service .....</b>	<b>1</b>
<b>B. Building Capacity and Membership .....</b>	<b>2</b>
Attachment I.B.1 Orange County School Capacity (Elementary, Middle, & High) (2013-14).....	5
Attachment I.B.2 Chapel Hill/Carrboro School Capacity (Elementary, Middle, & High) (2013-14).....	8
Attachment I.B.3 Orange County School Capacity (Elementary, Middle, & High) (2014-15).....	11
Attachment I.B.4 Chapel Hill/Carrboro School Capacity (Elementary, Middle, & High) (2014-15).....	14
<b>C. Membership Date.....</b>	<b>17</b>
<b>II. Annual Update to Schools Adequate Public Facilities Ordinance System.....</b>	<b>18</b>
<b>A. Capital Investment Plan (CIP) .....</b>	<b>18</b>
<b>B. Student Membership Projection Methodology .....</b>	<b>19</b>
Attachment II.B.I Student Membership Projection Descriptions .....	21
Attachment II.B.2 – Student Membership Projection Models Performance Analysis (2013-14).....	22
Attachment II.B.3 – Student Membership Projection Models Performance Analysis (2014-15).....	26
<b>C. Student Membership Projections .....</b>	<b>30</b>
Attachment II.C.1 – Orange County Student Projections (Elementary, Middle, & High) (2013-14).....	35
Attachment II.C.2 – Chapel Hill/Carrboro Student Projections (Elementary, Middle, & High) (2013-14).....	36
Attachment II.C.3 – Orange County Student Projections (Elementary, Middle, & High) (2014-15).....	37
Attachment II.C.4 – Chapel Hill/Carrboro Student Projections (Elementary, Middle, & High) (2014-15).....	38
<b>D. Student Membership Growth Rate .....</b>	<b>39</b>
Attachment II.D.1 – Orange County and Chapel Hill/Carrboro Student Growth Rates (Chart dates from 2014-2024 based on 11/15/13 membership numbers) (2013-14).....	40
Attachment II.D.2 – Orange County and Chapel Hill/Carrboro Student Growth Rates (Chart dates from 2015-2025 based on 11/15/14 membership numbers) (2014-15).....	41
<b>E. Student / Housing Generation Rate .....</b>	<b>42</b>
Attachment II.E.1 – Current Student Generation Rates (2015) .....	44
<b>III.Flowchart of Schools Adequate Public Facilities Ordinance Process .....</b>	<b>45</b>
<b>A. Capital Investment Plan (CIP) (Process 1).....</b>	<b>45</b>
Attachment III.A.1 – Process 1 Capital Improvement Plan .....	46
<b>B. Schools Adequate Public Facilities Ordinance Certificate of Adequate Public Schools (CAPS) Update (Process 2) .....</b>	<b>47</b>
Attachment III.B.1 – Process 2 Certificate of Adequate Public Schools (CAPS) Allocation.....	48

## 2015 SAPFOTAC Executive Summary

### I. Base Memorandum of Understanding

#### A. Level of Service .....(No Change).....Pg. 1

	<i>Chapel Hill/Carrboro School District</i>	<i>Orange County School District</i>
<i>Elementary</i>	105%	105%
<i>Middle</i>	107%	107%
<i>High</i>	110%	110%

#### B. Building Capacity and Membership .....(Change).....Pg. 2

	<i>Chapel Hill/Carrboro School District</i>			<i>Orange County School District</i>		
	Capacity	Membership	Increase from Prior Year	Capacity	Membership	Increase from Prior Year
<i>Elementary</i>	5829	5541	(13)	3694	3259	(174)
<i>Middle</i>	2944	2861	3	2166	1762	15
<i>High</i>	3875	3730	(34)	2439	2502	81

#### C. Membership Date – November 15.....(No Change).....Pg.17

### II. Annual Update to SAPFO System

#### A. Capital Investment Plan (CIP) .....(No Change).....Pg. 18

#### B. Student Membership Projection Methodology .....(No Change).....Pg. 19 *The average of 3, 5, and 10 year history/cohort survival, linear and arithmetic projection models.*

#### C. Student Membership Projections .....(Change).....Pg. 30

#### Analysis of 5 Years of Projections for 2014-15 School Year – Chapel Hill/Carrboro City Schools

(The first column for each year includes the student membership projection made for 2014-2015 in that given year. The second column for each year includes the number of students the projection was off compared to actual membership. An “L” indicates the projection was low compared to the actual, whereas an “H” indicates the projection was high compared to the actual.)

Year Projection Made for 2014-15 Membership											
	Actual 2014 Membership	2009-2010		2010-2011		2011-2012		2012-2013		2013-2014	
<b>Elementary</b>	5541	5772	H231	5672	H131	5784	H243	5676	H135	5635	H94
<b>Middle</b>	2861	3006	H145	2894	H33	2930	H69	2934	H73	2925	H64
<b>High</b>	3730	3867	H137	3846	H116	3863	H133	3866	H136	3805	H75

### Analysis of 5 Years of Projections for 2014-15 School Year – Orange County Schools

(The first column for each year includes the student membership projection made for 2014-2015 in that given year. The second column for each year includes the number of students the projection was off compared to actual membership. An “L” indicates the projection was low compared to the actual, whereas an “H” indicates the projection was high compared to the actual.)

		Year Projection Made for 2014-15 Membership									
	Actual 2014 Membership	2009-2010		2010-2011		2011-2012		2012-2013		2013-2014	
<b>Elementary</b>	3259	3408	H149	3519	H260	3546	H287	3479	H220	3472	H213
<b>Middle</b>	1762	1827	H65	1842	H80	1815	H53	1772	H10	1789	H27
<b>High</b>	2502	2400	L102	2349	L153	2347	L155	2366	L136	2406	L96

#### D. Student Growth Rate .....(Change).....Pg. 39

Projected Average Annual Growth Rate over Next 10 Years										
	<i>Chapel Hill/Carrboro School District</i>					<i>Orange County School District</i>				
Year Projection Made:	2010-11	2011-12	2012-13	2013-14	2014-15	2010-11	2011-12	2012-13	2013-14	2014-15
<b>Elementary</b>	1.44%	1.59%	1.18%	1.44%	1.11%	1.57%	1.6%	1.31%	1.30%	0.55%
<b>Middle</b>	1.67%	1.94%	1.59%	1.58%	1.15%	1.84%	2.01%	1.64%	1.42%	0.09%
<b>High</b>	1.57%	1.73%	1.60%	1.27%	1.22%	1.59%	1.61%	1.43%	1.35%	0.39%

#### E. Student / Housing Generation Rate .....(Change).....Pg. 42

## SCHOOL ADEQUATE PUBLIC FACILITIES ORDINANCE STATUS

(based on future year Student Membership Projections)

### CHAPEL HILL/CARRBORO SCHOOL DISTRICT

#### Elementary School Level

- A. Does not currently exceed 105% LOS standard (current LOS is 95.1%).
- B. The projected growth rate at this level is expected to decrease over the next 10 years, but remain positive (average ~1.1% per year compared to 1.7% over the past 10 years).
- C. Chapel Hill/Carrboro Elementary School #12 will be needed in 2023-24. This is three years later than last year’s projections.

#### Middle School Level

- A. Does not currently exceed 107% LOS standard (current LOS is 97.2%).
- B. The projected growth rate at this level is expected to increase at a greater rate over the next 10 years than it has in the previous 10 years (average ~1.2% compared to an average of 0.91% over the past 10 years).
- C. Capacity has increased by 104 students due to the opening of the Culbreth Middle School addition. Projections show that Chapel Hill/Carrboro Middle School #5 is projected to be needed in 2023-24. This is three years later than last year’s projections

**High School Level**

- A. Does not currently exceed the 110% LOS standard (current LOS is 96.3%).
- B. The projected growth rate at this level is expected to decrease, but remain positive over the next 10 years (average ~1.22% compared to 1.24% over the past 10 years).
- C. Projections are not showing a need for an expansion of Carrboro High School from the initial capacity of 800 students to the ultimate capacity of 1,200 students in the 10 year projection period. This is different than last year's projections which showed a need in 2023-24.

**ORANGE COUNTY SCHOOL DISTRICT****Elementary School Level**

- A. Does not currently exceed 105% LOS standard (current LOS is 88.2%).
- B. The projected growth rate at this level is expected decrease, but remain positive over the next 10 years (average ~0.55% compared to 1.5% over the past 10 years).
- C. Projections are not showing a need for an additional Elementary School in the 10 year projection period. This is different than last year's projections which showed a need in 2023-24.

**Middle School Level**

- A. Does not currently exceed 107% LOS standard (current LOS is 81.3%).
- B. The projected growth rate at this level is expected to decrease, but remain positive over the next 10 years (average ~0.09% compared to 0.48% over the past 10 years).
- C. Similar to last year, projections are not showing a need for an additional Middle School in the 10 year projection period.

**High School Level**

- A. Does not currently exceed 110% LOS standard (current LOS is 102.6%).
- B. The projected growth rate at this level is expected to decrease, but remain positive over the next 10 years (average ~0.39% compared to 2.6% over the past 10 years).
- C. Expansion of Cedar Ridge High School from the initial capacity of 1,000 students to 1,500 students is projected to be needed in 2022-23. This is the same as last year's projections.

**Changes in CAPS (Certificate of Adequate Public Schools) System**

As a result of a North Carolina Supreme Court ruling in August 2012, the local governments that are party to the SAPFO considered modification of their development regulations as they pertain to CAPS in 2013. However, at this time the local governments have not pursued revisions to existing standards contained within the CAPS system or SAPFO MOUs.

## **Orange County, NC School Adequate Public Facilities Ordinance**

### **Introduction**

The Schools Adequate Public Facilities Ordinance and its Memorandum of Understanding are ordinances and agreements, respectively. Supporting documents are anticipated to be dynamic to incorporate the annual changing conditions of membership, capacity and student projections that may affect School Capital Investment Plan (CIP) timing. This formal annual report will be forthcoming to all of the Schools Adequate Public Facilities Ordinance partners each year as new information is available.

This updated information is used in the schools capital needs process of the Capital Investment Plan (Process 1) and within elements of the Schools Adequate Public Facilities Ordinance Certificate of Adequate Public Schools (CAPS) spreadsheet system (Process 2).

This report and any comments from the Schools Adequate Public Facilities Ordinance partners will be considered in the first half of each year by the Board of County Commissioners at a regular or special meeting. The various elements of the report are then “certified” and formally considered in the process of the upcoming Capital Investment Plan. The Certificate of Adequate Public Schools system is updated after November 15 when data is received from the school districts with actual membership and pre-certified capacity (i.e. CIP capacity or prior “joint action” capacity changes).

The Schools Adequate Public Facilities Ordinance and Memorandum of Understanding have dynamic aspects. The derivation of the baseline and update to the variables will continue in the future as a variety of school related issues are fine-tuned by technical and policy groups.

The primary facet of this report includes the creation of mathematical projections for student memberships by school levels (Elementary, Middle and High) and by School Districts (Chapel Hill/Carrboro and Orange County). This information is found in Section II, Subsections B, C, D, and E.

In summary, this report serves as an update to the dynamic conditions of student membership and school capacity which affect future projected needs considered in Capital Investment Planning.

Interested parties may make their comments known to the Board of County Commissioners prior to their review of the report and school CIP completion or ask questions of the SAPFOTAC members.

**Schools Adequate Public Facilities Ordinance Partners**

**ANNUAL REPORT AS OUTLINED IN  
Schools Adequate Public Facilities Ordinance Memorandum  
of Understanding (Schools APFO MOU)  
SECTION 1d**

**RESPECTFULLY SUBMITTED  
TO SCHOOLS ADEQUATE PUBLIC FACILITIES  
ORDINANCE PARTNERS**

<b>Chapel Hill/Carrboro School District School APFO</b>	<b>Orange County School District School APFO</b>
Board of County Commissioners	Board of County Commissioners
Carrboro Board of Aldermen	Hillsborough Town Council
Chapel Hill Town Council	
Chapel Hill/Carrboro School Board	Orange County School Board

**Planning Directors/School Representatives**  
**Technical Advisory Committee**  
**(aka SAPFOTAC)**

**Town of Carrboro**  
**Trish McGuire, Planning Director**  
**301 West Main Street**  
**Carrboro, NC 27510**

**Town of Chapel Hill**  
**Mary Jane Nirdlinger, Planning and Sustainability Executive Director**  
**405 Martin Luther King, Jr. Blvd.**  
**Chapel Hill, North Carolina 27514**

**Town of Hillsborough**  
**Margaret Hauth, Planning Director**  
**P.O. Box 429**  
**Hillsborough, NC 27278**

**Orange County Planning Department**  
**Craig Benedict, Planning Director and**  
**Ashley Moncado, Special Projects Planner and**  
**Paul Laughton, Deputy Director of Finance and Administrative Services**  
**131 W. Margaret Lane**  
**P.O. Box 8181**  
**Hillsborough, NC 27278**

**Orange County School District**  
**Del Burns, Superintendent**  
**200 E. King Street**  
**Hillsborough, NC 27278**

**Chapel Hill-Carrboro School District**  
**Todd LoFrese, Assistant Superintendent for Support Services and**  
**Catherine Mau, Coordinator of Student Enrollment**  
**750 Merritt Mill Road**  
**Chapel Hill, NC 2751**

## I. Base Memorandum of Understanding

### A. Level of Service

1. **Responsible Entity for Suggesting Change** – Change can only be effectuated by amendment to Memorandum of Understanding (MOU) by all School APFO partners.
2. **Definition** – Level of Service (LOS) means the amount (level) of students that can be accommodated (serviced) at a certain school system grade group [i.e., Elementary level (K-5), Middle Level (6-8), High School Level (9-12)].

3. **Standard for:**

**Standard for:**

**Chapel Hill/Carrboro School District**

**Orange County School District**

<b>Elementary</b>	<b>Middle</b>	<b>High School</b>	<b>Elementary</b>	<b>Middle</b>	<b>High School</b>
<b>105%</b>	<b>107%</b>	<b>110%</b>	<b>105%</b>	<b>107%</b>	<b>110%</b>

4. **Analysis of Existing Conditions:**

**Analysis of Existing Conditions:**

**Chapel Hill/Carrboro School District**

**Orange County School District**

These standards are acceptable at this time.

These standards are acceptable at this time.

5. **Recommendation:**

**Recommendation:**

**Chapel Hill/Carrboro School District**

**Orange County School District**

No change from above standard.

No change from above standard.

## B. Building Capacity and Membership

1. **Responsible Entity for Suggesting Change** – The Planning Directors, School Representatives, and Technical Advisory Committee (SAPFOTAC) will receive requested changes that are CIP related and adopted in the prior year. CIP capacity changes will be updated along with actual membership received in November of each year. Other changes will be sent to a ‘Joint Action Committee’ of the BOCC and Board of Education, as noted in the MOU, who will make recommendations and forward changes (on the specific forms with justification) to the full Board of County Commissioners for review and action. These non-CIP changes would be updated in the upcoming November CAPS system recalibration and included in the SAPFOTAC report.
2. **Definition** – “For purposes of this Memorandum, "building capacity" will be determined by reference to State guidelines and the School District guidelines (consistent with CIP School Construction Guidelines/policies developed by the School District and the Board of County Commissioners) and will be determined by a joint action of the School Board and the Orange County Board of Commissioners. As used herein the term "building capacity" refers to permanent buildings. Mobile classrooms and other temporary student accommodating classroom spaces are not permanent buildings and may not be counted in determining the school districts building capacity.”

### 3. **Standard for:**

#### **Chapel Hill/Carrboro School District**

The original certified capacity for each of the schools was certified by the respective superintendent and incorporated in the initialization of the CAPS system (Chapel Hill Carrboro School District April 29, 2002 - Base) Capacity changes were made each year as follows:

**2003:** Increase of 619 at Rashkis Elementary.

**2004:** No changes at Elementary, Middle, or High School levels.

**2005:** No changes at Elementary, Middle, or High

### **Standard for:**

#### **Orange County School District**

The original certified capacity for each of the schools was certified by the respective superintendent and incorporated in the initialization of the CAPS system (Orange County School District April 30, 2002 - Base) Capacity changes were made each year as follows:

**2003:** No net increase in capacity at Elementary level. No changes at Middle School level. Increase of 1,000 at Cedar Ridge High School.

**2004:** No net increase in capacity at Elementary

*Section I*

School levels.

**2006:** No changes at Elementary, Middle, or High School levels.

**2007:** An increase of 800 at the High School level with the opening of Carrboro High School.

**2008:** An increase of 323 at the Elementary School level due to the opening of Morris Grove Elementary School and the implementation of the 1:21 class size ratio in grades K-3

**2009:** No changes at Elementary, Middle, or High School levels.

**2010:** An increase in capacity of 40 students at the High School level with Phoenix Academy High School becoming official high school within the district

**2011:** No changes at Elementary, Middle, or High School levels.

**2012:** No changes at Elementary, Middle, or High School levels.

**2013:** An increase in capacity of 585 students due to the opening of Northside Elementary School.

**2014:** An increase in capacity of 104 students due to the opening of the Culbreth Middle School addition.

level. No changes at Middle or High School levels.

**2005:** An increase in capacity of 100 at Hillsborough Elementary with the completion of renovations.

**2006:** An increase in capacity of 700 at the Middle School level with the completion of Gravelly Hill Middle School and an increase of 15 at the High School level with the temporary location of Partnership Academy Alternative School. An increase of 2 at the Elementary level due to a change in the capacity calculation for each grade at each school.

**2007:** No changes at Elementary, Middle, or High School levels.

**2008:** A decrease of 228 at the Elementary School level due to the implementation of the 1:21 class size ratio in grades K-3 and an increase of 25 at the High School level with the completion of the new Partnership Academy Alternative School.

**2009:** No changes at Elementary, Middle, or High School levels.

**2010:** No changes at Elementary, Middle, or High School levels.

**2011:** No changes at Elementary, Middle, or High School levels.

**2012:** No changes at Elementary or Middle School levels. A decrease of 119 at High School level as a result of a N.C. Department of Public Instruction (DPI) study.

**2013:** No changes at Elementary, Middle, or High

**4. Analysis of Existing Conditions:****Chapel Hill/Carrboro School District**

The Schools Facilities Task Force developed a system to calculate capacity. Any changes year to year will be monitored, reviewed, and recorded by the SAPFOTAC on approved forms distributed to SAPFO partners and certified upon approval by the Board of County Commissioners each year. The requested 2014-15 capacity is noted on Attachment I.B.4

**5. Recommendation:****Chapel Hill/Carrboro School District**

Accept school capacities at all levels, as reported by CHCCS and shown in Attachment I.B.4.

School levels.

**2014:** No changes at Elementary, Middle, or High School levels.

**Analysis of Existing Conditions:****Orange County School District**

The Schools Facilities Task Force developed a system to calculate capacity. Any changes year to year will be monitored, reviewed, and recorded by the SAPFOTAC on approved forms distributed to SAPFO partners and certified upon approval by the Board of County Commissioners each year. The requested 2014-15 capacity is noted on Attachment I.B.3

**Recommendation:****Orange County School District**

Accept school capacities at all levels, as reported by OCS and shown in Attachment I.B.3.

**Attachment I.B.1 Orange County School Capacity (Elementary, Middle, & High)  
(2013-14)  
Page 1 of 3**

**School APFO Capacity, Membership and Change Request Form**

<b>School District:</b> Orange County Schools
<b>SAPFO CAPS Year:</b> November 15, 2013 - November 14, 2014
<b>Capacity and Membership Submittal Date:</b> November 15, 2013

Elementary School	Square Feet	2009-2010 Requested Capacity	2010-2011 Requested Capacity	2011-2012 Requested Capacity	2012-2013 Requested Capacity	2013-2014 Requested Capacity	Justification Footnote #	Membership
Cameron Park	70,812	565	565	565	565	565		658
Central	52,492	455	455	455	455	455		354
Efland Cheeks	64,316	497	497	497	497	497		459
Grady Brown	74,016	544	544	544	544	544		456
Hillsborough	51,106	471	471	471	471	471		453
New Hope	100,164	586	586	586	586	586		636
Pathways	85,282	576	576	576	576	576		417
<b>Total</b>	<b>498,188</b>	<b>3,694</b>	<b>3,694</b>	<b>3,694</b>	<b>3,694</b>	<b>3,694</b>		<b>3,433</b>

**Special Note(s):** 1. For the November 15, 2002 base year the board accepted the superintendent-certified capacities as part of the School Facilities Task Force review and 2003 Planners and School Representative Technical Advisory Committee Report. These capacities will remain effective until changed by (1) the School CIP or (2) an amended version of this form that is certified by the BOCC.

**Justification:**

**Capacity Certification:**

*[Signature]* 11/20/13  
 Superintendent Date

*[Signature]* 12-3-13  
 BOCC Chair Date

**Membership Certification:**

*[Signature]* 11/20/13  
 Superintendent Date

*[Signature]* 12-3-13  
 BOCC Chair Date

**School APFO Capacity, Membership and Change Request Form**

**School District:** Orange County Schools  
**SAPFO CAPS Year:** November 15, 2013 - November 14, 2014  
**Capacity and Membership Submittal Date:** November 15, 2013

Middle School	Square Feet	2009-2010 Requested Capacity	2010-2011 Requested Capacity	2011-2012 Requested Capacity	2012-2013 Requested Capacity	2013-2014 Requested Capacity	Justification Footnote #	Membership
A.L. Stanback	136,000	740	740	740	740	740		632
C.W. Stanford	107,620	726	726	726	726	726		639
Gravelly Hill	123,000	700	700	700	700	700		476
<b>Total</b>	<b>366,620</b>	<b>2,166</b>	<b>2,166</b>	<b>2,166</b>	<b>2,166</b>	<b>2,166</b>		<b>1,747</b>

**Special Note(s):** 1. For the November 15, 2002 base year the board accepted the superintendent-certified capacities as part of the School Facilities Task Force review and 2003 Planners and School Representative Technical Advisory Committee Report. These capacities will remain effective until changed by (1) the School CIP or (2) an amended version of this form that is certified by the BOCC.

**Justification:**

**Capacity Certification:**

 11/20/13  
 Superintendent Date

 12-3-13  
 BOCC Chair Date

**Membership Certification:**

 11/20/13  
 Superintendent Date

 12-3-13  
 BOCC Chair Date

**School APFO Capacity, Membership and Change Request Form**

**School District:** Orange County Schools  
**SAPFO CAPS Year:** November 15, 2013 - November 14, 2014  
**Capacity and Membership Submittal Date:** November 15, 2013

High School	Square Feet	2009-2010 Requested Capacity	2010-2011 Requested Capacity	2011-2012 Requested Capacity	2012-2013 Requested Capacity	2013-2014 Requested Capacity	Justification Footnote #	Membership
Orange	213,509	1,518	1,518	1,518	1,399	1,399		1,270
Cedar Ridge	206,900	1,000	1,000	1,000	1,000	1,000		1,130
Partnership	6,600	40	40	40	40	40		21
<b>Total</b>	<b>427,009</b>	<b>2,558</b>	<b>2,558</b>	<b>2,558</b>	<b>2,439</b>	<b>2,439</b>		<b>2,421</b>

**Special Note(s):** 1. For the November 15, 2002 base year the board accepted the superintendent-certified capacities as part of the School Facilities Task Force review and 2003 Planners and School Representative Technical Advisory Committee Report. These capacities will remain effective until changed by (1) the School CIP or (2) an amended version of this form that is certified by the BOCC. 2. The 2012-2013 capacity numbers for Orange High School (1,399) is based on a capacity analysis and facilities study completed by the Department of Public Instruction in August 2012.

**Justification:**

**Capacity Certification:**

*[Signature]* 11/20/13  
 Superintendent Date

*[Signature]* 12-3-13  
 BOCC Chair Date

**Membership Certification:**

*[Signature]* 11/20/13  
 Superintendent Date

*[Signature]* 12-3-13  
 BOCC Chair Date

**Attachment I.B.2 Chapel Hill/Carrboro School Capacity (Elementary, Middle, & High)  
(2013-14)  
Page 1 of 3**

**School APFO Capacity, Membership and Change Request Form**

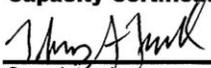
<b>School District:</b> Chapel Hill-Carrboro City Schools
<b>SAPFO CAPS Year:</b> November 15, 2013 - November 14, 2014
<b>Capacity and Membership Submittal Date:</b> November 15, 2013

Elementary School	Square Feet	2009-2010 Requested Capacity	2010-2011 Requested Capacity	2011-2012 Requested Capacity	2012-2013 Requested Capacity	2013-2014 Requested Capacity	Justification Footnote #	Membership (referenced school year)
Carrboro	60,832	533	533	533	533	533		461
Ephesus	66,952	448	448	448	448	448		436
Estes Hills	56,299	527	527	527	527	527		500
Glenwood	50,764	423	423	423	423	423		522
FP Graham	66,689	538	538	538	538	538		484
McDougle	98,000	564	564	564	564	564		497
Rashkis	95,729	585	585	585	585	585		522
Scroggs	90,980	575	575	575	575	575		552
Seawell	52,896	466	466	466	466	466		539
Morris Grove	90,221	585	585	585	585	585		548
Northside	99,500	0	0	0	0	585		493
<b>Total</b>	<b>828,862</b>	<b>5,244</b>	<b>5,244</b>	<b>5,244</b>	<b>5,244</b>	<b>5,829</b>		<b>5,554</b>

**Special Note(s):** 1. For the November 15, 2002 base year the board accepted the superintendent-certified capacities as part of the School Facilities Task Force review and 2003 Planners and School Representative Technical Advisory Committee Report. These capacities will remain effective until changed by (1) the School CIP or (2) an amended version of this form that is certified by the BOCC.

**Justification:**

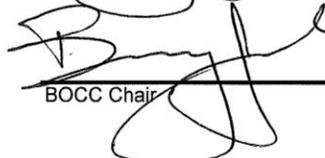
**Capacity Certification:**

 11/21/13  
 Superintendent Date

 12-3-13  
 BOCC Chair Date

**Membership Certification:**

 11/21/13  
 Superintendent Date

 12-3-13  
 BOCC Chair Date

**School APFO Capacity, Membership and Change Request Form**

**School District:** Chapel Hill-Carrboro City Schools  
**SAPFO CAPS Year:** November 15, 2013 - November 14, 2014  
**Capacity and Membership Submittal Date:** November 15, 2013

Middle School	Square Feet	2009-2010 Requested Capacity	2010-2011 Requested Capacity	2011-2012 Requested Capacity	2012-2013 Requested Capacity	2013-2014 Requested Capacity	Justification Footnote #	Membership (referenced school year)
Culbreth	108,058	670	670	670	670	670		699
McDougle	136,221	732	732	732	732	732		705
Phillips	109,498	706	706	706	706	706		658
Smith	128,764	732	732	732	732	732		796
<b>Total</b>	<b>482,541</b>	<b>2,840</b>	<b>2,840</b>	<b>2,840</b>	<b>2,840</b>	<b>2,840</b>		<b>2,858</b>

**Special Note(s):** 1. For the November 15, 2002 base year the board accepted the superintendent-certified capacities as part of the School Facilities Task Force review and 2003 Planners and School Representative Technical Advisory Committee Report. These capacities will remain effective until changed by (1) the School CIP or (2) an amended version of this form that is certified by the BOCC.

**Justification:**

**Capacity Certification:**

  
 Superintendent Date

**Membership Certification:**

  
 Superintendent Date

  
 BOCC Chair Date 12-3-13

  
 BOCC Chair Date 12-3-13

**School APFO Capacity, Membership and Change Request Form**

**School District:** Chapel Hill-Carrboro City Schools  
**SAPFO CAPS Year:** November 15, 2013 - November 14, 2014  
**Capacity and Membership Submittal Date:** November 15, 2013

High School	Square Feet	2009-2010 Requested Capacity	2010-2011 Requested Capacity	2011-2012 Requested Capacity	2012-2013 Requested Capacity	2013-2014 Requested Capacity	Justification Footnote #	Membership (referenced school year)
Chapel Hill	241,111	1,520	1,520	1,520	1,520	1,520		1,423
East Chapel Hill	259,869	1,515	1,515	1,515	1,515	1,515		1,413
Carrboro	148,023	800	800	800	800	800		898
Phoenix Acad.	5,207	0	40	40	40	40		30
<b>Total</b>	<b>654,210</b>	<b>3,835</b>	<b>3,875</b>	<b>3,875</b>	<b>3,875</b>	<b>3,875</b>		<b>3,764</b>

**Special Note(s):** 1. For the November 15, 2002 base year the board accepted the superintendent-certified capacities as part of the School Facilities Task Force review and 2003 Planners and School Representative Technical Advisory Committee Report. These capacities will remain effective until changed by (1) the School CIP or (2) an amended version of this form that is certified by the BOCC.

**Justification:**

**Capacity Certification:**

  
 Superintendent Date

  
 BOCC Chair Date 12-3-13

**Membership Certification:**

  
 Superintendent Date

  
 BOCC Chair Date 12-3-13

**Attachment I.B.3 Orange County School Capacity (Elementary, Middle, & High)  
(2014-15)  
(page 1 of 3)**

**School APFO Capacity, Membership and Change Request Form**

<b>School District:</b> Orange County Schools
<b>SAPFO CAPS Year:</b> November 14, 2014 - November 13, 2015
<b>Capacity and Membership Submittal Date:</b> November 14, 2014

Elementary School	Square Feet	2010-2011 Requested Capacity	2011-2012 Requested Capacity	2012-2013 Requested Capacity	2013-2014 Requested Capacity	2014-2015 Requested Capacity	Justification Footnote #	Membership
Cameron Park	70,812	565	565	565	565	565		591
Central	52,492	455	455	455	455	455		305
Efland Cheeks	64,316	497	497	497	497	497		426
Grady Brown	74,016	544	544	544	544	544		466
Hillsborough	51,106	471	471	471	471	471		457
New Hope	100,164	586	586	586	586	586		614
Pathways	85,282	576	576	576	576	576		400
<b>Total</b>	<b>498,188</b>	<b>3,694</b>	<b>3,694</b>	<b>3,694</b>	<b>3,694</b>	<b>3,694</b>		<b>3,259</b>

**Special Note(s):** 1. For the November 15, 2002 base year the board accepted the superintendent-certified capacities as part of the School Facilities Task Force review and 2003 Planners and School Representative Technical Advisory Committee Report. These capacities will remain effective until changed by (1) the School CIP or (2) an amended version of this form that is certified by the BOCC. 2. Due to November 15th falling on a Saturday this year, membership and capacity numbers shall be provided for Friday, November 14, 2014.

**Justification:**

**Capacity Certification:**

*[Signature]*      11/14/14  
 Superintendent      Date

Earl M<sup>c</sup>Lee      12/9/14  
 BOCC Chair      Date

**Membership Certification:**

*[Signature]*      11/14/14  
 Superintendent      Date

Earl M<sup>c</sup>Lee      12/9/14  
 BOCC Chair      Date

**Attachment I.B.3 Orange County School Capacity (Elementary, Middle, & High)  
(2014-15)  
(page 2 of 3)**

**School APFO Capacity, Membership and Change Request Form**

<b>School District:</b> Orange County Schools
<b>SAPFO CAPS Year:</b> November 14, 2014 - November 13, 2015
<b>Capacity and Membership Submittal Date:</b> November 14, 2014

Middle School	Square Feet	2010-2011 Requested Capacity	2011-2012 Requested Capacity	2012-2013 Requested Capacity	2013-2014 Requested Capacity	2014-2015 Requested Capacity	Justification Footnote #	Membership
A.L. Stanback	136,000	740	740	740	740	740		614
C.W. Stanford	107,620	726	726	726	726	726		650
Gravelly Hill	123,000	700	700	700	700	700		498
<b>Total</b>	<b>366,620</b>	<b>2,166</b>	<b>2,166</b>	<b>2,166</b>	<b>2,166</b>	<b>2,166</b>		<b>1,762</b>

**Special Note(s):** 1. For the November 15, 2002 base year the board accepted the superintendent-certified capacities as part of the School Facilities Task Force review and 2003 Planners and School Representative Technical Advisory Committee Report. These capacities will remain effective until changed by (1) the School CIP or (2) an amended version of this form that is certified by the BOCC. 2. Due to November 15th falling on a Saturday this year, membership and capacity numbers shall be provided for Friday, November 14, 2014.

**Justification:**

**Capacity Certification:**

*[Signature]* 12/19/14  
Superintendent Date

*Earl M. Kee* 12/19/14  
BOCC Chair Date

**Membership Certification:**

*[Signature]* 12/19/14  
Superintendent Date

*Earl M. Kee* 12/19/14  
BOCC Chair Date

**School APFO Capacity, Membership and Change Request Form**

**School District:** Orange County Schools

**SAPFO CAPS Year:** November 14, 2014 - November 13, 2015

**Capacity and Membership Submittal Date:** November 14, 2014

High School	Square Feet	2010-2011 Requested Capacity	2011-2012 Requested Capacity	2012-2013 Requested Capacity	2013-2014 Requested Capacity	2014-2015 Requested Capacity	Justification Footnote #	Membership
Orange	213,509	1,518	1,518	1,399	1,399	1,399		1,318
Cedar Ridge	206,900	1,000	1,000	1,000	1,000	1,000		1,154
Partnership	6,600	40	40	40	40	40		30
<b>Total</b>	<b>427,009</b>	<b>2,558</b>	<b>2,558</b>	<b>2,439</b>	<b>2,439</b>	<b>2,439</b>		<b>2,502</b>

**Special Note(s):** 1. For the November 15, 2002 base year the board accepted the superintendent-certified capacities as part of the School Facilities Task Force review and 2003 Planners and School Representative Technical Advisory Committee Report. These capacities will remain effective until changed by (1) the School CIP or (2) an amended version of this form that is certified by the BOCC. 2. The 2012-2013 capacity numbers for Orange High School (1,399) is based on a capacity analysis and facilities study completed by the Department of Public Instruction in August 2012. 3. Due to November 15th falling on a Saturday this year, membership and capacity numbers shall be provided for Friday, November 14, 2014.

**Justification:**

**Capacity Certification:**

*[Signature]* 11/11/14  
Superintendent Date

*Earl M. Kee* 12/9/14  
BOCC Chair Date

**Membership Certification:**

*[Signature]* 11/11/14  
Superintendent Date

*Earl M. Kee* 12/9/14  
BOCC Chair Date

**Attachment I.B.4 Chapel Hill/Carrboro School Capacity (Elementary, Middle, & High)  
(2014-15)  
(page 1 of 3)**

**School APFO Capacity, Membership and Change Request Form**

<b>School District:</b> Chapel Hill-Carrboro City Schools
<b>SAPFO CAPS Year:</b> November 14, 2014 - November 13, 2015
<b>Capacity and Membership Submittal Date:</b> November 14, 2014

Elementary School	Square Feet	2010-2011 Requested Capacity	2011-2012 Requested Capacity	2012-2013 Requested Capacity	2013-2014 Requested Capacity	2014-2015 Requested Capacity	Justification Footnote #	Membership (referenced school year)
Carrboro	60,832	533	533	533	533	533		500
Ephesus	66,952	448	448	448	448	448		431
Estes Hills	56,299	527	527	527	527	527		480
FP Graham	66,689	538	538	538	538	538		496
Glenwood	50,764	423	423	423	423	423		483
McDougle	98,000	564	564	564	564	564		478
Morris Grove	90,221	585	585	585	585	585		550
Northside	99,500	0	0	0	585	585		520
Rashkis	95,729	585	585	585	585	585		526
Scroggs	90,980	575	575	575	575	575		554
Seawell	52,896	466	466	466	466	466		523
<b>Total</b>	<b>828,862</b>	<b>5,244</b>	<b>5,244</b>	<b>5,244</b>	<b>5,829</b>	<b>5,829</b>		<b>5,541</b>

**Special Note(s):** 1. For the November 15, 2002 base year the board accepted the superintendent-certified capacities as part of the School Facilities Task Force review and 2003 Planners and School Representative Technical Advisory Committee Report. These capacities will remain effective until changed by (1) the School CIP or (2) an amended version of this form that is certified by the BOCC. 2. Due to November 15th falling on a Saturday this year, membership and capacity numbers shall be provided for Friday, November 14, 2014.

**Justification:**

**Capacity Certification:**

Thomas A. Ford 11/20/14  
Superintendent Date

Earl M. Kee 12/9/14  
BOCC Chair Date

**Membership Certification:**

Thomas A. Ford 11/20/14  
Superintendent Date

Earl M. Kee 12/9/14  
BOCC Chair Date

**School APFO Capacity, Membership and Change Request Form**

**School District:** Chapel Hill-Carrboro City Schools  
**SAPFO CAPS Year:** November 14, 2014 - November 14, 2015  
**Capacity and Membership Submittal Date:** November 14, 2014

Middle School	Square Feet	2010-2011 Requested Capacity	2011-2012 Requested Capacity	2012-2013 Requested Capacity	2013-2014 Requested Capacity	2014-2015 Requested Capacity	Justification Footnote #	Membership (referenced school year)
Culbreth	122,467	670	670	670	670	774	Science wing addition	686
McDougle	136,221	732	732	732	732	732		721
Phillips	109,498	706	706	706	706	706		625
Smith	128,764	732	732	732	732	732		829
<b>Total</b>	<b>496,950</b>	<b>2,840</b>	<b>2,840</b>	<b>2,840</b>	<b>2,840</b>	<b>2,944</b>		<b>2,861</b>

**Special Note(s):** 1. For the November 15, 2002 base year the board accepted the superintendent-certified capacities as part of the School Facilities Task Force review and 2003 Planners and School Representative Technical Advisory Committee Report. These capacities will remain effective until changed by (1) the School CIP or (2) an amended version of this form that is certified by the BOCC. 2. Due to November 15th falling on a Saturday this year, membership and capacity numbers shall be provided from Friday, November 14, 2014.

**Justification:**

**Capacity Certification:**

Miss A. Ford 12/11/14  
 Superintendent Date

Earl M. Kee 12/9/14  
 BOCC Chair Date

**Membership Certification:**

Miss A. Ford 12/11/14  
 Superintendent Date

Earl M. Kee 12/9/14  
 BOCC Chair Date

**School APFO Capacity, Membership and Change Request Form**

**School District:** Chapel Hill-Carrboro City Schools  
**SAPFO CAPS Year:** November 14, 2014 - November 13, 2015  
**Capacity and Membership Submittal Date:** November 14, 2014

High School	Square Feet	2010-2011 Requested Capacity	2011-2012 Requested Capacity	2012-2013 Requested Capacity	2013-2014 Requested Capacity	2014-2015 Requested Capacity	Justification Footnote #	Membership (referenced school year)
Carrboro	148,023	800	800	800	800	800		833
Chapel Hill	241,111	1,520	1,520	1,520	1,520	1,520		1,454
East Chapel Hill	259,869	1,515	1,515	1,515	1,515	1,515		1,410
Phoenix Acad.	5,207	40	40	40	40	40		33
<b>Total</b>	<b>654,210</b>	<b>3,875</b>	<b>3,875</b>	<b>3,875</b>	<b>3,875</b>	<b>3,875</b>		<b>3,730</b>

**Special Note(s):** 1. For the November 15, 2002 base year the board accepted the superintendent-certified capacities as part of the School Facilities Task Force review and 2003 Planners and School Representative Technical Advisory Committee Report. These capacities will remain effective until changed by (1) the School CIP or (2) an amended version of this form that is certified by the BOCC. 2. Due to November 15th falling on a Saturday this year, membership and capacity numbers shall be provided for Friday, November 14, 2014.

**Justification:**

**Capacity Certification:**

Thomas F. Smith 11/20/14  
 Superintendent Date

Earl McKea 12/9/14  
 BOCC Chair Date

**Membership Certification:**

Thomas F. Smith 11/20/14  
 Superintendent Date

Earl McKea 12/9/14  
 BOCC Chair Date

### C. Membership Date

1. **Responsible Entity for Suggesting Change** – Change can be effectuated only by amendment to Memorandum of Understanding (MOU) by all School APFO partners. The Planning Directors, School Representatives, and Technical Advisory Committee (SAPFOTAC) may advise if a change in date would improve the reporting or timeliness of the report.
  
2. **Definition** – The date at which student membership is calculated. This date is updated each year and also serves as the basis for projections along with the history from previous years. “For purposes of this Memorandum, the term "school membership" means the actual number of students attending school as of November 15 of each year. The figure is determined by considering the number of students enrolled (i.e. registered, regardless of whether a student is no longer attending school) and making adjustments for withdrawals, dropouts, deaths, retentions and promotions. Students who are merely absent from class on the date membership is determined as a result of sickness or some other temporary reason are included in school membership figures. Each year the School District shall transmit its school membership to the parties to this agreement no later than five (5) school days after November 15.
  
3. **Standard for:**

<p><b>Chapel Hill/Carrboro School District</b></p> <p style="text-align: center;"><b>November 15</b></p> <p style="text-align: center;">of each year</p>	<p><b>Standard for:</b></p> <p><b>Orange County School District</b></p> <p style="text-align: center;"><b>November 15</b></p> <p style="text-align: center;">of each year</p>
--	---
  
4. **Analysis of Existing Conditions:**

This will be analyzed in the future years to determine if it is an exemplary date.
  
5. **Recommendation:**

<p><b>Chapel Hill/Carrboro School District</b></p> <p style="text-align: center;">No change at this time.</p>	<p><b>Recommendation:</b></p> <p><b>Orange County School District</b></p> <p style="text-align: center;">No change at this time.</p>
---	--

## II. Annual Update to Schools Adequate Public Facilities Ordinance System

### A. Capital Investment Plan (CIP)

1. **Responsible Entity for Suggesting Change** – The updating of this section will be conducted by the Board of County Commissioners (BOCC) after review of the CIP requests from the School Districts. Action regarding CIP programs usually occurs during the BOCC budget Public Hearing process in the winter and spring of each year. The development of the CIP considers the conditions noted in the SAPFOTAC report released in the same CIP development year including LOS (level of service), capacity, and membership projections.
2. **Definition** – The process and resultant program to determine school needs and provide funding for new school facilities through a variety of funding mechanisms.
3. **Standard for:**

<b>Chapel Hill/Carrboro School District</b>	<b>Orange County School District</b>
Not Applicable	Not Applicable
4. **Analysis of Existing Conditions:**  
 The MOU outlines a system of implementing the SAPFO, including issuing Certificates of Adequate Public Schools (CAPS) to new development if capacity is available. The Requests for CAPS will be evaluated using the most recently adopted Capital Investment Plan. A new Capital Investment Plan is currently under development for approval prior to June 30, 2015.
5. **Recommendation:**  
 Not subject to staff review.

## B. Student Membership Projection Methodology

1. **Responsible Entity for Suggesting Change** – This section is reviewed and recommended by the Planning Directors, School Representatives, and Technical Advisory Committee (SAPFOTAC) to the BOCC for change, if necessary.
2. **Definition** – The method(s) by which student memberships are calculated for future years to determine total membership at each combined school level (Elementary, Middle, and High School) which take into consideration historical membership totals at a specific time (November 15) in the school year. These methods are also known as ‘models’.
3. **Standard for:**

<p><b>Chapel Hill/Carrboro School District</b></p> <p>Presently, the <u>average of five models</u> is being used: namely 3, 5, and 10 year history/cohort survival methods, Orange County Planning Department Linear Wave, and Tischler Linear methods. Attachment II.B.1 includes a description of each model.</p>	<p><b>Standard for:</b></p> <p><b>Orange County School District</b></p>
---	---
4. **Analysis of Existing Conditions:**

Performance of the models is monitored each year. The value of a projection model is in its prediction of school level capacities at least three years in advance of capacity shortfalls so the annual Capital Investment Plan (CIP) updates can respond proactively with siting, design, and construction. Attachment II.B.1 includes a description of each model. Attachment II.B.3 shows the performance of the models for the 2014-15 school year from the prior year projection.
5. **Recommendation:**

More than ten years of projection results are now available. Analysis on the accuracy of the results is showing that some models have better results in one district while others have better results in the other district. The historic growth rate is recorded by the models, but projected future growth is more difficult to accurately quantify. In all areas of the county, proposed growth is not included in the SAPFO projection system until actual students begin enrollment. The system is updated in November of each year, becoming part of the historical projection base. This is especially pertinent in the Orange County School District which serves students living within the Orange County portion of the City of Mebane which have had little historic enrollment

*Section II*

impact. The significant proposed residential growth occurring within Mebane's jurisdiction has yet to be fully entered into the historically based projection methods. Although construction activity in this portion of the county has slowed, there are still a substantial number of approved, but undeveloped residential lots.

Attachment II.B.I Student Membership Projection Descriptions

STUDENT MEMBERSHIP PROJECTIONS

PROJECTION TYPE	DESCRIPTION / CHARACTERISTICS	FORMULA	ASSUMPTIONS
Tischler Linear (OCS & CHCCS)	Mathematical formula; straight line projection	$y = ((c*b)^x) + b$ y=projected population; c=historical annual change; b=base year; x= projection years	Historical growth is reflected in projected growth
OCP Linear Wave (OCS)	Mathematical linear with percent variation among school levels; reflects progressing waves of membership	$BYM + (BYI + 5(n)) = EYM$ $EYM * \%SL = EYM/SL$ BYM= base year 2nd month membership; BYI=year student membership increment base; EYM=ensuing year membership; n=projection year; %SL=% of total membership per school level (i.e. elementary, middle, high); EYM/SL=ensuing year member by school level	Base year growth reflects 10-year average; increase in BYI of 5 every other year reflects increases in housing growth; reflects buildout constraints
OCP Linear Wave (CHCCS)	Mathematical linear with percent variation among school levels; reflects progressing waves of membership	$BYM + (BYI - 15(n)) = EYM$ $EYM * \%SL = EYM/SL$ BYM= base year 2nd month membership; BYI=year student membership increment base; EYM=ensuing year membership; n=projection year; %SL=% of total membership per school level (i.e. elementary, middle, high); EYM/SL=ensuing year member by school level	Base year growth reflects 10-year average; decrease in BYI of 15 until school year 2010-2011 reflects decreases in housing growth; reflects buildout constraints
3-Year Cohort (OCS & CHCCS)	Mathematical formula that computes the average advancement rate over the previous 3 years for each grade level and then uses each rate to calculate projected membership by school level; an assumed kindergarten membership is based on birth records and/or historical growth rates	$K_n = k_{n-1} + (k_{n-1} * 0.01)$ n=1 $a = (\sum G_n / g_{n-1}) / 3$ n=3 $b = g_{n-1} (a)$ K=kindergarten membership; n=given school year; G=given grade's membership(other than kindergarten); g= previous grade's membership; a=average advancement rate; b=projected membership	Assumes a 1% annual growth rate for the kindergarten grade level; assumes the same percentage of students in each grade level graduate to the next level each year
5 year Cohort (OCS & CHCCS)	Mathematical formula that computes the average advancement rate over the previous 5 years for each grade level and then uses each rate to calculate projected membership by school level; an assumed kindergarten membership is based on birth records and/or historical growth rates	$K_n = k_{n-1} + (k_{n-1} * 0.01)$ n=1 $a = (\sum G_n / g_{n-1}) / 5$ n=5 $b = g_{n-1} (a)$ K=kindergarten membership; n=given school year; G=given grade's membership(other than kindergarten); g= previous grade's membership; a=average advancement rate; b=projected membership	Assumes a 1% annual growth rate for the kindergarten grade level; assumes the same percentage of students in each grade level graduate to the next level each year
10 year Cohort (OCS & CHCCS)	Mathematical formula that computes the average advancement rate over the previous 10 years for each grade level and then uses each rate to calculate projected membership by school level; an assumed kindergarten membership is based on birth records and/or historical growth rates	$K_n = k_{n-1} + (k_{n-1} * 0.01)$ n=1 $a = (\sum G_n / g_{n-1}) / 10$ n=10 $b = g_{n-1} (a)$ K=kindergarten membership; n=given school year; G=given grade's membership(other than kindergarten); g= previous grade's membership; a=average advancement rate; b=projected membership	Assumes a 1% annual growth rate for the kindergarten grade level; assumes the same percentage of students in each grade level graduate to the next level each year

**Orange County School District  
School Membership 2013-14 School Year (November 15, 2013)**

	11/15/12 Actual 2012-13	2013 Report Projection for 2013-14	11/15/13 Actual 2013-14	Change between actual Nov 2012 - Nov 2013
<b>Elementary</b>	<b>3403</b>		<b>3433</b>	<b>+30</b>
<u>Model</u>			<u>Projection is</u>	
T		3460	H27	
OCP		3462	H29	
10C		3416	L17	
5C		3415	L18	
3C		3411	L22	
<b>AVG</b>		<b>3433</b>	<b>Equal</b>	
			<u>11/15/2013</u>	
<b>Middle</b>	<b>1684</b>		<b>1747</b>	<b>+63</b>
<u>Model</u>			<u>Projection is</u>	
T		1712	L35	
OCP		1709	L38	
10C		1750	H3	
5C		1755	H8	
3C		1740	L7	
<b>AVG</b>		<b>1733</b>	<b>L14</b>	
			<u>11/15/2013</u>	
<b>High</b>	<b>2315</b>		<b>2421</b>	<b>+106</b>
<u>Model</u>			<u>Projection is</u>	
T		2354	L67	
OCP		2356	L65	
10C		2334	L87	
5C		2362	L59	
3C		2367	L54	
<b>AVG</b>		<b>2355</b>	<b>L66</b>	
			<u>11/15/2013</u>	
<b>Totals</b>				
Elementary	3403		3433	
Middle	1684		1747	
High	<u>2315</u>		<u>2421</u>	
	<b>7402</b>		<b>7601</b>	<b>+199</b>
<u>Model</u>			<u>Projection is</u>	
T		7526	L75	
OCP		7527	L74	
10C		7500	L101	
5C		7532	L69	
3C		7518	L83	
<b>AVG</b>		<b>7521</b>	<b>L80</b>	

H means High  
L means Low

**Orange County School District  
School Membership 2013-2014 School Year (November 15, 2013)**

**Statistical Findings**

<i>PROJECTION TYPE ABBREVIATIONS</i>	
‘TISCHLER’ LINEAR (T) ORANGE COUNTY PLANNING (OCP)	10-YEAR COHORT (10C) 5-YEAR COHORT (5C) 3-YEAR COHORT (3C)

**Elementary School Level**

- Projections were mixed low and high, ranging from 22 students low to 29 students high. The average of the projections equaled actual student membership.
- The membership actually increased by 30 students between November 15, 2012 and November 15, 2013.

**Middle School Level**

- Projections were mixed low and high, ranging from 38 students low to 8 students high. On average, the projections were 14 students lower than the actual membership.
- The membership actually increased by 63 students between November 15, 2012 and November 15, 2013.

**High School Level**

- Projections were all low ranging from 54 students to 87 students low. On average, the projections were 66 students lower than the actual membership.
- The membership actually increased by 106 students between November 15, 2012 and November 15, 2013.

**TOTAL**

- The totals of all school level projections were low, ranging from 69 to 101 below actual membership. On average, the projections were low by 80 students.
- The membership increased in total by 199 students, which is the sum of +30 at Elementary, +63 at Middle, and +106 at High.

**Chapel Hill/Carrboro School District  
School Membership 2013-2014 School Year (November 15, 2013)**

	11/15/12 Actual 2012-13	2013 Report Projection for 2013-14	11/15/13 Actual 2013-14	Change between actual Nov 2012- Nov 2013
<b>Elementary</b>	<b>5543</b>		<b>5554</b>	<b>+11</b>
<u>Model</u>			<u>Projection is</u>	
T		5643	H89	
OCP		5643	H89	
10C		5603	H49	
5C		5583	H29	
3C		5589	H35	
<b>AVG</b>		<b>5612</b>	<b>H58</b>	
			<u>11/15/2013</u>	
<b>Middle</b>	<b>2785</b>		<b>2858</b>	<b>+73</b>
<u>Model</u>			<u>Projection is</u>	
T		2835	L23	
OCP		2840	L18	
10C		2888	H30	
5C		2873	H15	
3C		2872	H14	
<b>AVG</b>		<b>2862</b>	<b>H4</b>	
			<u>11/15/2013</u>	
<b>High</b>	<b>3796</b>		<b>3764</b>	<b>-32</b>
<u>Model</u>			<u>Projection is</u>	
T		3864	H100	
OCP		3890	H126	
10C		3794	H30	
5C		3782	H18	
3C		3810	H46	
<b>AVG</b>		<b>3828</b>	<b>H64</b>	
<b>Totals</b>			<u>11/15/2013</u>	
Elementary	5543		5554	
Middle	2785		2858	
High	3796		3764	
	<b>12,124</b>		<b>12,176</b>	<b>+52</b>
<u>Model</u>			<u>Projection is</u>	
T		12,342	H166	
OCP		12,373	H197	
10C		12,285	H109	
5C		12,238	H62	
3C		12,271	H95	
<b>AVG</b>		<b>12,302</b>	<b>H126</b>	

H means High

L means Low

**Chapel Hill/Carrboro School District  
 School Membership 2013-2014 School Year (November 15, 2013)**

**Statistical Findings**

<i>PROJECTION TYPE ABBREVIATIONS</i>	
'TISCHLER' LINEAR (T)	10-YEAR COHORT (10C)
ORANGE COUNTY PLANNING (OCP)	5-YEAR COHORT (5C)
	3-YEAR COHORT (3C)

**Elementary School Level**

- Projections were all high, ranging from 29 students to 89 students high. On average, the projections were 58 students higher than the actual membership.
- The actual membership increased by 11 students between November 15, 2012 and November 15, 2013.

**Middle School Level**

- Projections were mixed low and high, ranging from 23 students low to 30 students high. On average, the projections were 4 students higher than the actual membership.
- The actual membership increased by 73 students between November 15, 2012 and November 15, 2013.

**High School Level**

- Projections were all high, ranging from 18 students to 126 students high. On average, the projections were 64 students higher than the actual membership.
- The actual membership decreased by 32 students between November 15, 2012 and November 15, 2013.

**TOTAL**

- The total of all school level projections were all high, ranging from 62 students to 197 students above actual membership. On average, the projections were high by 126 students.
- The membership increased in total by 52 students, which is the sum of +11 at Elementary, +73 at Middle, and -32 at High.

**Orange County School District  
School Membership 2014-15 School Year (November 14, 2014)**

	11/15/13 Actual 2013-14	2014 Report Projection for 2014-15	11/14/14 Actual 2014-15	Change between actual Nov 2013 - Nov 2014
<b>Elementary</b>	<b>3433</b>		<b>3259</b>	<b>-174</b>
<u>Model</u>			<u>Projection is</u>	
T		3493	H234	
OCP		3492	H233	
10C		3457	H198	
5C		3471	H212	
3C		3488	H229	
<b>AVG</b>		<b>3472</b>	<b>H213</b>	
			<u>11/14/2014</u>	
<b>Middle</b>	<b>1747</b>		<b>1762</b>	<b>+15</b>
<u>Model</u>			<u>Projection is</u>	
T		1778	H16	
OCP		1777	H15	
10C		1796	H34	
5C		1799	H37	
3C		1793	H31	
<b>AVG</b>		<b>1789</b>	<b>H27</b>	
			<u>11/14/2014</u>	
<b>High</b>	<b>2421</b>		<b>2502</b>	<b>+81</b>
<u>Model</u>			<u>Projection is</u>	
T		2463	L39	
OCP		2434	L68	
10C		2404	L98	
5C		2436	L66	
3C		2294	L208	
<b>AVG</b>		<b>2406</b>	<b>L96</b>	
<b>Totals</b>			<u>11/14/2014</u>	
Elementary	3433		3259	
Middle	1747		1762	
High	2421		2502	
	<b>7601</b>		<b>7523</b>	<b>-78</b>
<u>Model</u>			<u>Projection is</u>	
T		7734	H211	
OCP		7703	H180	
10C		7657	H134	
5C		7706	H183	
3C		7575	H52	
<b>AVG</b>		<b>7667</b>	<b>H144</b>	

H means High  
L means Low

**Orange County School District  
 School Membership 2014-2015 School Year (November 14, 2014)**

**Statistical Findings**

<i>PROJECTION TYPE ABBREVIATIONS</i>	
'TISCHLER' LINEAR (T) ORANGE COUNTY PLANNING (OCP)	10-YEAR COHORT (10C) 5-YEAR COHORT (5C) 3-YEAR COHORT (3C)

**Elementary School Level**

- Projections were all high ranging from 198 students to 234 students high. On average, the projections were 213 students higher than actual membership.
- The membership actually decreased by 174 students between November 15, 2013 and November 14, 2014.

**Middle School Level**

- Projections were all high, ranging from 15 students to 37 students high. On average, the projections were 27 students higher than the actual membership.
- The membership actually increased by 15 students between November 15, 2013 and November 14, 2014.

**High School Level**

- Projections were all low ranging from 39 students to 208 students low. On average, the projections were 96 students lower than the actual membership.
- The membership actually increased by 81 students between November 15, 2013 and November 14, 2014.

**TOTAL**

- The totals of all school level projections were high, ranging from 52 to 211 above actual membership. On average, the projections were high by 144 students.
- The membership decreased in total by 78 students, which is the sum of -174 at Elementary, +15 at Middle, and +81 at High.

Section II

**Chapel Hill/Carrboro School District  
 School Membership 2014-15 School Year (November 14, 2014)**

	11/15/13 Actual 2013-14	2014 Report Projection for 2014-15	11/14/14 Actual 2014-15	Change between actual Nov 2013 - Nov 2014
<b>Elementary</b>	<b>5554</b>		<b>5541</b>	<b>-13</b>
<i>Model</i>			<i>Projection is</i>	
T		5647	H106	
OCP		5655	H114	
10C		5637	H96	
5C		5610	H69	
3C		5628	H87	
<b>AVG</b>		<b>5635</b>	<b>H94</b>	
			<u>11/14/2014</u>	
<b>Middle</b>	<b>2858</b>		<b>2861</b>	<b>+3</b>
<i>Model</i>			<i>Projection is</i>	
T		2906	H45	
OCP		2889	H28	
10C		2957	H96	
5C		2930	H69	
3C		2943	H82	
<b>AVG</b>		<b>2925</b>	<b>H64</b>	
			<u>11/14/2014</u>	
<b>High</b>	<b>3764</b>		<b>3730</b>	<b>-34</b>
<i>Model</i>			<i>Projection is</i>	
T		3827	H97	
OCP		3875	H145	
10C		3761	H31	
5C		3772	H42	
3C		3788	H58	
<b>AVG</b>		<b>3805</b>	<b>H75</b>	
<b>Totals</b>			<u>11/14/2014</u>	
Elementary	5554		5541	
Middle	2858		2861	
High	3764		3730	
	<b>12,176</b>		<b>12,132</b>	<b>-44</b>
<i>Model</i>			<i>Projection is</i>	
T		12,380	H248	
OCP		12,419	H287	
10C		12,355	H223	
5C		12,312	H180	
3C		12,359	H227	
<b>AVG</b>		<b>12,365</b>	<b>H233</b>	

H means High  
 L means Low

**Chapel Hill/Carrboro School District  
 School Membership 2014-2015 School Year (November 14, 2014)**

**Statistical Findings**

<i>PROJECTION TYPE ABBREVIATIONS</i>	
'TISCHLER' LINEAR (T) ORANGE COUNTY PLANNING (OCP)	10-YEAR COHORT (10C) 5-YEAR COHORT (5C) 3-YEAR COHORT (3C)

**Elementary School Level**

- Projections were all high, ranging from 69 students to 114 students high. On average, the projections were 94 students higher than the actual membership.
- The actual membership decreased by 13 students between November 15, 2013 and November 14, 2014.

**Middle School Level**

- Projections were all high, ranging from 28 students to 96 students high. On average, the projections were 64 students higher than the actual membership.
- The actual membership increased by 3 students between November 15, 2013 and November 14, 2014.

**High School Level**

- Projections were all high, ranging from 31 students to 145 students high. On average, the projections were 75 students higher than the actual membership.
- The actual membership decreased by 34 students between November 15, 2013 and November 14, 2014.

**TOTAL**

- The total of all school level projections were all high, ranging from 180 students to 287 students above actual membership. On average, the projections were high by 233 students.
- The membership decreased in total by 44 students, which is the sum of -13 at Elementary, +3 at Middle, and -34 at High.

## C. Student Membership Projections

1. **Responsible Entity for Suggesting Change** – The updating of this section will be conducted by the Planning Directors, School Representatives, and Technical Advisory Committee (SAPFOTAC) and referred to the BOCC for annual report certifications. Projections will be distributed to SAPFO partners for review and comments to the BOCC prior to certification.
2. **Definition** – The result of the average of the five student projection models represented by 10 year numerical membership projections by school level (Elementary, Middle, and High) for each school district (Chapel Hill/Carrboro School District and Orange County School District).

<p>3. <b>Standard for:</b></p> <p><b>Chapel Hill Carrboro School District</b></p> <p>The 5 model average discussed in Section II.B (Student Projection Methodology)</p> <p>See Attachment II.C.4</p>	<p><b>Standard for:</b></p> <p><b>Orange County School District</b></p> <p>The 5 model average discussed in Section II.B (Student Projection Methodology)</p> <p>See Attachment II.C.3</p>
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4. **Analysis of Existing Conditions**

The membership figures and percentage growth on the attachments show continued growth in both systems. Average projected growth rates in the next 10 years for both school systems are showing a projected decrease in the increase, but are still showing average positive growth. Chapel Hill/Carrboro Schools projected average annual growth rates have decreased slightly, but remained positive. Future growth rates show varying, but continuous positive growth in the 10 year projection period for elementary, middle, and high school levels. Projected average annual growth rates for Orange County Schools have significantly decreased, but remained positive. Orange County Schools' future growth rates show varying positive and negative growth in the 10 year projection period for elementary, middle, and high school levels. Attachment II.C.3 and Attachment II.C.4 show year by year percent growth and projected level of service (LOS). The projection models were updated using current (November 14, 2014) memberships. Membership numbers were collected on November 14 due to November 15 falling on a Saturday in 2014. Ten years of student membership were projected thereafter.

*Section II***Chapel Hill/Carrboro School District****Elementary**

The previous year (2013-14) projections for November 2014 at this level were overestimated by 94 students. The actual membership decreased by 13 students. Over the previous ten years, this level has shown varying increases in growth rates including a decrease in actual membership in 2009-10 which was most likely due to the shorter enrollment period caused by the institution of the new date requiring kindergarteners to be five years old. Following that dip, membership numbers experienced an increase each year with a significant jump (168 students) in 2011-12 before experiencing a decrease this year. Growth rates during the past ten years have ranged from -1.57% to +3.92%. The projections this year are showing the need for Elementary School #12 in 2023-24, this is three years later than last year's projections.

Although not included in SAPFO school capacity or membership numbers, Pre-K programs continue to impact operations at District elementary schools where Pre-K programs exist. Specific impacts of Pre-K programs at the elementary school level will continue to be reviewed and discussed in the coming year.

**Middle**

The previous year (2013-14) projections for November 2014 for this level were overestimated by 64 students. The actual membership increased by 3. Over the previous ten years, growth has been quite variable and included a decrease in actual membership in 2004-05. Following this decrease, membership and growth rates have experienced increases every school year since. Growth rates during this time period have ranged from -1.99% to +2.86. The addition to Culbreth Middle School opened for the 2014-15 school year with a capacity of 104 seats. The projections this year are showing that Chapel Hill/Carrboro Middle School #5 is projected to be needed in 2023-24. This is three years later than last year's projections.

**High School**

The previous year (2013-14) projections for November 2014 for this level were overestimated by 75 students. The actual membership decreased by 34 students. Over the previous ten years, change has been variable with decreases in membership in 2008-09 and in 2009-10. Following

## *Section II*

these decreases, membership and growth rates began increasing again before experiencing a decrease in 2013-14. Growth rates during this time period have ranged from -0.90 to +5.31%. The need for additional high school capacity is not anticipated in the 10 year projection period. This is different than last year's projections which identified a need for the Carrboro High School expansion in 2023-24.

### ***Additional Information for Chapel Hill/Carrboro School District***

One Charter School, PACE Academy, is located within the Chapel Hill/Carrboro School District. The newest charter school, The Expedition School, opened in the Town of Hillsborough for the 2014-15 school year and currently serves elementary and middle school students. The opening of this school may have affected CHCCS membership numbers at the elementary and middle school levels. Charter schools are not included as part of the SAPFO Annual Report and, as a result, their membership and capacity numbers are not monitored or included in future projections.

Student projections illustrate when the adopted level of service capacities are forecasted to be met and/or exceeded in anticipation of CIP planning and the construction of a new school. However, as is being identified by both school districts, particularly CHCCS, a new trend is emerging to renovate and expand existing facilities to address school capacity needs in a more feasible way. As this trend continues, additional capacity resulting from school renovations and expansion will be added to the projection models in stages, once funding is approved, versus the addition of greater capacity when a new school is constructed and completed. As a result, the renovation and expansion of schools to increase capacity may delay construction of new schools further into the future.

## **Orange County School District**

### **Elementary**

The previous year (2013-14) projections for November 2014 at this level were overestimated by 213 students. Actual membership decreased by 174 students. Over the previous ten years, this level has experienced varying growth rates including a decrease in membership in 2005-06. Following this decrease, membership and growth rates increased every school year until this

## *Section II*

school year. Growth rates during this period have ranged from -5.07% to +2.80%. In the Orange County school system, historic growth is more closely related to new residential development than in the Chapel Hill/Carrboro School District, which has a sizeable number of new families in older, existing housing stock. The need for an additional Elementary School is not anticipated in the 10 year projection period. Staff continues to closely monitor new sizeable residential projects in the Orange County portion of Mebane and Hillsborough.

Although not included in SAPFO school capacity or membership numbers, Pre-K programs continue to impact operations at District elementary schools where Pre-K programs exist. Specific impacts of Pre-K programs at the elementary school level will continue to be reviewed and discussed in the coming year.

### **Middle**

The previous year (2013-14) projections for November 2014 for this level were overestimated by 27 students. The actual membership increased by 15. Over the previous ten years, growth has varied widely and includes decreases in student membership in five of the ten years. Growth rates during this period have ranged from -4.67% to +4.00%. The district's third Middle School, Gravelly Hill Middle School, opened in October 2006. The need for an additional Middle School is not anticipated in the 10-year projection period. Staff continues to closely monitor new sizeable residential projects in the Orange County portion of Mebane and Hillsborough.

### **High School**

The previous year (2013-14) projections for November 2014 for this level were underestimated by 96 students. The actual membership increased by 81. Over the previous ten years, growth varied considerably and included a decrease in membership in 2009-10. Following this decrease, membership and growth rates have experienced increases every school year since. Growth rates during this period ranged from -1.12% to 9.01%. In 2011-12 student membership increased by 32 while capacity decreased by 199 at Orange County High School as a result of a N.C. Department of Public Instruction (DPI) study. This year's projections show that additional capacity is needed in 2022-23 by expanding Cedar Ridge High School from 1,000 to 1,500 students. This is similar to last year's projections.

*Section II*

***Additional Information for Orange County School District***

The City of Mebane lies partially within Orange County and students within the Orange County portion of Mebane attend Orange County schools. However, the City of Mebane is not a party to the SAPFO agreement and therefore does not require that CAPS (Certificate of Adequate Public Schools) be issued prior to development approvals. In previous years, development activity and platting of new subdivisions increased within the Orange County portion of Mebane. However, changed economic conditions have curbed new platting and new construction in the past few years. An uptick in residential activity is likely as the country emerges from “The Great Recession”. Increased coordination with the City of Mebane regarding development issues may be necessary in the future. OCS currently has capacity to serve additional growth, but it is possible that development in the Orange County portion of Mebane could quickly encumber available capacity.

Following the economic downturn, there has been an increase in multi-family residential development which has added to increasing student memberships in both districts. Staff will need to continue monitoring and evaluating the demand and growth of the multi-family market in Hillsborough and the entire county as well as its effect on student membership rates.

Orange Charter School, located in the Town of Hillsborough, continues operating in the Orange County School District. Additionally, a new charter school, The Expedition School, opened in the Town of Hillsborough for the 2014-15 school year and currently serves elementary and middle school students. The opening of this school may have caused the significant decrease in OCS membership at the elementary school level. Charter schools are not included as part of the SAPFO Annual Report and, as a result, their membership and capacity are not monitored or included in future projections.

***5. Recommendation:***

Use statistics as noted in 3 above.

OCS Student Projections (1) (4)

REVISED 01/16/13

School Year	2000-01	2001-02	2002-03	2003-04	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
Actual	3,178	3,493	3,811	4,126	4,441	4,756	5,071	5,386	5,701	6,016	6,331	6,646	6,961	7,276	7,591	7,906	8,221	8,536	8,851	9,166	9,481	9,796	10,111
Projected																							
Capacity	3,020	3,020	3,020	3,020	3,020	3,020	3,020	3,020	3,020	3,020	3,020	3,020	3,020	3,020	3,020	3,020	3,020	3,020	3,020	3,020	3,020	3,020	3,020
10% Level of Service	4,911	4,911	4,911	4,911	4,911	4,911	4,911	4,911	4,911	4,911	4,911	4,911	4,911	4,911	4,911	4,911	4,911	4,911	4,911	4,911	4,911	4,911	4,911
15% Level of Service	6,855	6,855	6,855	6,855	6,855	6,855	6,855	6,855	6,855	6,855	6,855	6,855	6,855	6,855	6,855	6,855	6,855	6,855	6,855	6,855	6,855	6,855	6,855
Annual Student Growth Rate (%)	4.61%	4.61%	4.61%	4.61%	4.61%	4.61%	4.61%	4.61%	4.61%	4.61%	4.61%	4.61%	4.61%	4.61%	4.61%	4.61%	4.61%	4.61%	4.61%	4.61%	4.61%	4.61%	4.61%

Indicates when district surpasses Scholastic APFO recommended Level of Service  
 (1) It is important to note that the effect of the November 15, 2012 date of membership is outlined by the Scholastic APFO recommended Level of Service  
 (2) The Teacher Model provides for the "Linear Method" of Projections for both CHCS and OCS. Original projections used in prior years projection models included the "Linear Extrapolation Method" for CHCS  
 (3) Annual growth rate calculated using actual membership for years 2000-01 through 2012-13 and average membership for years 2013-14 through 2022-23  
 (4) Class sizes for grades K-5 for school years 2000 through 2007-08. In accordance with 2008 School Collaboration Work Group direction, effective the 2008-2009 school year with the opening of CHCS Elementary #10, K-5 class sizes are 17:1 as directed by past State legislative action.

OCS Student Projections (1)

School Year	2000-01	2001-02	2002-03	2003-04	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
Actual	1,534	1,572	1,611	1,651	1,691	1,731	1,771	1,811	1,851	1,891	1,931	1,971	2,011	2,051	2,091	2,131	2,171	2,211	2,251	2,291	2,331	2,371	2,411
Projected																							
Capacity	1,466	1,466	1,466	1,466	1,466	1,466	1,466	1,466	1,466	1,466	1,466	1,466	1,466	1,466	1,466	1,466	1,466	1,466	1,466	1,466	1,466	1,466	1,466
10% Level of Service	1,989	1,989	1,989	1,989	1,989	1,989	1,989	1,989	1,989	1,989	1,989	1,989	1,989	1,989	1,989	1,989	1,989	1,989	1,989	1,989	1,989	1,989	1,989
15% Level of Service	2,785	2,785	2,785	2,785	2,785	2,785	2,785	2,785	2,785	2,785	2,785	2,785	2,785	2,785	2,785	2,785	2,785	2,785	2,785	2,785	2,785	2,785	2,785
Annual Student Growth Rate (%)	1.52%	1.52%	1.52%	1.52%	1.52%	1.52%	1.52%	1.52%	1.52%	1.52%	1.52%	1.52%	1.52%	1.52%	1.52%	1.52%	1.52%	1.52%	1.52%	1.52%	1.52%	1.52%	1.52%

Indicates when district surpasses Scholastic APFO recommended Level of Service  
 (1) It is important to note that the effect of the November 15, 2012 date of membership is outlined by the Scholastic APFO recommended Level of Service  
 (2) The Teacher Model provides for the "Linear Method" of Projections for both CHCS and OCS. Original projections used in prior years projection models included the "Linear Extrapolation Method" for CHCS  
 (3) Annual growth rate calculated using actual membership for years 2000-01 through 2012-13 and average membership for years 2013-14 through 2022-23

OCS Student Projections (1)

School Year	2000-01	2001-02	2002-03	2003-04	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
Actual	1,672	1,733	1,829	1,937	2,027	2,124	2,214	2,314	2,414	2,514	2,614	2,714	2,814	2,914	3,014	3,114	3,214	3,314	3,414	3,514	3,614	3,714	3,814
Projected																							
Capacity	1,544	1,544	1,544	1,544	1,544	1,544	1,544	1,544	1,544	1,544	1,544	1,544	1,544	1,544	1,544	1,544	1,544	1,544	1,544	1,544	1,544	1,544	1,544
10% Level of Service	1,670	1,670	1,670	1,670	1,670	1,670	1,670	1,670	1,670	1,670	1,670	1,670	1,670	1,670	1,670	1,670	1,670	1,670	1,670	1,670	1,670	1,670	1,670
15% Level of Service	2,310	2,310	2,310	2,310	2,310	2,310	2,310	2,310	2,310	2,310	2,310	2,310	2,310	2,310	2,310	2,310	2,310	2,310	2,310	2,310	2,310	2,310	2,310
Annual Student Growth Rate (%)	4.44%	4.44%	4.44%	4.44%	4.44%	4.44%	4.44%	4.44%	4.44%	4.44%	4.44%	4.44%	4.44%	4.44%	4.44%	4.44%	4.44%	4.44%	4.44%	4.44%	4.44%	4.44%	4.44%

Indicates when district surpasses Scholastic APFO recommended Level of Service  
 (1) It is important to note that the effect of the November 15, 2012 date of membership is outlined by the Scholastic APFO recommended Level of Service  
 (2) The Teacher Model provides for the "Linear Method" of Projections for both CHCS and OCS. Original projections used in prior years projection models included the "Linear Extrapolation Method" for CHCS  
 (3) Annual growth rate calculated using actual membership for years 2000-01 through 2012-13 and average membership for years 2013-14 through 2022-23



Attachment II.C.3 – Orange County Student Projections (Elementary, Middle, & High) (2014-15)

REVISED 10/17/14

OCS Student Projections (1)(14)

School Year	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24
Actual	3,076	2,863	2,901	3,016	3,116	3,245	3,404	3,592	3,811	4,061	4,343	4,658	5,007	5,391	5,801
Teacher	186	186	186	186	186	186	186	186	186	186	186	186	186	186	186
Capacity	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
Level of Service	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%
5 Year Growth	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Annual Change - Increase (Decrease) in Actual & Projected Membership	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Capacity - 100% Level of Service	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
Number of Students, Actual and Projected, Over (Under) 100% LOS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
100% Level of Service	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
Number of Students, Actual and Projected, Over (Under) 100% LOS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Average % Level of Service	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%
Annual Student Growth Rate (1)	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%

Indicates when district surpasses Schools AFFO recommended Level of Service  
 (1) It is important to note that this reflects the November 15, 2013 date of membership as obtained by the Schools Adequate Public Facilities Ordinance.  
 (2) The Tracker Model provides for the "Linear Method" of projections for both CHCCS and OCS. Original projections used in prior years projection models included the "Linear Extrapolation Method" for CHCCS.  
 (3) Annual growth rate calculated using total membership for years 2009-10 through 2013-14 and average membership for years 2014-15 through 2023-24.  
 (4) Class sizes for grades K-3 = 1.23 for school years 2009 through 2017-18. In accordance with 2009 School Collaboration Work Group direction, effective the 2009-2009 school year with the opening of CHCCS Elementary #10, K-3 class sizes are 1.21 as directed by past State legislative action.

OCS Student Projections (1)

School Year	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24
Actual	1,534	1,527	1,531	1,537	1,541	1,547	1,553	1,559	1,565	1,571	1,577	1,583	1,589	1,595	1,601
Teacher	102	102	102	102	102	102	102	102	102	102	102	102	102	102	102
Capacity	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500
Level of Service	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%
5 Year Growth	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Annual Change - Increase (Decrease) in Actual & Projected Membership	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Capacity - 100% Level of Service	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500
Number of Students, Actual and Projected, Over (Under) 100% LOS	34	27	31	37	41	47	53	59	65	71	77	83	89	95	101
100% Level of Service	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500
Number of Students, Actual and Projected, Over (Under) 100% LOS	34	27	31	37	41	47	53	59	65	71	77	83	89	95	101
Average % Level of Service	102.6%	102.2%	102.8%	103.4%	104.0%	104.6%	105.2%	105.8%	106.4%	107.0%	107.6%	108.2%	108.8%	109.4%	110.0%
Annual Student Growth Rate (1)	1.53%	1.53%	1.53%	1.53%	1.53%	1.53%	1.53%	1.53%	1.53%	1.53%	1.53%	1.53%	1.53%	1.53%	1.53%

Indicates when district surpasses Schools AFFO recommended Level of Service  
 (1) It is important to note that this reflects the November 15, 2013 date of membership as obtained by the Schools Adequate Public Facilities Ordinance.  
 (2) The Tracker Model provides for the "Linear Method" of projections for both CHCCS and OCS. Original projections used in prior years projection models included the "Linear Extrapolation Method" for CHCCS.  
 (3) Annual growth rate calculated using total membership for years 2009-10 through 2013-14 and average membership for years 2014-15 through 2023-24.

OCS Student Projections (1)

School Year	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24
Actual	1,072	1,073	1,073	1,073	1,073	1,073	1,073	1,073	1,073	1,073	1,073	1,073	1,073	1,073	1,073
Teacher	70	70	70	70	70	70	70	70	70	70	70	70	70	70	70
Capacity	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Level of Service	107.2%	107.3%	107.3%	107.3%	107.3%	107.3%	107.3%	107.3%	107.3%	107.3%	107.3%	107.3%	107.3%	107.3%	107.3%
5 Year Growth	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Annual Change - Increase (Decrease) in Actual & Projected Membership	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Capacity - 100% Level of Service	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Number of Students, Actual and Projected, Over (Under) 100% LOS	72	73	73	73	73	73	73	73	73	73	73	73	73	73	73
100% Level of Service	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Number of Students, Actual and Projected, Over (Under) 100% LOS	72	73	73	73	73	73	73	73	73	73	73	73	73	73	73
Average % Level of Service	107.2%	107.3%	107.3%	107.3%	107.3%	107.3%	107.3%	107.3%	107.3%	107.3%	107.3%	107.3%	107.3%	107.3%	107.3%
Annual Student Growth Rate (1)	4.84%	4.84%	4.84%	4.84%	4.84%	4.84%	4.84%	4.84%	4.84%	4.84%	4.84%	4.84%	4.84%	4.84%	4.84%

Indicates when district surpasses Schools AFFO recommended Level of Service  
 (1) It is important to note that this reflects the November 15, 2013 date of membership as obtained by the Schools Adequate Public Facilities Ordinance.  
 (2) The Tracker Model provides for the "Linear Method" of projections for both CHCCS and OCS. Original projections used in prior years projection models included the "Linear Extrapolation Method" for CHCCS.  
 (3) Annual growth rate calculated using total membership for years 2009-10 through 2013-14 and average membership for years 2014-15 through 2023-24.  
 The Tracker model uses 14 years of historical data, but due to space constraints only 10 years of historical data are included in the above tables.

Section II

Attachment II.C.4 – Chapel Hill/Carrboro Student Projections (Elementary, Middle, & High) (2014-15)

REVISED 12/1/2014

CHCCS Student Projections (1) (4)

School Year	2000-01	2001-02	2002-03	2003-04	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24
Actual	4,481	4,474	4,504	4,591	4,691	4,811	4,951	5,111	5,291	5,491	5,711	5,951	6,211	6,491	6,791	7,111	7,451	7,811	8,191	8,591	9,011	9,451	9,911	10,391
Capacity - 100% Level of Service (LOS)	4,302	4,302	4,302	4,302	4,302	4,302	4,302	4,302	4,302	4,302	4,302	4,302	4,302	4,302	4,302	4,302	4,302	4,302	4,302	4,302	4,302	4,302	4,302	4,302
Number of Students, Actual and Projected, Over (Under) 100% LOS	179	172	202	289	389	509	649	809	989	1,189	1,409	1,649	1,909	2,189	2,489	2,809	3,149	3,509	3,889	4,289	4,709	5,149	5,609	6,089
Annual Change - Increase (Decrease) in Actual & Projected Membership	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100
Annual Student Growth Rate (%)	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%

Indicates when district surpasses Schools AFFO recommended Level of Service

Indicates when district surpasses Schools AFFO recommended Level of Service

Indicates when district surpasses Schools AFFO recommended Level of Service

Indicates when district surpasses Schools AFFO recommended Level of Service

CHCCS Student Projections (1)

School Year	2000-01	2001-02	2002-03	2003-04	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24
Actual	2,909	2,909	2,909	2,909	2,909	2,909	2,909	2,909	2,909	2,909	2,909	2,909	2,909	2,909	2,909	2,909	2,909	2,909	2,909	2,909	2,909	2,909	2,909	2,909
Capacity - 100% Level of Service (LOS)	2,909	2,909	2,909	2,909	2,909	2,909	2,909	2,909	2,909	2,909	2,909	2,909	2,909	2,909	2,909	2,909	2,909	2,909	2,909	2,909	2,909	2,909	2,909	2,909
Number of Students, Actual and Projected, Over (Under) 100% LOS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Annual Change - Increase (Decrease) in Actual & Projected Membership	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Annual Student Growth Rate (%)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

Indicates when district surpasses Schools AFFO recommended Level of Service

Indicates when district surpasses Schools AFFO recommended Level of Service

Indicates when district surpasses Schools AFFO recommended Level of Service

Indicates when district surpasses Schools AFFO recommended Level of Service

CHCCS Student Projections (1)

School Year	2000-01	2001-02	2002-03	2003-04	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24
Actual	2,815	2,863	2,911	2,959	3,007	3,055	3,103	3,151	3,200	3,248	3,296	3,344	3,392	3,440	3,488	3,536	3,584	3,632	3,680	3,728	3,776	3,824	3,872	3,920
Capacity - 100% Level of Service (LOS)	2,815	2,815	2,815	2,815	2,815	2,815	2,815	2,815	2,815	2,815	2,815	2,815	2,815	2,815	2,815	2,815	2,815	2,815	2,815	2,815	2,815	2,815	2,815	2,815
Number of Students, Actual and Projected, Over (Under) 100% LOS	0	58	116	174	232	290	348	406	464	522	580	638	696	754	812	870	928	986	1,044	1,102	1,160	1,218	1,276	1,334
Annual Change - Increase (Decrease) in Actual & Projected Membership	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100
Annual Student Growth Rate (%)	3.55%	3.55%	3.55%	3.55%	3.55%	3.55%	3.55%	3.55%	3.55%	3.55%	3.55%	3.55%	3.55%	3.55%	3.55%	3.55%	3.55%	3.55%	3.55%	3.55%	3.55%	3.55%	3.55%	3.55%

Indicates when district surpasses Schools AFFO recommended Level of Service

Indicates when district surpasses Schools AFFO recommended Level of Service

Indicates when district surpasses Schools AFFO recommended Level of Service

Indicates when district surpasses Schools AFFO recommended Level of Service

### D. Student Membership Growth Rate

1. **Responsible Entity for Suggesting Change** – The updating of this section will be conducted by the Planning Directors, School Representatives, and Technical Advisory Committee (SAPFOTAC) each year and referred to the BOCC for annual report certification. Projections will be distributed to SAPFO partners for review and comments to the BOCC prior to certification.
2. **Definition** – The annual percentage growth rate calculated from the projections resulting from the average of the five models represented by 10 year numerical membership projections by school level for each school district. This does not represent the year-by- year growth rate that may be positive or negative, but rather the average of the annual anticipated growth rates over the next ten (10) years.

**3. Standard for:**

**Chapel Hill/Carrboro School District**

See Attachment II.D.2

**4. Analysis of Existing Conditions:**

**Chapel Hill/Carrboro School District**

The membership figures and percentage growth on the attachments show continued growth at each school level within the system.

Projected Average Annual Growth Rate over next ten years:

Year Projection Made:	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015
<b>Elementary</b>	1.44%	1.59%	1.18%	1.44%	1.11%
<b>Middle</b>	1.67%	1.94%	1.59%	1.58%	1.15%
<b>High</b>	1.57%	1.73%	1.60%	1.27%	1.22%

**Standard for:**

**Orange County School District**

See Attachment II.D.2

**Analysis of Existing Conditions:**

**Orange County School District**

The membership figures and percentage growth on the attachments show continued growth at each school level within the system.

Projected Average Annual Growth Rate over next ten years:

Year Projection Made:	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015
<b>Elementary</b>	1.57%	1.6%	1.31%	1.30%	0.55%
<b>Middle</b>	1.84%	2.01%	1.64%	1.42%	0.09%
<b>High</b>	1.59%	1.61%	1.43%	1.35%	0.39%

**5. Recommendation:**

**Chapel Hill/Carrboro School District**

Use statistics as noted.

**Recommendation:**

**Orange County School District**

Use statistics as noted.

**Attachment II.D.1 – Orange County and Chapel Hill/Carrboro Student Growth Rates  
(Chart dates from 2014-2024 based on 11/15/13 membership numbers) (2013-14)**

**2013-2014**

**Orange County Student Projections**

**Elementary**

School Year	2013-2014 (actual)	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
Membership	3,433	3,472	3,555	3,597	3,627	3,668	3,716	3,764	3,812	3,861	3,906
Average % Increase		1.14%	2.39%	1.18%	0.84%	1.13%	1.30%	1.29%	1.28%	1.28%	1.17%

**Middle**

School Year	2013-2014 (actual)	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
Membership	1,747	1,789	1,805	1,824	1,862	1,933	1,951	1,953	1,967	1,987	2,010
Average % Increase		2.38%	0.94%	1.03%	2.07%	3.85%	0.90%	0.12%	0.71%	1.04%	1.12%

**High School**

School Year	2013-2014 (actual)	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
Membership	2,421	2,406	2,411	2,468	2,533	2,534	2,600	2,642	2,678	2,742	2,767
Average % Increase		-0.61%	0.18%	2.40%	2.63%	0.03%	2.59%	1.62%	1.39%	2.36%	0.93%

**Chapel Hill/Carrboro Student Projections**

**Elementary**

School Year	2013-2014 (actual)	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
Membership	5,554	5,635	5,748	5,845	5,927	6,021	6,090	6,166	6,241	6,323	6,405
Average % Increase		1.47%	2.00%	1.69%	1.41%	1.57%	1.15%	1.24%	1.23%	1.31%	1.30%

**Middle**

School Year	2013-2014 (actual)	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
Membership	2,858	2,925	2,947	2,962	2,999	3,063	3,134	3,190	3,257	3,299	3,342
Average % Increase		2.35%	0.76%	0.50%	1.24%	2.13%	2.32%	1.78%	2.11%	1.30%	1.30%

**High School**

School Year	2013-2014 (actual)	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
Membership	3,764	3,805	3,825	3,893	3,982	4,011	4,050	4,086	4,112	4,199	4,268
Average % Increase		1.08%	0.54%	1.78%	2.27%	0.75%	0.96%	0.88%	0.65%	2.10%	1.65%

Attachment II.D.2 – Orange County and Chapel Hill/Carrboro Student Growth Rates  
(Chart dates from 2015-2025 based on 11/14/14 membership numbers) (2014-15)

2014-2015

Orange County Student Projections

Elementary

School Year	2014-2015 (actual)	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025
Membership	3,259	3,285	3,274	3,234	3,226	3,227	3,267	3,310	3,354	3,398	3,442
Average % Increase		0.80%	-0.33%	-1.22%	-0.26%	0.03%	1.23%	1.33%	1.32%	1.31%	1.30%

Middle

School Year	2014-2015 (actual)	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025
Membership	1,762	1,751	1,746	1,782	1,837	1,848	1,789	1,759	1,737	1,757	1,776
Average % Increase		-0.65%	-0.27%	2.08%	3.10%	0.60%	-3.21%	-1.70%	-1.23%	1.11%	1.10%

High School

School Year	2014-2015 (actual)	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025
Membership	2,502	2,510	2,540	2,581	2,547	2,579	2,622	2,639	2,687	2,652	2,599
Average % Increase		0.32%	1.21%	1.60%	-1.30%	1.26%	1.63%	0.66%	1.81%	-1.29%	-2.02%

Chapel Hill/Carrboro Student Projections

Elementary

School Year	2014-2015 (actual)	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025
Membership	5,541	5,606	5,662	5,730	5,795	5,839	5,911	5,981	6,051	6,118	6,185
Average % Increase		1.18%	0.99%	1.21%	1.13%	0.76%	1.23%	1.18%	1.16%	1.11%	1.10%

Middle

School Year	2014-2015 (actual)	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025
Membership	2,861	2,895	2,928	2,966	3,009	3,058	3,087	3,118	3,127	3,167	3,208
Average % Increase		1.18%	1.15%	1.28%	1.46%	1.63%	0.95%	0.99%	0.29%	1.29%	1.29%

High School

School Year	2014-2015 (actual)	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025
Membership	3,730	3,742	3,798	3,858	3,920	3,979	4,015	4,063	4,138	4,167	4,209
Average % Increase		0.32%	1.51%	1.58%	1.59%	1.52%	0.89%	1.19%	1.86%	0.70%	1.01%

## E. Student / Housing Generation Rate

1. ***Responsible Entity for Suggesting Change*** – The updating of this section will be conducted by Planning Directors, School Representatives, and Technical Advisory Committee (SAPFOTAC) and referred to the BOCC for certification.  
Projections will be distributed to SAPFO partners for review and comments to the BOCC prior to certification.
2. ***Definition*** – Student generation rate refers to the number of public school students per housing unit constructed in each school district, as defined in the Student Generation Rate Study completed by TisherBise on October 28, 2014. Housing units include single family detached, single family attached/duplex, multifamily, and manufactured homes.
3. ***Standard for:***

<b>Chapel Hill/Carrboro School District</b> See Attachment II.E.1	<b>Standard for:</b> <b>Orange County School District</b> See Attachment II.E.1
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4. ***Analysis of Existing Conditions:***  
 At the January 2014 SAPFOTAC meeting, members discussed the increased number of students generated in both school districts from new development, particularly multifamily housing. This topic had also been discussed in previous years. The SAPFOTAC recommended further evaluation of the adopted Student Generation Rates and the impacts the number of bedrooms a particular housing type may have on student generation rates. As a result, Orange County entered into a contract with TischlerBise to update the student generation rate analysis. The new standards are shown in Attachment II.E.1. Previous numbers used for SAPFO and CAPS purposes were from the 2007 Impact Fee Study which developed student generation rates based on the entire housing stock in each school district. New rates from the 2014 Student Generation Rates for Orange County Schools and Chapel Hill-Carrboro School District Report are based on an inventory of recently built units from January 1, 2004 to December 31, 2013. It is important to note that an updated student generation rate could not be provided for manufactured homes with 0-2 bedrooms because no units were constructed during the study period. As a result, the pre-existing student

*Section II*

generation rate (0.268) from the 2007 TischlerBise School Impact Fee Report will be utilized.

Also, it should be noted that students are generated from new housing as well as from existing housing where new families have moved in. The CAPS system estimates new development impacts and associated student generation, but it is important to understand that student increases are a composite of both of these factors. This effect can be dramatic and can vary greatly between areas and districts where either new housing is dominant or new families move into a large inventory of existing housing stock.

**5. *Recommendation:***

***Change***

The SAPFOTAC reviewed and discussed the most recent student generation rate analysis included in the 2014 TischlerBise report. They recommend the BOCC and other governing boards accept the new rates as reported in Attachment II.E.1 and adopt them as the standard for the SAPFO and CAPS system.

**TischlerBise Student Generation Rates – 2014**

Chapel Hill/Carrboro Schools				
	0-3 Bedrooms	4 Bedrooms	5+ Bedrooms	Weighted Average
Single-Family Detached	0.61	0.84	1.13	0.84
	0-2 Bedrooms	3+ Bedrooms		Weighted Average
Single-Family Attached	0.18	0.44		0.34
Multifamily/Other	0.13	0.43		0.20
Manufactured Home	0.268	0.86		0.78
<b>Weight Average for Chapel Hill/Carrboro School District</b>				<b>0.49</b>

Orange County Schools				
	0-3 Bedrooms	4 Bedrooms	5+ Bedrooms	Weighted Average
Single-Family Detached	0.35	0.57	0.57	0.44
	0-2 Bedrooms	3+ Bedrooms		Weighted Average
Single-Family Attached	0.07	0.17		0.15
Multifamily/Other	0.08	0.67		0.17
Manufactured Home	0.67	0.47		0.52
<b>Weight Average for Orange County School District</b>				<b>0.37</b>

Source: Student Generation Rates for Orange County School District and Chapel Hill-Carrboro School District, TischlerBise, October 28, 2014

### **III. Flowchart of Schools Adequate Public Facilities Ordinance Process**

Abstract: The Schools Adequate Public Facilities Ordinance process has two distinct components:

#### **A. Capital Investment Plan (CIP) (Process 1)**

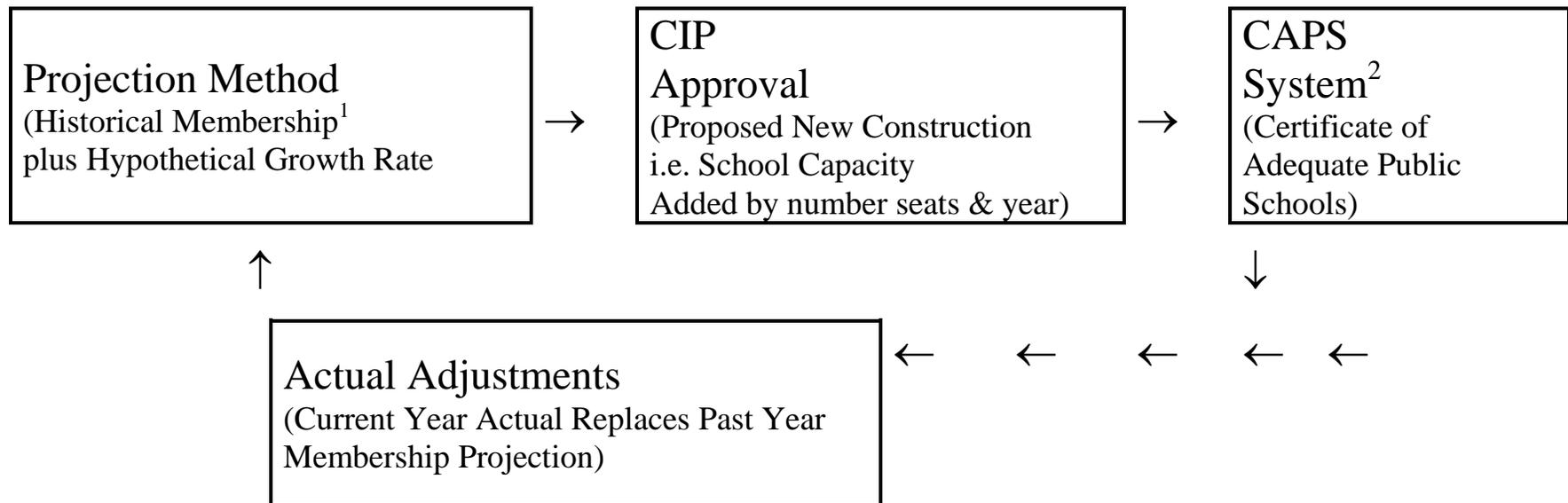
Timeframe: In November of each year, Student Membership and Building Capacity is transmitted from the school districts to the Orange County Board of Commissioners for consideration and approval and used in the following years CIP (e.g. November 15, 2014 membership numbers used to develop a CIP to be considered for adoption in June 2015).

#### **Process Framework**

1. SAPFOTAC projects future student membership from historical data, current membership and hypothetical growth rates from established methodologies.
2. School Districts and BOCC compare projections to existing capacity and proposed Capital Investment Plan.
3. SAPFOTAC forwards data and projections to all Schools APFO partners.
4. School Districts develop Capital Investment Plan Needs Assessment during this process
5. The Capital Investment Plan work sessions and Public Hearings are conducted by the BOCC in the spring of each year.
6. The adoption of CIP that sets forth monies and timeframe for school construction (future capacity) by BOCC.

# School Adequate Public Facilities Ordinance

## Process 1 - Capital Investment Planning (CIP)



<sup>1</sup>Historical Membership is a product of students generated from: (1) pre-existing/approved undeveloped lots where new housing is built, (2) existing housing stock with new families/children, and (3) newly approved housing development (in the future this component will be known as CAPS approved development)

<sup>2</sup>The only part of the CAPS System (i.e., computer spreadsheet subdivision tracking) that receives data from the Process 1 CIP includes the actual membership (November 15 of preceding CIP year) and new school capacity amount (seats) in a specific year pursuant to the CIP.

## **B. Schools Adequate Public Facilities Ordinance Certificate of Adequate Public Schools (CAPS) Update (Process 2)**

Timeframe: The CAPS system is updated approximately November 15 of each year when the school districts report actual membership and ‘pre-certified’ capacity, whether it is CIP associated or prior ‘joint action’ agreement. ‘Joint action’ determinations of changes in capacity due to State rules or other non-construction related items are anticipated to be done prior to the November 15 capacity and membership reporting date. This update may reflect the Board of County Commissioners action on the earlier year Capital Investment Plan (CIP) as it affects capacity and addition of new actual fall membership. The Schools Adequate Public Facilities Ordinance Certificate of Adequate Public Schools (CAPS) stays in effect until the following year – (e.g.: November 15, 2005 to November 14, 2006).

New development is originally logged for a certain year. As the CAPS system is updated, each CAPS projection year is ‘absorbed’ by the actual estimate of a given year. Later year CAPS projections of the same development remain in the future year CAPS system accordingly. For example, if a 50-lot subdivision is issued a CAPS, 15 lots may be assigned to “Year 1,” 10 lots to “Year 2,” 10 lots to “Year 3,” 10 lots to “Year 4,” and 5 lots to “Year 5.” When “Year 1” is updated, the students generated from the 15 lots are absorbed by the actual estimate. The students generated in “Years 2, 3, 4, and 5” are held in the CAPS system and added to the appropriate year when the CAPS system is updated.

As was discussed in Section II.C, The City of Mebane is not a party to the SAPFO and does not require that CAPS be issued prior to approving development activities. However, residential development within the Orange County portion of Mebane has increased dramatically prior to 2009, but has slowed considerably due to the current economic climate. Currently, there are approximately 1,000 approved undeveloped residential lots in the portion of Mebane that lies within Orange County. Increasing development within this area of the county has the potential to encumber a significant portion of the available capacity within the Orange County School District. Although the SAPFO system is not formally regulated in Mebane, staff monitors

*Section III*

development activity and when students enter the school system their enrollment is calculated and used in future school projection needs.

Please note that the two processes (CIP and CAPS) are on separate, but parallel tracks. However, the CIP does create a crossover of capacity information between the two processes. For example, the Schools APFO system for both school districts that will be established / initiated / certified each year in November and is based on prior year created and/or planned CIP capacity and current school year membership. The SAPFOTAC report including new current year membership and projections are to be used for upcoming CIP development as noted in Process 1.

**CIP Process 1** (for CIP 2015 - 2025)

November 2014 – June 2015 (using 2015 SAPFOTAC Report)

**Schools APFO CAPS Process 2** (for Schools APFO System 2015 – 2016)

November 2014 - November 2015

# School Adequate Public Facilities Ordinance

## Process 2 - Certificate of Adequate Public Schools (CAPS) Allocation

2015 CAPS system is effective November 15, 2014 through November 14, 2015.

The system is updated with new membership, CIP capacity changes, and any other BOCC/School District joint action approved capacity prior to November 15, 2014. This information is received within 5 days of November 15 and posted within the next 15 days. This CAPS system recalibration is retroactive to November 15, 2014.

### CAPS Allocation System

1. Certified Capacity
2. LOS Capacity
3. Actual Membership
4. Year Start Available Capacity
5. Ongoing Current Available Capacity (includes available capacity decreases from approved CAPS development by year)
6. CAPS approved development
  - a. Total units
  - b. Single Family<sup>1</sup>
  - c. Other Housing<sup>1</sup>

### CAPS System

$$AC^2 = SC^2 - (ADM^2 + ND1^2 + ND2^2 + \dots)$$

$AC \geq 0$  - Issue CAPS

$AC < 0$  - Defer CAPS to later date

<sup>1</sup>Student Generation Rates from CAPS housing type create future membership estimate. Please note that this CAPS membership future estimate is different than the projection based on historical data and projection models used in the CIP process 1. This estimate only captures new development impact, which is the component that the SAPFO can regulate.

<sup>2</sup>AC - Available Capacity - Starts at Annual Update Capacity and reduces as CAPS approved development is entered into the system.

SC - Certified School Level Capacity

ADM - Average Daily Membership

ND - New Development; ND1 means first approved CAPS approved development

Attachment 2

CHCCS Student Projections (1) (4)

Elementary

School Year	2001-02	2002-03	2003-04	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
Actual	4,474	4,551	4,692	4,695	4,879	4,980	5,173	5,302	5,219	5,296	5,464	5,543	5,554	5,541										
Tischler (2)															5,625	5,710	5,794	5,879	5,963	6,048	6,132	6,217	6,301	6,386
OC Planning															5,641	5,769	5,898	6,014	6,131	6,235	6,326	6,416	6,491	6,565
10 Year Growth															5,606	5,647	5,707	5,759	5,769	5,827	5,885	5,944	6,004	6,064
5 Year Growth															5,586	5,606	5,650	5,695	5,701	5,758	5,816	5,874	5,933	5,992
3 Year Growth															5,573	5,578	5,603	5,629	5,632	5,689	5,746	5,803	5,861	5,920
Average															5,606	5,662	5,730	5,795	5,839	5,911	5,981	6,051	6,118	6,185
Annual Change - Increase (Decrease) in Actual & Projected Membership	30	77	141	3	184	101	193	129	(83)	77	168	79	11	(13)	65	56	68	65	44	72	70	70	67	67
Capacity - 100% Level of Service (LOS)	4,302	4,302	4,921	4,921	4,921	4,921	4,921	5,244	5,244	5,244	5,244	5,244	5,829	5,829	5,829	5,829	5,829	5,829	5,829	5,829	5,829	5,829	5,829	5,829
Number of Students, Actual and Projected, Over (Under) 100% LOS	172	249	(229)	(226)	(42)	59	252	58	(25)	52	220	299	(275)	(288)	(223)	(167)	(99)	(34)	10	82	152	222	289	356
Capacity - 105% Level of Service (LOS)	4,517	4,517	5,167	5,167	5,167	5,167	5,167	5,506	5,506	5,506	5,506	5,506	6,120	6,120	6,120	6,120	6,120	6,120	6,120	6,120	6,120	6,120	6,120	6,120
Number of Students, Actual and Projected, Over (Under) 105% LOS	(43)	34	(475)	(472)	(288)	(187)	6	(204)	(287)	(210)	(42)	37	(566)	(679)	(514)	(458)	(390)	(325)	(281)	(209)	(139)	(70)	(2)	65
Actual - % Level of Service	104.0%	105.8%	95.3%	95.4%	99.1%	101.2%	105.1%	101.1%	99.5%	101.0%	104.2%	105.7%	95.3%	95.1%	96.2%	97.1%	98.3%	99.4%	100.2%	101.4%	102.6%	103.8%	105.0%	106.1%
Average - % Level of Service															96.2%	97.1%	98.3%	99.4%	100.2%	101.4%	102.6%	103.8%	105.0%	106.1%
Annual Student Growth Rate (3)	0.68%	1.72%	3.10%	0.06%	3.92%	2.07%	3.88%	2.49%	-1.57%	1.48%	3.17%	1.45%	0.20%	-0.23%	1.18%	0.99%	1.21%	1.13%	0.76%	1.23%	1.18%	1.16%	1.11%	1.10%

Elementary School #9 opens in fall 2003 with additional 619 seats

Per November 15, 2005 Certified Capacity Calculations, CHCCS projects Elementary #10 opening for school year 2008-09. In accordance with BOCC adopted School Construction Standards, elementary school capacity totals 600 students.  
Important Note: Per 2005 agreement of School Collaboration Work Group, Grades K-3 class size reduced from 1:23 to 1:21 the year Elementary #10 opens (to allow for prior Legislative Action re: reduced class size)

Elementary School #11 opens with 585 seats

(1) It is important to note that this reflects the November 15, 2014 date of membership as outlined in by the Schools Adequate Public Facilities Ordinance. It does not include CHCCS students attending the Hospital School.  
 (2) The Tischler Model provides for the "Linear Method" of projections for both CHCCS and OCS. Original projections used in prior years projection models included the "Linear Extrapolation Method" for CHCCS.  
 (3) Annual growth rate calculated using actual membership for years 2001-02 through 2014-15 and average membership for years 2015-16 through 2024-25  
 (4) Class sizes for grades K-3 = 1:23 for school years 2000 through 2007-08. In accordance with 2005 School Collaboration Work Group direction, effective the 2008-2009 school year with the opening of CHCCS Elementary #10, K-3 class sizes are 1:21 as directed by past State legislative action.

CHCCS Student Projections (1)

Middle

School Year	2001-02	2002-03	2003-04	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
Actual	2,540	2,608	2,612	2,560	2,572	2,592	2,622	2,697	2,708	2,722	2,753	2,785	2,858	2,861										
Tischler (2)															2,905	2,948	2,992	3,035	3,079	3,123	3,166	3,210	3,253	3,297
OC Planning															2,898	2,938	2,983	3,026	3,069	3,112	3,155	3,198	3,241	3,284
10 Year Growth															2,910	2,952	2,990	3,034	3,077	3,120	3,163	3,206	3,249	3,292
5 Year Growth															2,888	2,910	2,929	2,958	3,001	3,044	3,087	3,130	3,173	3,216
3 Year Growth															2,874	2,893	2,914	2,948	2,978	2,975	2,973	2,949	2,978	3,008
Average															2,895	2,928	2,966	3,009	3,058	3,087	3,118	3,127	3,167	3,208
Annual Change - Increase (Decrease) in Actual & Projected Membership	214	68	4	(52)	12	20	30	75	11	14	31	32	73	3	34	33	37	43	49	29	31	9	40	41
Capacity - 100% Level of Service	2,840	2,840	2,840	2,840	2,840	2,840	2,840	2,840	2,840	2,840	2,840	2,840	2,840	2,944	2,944	2,944	2,944	2,944	2,944	2,944	2,944	2,944	2,944	2,944
Number of Students, Actual and Projected, Over (Under) 100% LOS	(300)	(232)	(228)	(280)	(268)	(248)	(218)	(143)	(132)	(118)	(87)	(55)	18	(83)	(49)	(16)	22	65	114	143	174	183	223	264
107% Level of Service	3,039	3,039	3,039	3,039	3,039	3,039	3,039	3,039	3,039	3,039	3,039	3,039	3,150	3,150	3,150	3,150	3,150	3,150	3,150	3,150	3,150	3,150	3,150	3,150
Number of Students, Actual and Projected, Over (Under) 107% LOS	(499)	(431)	(427)	(479)	(467)	(447)	(417)	(342)	(331)	(317)	(286)	(254)	(181)	(289)	(255)	(222)	(184)	(141)	(92)	(63)	(32)	(23)	17	58
Actual - % Level of Service	89.4%	91.8%	92.0%	90.1%	90.6%	91.3%	92.3%	95.0%	95.4%	95.8%	96.9%	98.1%	100.6%	97.2%	98.3%	99.5%	100.7%	102.2%	103.9%	104.9%	105.9%	106.2%	107.6%	109.0%
Average - % Level of Service															98.3%	99.5%	100.7%	102.2%	103.9%	104.9%	105.9%	106.2%	107.6%	109.0%
Annual Student Growth Rate (3)	9.20%	2.68%	0.15%	-1.99%	0.47%	0.78%	1.16%	2.86%	0.41%	0.52%	1.14%	1.16%	2.62%	0.10%	1.18%	1.15%	1.28%	1.46%	1.63%	0.95%	0.99%	0.29%	1.29%	1.29%

indicates when district surpasses Schools APFO recommended Level of Service

Additional 104 new seats at Culbreth Middle School

(1) It is important to note that this reflects the November 15, 2014 date of membership as outlined in by the Schools Adequate Public Facilities Ordinance. It does not include CHCCS students attending the Hospital School.  
 (2) The Tischler Model provides for the "Linear Method" of projections for both CHCCS and OCS. Original projections used in prior years projection models included the "Linear Extrapolation Method" for CHCCS.  
 (3) Annual growth rate calculated using actual membership for years 2001-02 through 2014-15 and average membership for years 2015-16 through 2024-25

CHCCS Student Projections (1)

High

School Year	2001-02	2002-03	2003-04	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
Actual	2,963	3,162	3,330	3,422	3,514	3,520	3,635	3,630	3,606	3,640	3,714	3,796	3,764	3,730										
Tischler (2)															3,787	3,844	3,901	3,957	4,014	4,071	4,128	4,185	4,242	4,299
OC Planning															3,818	3,875	3,906	3,949	3,990	4,058	4,126	4,194	4,275	4,358
10 Year Growth															3,701	3,772	3,862	3,977	4,064	4,156	4,261	4,283	4,325	4,367
5 Year Growth															3,707	3,767	3,841	3,902	3,963	3,973	4,001	4,082	4,083	4,108
3 Year Growth															3,696	3,733	3,782	3,813	3,864	3,873	3,902	3,969	3,953	3,957
Average															3,742	3,798	3,858	3,920	3,979	4,015	4,063	4,138	4,167	4,209
Annual Change - Increase (Decrease) in Actual & Projected Membership	148	199	168	92	92	6	115	(5)	(24)	34	74	82	(32)	(34)	12	56	60	61	60	36	48	76	29	42
Capacity - 100% Level of Service	3,035	3,035	3,035	3,035	3,035	3,035	3,835	3,835	3,835	3,875	3,875	3,875	3,875	3,875	3,875	3,875	3,875	3,875	3,875	3,875	3,875	3,875	3,875	3,875
Number of Students, Actual and Projected, Over (Under) 100% LOS	(72)	127	295	387	479	485	(200)	(205)	(229)	(235)	(161)	(79)	(111)	(145)	(133)	(77)	(17)	45	104	140	188	263	292	334
110% Level of Service	3,339	3,339	3,339	3,339	3,339	3,339	4,219	4,219	4,219	4,263	4,263	4,263	4,263	4,263	4,263	4,263	4,263	4,263	4,263	4,263	4,263	4,263	4,263	4,263
Number of Students, Actual and Projected, Over (Under) 110% LOS	(376)	(177)	(9)	83	176	182	(584)	(589)	(613)	(623)	(549)	(467)	(499)	(533)	(521)	(464)	(404)	(343)	(283)	(248)	(200)	(124)	(95)	(53)
Actual - % Level of Service	97.6%	104.2%	109.7%	112.8%	115.8%	116.0%	94.8%	94.7%	94.0%	93.9%	95.8%	98.0%	97.1%	96.3%	96.6%	98.0%	99.6%	101.2%	102.7%	103.6%	104.8%	106.8%	107.5%	108.6%
Average - % Level of Service															96.6%	98.0%	99.6%	101.2%	102.7%	103.6%	104.8%	106.8%	107.5%	108.6%
Annual Student Growth Rate (3)	5.26%	6.72%	5.31%	2.76%	2.69%	0.17%	3.27%	-0.14%	-0.66%	0.94%	2.03%	2.21%												



**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** May 19, 2015

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

**SUBJECT:** Authorization to Declare an Item Surplus

**DEPARTMENT:** Asset Management Services  
and Solid Waste Management

**PUBLIC HEARING:** (N)

No
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**ATTACHMENT(S):**

Maintenance Supervisor Memorandum

**INFORMATION CONTACT:**

Jeff Thompson, 245-2658

Gayle Wilson, 968-2788

**PURPOSE:** To consider declaring a Recycling Division Roll-off Truck/Asset Number 1681 as surplus.

**BACKGROUND:** The Director of Asset Management Services is authorized to declare items surplus up to \$5,000. Currently the Solid Waste Department has the following vehicle that is no longer needed and therefore needs to be sold. It is anticipated it will exceed the \$5,000 threshold.

Equipment	Year	Asset Number	Serial/VIN
Roll Off Truck	2007	1681	1FVHALCG37DX46685

Originally, it was planned to surplus the truck listed below (Asset #1779), and it was approved to be surplus by the Board of Commissioners at its December 9, 2014 meeting. Since that time, due to delays in receiving new equipment and an untimely breakdown, vehicle #1779 has undergone significant repairs making it a more reliable backup vehicle than vehicle #1681 (above). Therefore staff plans to continue utilizing Asset #1779 in the recycling division fleet.

Equipment	Year	Asset Number	Serial/VIN
Roll Off Truck	2009	1779	1FVHALCK79DAL7350

**FINANCIAL IMPACT:** Proceeds from the sale of this item (#1681), less any applicable fees, will be returned to the Solid Waste Enterprise Fund.

**RECOMMENDATION(S):** The Manager recommends that the Board: 1) declare Roll Off Truck/Asset Number 1681 as surplus and 2) authorize the AMS Director to affect the sale of the item through GovDeals.

TO: GAYLE WILSON  
Director of Solid Waste

Eric Gerringer  
Recycling Manager

FR: LARRY SLAUGHTER  
Heavy Equipment Maintenance Supervisor

Date: April 22, 2015

Subject: Surplus Vehicle Sale Change

The following is a request for change concerning the sale of Surplus Vehicles.

On December 9, 2014 The Orange County Board of Commissioners approved the sale of multiple vehicles. These vehicles were to be disposed of by sales conducted on Gov-Deals program. One (1) vehicle that was designated for sale was a Roll-off Truck, Unit # 1779. This is a 2009 Freightliner vehicle. This vehicle was to be sold upon arrival of a new replacement truck. While waiting for the new replacement to arrive, this unit required repairs that has made this unit more reliable and can continue to be utilized within the Recycle Feet.

It is requested that we substitute unit # 1681 roll off truck instead. This unit is a 2007 Freightliner and is a less reliable asset for fleet use. Sale of this unit is expected to exceed the value of \$5,000.00 and funds from this sale will be deposited to the Solid Waste Enterprise Funds.

Your time to review this request is greatly appreciated.

LS

CC:file

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** May 19, 2015

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

**SUBJECT:** Bid Award – Front-End Loader Truck for Solid Waste

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**DEPARTMENT:** Solid Waste Management  
Financial Services

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

No

**ATTACHMENT(S):**

Pricing/Warranty Memorandum

**INFORMATION CONTACT:**

Gayle Wilson, Solid Waste, 968-2885  
Paul Laughton, 245-2152

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**PURPOSE:** To consider awarding a bid to Carolina Environmental Systems, Inc. (CES) for a Front End Loader Truck for the Sanitation Division of the Solid Waste Management Department.

**BACKGROUND:** The Solid Waste Department equipment replacement schedule calls for the replacement a Front End Loader Truck (#775 – purchased in FY-2007/08). This truck will be used to service municipal solid waste (MSW) containers at County buildings, Orange County Schools and four (4) of the County's solid waste convenience centers.

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 National Joint Powers Alliance (NJPA) is a cooperative purchasing group that meets the requirements of NCGS 143-129(e) (3). The specific contract number is NJPA Contract # 060612-ESG. The terms of the contract call for items to be sold and serviced through a local dealer bid. Carolina Environmental Systems has been identified as the local dealer (See attached Pricing/Warranty Memorandum).

Staff compiled a list of specifications that meet the County's needs and compared these specifications to information on the units bid by the NJPA. There were no noted deficiencies and staff determined that all specifications met the County's needs. The recommended unit consists of a 2016 Peterbilt Cab and Chassis and a Heil body at a total cost of \$275,850.92. The Pricing/Warranty Memorandum is attached.

**FINANCIAL IMPACT:** The purchase price of the Front End Loader Truck along with recommended options is \$275,850.92. The Front End Loader Truck was scheduled for replacement in FY 2015-16, but the Solid Waste Fund has available funds for the purchase in the current fiscal year operating budget, thereby reducing the General Fund's Contribution to Sanitation in the FY 2015-16 recommended budget.

**RECOMMENDATION(S):** The Manager recommends that the Board award the bid to Carolina Environmental Services for the purchase of the Front End Loader Truck at a delivered cost of \$275,850.92.

**Carolina Environmental Systems, Inc.**  
**2750 Highway 66 South, Kernersville, NC 27284**  
**2701 White Horse Rd, Greenville, SC 29611**  
**(800)239-7796**

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4-23-14 Revised

To: Orange County Solid Waste and Recycling  
 Attn: Larry Slaughter

Offer to purchase via National Joint Powers Alliance (NJPA) on contract # 060612-ESG

1. Chassis, 2016 Peterbilt model 320, including one spare rim as per specifications  
 \$ 132,323.00
2. Body, new 2015 Heil DP Half Pack, 28 cu yds, including auxiliary air lift axle and 5  
 year cylinder warranty as per specifications \$ 140,506.00
3. Chassis extended warranties:
  - Cummins engine 5 year/200,000 mile \$ 1,414.00
  - “ “ “ “ “ after treatment \$ 707.00
  - Allison 5 year unlimited \$ 900.92

**TOTAL Price, delivered to you \$ 275,850.92**

Cab and body color, custom green

Delivery: 110 – 140 days

CES will be primary source for all warranties.

We appreciate the opportunity to submit this information and I look forward to your response.

***Matt Keeble***

Matt Keeble, mob 704-239-8471, email [mattkeeble@bellsouth.net](mailto:mattkeeble@bellsouth.net)

Distributors for:

**Heil, Schwarze, Schaefer, Pac-Mac, Pak-Rat, Busch, SwapLoader, Pioneer,  
 O'Brian, Load Lugger, Galbreath**

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** May 19, 2015

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

**SUBJECT:** Contract Renewal for HDR Engineering, Incorporated of the Carolinas

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**DEPARTMENT:** Solid Waste Management

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

No

**ATTACHMENT(S):**

2015 Renewal Agreement  
Rate Schedule  
2013 Agreement

**INFORMATION CONTACT:**

Gayle Wilson, 919-968-2885  
John Roberts, 919-245-2318

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**PURPOSE:** To approve a contract renewal between the Solid Waste Department and HDR Engineering, Inc. of the Carolinas. (hereinafter HDR) for engineering and consulting services for Solid Waste through June 10, 2017.

**BACKGROUND:** On June 10, 2010 Orange County entered into an agreement with HDR Engineering, Inc. of the Carolinas (hereinafter HDR) for engineering and consulting services for solid waste. The original contract included an option of extending the contract for two additional two-year periods. In May 2013 the BOCC approved an agreement for an additional two years. The proposed addendum engages HDR for the final two-year extension through June 10, 2017.

Ongoing services provided may include:

1. Landfill gas system compliance
2. Landfill closure/post closure compliance and permitting & capacity calculations
3. Preparation of designs and bid documents
4. Assistance in preparing scope of work requests for proposals
5. Assistance with review of bid documents and proposals
6. Preparation of drawing, calculations, evaluations, estimates, assessments, etc.
7. Waste characterizations, master plans, fee/rate structure analysis & feasibility studies
8. Drainage/erosion control plans
9. Convenience Center design and permitting
10. Other technical assistance as may be necessary

**FINANCIAL IMPACT:** Sufficient funds to cover anticipated expenditures are budgeted annually for ongoing and anticipated projects and services. Fiscal 2014/15 appropriations are \$150,000.

**RECOMMENDATION(S):** The Manager recommends that the Board authorize the two year extension of the agreement until June 10, 2017 and authorize the Chair to sign the agreement on behalf of the Board.

**NORTH CAROLINA**

**CONTRACT AMENDMENT**

**ORANGE COUNTY**

**THIS CONTRACT AMENDMENT** (“Amendment”) is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2014 by and between **ORANGE COUNTY** (hereinafter referred to as “**County**”) and **HDR ENGINEERING, INC. OF THE CAROLINAS**, (hereinafter referred to as “**Consultant**”).

**WITNESSETH:**

THAT WHEREAS, the County and Consultant entered into a contract dated June 10, 2013, for the provision of professional services to the County (hereinafter the “Original Agreement”); and

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

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

1. The Term of the Original Agreement is hereby extended through **June 10, 2017**.
2. The current Rate Schedule used for determining invoice amounts shall be replaced with the updated Rate Schedule, attached.
3. Except for the changes made herein, the Original Agreement shall remain in full force and effect to the extent it is not inconsistent with this Amendment.

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

**ORANGE COUNTY**

**CONSULTANT**

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Printed name/title: \_\_\_\_\_

Approved as to technical content

\_\_\_\_\_  
Department Director

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

\_\_\_\_\_  
Office of the Chief Financial Officer

Approved as to form and legal sufficiency:

\_\_\_\_\_  
Office of the County Attorney



## RATE SCHEDULE

The following is an hourly billing rate schedule for HDR staff effective January, 2015.

### LABOR (BILLING RATES)

Project Principal/Director	\$200/hour
Senior Project Manager	\$160 - \$195/hour
Project Manager	\$130 - \$160/hour
Senior Project Engineer	\$140 - \$180/hour
Project Engineer	\$95 - \$140/hour
Engineering Intern	\$80 - \$110/hour
Project Technician	\$75 - \$100/hour
Construction Coordinator	\$75 - \$135/hour
Hydrogeologist/Geologist	\$90 - \$130/hour
Environmental Scientist	\$90 - \$125/hour
Senior CADD Designer	\$100 - \$128/hour
CADD Technician	\$75 - \$110/hour
Administrative Support	\$75 - \$90/hour

[Departmental Use Only]  
Title  
FY

NORTH CAROLINA

**CONSULTING SERVICES AGREEMENT -RFP-  
OVER \$90,000 OR BOARD CONSULTANT**

ORANGE COUNTY

This Agreement, made and entered into this 10th day of June, 2013, ("Effective Date") by and between Orange County, North Carolina a body politic and corporate of the State of North Carolina (hereinafter, the "County") and HDR Engineering, Inc. of the Carolinas, (hereinafter, the "Consultant").

**WITNESSETH:**

That the County and Consultant, for the consideration herein named, do hereby agree as follows:

**ARTICLE 1        SCOPE OF WORK**

1.1        Scope of Work

1.1.1      This Services Agreement ("Agreement") is for professional consulting services to be rendered by Consultant to County with respect to general solid waste engineering and environmental management services.

1.1.2      By executing this Agreement, the Consultant represents and agrees that Consultant is qualified to perform and fully capable of performing and providing the services required or necessary under this Agreement in a fully competent, professional and timely manner.

1.1.3      Time is of the essence with respect to this Agreement.

1.1.4      The services to be performed under this Agreement consist of Basic Services, as described and designated in Article 3 hereof. Compensation to the Consultant for Basic Services under this Agreement shall be as set forth herein.

**ARTICLE 2        RESPONSIBILITIES OF THE CONSULTANT**

2.1        Services to be Provided. The Consultant shall provide the County with all services required in Article 3 to satisfactorily complete the Project within the time limitations set forth herein and in accordance with the highest professional standards.

2.2.        Standard of Care

2.2.1      The Consultant shall exercise reasonable care and diligence in performing services under this Agreement in accordance with the highest generally accepted standards of this type of Consultant practice throughout the United States and in accordance with applicable federal, state and local laws and regulations applicable to the performance of these services. Consultant is

solely responsible for the professional quality, accuracy and timely completion and submission of all reports, drawings, specifications, plans, documents and services (hereinafter "Deliverables") related to the Basic Services.

2.2.2 The Consultant shall be responsible for all errors or omissions, in the deliverables prepared by the Consultant.

2.2.3 The Consultant shall correct at no additional cost to the County any and all errors, omissions, discrepancies, ambiguities, mistakes or conflicts in any Deliverables prepared by the Consultant.

2.2.4 The Consultant shall assure that all Deliverables prepared by it hereunder are in accordance with applicable laws, statutes, and that any necessary or appropriate applications for approvals are submitted to federal, state and local governments or agencies in a timely manner so as not to delay the Project.

2.2.5 The Consultant shall not, except as otherwise provided for in this Agreement, subcontract the performance of any work under this Agreement without prior written permission of the County. No permission for subcontracting shall create, between the County and the subcontractor, any contract or any other relationship.

2.2.6 Any and all employees of the Consultant engaged by the Consultant in the performance of any work or services required of the Consultant under this Agreement, shall be considered employees or agents of the Consultant only and not of the County, and any and all claims that may or might arise under any workers compensation or other law or contract on behalf of said employees while so engaged shall be the sole obligation and responsibility of the Consultant.

2.2.7 Consultant agrees that Consultant and its subcontractors, if any, shall be required to comply with all federal, state and local antidiscrimination laws, regulations and policies that relate to the performance of Consultant's services under this Agreement.

2.2.8 If activities related to the performance of this agreement require specific licenses, certifications, or related credentials Consultant represents that it and/or its employees, agents and subcontractors engaged in such activities possess such licenses, certifications, or credentials and that such licenses certifications, or credentials are current, active, and not in a state of suspension or revocation.

### **ARTICLE 3      **BASIC SERVICES****

#### **3.1      Basic Services**

3.1.1 The Consultant shall perform as Basic Services the work and services described herein and as specified in the County's "RFP Number 5162 for general engineering/solid waste services (the "RFP")" issued February 3, 2010, which is fully incorporated and integrated herein by reference together with Attachments Original Orgional Contract; Attachment A,RFQ, Statement of Qualifications, Proof of Insurance; Attachment B, Rate Sheet; Attachment C. (designate all attachments).

3.1.2 The Basic Services will be performed by the Consultant in accordance with the following schedule: (Insert task list and milestone dates)

<u>Task</u>	<u>Milestone Date</u>
1. Landfill gas system compliance	n/a
2. Landfill closure/post closure compliance, permitting & capacity calculations	n/a
3. Preparation of designs & bid documents	n/a
4. Assistance in preparing scope of work requests for proposals	n/a
5. Assistance with review of bid documents & proposals	n/a
6. Preparation of drawings, calculations, evaluations, estimates, assessments, etc.	n/a
7. Waste characterizations, master plans & feasibility studies	n/a
8. Drainage/erosion control plans	n/a
9. Convenience Center design & permitting	n/a
10. Other technical assistance as may be necessary	n/a

#### **ARTICLE 4 DURATION OF SERVICES**

##### **4.1 Scheduling of Services**

4.1.1 The Commencement Date for the Consultant's Basic Services shall be June 10, 2013.

#### **ARTICLE 5 COMPENSATION**

##### **5.1 Compensation for Basic Services**

5.1.1 Compensation for Basic Services shall include all compensation due the Consultant from the County for all services under this Agreement except for any authorized Reimbursable Expenses which are defined herein.

5.2 Reimbursable Expenses *(May not be applicable to all Projects; cross out this section and do not submit with RFP if not applicable.)*

5.2.1 Reimbursable expenses are in addition to the fees for Basic Services and are for the following expenditures to the extent reasonable and actually incurred by the Consultant with respect to the Project:

5.2.2 Actual expenditures for postage, reproductions, photography, and long distance telephone charges directly attributable to this Project.

5.2.3 The actual cost of reproduction of reports, plans and specifications excluding documents for exclusive use by the Consultant.

5.2.4 The Consultant shall not be entitled to any mark-up on actual expenses which are incurred.

Reimbursable expenses shall be compensated by the County along with invoices for Basic Services provided by Consultant. Payment of Reimbursable Expenses shall be subject to Consultant's timely submission of valid receipts for any such expenses and approval by the County. Any additional charges not specified herein, must be mutually agreed to in advance by County and Consultant and documented in writing with a letter signed by authorized representatives for County and Consultant and, subject to budgeted funds.

## **ARTICLE 6    RESPONSIBILITIES OF THE COUNTY**

### **6.1    Cooperation and Coordination**

6.1.1    The County has designated Gayle Wilson to act as the County's representative with respect to the Project and shall have the authority to render decisions within guidelines established by the County Manager and the County Board of Commissioners and shall be available during working hours as often as may be reasonably required to render decisions and to furnish information.

6.1.2    The County shall be solely responsible for determining whether Consultant has satisfactorily completed Tasks. It is agreed that County shall not unreasonably withhold its determination of satisfactory completion of any Task. In the event, the amount of an invoice is disputed, County may withhold payment until the dispute is resolved by the parties. County may also withhold payment on an invoice until the satisfactory completion of a Task by Consultant.

## **ARTICLE 7    INSURANCE**

### **7.1    General Requirements**

7.1.1    The Consultant shall purchase and maintain and shall cause each of his Consultants to purchase and maintain, during the period of performance of this Agreement, insurance for protection from claims under workers' or workmen's compensation acts; Comprehensive General Liability Insurance covering claims arising out of or relating to bodily injury, including bodily injury, sickness, disease or death of any of the Consultant's employees or any other person and to real and personal property including loss of use resulting thereof; Comprehensive Automobile Liability Insurance, including hired and non-owned vehicles, if any, covering personal injury or death, and property damage; and Professional Liability Insurance, covering personal injury, bodily injury and property damage and claims arising out of or related to the performance under this Agreement by the Consultant or his agents, Consultants and employees.

7.1.2    The minimum insurance rating for any company insuring the Consultant shall be Best's A-. If the Consultant does not meet the insurance requirements, it is suggested that the County's Risk Manager be consulted prior to finalizing this Agreement.

### **7.2    Limits of Coverage**

7.2.1    Minimum limits of insurance coverage shall be as follows:

INSURANCE DESCRIPTION	MINIMUM REQUIRED COVERAGE
• Worker's Compensation	Limits for Coverage A - Statutory State of N.C. Coverage B - Employers Liability \$500,000 each accident and policy limit and disease each employee
• Commercial General Liability	\$1,000,000 Each Occurrence; \$2,000,000 Aggregate.
• Automobile Liability	Combined Single Limit \$500,000
• Professional Liability	NOTE: Insert coverage limits required by Risk Manager if applicable.

7.2.2 All insurance policies (with the exception of Worker's Compensation and Professional Liability) required under this Agreement shall name the County as an additional insured party. Evidence of such insurance shall be furnished to the County, together with evidence that each policy provides that the County shall receive not less than thirty (30) days prior written notice of any cancellation, non-renewal or reduction of coverage.

### 7.3 Indemnity

7.3.1 The Consultant agrees to indemnify and hold harmless the County from all loss, liability, claims or expense, including attorney's fees, arising out of or related to the Project and arising from bodily injury including death or property damage to any person or persons caused in whole or in part by the negligence or misconduct of the Consultant except to the extent same are caused by the negligence or willful misconduct of the County. It is the intent of this provision to require the Consultant to indemnify the County to the fullest extent permitted under North Carolina law.

## ARTICLE 8 AMENDMENTS TO THE AGREEMENT

### 8.1 Changes in Basic Services

8.1.1 Changes in the Basic Services and entitlement to additional compensation or a change in duration of this Agreement shall be made by a written Amendment to this Agreement executed by the County and the Consultant. The Consultant shall proceed to perform the Services required by the Amendment only after receiving a fully executed Amendment from the County.

## ARTICLE 9 TERMINATION

### 9.1 Termination for Convenience of the County

9.1.1 This Agreement may be terminated without cause by the County and for its convenience upon seven (7) days prior written notice to the Consultant.

### 9.2 Other Termination

9.2.1 The Consultant may terminate this Agreement based upon the County's material breach of this Agreement; provided, the County has not taken all reasonable actions to remedy the breach. The Consultant shall give the County seven (7) days' prior written notice of its intent to terminate this Agreement for cause.

### 9.3 Compensation After Termination

9.3.1 In the event of termination, the Consultant shall be paid that portion of the fees and expenses that it has earned to the date of termination, less any costs or expenses incurred or anticipated to be incurred by the County due to errors or omissions of the Consultant.

9.3.2 Should this Agreement be terminated, the Consultant shall deliver to the County within seven (7) days, at no additional cost, all Deliverables including any electronic data or files relating to the Project.

### 9.4 Waiver

9.4.1 The payment of any sums by the County under this Agreement or the failure of the County to require compliance by the Consultant with any provisions of this Agreement or the waiver by the County of any breach of this Agreement shall not constitute a waiver of any claim for damages by the County for any breach of this Agreement or a waiver of any other required compliance with this Agreement.

## **ARTICLE 10 ADDITIONAL PROVISIONS**

### 10.1 Relationship of Parties

10.1.1 Consultant is an independent contractor of the County. Neither Consultant nor any employee of the Consultant shall be deemed an officer, employee or agent of the County. Consultant's personnel shall not be employees of, or have any contractual relationship with the County.

### 10.2 Limitation and Assignment

10.2.1 The County and the Consultant each bind themselves, their successors, assigns and legal representatives to the terms of this Agreement. Neither the County nor the Consultant shall assign or transfer its interest in this Agreement without the written consent of the other.

### 10.3 Governing Law

10.3.1 This Agreement and the duties, responsibilities, obligations and rights of respective parties hereunder shall be governed by the laws of the State of North Carolina.

### 10.4 Dispute Resolution

10.4.1 Any and all suits or actions to enforce, interpret or seek damages with respect to any provision of, or the performance or non-performance of, this Agreement shall be brought in the General Court of Justice of North Carolina sitting in Orange County, North Carolina and it is agreed by the parties that no other court shall have jurisdiction or venue with respect to such

suits or actions. The Parties may agree to nonbinding mediation of any dispute prior to the bringing of such suit or action.

#### 10.5 Extent of Agreement

10.5.1 This Agreement, together with the Request for Proposals together with attachments distributed by the County and the Consultant's submitted Proposal, all of which constitute the Contract Documents, represents the entire and integrated agreement between the County and the Consultant and supersedes all prior negotiations, representations or agreements, either written or oral. In the event of a conflict among the terms of the Contract Documents, the priority of documents shall be This Agreement, the County's Request for Proposals, attachments to the County's Request for Proposals, and the Consultant's Proposal. This Agreement may be amended only by written instrument signed by both parties. Modifications may be evidenced by facsimile signatures.

#### 10.6 Severability

10.6.1 If any provision of this Agreement is held as a matter of law to be unenforceable, the remainder of this Agreement shall be valid and binding upon the Parties.

#### 10.7 Ownership of Deliverables

10.7.1 All Deliverables, together with all supporting materials, source documentation, data collected, field notes, and working drafts, developed in the performance of this Agreement shall become the property of the County and may be used on any other project without additional compensation to the Consultant. The use of the Deliverables by the County or by any person or entity for any purpose other than the Project as set forth in this Agreement shall be at the full risk of the County.

#### 10.8 Non-Appropriation

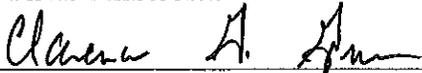
10.8.1 Consultant acknowledges that County is a governmental entity, and the validity of this Agreement is based upon the availability of public funding under the authority of its statutory mandate.

In the event that public funds are unavailable and not appropriated for the performance of County's obligations under this Agreement, then this Agreement shall automatically expire without penalty to County immediately upon written notice to Consultant of the unavailability and non-appropriation of public funds. It is expressly agreed that County shall not activate this non-appropriation provision for its convenience or to circumvent the requirements of this Agreement, but only as an emergency fiscal measure during a substantial fiscal crisis.

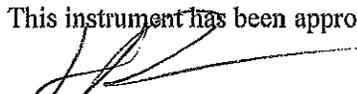
In the event of a change in the County's statutory authority, mandate and/or mandated functions, by state and/or federal legislative or regulatory action, which adversely affects County's authority to continue its obligations under this Agreement, then this Agreement shall automatically terminate without penalty to County upon written notice to Consultant of such limitation or change in County's legal authority.

#### 10.9 Notices

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

  
Office of the Finance Director

This instrument has been approved as to form and legal sufficiency.

  
Office of the County Attorney

10.9.1 Any notice required by this Agreement shall be in writing and delivered by certified or registered mail, return receipt requested to the following:

Orange County Solid Waste Management  
Attention: Gayle Wilson  
P.O. Box 17177  
Chapel Hill, NC 27516

HDR Engineering, Inc. of the Carolinas  
Attention: Robert Rella  
440 South Church Street, Suite 1000  
Charlotte, NC 28202-1919

10.10 Term of Agreement

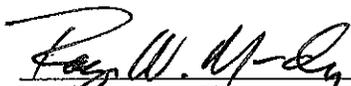
10.10.1 The term of this Agreement is two (2) years, commencing on June 10, 2013. At the time of the Agreement's expiration, the County and the Consultant may renew said Agreement for an additional term if two (2) years.

IN WITNESS WHEREOF, the Parties, by and through their authorized agents, have hereunder set their hands and seal, all as of the day and year first above written.

COUNTY: Orange County

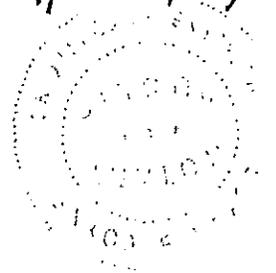
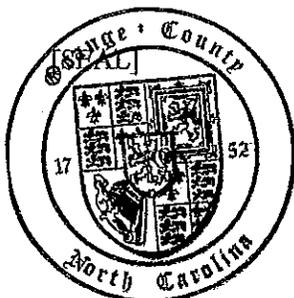
CONSULTANT:

  
Barry Jacobs, Chair  
Board of County Commissioners

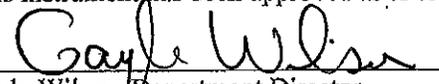
  
Signature Robert W. Moody, SVP

Attest:  
  
Donna Baker, Clerk to the Board

Signed before me 5/24/13  
Notary: Mecklenburg County, North Carolina  
Susan S. Coyne  
My Commission Expires 9/19/2015



This instrument has been approved as to technical content.

  
Gayle Wilson, Department Director

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** May 19, 2015

**Action Agenda**

**Item No.** 6-h

**SUBJECT:** Storage Area Network Upgrade

**DEPARTMENT:** Information Technologies

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

No

**ATTACHMENT(S):**

Installment Payment Agreement

**INFORMATION CONTACT:**

Jim Northrup, 919-245-2276

**PURPOSE:** To purchase new equipment to increase the processing capacity and increase the storage capacity of the County's storage area network (SAN) while reducing the annual maintenance costs.

**BACKGROUND:** The SAN (storage area network) is a highly redundant and large array of hard disks that can be segregated to appear as single drives to any connected server. This technology consolidates most of the County's servers' storage. Since FY 2011 Orange County Information Technologies has spent an average of approximately \$70,000 per year to maintain and improve this technology. Based on current storage needs and future storage projections, this trend should continue.

Purchase Order			SAN Hardware Processor/Storage	Maintenance		Total
1101924-00	FY2011	Q4	\$79,603	\$9,824	FY2011	\$89,427
1200616-00	FY2012	Q1	\$45,274	\$4,168	FY2012	\$52,881
1202017-00	FY2012	Q4		\$3,439		
1300220-00	FY2013	Q1		\$20,911	FY2013	\$71,376.37
1300731-00	FY2013	Q2	\$48,044	\$2,421	FY2013	
1400469-00	FY2014	Q1		\$25,195	FY2014	\$78,244
1400632-00	FY2014	Q1	\$48,605	\$4,444		
1500594-00	FY2015	Q1		\$35,414	FY2015	\$64,389
1501472-00	FY2015	Q3	\$27,586	\$1,389		
<b>Total FY11 through FY15</b>						<b>\$356,316.44</b>
<b>Yearly Average</b>						<b>\$71,263.29</b>

As this equipment ages, maintenance costs increase, thereby increasing the projected annual expenditures up to over \$80,000 annually. Information Technologies is proposing that Orange County enter into a no interest financing agreement with Eplus in order to reduce both the annual maintenance costs and the annual hardware costs over the next three years.

<b>Existing Projection</b>	<b>FY16</b>	<b>FY17</b>	<b>FY18</b>
Current Software/Hardware Maintenance	\$41,000.00	\$44,000.00	\$47,000.00
Current Storage Growth	\$30,000.00	\$32,400.00	\$34,992.00
Total Cost Per Year	\$71,000.00	\$76,400.00	\$81,992.00
<b>Total Projected Cost FY16-FY18</b>			\$229,392.00
<b>Proposed Projection</b>	<b>FY16</b>	<b>FY17</b>	<b>FY18</b>
Refresh Software/Hardware Maintenance	\$31,000.00	\$31,000.00	\$31,000.00
Refresh Storage Growth	\$24,000.00	\$24,000.00	\$24,000.00
Total Cost Per Year	\$55,000.00	\$55,000.00	\$55,000.00
<b>Total Projected Cost FY16-FY18</b>			\$165,000.00
<b>Total cost Savings</b>			\$64,392.00

It should be noted that in the above *Existing Projection*, maintenance costs increase due to the fact that only hard disks will be purchased. This will add to the storage capacity, but will not buy new processing capacity. In the above *Proposed Projection*, both storage and processing power are purchased. Existing storage will be retained, i.e., the older hard disk array can still be kept in service. Both the storage and processing hardware can be rolled into a new maintenance agreement.

**FINANCIAL IMPACT:** By entering into the attached 3-year agreement, the projected savings should exceed \$60,000 for all SAN purchases.

**RECOMMENDATION(S):** The Manager recommends that Board approve and authorize the Manager to sign the attached agreement and any future amendments.

# Installment Payment Agreement

Date: March 27, 2015 Contract Number NCM138-1

THIS IS A NON-CANCELABLE, LEGALLY BINDING CONTRACT

Customer (Customer Name) Use EXACT registered name if a Corp., LLC. or LP		Orange County				
Customer's Chief Executive Office	Street: Government Services Center, 200 South Cameron Street	City: Hillsborough	State: NC	County: Orange	Zip: 27278	Customer Telephone (not cell): (919) 245-2300

This Contract, as it may be amended or supplemented from time to time (the "Contract"), represents the final and only agreement between You and Us and may not be contradicted by evidence of prior, contemporaneous or subsequent oral agreements. There are no unwritten oral agreements between You and Us. The Contract can be changed only by a written agreement between You and Us.

1. **CONTRACT.** Customer ("You" or "Your") agrees to finance through ePlus Group, inc. ("We," "Us" or "Our") the Licensed Product listed below and all existing accessories, embedded software, additions, replacements and repairs ("Asset") upon the terms stated herein. This Contract is non-cancelable and may not be terminated early except as set forth in Section 10. This Contract is not binding on Us until We sign below.

Asset Location (if different than "Chief Executive Office" shown above)	West Campus Office Building, 131 W. Margaret Lane, Hillsborough, NC 27278
Asset Supplier:	ePlus Technology, inc.

Asset Description:

Qty	Part Number	Description	Extended Price
1	FAS8020-R6	FAS8020-R6	0.00
2	FAS8020A-001-R6	FAS8020 HIGH AVAILABILITY SYSTEM	14,757.22
2	SW-2-8020A-PREMBNDL-C	SW-2, PREMIUM BNDL, 8020A, -C	49,479.30
1	X6226-R6-C	CHASSIS, FAS8020, AC PS, -C	0.00
360	OS-ONTAP-CAP2-0P-C	OS ENABLE, PER-0.1TB, ONTAP, PERF-STOR, 0P, -C	19,882.80
16	OS-ONTAP-CAP3-0P-C	OS ENABLE, PER-0.1TB, ONTAP, ULTRA-STOR, 0P, -C	7,492.80
2	X6562-R6-C	CABLE, ETHERNET, 5M RJ45 CAT6, -C	0.00
3	X6585-R6-C	CABLE, ETHERNET, 3M RJ45 CAT6, -C	0.00
2	X6566B-05-R6-C	CABLE, DIRECT ATTACH CU SFP+ 10G, 0.5M, -C	114.00
2	X2065A-EN-R6-C	HBA SAS 4-PORT COPPER 3/6 GB QSFP PCIE, EN, -C	1,681.06
2	X1049C-R6-C	NIC 4-PORT COPPER GBE II PCIE, -C	1,050.66
1	X5515A-R6-C	RACKMOUNT KIT, 4N2, DS14-MIDDLE, -C, R6	60.04
2	X5526A-R6-C	RACKMOUNT KIT, 4-POST, UNIVERSAL, -C, R6	0.00
1	DOC-8020-C	DOCUMENTS, 8020, -C	0.00
6	X800-42U-R6-C	POWER CABLE, IN-CABINET, C13-C14, -C	0.00
2	DS2246-18TB-24M-0P-R6-C	DSK SHLF, 4X200GB, 20X900GB, MIXED, 0P, -C	39,363.98
8	X6595-R6-C	CABLE, SAS CNTLR-SHELF/SHELF-SHELF/HA, 3M, -C	720.40
4	X6553-R6-C	CABLE, CNTLR-SHELF/SWITCH, 2M, LC/LC, OP, -C	300.20
4	X6599A-R6-C	SFP+ OPTICAL 10GB SHORTWAVE, FAS80X0, -C	1,909.20
1	CS-02-NOINSTALL-4HR-VA	SUPPORTEDGE PREMIUM 4HR ONSITE, W/O INSTALL, VA	27,978.16
		Service months: 36	
1	SW-2-CL-BASE	W-2-CL-BASE	0.00

Your Fiscal Period: \_\_\_\_\_ to \_\_\_\_\_

Original Term	36 Months	Contract Payment Start Date	8/1/15	Asset Cost	\$165,189.82	Advance Payment Applied as First Pmt:	n/a	Security Deposit\$	n/a
	Contract Payment	\$55,063.27	per Month <input type="checkbox"/> Quarter <input type="checkbox"/> Year			Check here if Contract Payment Includes Sales/Use Tax: <input type="checkbox"/>			

2. **UNCONDITIONAL OBLIGATIONS.** You agree that: (a) You, not We, selected the Asset(s) and the Supplier, (b) no statement made by the Supplier is binding on Us, (c) Your obligations to Us are unconditional despite any Asset failure, (d) We are not a party to any contract you may have with the Supplier, and no breach by the Supplier will excuse You from performing Your obligations to Us, (e) if the Asset is unsatisfactory or if the Supplier fails to fulfill any obligation to You, You agree to continue performing hereunder, and (f) You represent and warrant for Our benefit and that of Our assigns that, as of the time of execution of this Contract: (i) You are an entity organized and existing under the laws of North Carolina and have adequate corporate power to enter into and perform this Contract; (ii) This Contract has been duly authorized, executed and delivered by You and constitutes a valid, legal and binding agreement enforceable in accordance with its terms; (iii) No approval, consent or withholding of objection is required from any federal or other governmental authority or instrumentality with respect to the entering into or performance by You of this Contract; and (iv) The entering into and performance of this Contract will not violate any judgment, order, law or regulation applicable to You.

3. **TERM.** This Contract will begin upon Your execution of this Contract ("Commencement Date") and will continue for the number of months shown above ("Original Term") and is non-cancelable during the full Original Term, except as set forth in Section 10.

4. **PAYMENTS.** Contract Payments and other charges are payable in advance periodically as set forth above. Restrictive endorsements on Your checks are not binding. Payments will be applied to past-due and current-due charges in such order as We determine. Any security deposit or estimated future Governmental Charge paid by You is non-interest bearing, and at the end of the Contract, the unused portion (if any) will be returned to You. If You pay late, You shall also pay a late fee of 5% of the amount that is late per month (or the maximum rate allowable by law, if less) until the date paid. If any check is dishonored, We will charge a fee of \$20.

5. **NO WARRANTIES.** We are financing the Asset(s) to You "as is". We have not made and hereby disclaim any and all warranties, express or implied, including without limitation, the implied warranties of merchantability and fitness for a particular purpose. You hereby grant Us a security interest in the Asset(s) and all proceeds thereof

effective as of the Commencement Date. You authorize Us to record (and amend, if appropriate) a UCC financing statement to protect Our interests. You may be entitled under Article 2A to the promises and warranties (if any) provided to Us by the Vendor(s) in connection with or as part of the contract (if any) by which We acquire the Asset(s). You may contact the Supplier for an accurate and complete statement of those promises and warranties (if any), including any disclaimers and limitations of them or of remedies. We hereby transfer to You, *without recourse to Us*, all automatically transferable promises and warranties, if any, made to Us by the Supplier or manufacturer.

6. **INDEMNIFICATION.** To the extent allowable by law, We are not liable for any claims, damages (whether direct, indirect, incidental or consequential), losses or costs made against or incurred by You relating to the Asset(s) or this Contract. You shall indemnify and defend Us against any and all claims, damages, losses and costs (including reasonable attorneys' fees) made against or incurred by Us relating to the Asset(s) or this Contract. This obligation shall survive the termination of this Contract.

7. **ASSIGNMENT.** You shall not sell, transfer, assign or otherwise encumber (collectively, "Transfer"), or sublease, this Contract in whole or in part. We may, without prior approval but upon notice to You, Transfer Our right to receive the Contract payments hereunder and Our security interest in the Assets, in whole or in part, to a third party (a "New Owner"), in which case We would retain all of Our obligations under this Contract and the New Owner will have all of Our rights but none of Our obligations. To the extent allowable by law, You agree not to assert against the New Owner any claim, defense or offset You may have against Us.

8. **TAXES; OTHER FEES.** You are responsible for all taxes and governmental charges relating to the Asset(s) or this Contract (collectively, with such taxes, "Governmental Charges").

9. **DEFAULT.** You will be in default if, with respect to this Contract, (i) You fail to pay any sum within 5 days of the due date, (ii) fail to perform or observe any other obligation; or (iii) any representation or warranty made by You to Us in connection with this Contract shall be untrue in any material respect. If You default, You agree We may do any or all of the following: (A) cancel this Contract, (B) require You to stop using the Asset(s), (C) require You to pay to Us on demand an amount equal to the

sum of (i) all Contract Payments and other amounts then due and past due, (ii) all remaining Contract Payments for the Present Term discounted at a rate of 2% per annum, (iii) interest at the rate of 1.5% per month on the amounts specified in clauses "i" and "ii" above until the date paid, and (iv) all other amounts that may later become due hereunder and/or (E) exercise any other remedy available to Us under law.

**10. APPROPRIATION OF FUNDS.** You intend to continue this Contract for the term of this Contract and to pay the Contract Payments due under this Contract and other amounts due hereunder. We acknowledge that You are a governmental entity and the validity of this Contract is based upon the availability of public funding under the statutory mandate. You reasonably believe that legally available funds in an amount sufficient to pay all Contract Payments during the Original Term can be obtained. You further intend to do all things lawfully within its power to obtain and maintain funds from which the Contract Payments may be paid. Notwithstanding the foregoing, in the event that public funds are not available and not appropriated to continue the term of this Contract for any Fiscal Period of You beyond the Fiscal Period first in effect at the Commencement Date, You may terminate this Contract immediately upon written notice to Us of the unavailability and non-appropriation of public funds. All of Your obligations to pay the Contract Payments due after the end of the Fiscal Period for which such termination applies will cease, all of Your interests in the unpaid Assets will terminate and You shall surrender the unpaid Assets in accordance with this Contract. Notwithstanding the foregoing, it is expressly agreed that You shall not activate this non-appropriation provision for its convenience or to circumvent the requirements of this Contract, but only as an emergency fiscal measure during a substantial fiscal crisis. You will use Your best efforts to obtain appropriation of funds to avoid termination of this Contract by taking all appropriate action including the inclusion in Your budget request for each Fiscal Period during the Original Term hereof a request for adequate funds to meet Your obligations and to continue this Contract in force. You represent and warrant that You have adequate funds to meet Your obligations during the first Fiscal Period of the Original Term. We and You understand and intend that the obligation of You to pay the Contract Payments hereunder shall constitute a current expense of You and shall not in any way be construed to be a debt of You in contravention of any applicable constitutional or statutory limitation or requirement concerning the creation of indebtedness by You, nor shall anything contained herein constitute a pledge of the general revenues, funds or monies of You beyond the Fiscal Period for which sufficient funds have been appropriated to pay the Contract Payments hereunder. In the event of a change in Your statutory authority, mandate and/or mandated functions, by state and/or federal legislative or regulatory action, which eliminates Your authority to continue Your obligations under this Contract, then this agreement shall automatically terminate without penalty to you upon written notice to us of limitation or change in Your authority.

**11. REPRESENTATIONS AND WARRANTIES.** You represent, covenant and warrant for Our benefit and Our assignee(s): (i) The use of the Asset(s) is essential to Your proper, efficient and economic operation; and (ii) You understand and agree that We are relying on the essential nature of the Asset(s) to You and upon Your covenant to complete full implementation of the Asset(s) and any system associated therewith (the "Project"). In the absence of such a covenant by You, We would not provide the financing for the project under this Contract. Failure to honor this covenant shall be a material breach of this Contract and constitute an event of default hereunder, independent of any failure of the legislature to appropriate funds.

**12. INSURANCE.** You, at Your expense, shall maintain all risks, including fire and extended coverage, insurance against loss, theft, damage, or destruction of the Asset(s), in an amount not less than the applicable Casualty Value set forth in Attachment B attached hereto and made a part hereof. This coverage shall have standard commercial terms and conditions and may not contain endorsements excluding coverage for mysterious or mere disappearance, seizure or other governmental acts or dishonesty of Your officers or employees or restrict recovery for the kinds of Asset(s) covered by this Contract. You shall further, at its expense, provide and maintain comprehensive public liability insurance in an amount of \$1,000,000 per occurrence against claims for bodily injury, death and/or property damage arising out of the use, ownership, possession, operation or condition of the Asset(s), together with such other insurance as may be required by law. Both coverages shall name You as an insured and Us and Our Assignee(s) as additional insureds and loss pay as their respective interest may appear, shall be satisfactory to Us, and shall contain a clause requiring the Insurer to give Us at least one month prior written notice of the cancellation or any alteration in the terms of

such policy. No insurance shall be subject to any co-insurance clause. Each insurance policy shall be with an insurance carrier licensed to provide the insurance required herein in the State where the Asset(s) are located. You shall furnish to Us certificates of insurance or other evidence satisfactory to Us that such insurance coverage is in effect and that Us and Our Assignees are named as additional insureds, and, upon Our request, You shall promptly provide Us with a copy of the insurance policy. Your liability for loss shall not be diminished by any insurance payment less than the actual amount of the loss.

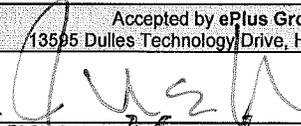
**13. RISK OF LOSS.** (a) With regard to the Asset(s), commencing upon delivery and continuing throughout the Original Term, You hereby assume and shall bear the risk of loss for any reason with respect to any damage, destruction, loss, theft, or governmental taking, whether partial or complete and whether through any fault or neglect of You or otherwise; (b) If any Asset is damaged, You shall promptly notify Us and shall, at Your expense, within a reasonable timeframe of such damage, cause to be made repairs necessary to return such Asset to its previous condition. You shall then be entitled to receive from Us any insurance received by Us in connection with such damage; (c) In the event any Asset is destroyed, damaged beyond repair, lost, stolen, or taken by governmental action for a stated period extending beyond the Original Term (an "Event of Loss"), You shall promptly notify Us and pay to Us, on the next Contract Payment date following such Event of Loss, an amount equal to the Casualty Value amount for such Asset as set forth in Attachment B. After payment of such Casualty Value amount and all Contract Payments due and owing on or before such Payment date, Your obligation to pay further Contract Payments allowable to the Asset which suffered the Event of Loss shall cease. After paying such Casualty Value amount to Us, You shall be entitled to receive from Us any insurance received by Us in connection with such Event of Loss; (d) In the event of a governmental taking of any Asset for an indefinite period or a stated period which does not extend beyond the Original Term, all obligations of You with respect to such Asset (including payment of Contract Payments) shall continue. So long as You are not in default hereunder, We shall pay to You all sums received by Us from the government by reason of such taking.

**14. TITLE.** Title to the Asset(s) will pass to You on the Commencement Date. Title will revert to Us upon termination pursuant to Section 10.

**15. SECURITY INTEREST.** You grants to Us and We retain a security interest in the Asset(s). You will not change or remove any insignia or lettering which We may place on the Asset(s) to indicate its interest therein. During the Original Term, You will keep the Asset(s) free from any lien, encumbrance or legal process and You will promptly discharge any claim which might become a lien against the Asset(s).

**16. ASSET RETURN.** You are responsible for the return costs related to the termination of this Contract pursuant to Section 10, including deinstallation, rigging, drayage, freight, and insurance to the destination specified by Us within the United States. You will be liable for any value differential for Asset(s) returned in a condition less than a state of reasonable repair given normal wear and tear. You further agree to immediately return all originals and copies of the Software portion of the Asset(s) to Us and erase all Software resident in computer memory.

**17. MISCELLANEOUS.** This Contract shall be performed in Orange County, North Carolina and the Contract shall be governed by the laws of the State of North Carolina. All legal actions relating to this Contract shall be venued in a state or federal court located in the Orange County. Both parties consent to personal jurisdiction in such courts. You and We hereby waive Your and Our respective rights to a trial by jury in any legal action. This Contract may be executed in counterparts, all of which together shall constitute the same document. You agree that a facsimile or other copy containing Your faxed or copied signature shall be as enforceable as the original executed Contract. You agree to provide Us with Your Financial Statements. If You are a privately held entity then, You shall provide Us complete audited financial statements at each quarter end and fiscal year end, certified by Your independent certified public accountants and reasonably acceptable to Us within fourteen days of receipt of same from Your certified public accountants. If it is determined that any amount charged under this Contract is greater than the amount allowed by law, including any amount that is determined to exceed applicable usury limits (an "Excess Amount"), then any Excess Amount will be waived (or, if the Excess Amount was paid, it will be applied to past-due amounts, if any, or else refunded).

Accepted by ePlus Group, inc. 13525 Dulles Technology Drive, Herndon, VA 20171		Customer Name	Orange County	
By		Date	5/1/15	
	Print Name		Title	

Jason Marsh  
Vice President

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** May 19, 2015

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

**SUBJECT:** Interlocal Agreement with OWASA for Design of Wastewater Collection System Improvements in the Historic Rogers Road Neighborhood

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**DEPARTMENT:** County Manager

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

No

**ATTACHMENT(S):**

- 1) June 3, 2014 Interlocal Agreement Relating to OWASA's Assistance To Orange County Planning of Waste Water System Improvements to Serve The Rogers Road Area
  - 2) Proposed Interlocal Agreement with OWASA for Design of Wastewater Collection System Improvements in the Historic Rogers Road Neighborhood
  - 3) OWASA Historic Rogers Road Area (HRRRA) Sanitary Sewer Extension – Project Schedule
- 

**INFORMATION CONTACT:**

Bonnie Hammersley, 245-2300  
John Roberts, 245-2318

**PURPOSE:** To approve and authorize the Chair to execute an Interlocal agreement with Orange Water and Sewer Authority (OWASA) for the design of the wastewater collection system improvements in the in the Historic Rogers Road Neighborhood.

**BACKGROUND:** On March 6, 2014 the Board authorized the Manager to:

1. Negotiate a cost sharing agreement with the Towns of Chapel Hill and Carrboro for a preliminary engineering estimate to provide sewer service to the 86 parcels identified by the Task Force not to exceed \$130,000.
2. Negotiate a contract with OWASA for a preliminary engineering estimate to provide sewer to the 86 parcels identified by the Task Force not to exceed \$130,000.
3. Negotiate a contract with the Jackson Center for Rogers Road Neighborhood engagement, not to exceed \$50,000.

Both the Town of Chapel Hill and the Town of Carrboro reviewed preliminary engineering to provide sewer to the 86 parcels in the Historic Rogers Road Neighborhood identified by the

Task Force and the Rogers Road Neighborhood outreach to be completed by the Jackson Center. The governing boards of each town subsequently authorized moving forward on these items.

On May 8, 2014 the OWASA Board of Directors approved the Interlocal Agreement relating to OWASA's assistance to Orange County in planning for extension of Wastewater System Improvements to the Rogers Road Area (See Attachment 1).

The Board of Commissioners approved the Interlocal Agreement on June 3, 2014.

**Next Steps:**

The preliminary engineering study to provide sewer to the 86 parcels identified by the Task Force was completed in March 2015. Based on the findings from the study, the consultant has estimated the project costs to install 3.5 miles of sewer lines at \$5.7 million to include engineering design, permitting, bidding, construction, construction administration, construction observation and contingency. This amount does not include costs for private plumbing installation, easement acquisition or OWASA connection fees. OWASA will work with the County, Towns and consultant to develop estimates for these costs as the project proceeds. Staff estimates it will take no less than two years to design, permit, bid and construct the sewer lines (the easement acquisition process can impact the schedule).

Understanding the importance of keeping the project moving, Orange County and OWASA have developed the attached inter-local agreement for Board consideration to continue OWASA's management of the next phase of the project (engineering design and permitting) to begin in July 2015. Staff estimates the cost of design and permitting at about \$370,000 (not including easement acquisition) and it will take about a year to complete.

The next step is to approve the Interlocal agreement with Orange Water and Sewer Authority (OWASA) for the design of the wastewater collection system improvements in the Historic Rogers Road Neighborhood (Attachment 2).

**FINANCIAL IMPACT:** The total cost to the County (43%) for the design of the wastewater collection system improvements in the Historic Rogers Road Neighborhood is \$159,100.

**RECOMMENDATION(S):** The Manager recommends that the Board approve and authorize the Chair to sign the Interlocal Agreement with Orange Water and Sewer Authority (OWASA) for the design of the wastewater collection system improvements in the Historic Rogers Road Neighborhood (Attachment 2).

**NORTH CAROLINA  
ORANGE COUNTY**

**INTERLOCAL AGREEMENT  
RELATING TO OWASA'S ASSISTANCE TO ORANGE COUNTY IN PLANNING FOR  
EXTENSION OF WASTEWATER SYSTEM IMPROVEMENTS TO SERVE THE  
ROGERS ROAD AREA**

This Interlocal Agreement for the preliminary engineering for a wastewater system project in the Rogers Road Area is dated as of June 3, 2014, and is entered into by and between Orange Water and Sewer Authority (hereinafter OWASA), an authority organized under Chapter 162A, North Carolina General Statutes, and the County of Orange (hereinafter County), organized under Chapter 153A of the North Carolina General Statutes.

WHEREAS, the County desires at its expense to begin planning for the provision of wastewater system lines and facilities to serve residents located in the Rogers Road area of southern Orange County, herein the "Project," which will be connected to lines in areas already served by OWASA's existing public wastewater collection lines and facilities; and,

WHEREAS, the County is to determine the scope of the Project; and

WHEREAS, the County desires to obtain OWASA's assistance to obtain preliminary engineering work necessary to determine the scope and predict the costs of this Project, to the end that the Project improvements will be constructed and extended in accordance with OWASA's collection system standards, into which the Project lines will flow; and

WHEREAS, OWASA desires and is willing to assist the County with the successful completion of this Project work;

NOW, THEREFORE, the parties agree as follows:

1. Purpose. The purpose of this Agreement is to establish the financial and other responsibilities of the parties for certain preliminary engineering necessary to determine the

scope of the Project, as will be described in Exhibit A, as the same may be revised from time to time by the parties.

2. Preliminary Engineering Activities.

a. OWASA shall undertake to prepare or have prepared preliminary engineering work to assist the County in determining the scope, location, design, and course of work that will be necessary to complete the Project. To the extent known and available at the time this Agreement is executed, the nature and extent of the Project shall be as described in Exhibit A, to be attached. If not available at the time this Agreement is executed, Exhibit A may be hereafter provided, or amended from time to time, by the parties, at the County's direction.

b. OWASA shall employ engineers and consultants as necessary to assist in this work. OWASA's staff may also assist in this work. OWASA shall be solely responsible for costs incurred by its own staff work. Orange County shall reimburse OWASA for the costs of work by outside engineers and consultants engaged by OWASA, with the County's concurrence, for this work.

c. Design plans for the Project shall be consistent with OWASA's usual standards and specifications, and shall be executed in accordance with OWASA's usual procedures, as well as with the County's directions as to scope of the Project facilities. OWASA shall develop the draft scope for this preliminary engineering work; provided, both the County and OWASA shall approve the final scope of work for the preliminary engineering work for the Project.

d. The costs of the preliminary engineering for the Project shall initially be paid for by OWASA. Upon receipt of OWASA's invoices to recover the costs for this work, the County shall reimburse OWASA for all costs associated with the preliminary engineering work

for the Project. OWASA shall be solely responsible for the costs of its own staff's work in coordinating the preliminary engineering work for the Project.

e. In order to ensure proper and effective project management, the engineering consultant and any sub-consultants shall report to OWASA staff who shall work closely with County staff to ensure the County's requirements for the Project are met. In the event of any apparent conflicts between the County's and OWASA's requirements, the parties shall work together to find reasonable compromise and accommodations for the Project, consistent with OWASA's service standards.

f. In close coordination with OWASA and consistent with the need for effective project management, the County Staff will have full access to the engineering consultant(s) and all relevant sub-contractors, who, at the County's request, shall meet with the County representatives or otherwise provide any information needed by the County on any aspect of the Project. OWASA will authorize the engineering and consultant(s) and subcontractors to meet with County representatives and to provide any information needed by the County on any aspect of the Project.

g. The County shall be responsible for contracting with and coordinating community outreach partnering with organizations such as the Jackson Center and Rogers Eubanks Neighborhood Association to identify action steps to provide information and assistance concerning the Project to the Rogers Road neighborhood.

h. Costs for the Project shall not exceed one hundred thirty thousand dollars (\$130,000.00). Should the parties anticipate costs will exceed this amount the parties shall consider an amendment to this Interlocal Agreement to address the cost increase.

3. Ownership Interests of the Parties; Duration of Agreement; Funding; Miscellaneous.

a. Upon satisfactory completion of the Project, OWASA shall retain title to products and deliverables obtained pursuant to this Agreement, and shall share such deliverables with the County as the County may request.

b. The preliminary engineering responsibilities and obligations of the parties shall continue until this phase of Project planning is completed.

c. The County shall allocate sufficient funds to pay for all the expenses actually incurred, and for which it is responsible under the scope of this agreement.

d. Both parties agree that it may be necessary to change the scope of work for the engineering consultant(s) required for the Project, and that any such changes must be approved by both parties. However, OWASA shall keep the County fully advised with respect to all change orders necessary for completion of the Project.

e. Payment of the engineering consultant(s) will be administered and made by OWASA. The County will be invoiced monthly and will reimburse OWASA in full within 30 days for all expenses related to this Project.

f. Each party will designate a single point of contact for the day-to-day administration for all aspects of this agreement for the express purpose of efficient project management. It will be the responsibility of this contact person to disseminate information to their respective organizations.

g. Both parties recognize the importance of timely reviews and approvals. Each party will use their best efforts to provide and complete responses to issues dealing with plan reviews, proposed change orders, payment, and project acceptance.

4. Amendments.

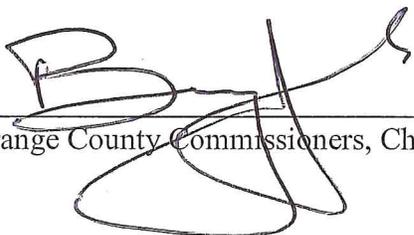
All amendments to this agreement shall be approved by both parties and must be in writing. No amendments not in writing and executed with the formalities of this Agreement shall be valid.

5. Trust and Support; Cooperative Effort.

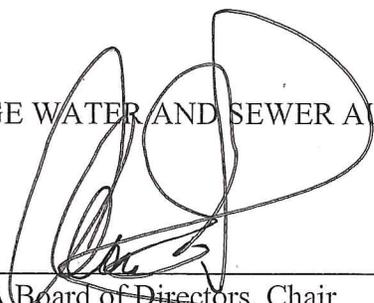
Both parties agree that there are many issues and details relating to the successful completion of this project which are not specifically covered in this agreement. Both parties further agree to observe as a guiding principle, "trust and support," with respect to successfully resolving any issues which may arise during the duration of this agreement.

IN WITNESS WHEREOF, the parties have entered into and caused to be executed in their names this Interlocal Agreement, to be effective from and after this 10 day of June, 2014.

ORANGE COUNTY

  
Orange County Commissioners, Chair

ORANGE WATER AND SEWER AUTHORITY

  
OWASA Board of Directors, Chair

Pre-audit Certification by  
County Finance Officer:

  
Clara A. Ames

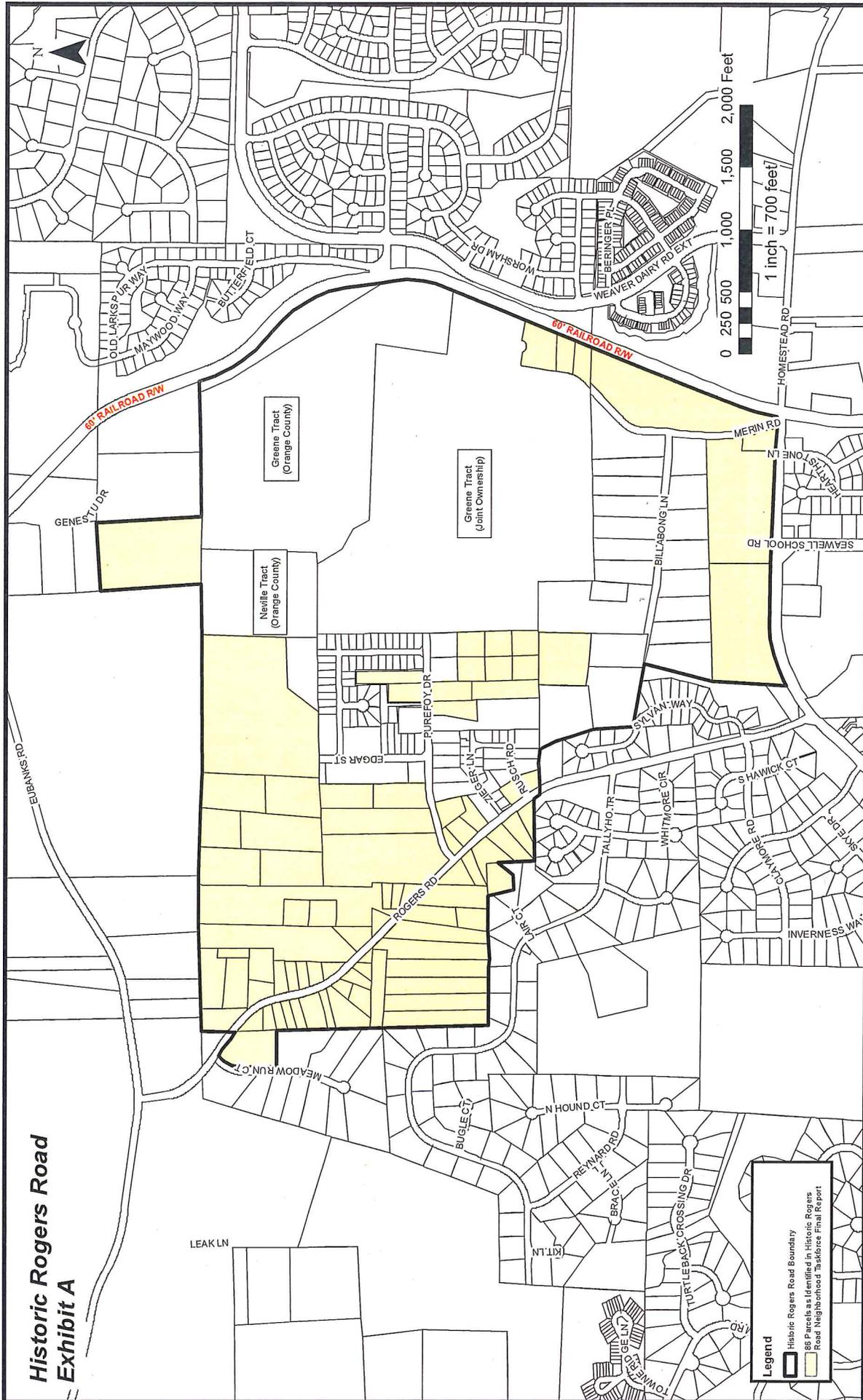
Pre-audit Certification by  
OWASA Finance Officer:

 6/11/14

Approved as to form and legality:

  
Orange County Attorney

  
OWASA General Counsel



**NORTH CAROLINA  
ORANGE COUNTY**

**INTERLOCAL AGREEMENT  
RELATING TO DESIGN OF A SEWER MAIN EXTENSION  
PROJECT IN THE ROGERS ROAD AREA**

This Interlocal Agreement is dated as of \_\_\_\_\_, 2015, and is entered into by and between Orange Water and Sewer Authority (hereinafter "OWASA"), a special purpose entity of local government organized under Chapter 162A, North Carolina General Statutes, and the County of Orange (hereinafter "County"), organized under Chapter 153A of the North Carolina General Statutes.

WHEREAS, the County desires at its expense to design a public sewer collection system project of mains and other necessary components, to provide sewer collection service to presently unserved properties in the area shown on the attached Exhibit A, (herein referred to as the "Project"), and

WHEREAS, the Project is designed and intended to collect wastewater from the properties located in the presently unserved area shown on Exhibit A, attached hereto, (the "Project Area"), which is adjacent to areas presently served by OWASA, with the understanding that the wastewater collected in the Project Area will be caused to flow into the existing OWASA wastewater collection system, and be treated and may be used as reclaimed water or returned to the surface waters of the State after treatment as required by existing OWASA permits from NC DENR; and

WHEREAS, the County has called on OWASA, and OWASA has agreed, as County's agent to undertake certain design services for and on behalf of the County, to assure that the Project is designed in accordance with OWASA's standards for its own system facilities; and

WHEREAS, OWASA and the County wish to cooperate to assure the successful completion of this Project;

NOW, THEREFORE, the parties agree as follows:

1. Purpose. The purpose of this Agreement is to establish the financial and other responsibilities of the parties for design of the sewer main extension project to serve the Project Area, as represented in the map included in Exhibit A, showing the Project area.
2. Design Phase.
  - a. At the conclusion of the Preliminary Engineering Phase for the Project, as that is defined in that previous Agreement between the parties dated \_\_\_\_\_, the County shall determine and approve the service area, scope, and design parameters for the Project, including the identification of each parcel of real estate (by PIN number) which County determines shall be served or otherwise benefitted by the Project, all subject to and in accordance with OWASA's usual design standards and system requirements.
  - b. Using its own employees, and such engineers, consultants and sub-consultants as it deems appropriate, and in consultation with the County, OWASA shall undertake to complete final design and surveying and the County will pay the costs of that work, including the costs of OWASA's employees' work, all as necessary to complete the Project so as to allow for its design in accord with this agreement.
  - c. During the design phase and prior to commencement of construction, the County shall obtain all easements, permits, privileges and assurances necessary for the construction and operation of the sewer system; such easements shall conform with the exclusive easements customarily required by OWASA for construction of such projects, and shall be assignable without the consent of the underlying fee owner to OWASA.

d. The Project shall be designed as a gravity-flow system, to the extent practical, and shall be designed to provide access to every Property identified by PIN on Exhibit A to connect and be served.

e. The County shall be responsible for payment and satisfaction of all obligations arising out of the performance and completion of the Contract, due from it as Owner of the Project, and shall indemnify and hold OWASA harmless from claims that may arise out of the Contractor's performance, or out of the County's performance of its duties as Owner of the Project, or that may be made against OWASA, except for such sums as may become due upon the adjudication of gross negligence or willful misconduct on the part of OWASA's employees.

f. In order to ensure proper and effective Project management, OWASA shall select and shall have charge of supervision of the engineering and other consultants who shall oversee the design of the Project. Those professional engineers and consultants shall be subject to the oversight and direction of OWASA's Engineer who shall have charge of OWASA's responsibilities hereunder. The Engineer and other consultants selected by OWASA shall report to OWASA staff, who shall work closely with County staff to ensure the County's requirements for the Project are met. In the event of any apparent conflicts between the County's and OWASA's requirements, the parties shall work together to find reasonable compromise and accommodations for the Project. In close coordination with OWASA and consistent with the need for effective Project management, the County Engineer or his/her designated representative will have full access to the Engineers and consultants working on the Project who shall upon request meet with the County representatives or provide any information needed by the County on any aspect of the Project. OWASA will authorize the Engineers and

consultants to meet with County representatives or provide any information needed by the County on any aspect of the Project.

3. The County shall allocate sufficient funds to pay for all the expenses incurred and obligations imposed within the scope of this agreement.

4. Change orders required for the Project will be approved by OWASA. However, OWASA shall keep the County fully advised with respect to all change orders necessary for completion of the Project.

5. Payment of the Engineers and other consultants shall be made by the County upon the approval and at the direction of OWASA. The County will be invoiced monthly and will reimburse OWASA in full within 30 days for all expenses related to this project as provided in Sections 2b. In addition, the County shall also reimburse OWASA all reasonable engineering staff cost associated with its staff for overseeing and managing the Project. OWASA shall itemize all such expenses in periodic invoices billed to the County.

6. Each party will designate a single point of contact for the day-to-day administration for all aspects of this agreement for the express purpose of efficient project management. It will be the responsibility of this contact person to disseminate information to their respective organizations.

7. Both parties recognize the importance of timely reviews and approvals. Each party will use their best efforts to provide and complete responses to issues dealing with reviews, approvals, and payment.

8. All amendments to this agreement shall be approved by both parties and must be in writing.

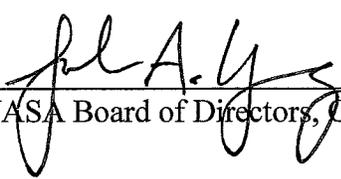
9. Both parties agree that there are many issues and details relating to the successful design of this project which are not specifically covered in this agreement. Both parties further agree to share a guiding principle of "trust and support" with respect to successfully resolving any issues which may arise during the duration of this agreement.

The parties have entered into this Interlocal Agreement this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

ORANGE COUNTY

ORANGE WATER AND SEWER AUTHORITY

\_\_\_\_\_  
Orange County Commissioners, Chair

  
\_\_\_\_\_  
OWASA Board of Directors, Chair

Pre-audit Certification by  
County Finance Officer:

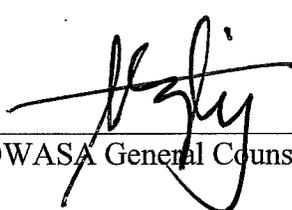
Pre-audit Certification by  
OWASA Finance Officer:

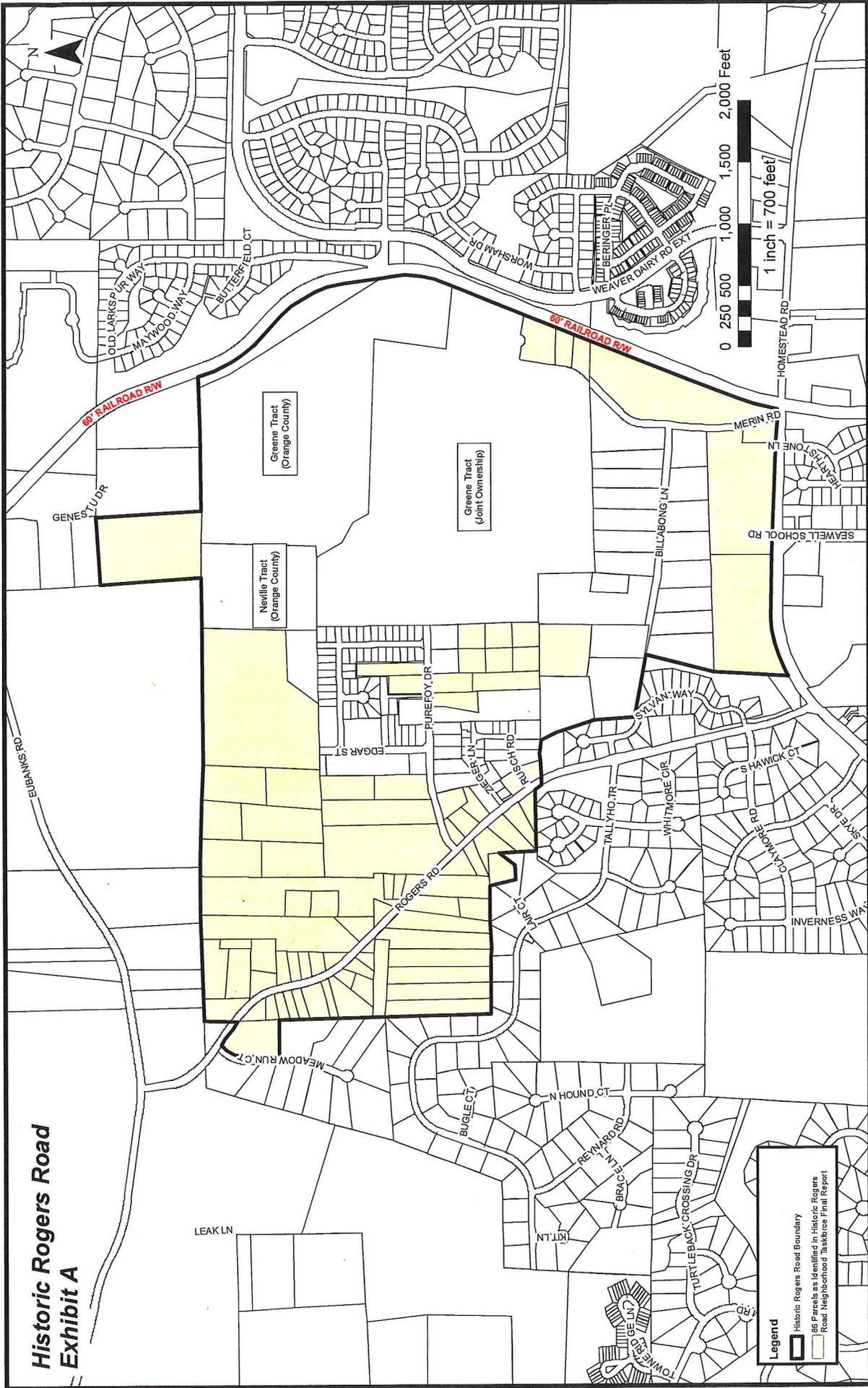
\_\_\_\_\_

  
\_\_\_\_\_

Approved as to form and legality:

\_\_\_\_\_  
Orange County Attorney

  
\_\_\_\_\_  
OWASA General Counsel

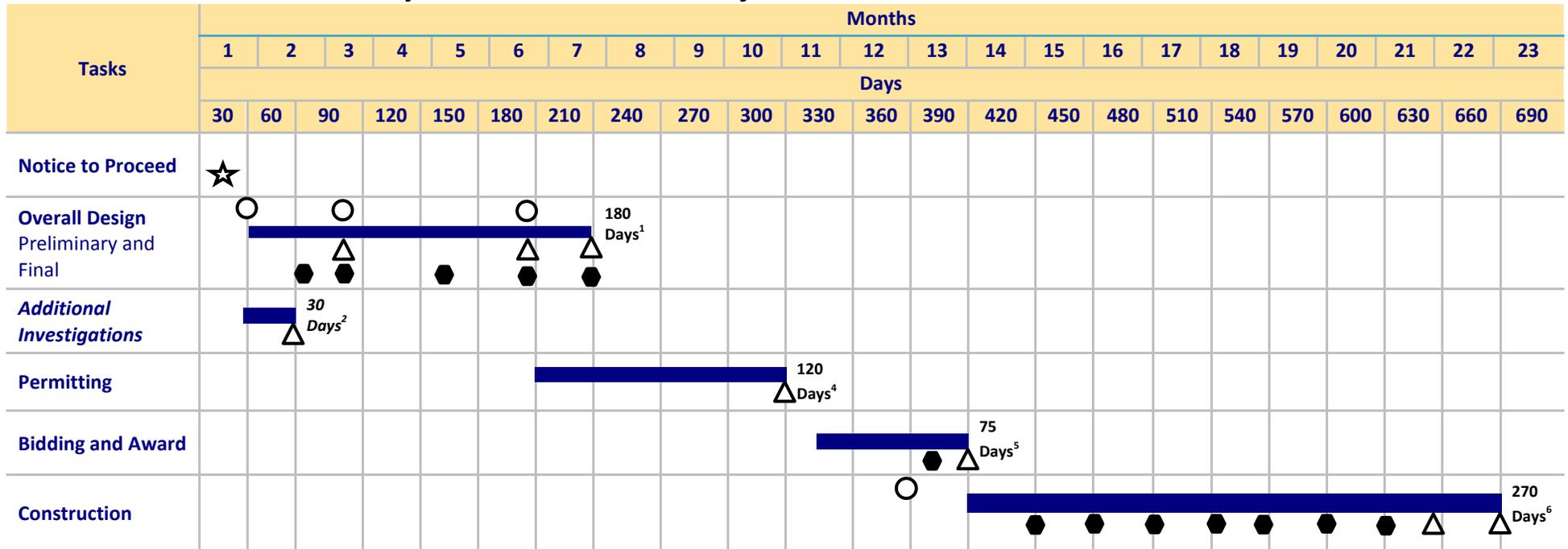


**Historic Rogers Road  
Exhibit A**

**Legend**

-  Historic Rogers Road Boundary
-  86 Parcels as Identified in Historic Rogers Road Neighborhood Database Final Report

### OWASA HRRR Sanitary Sewer Extension – Project Schedule



- ★ Notice to Proceed
- Public Outreach Meetings
- △ Deliverable
- Review Meetings

1. Time may vary due to additional investigations, review, collaboration, and final corridor alignment selection.
2. Time may vary due to the number of additional soil investigations, buffer and wetland delineation, and additional historical/archaeological investigations required.
3. Time may vary due to easement acquisition and land appraisals (if needed).
4. Time may vary due to permitting agency approval process and if unusual permitting issues arise.
5. Time may vary due to rebid (if needed) or if legal issues arise.
6. Construction time could change due to unknown excavation issues and abnormal weather issues.

ORD-2015-013

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** May 19, 2015

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

**SUBJECT:** Family Success Alliance Request for Social Justice Funding and Approval of Budget Amendment #8-A

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**DEPARTMENT:** Health Department

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

No

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**ATTACHMENT(S):**

None

**INFORMATION CONTACT:**

Colleen Bridger, 919-245-2412  
Meredith Stewart, 919-245-2070

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**PURPOSE:** To approve Budget Amendment #8-A transferring funds from the Social Justice Fund to the Family Success Alliance to 1) pilot kindergarten readiness and literacy programs for at least one school in each of the pilot Family Success Alliance zones; and 2) provide initial funds to a zone partner agency for a Family Success Alliance navigator in each zone.

**BACKGROUND:** The Family Success Alliance (FSA) was created with support and approval from the Board of Commissioners in June 2014 in response to Health Department reports about the growing issue of child poverty in Orange County. In May 2014 Health Department staff highlighted a large and multi-disciplinary body of research showing that a family's income shapes a child's educational, employment, and health outcomes throughout their life. In particular, children who have adverse childhood experiences that are more common among families experiencing poverty are at higher risk of health outcomes like obesity, depression, and substance abuse.

FSA staff and zone partners have worked since January 2015 to collect qualitative and quantitative data about the state of the cradle-to-college/career pipeline in each zone. A total of 132 community surveys, 21 in-depth interviews, and 6 focus groups were conducted between January 30<sup>th</sup> and March 13<sup>th</sup> across the two zones. FSA staff also analyzed secondary quantitative data, such as birth data and school performance data, and reviewed existing community reports publically available for each zone, such as Self Help's Northside Housing Market Action Plan. Each zone reviewed the resulting data at a community meeting, and took part in activities to choose initial priorities for action.

Zone 4 prioritized the need for transportation, activities to prepare children for kindergarten, and increased support for Latino families. Zone 6 prioritized affordable housing, activities that

prepare children for kindergarten, access to quality, affordable childcare, and support for families like school-based mental health and more community enrichment activities.

Taking the results of the recent gap analysis, community prioritization, research, and other cradle-to-career/college models into consideration, FSA staff has identified a solution to be implemented with remaining FY 2014-15 Social Justice Funds to increase zone children's readiness for kindergarten and literacy skills. This action is designed as a first step in building the long-term foundation for the pipeline in each zone, and a cohort of children that can be followed longitudinally throughout the work.

The transition to kindergarten is an important one, yet a national survey of kindergarten teachers showed that they considered only about 50% of their students to have made a successful transition to school (Rimm-Kaufman, Pianta, & Cox, 2000). This transition includes challenges such as the social demands of new peer relationships and the need to follow new classroom routines, in addition to the cognitive demands of school (Berlin, Dunning, & Dodge, 2010). Many school systems, including within Orange County, have experimented with strategies to facilitate the transition to kindergarten. Mirroring national trends (LoCasale-Crouch et al. 2008; Pianta et al., 2001), the most frequently used transition strategies are "low-intensity, generic contact such as flyers, brochures, and open houses."

This is the case also in Orange County, where schools and educators struggle to find the resources to implement systematic transition strategies for incoming kindergartners. One school reported that they ask teachers to do at least one home visit to each of their new kindergartners before the year begins, outside of their regular teaching responsibilities. Another school reported holding open-house style informational sessions to interested parents. Both expressed interest in expanding and formalizing their kindergarten preparation/transition practices if resources allowed.

Responding to these needs, and the research showing the importance of early literacy and preparation for kindergarten, this request for funds would allocate funds to at least one school in each zone to pilot a kindergarten "kick start" program and literacy services for incoming kindergartners who 1) have not attended pre-school or other organized care or 2) are otherwise identified as being at-risk for transition challenges that may affect their academic, emotional, or other well-being. FSA staff has already begun conversations with staff at several schools to identify evidence-based curricula and plan for logistics. In preliminary conversations, the identified Zone 4 School is New Hope Elementary and the Zone 6 Schools are Carrboro Elementary and Frank Porter Graham Elementary. Northside Elementary (Zone 6) will likely send identified students to Carrboro Elementary for logistical reasons. Approximately \$80,000 of the requested total will be allocated for these activities, with the total amount being split between the zones to meet identified student need. FSA staff will also work with each pilot program to ensure that activities are evaluated to show the effects of this investment.

The remaining amount of the total request, approximately \$10,000, will be used to fund temporary staff based in a partner organization in each zone to act as a zone "navigator" for the end of this fiscal year (FY 2014-15). Continuing funds for fiscal year 2015-16 for these positions will be granted to partner organizations in each zone as a grant, and will be approximately \$150,000 of the requested \$250,000 FSA budget for FY 2015-16. No permanent County positions will be added with this proposal. These navigators will serve both short-term and long-term functions for the FSA project.

In the short-term, these navigators will assist in identifying and enrolling the incoming kindergartners in the proposed kick start program. They may also work with the families of these kindergartners by conducting home visits before and after the start of school to prepare children and families for kindergarten, and to coordinate existing supports provided by the other agencies along the cradle-to-career/college pipeline.

In the long-term, these positions will form the foundation for a coordinated support network – providing the link between parents, children, school, and other supports in the zone. Similar programs exist in model cradle-to-career/college projects such as the Northside Achievement Zone and East Durham Children’s Initiative. These staff members would be located not at the Health Department, but within an agency in the zones and the priority is to hire staff with deep familiarity in the zones (ideally a community member).

**NOTE:** Additional information about the Family Success Alliance Advisory Council and zones can be found at [www.orangecountync.gov/health/fsa.asp](http://www.orangecountync.gov/health/fsa.asp). Data from the gap analysis will be posted on the website after the web migration takes place.

**FINANCIAL IMPACT:** The Board previously approved Budget Amendment #6-A in February 2015 transferring \$10,000 from the Social Justice Fund to the Health Department to pay for Family Success Alliance attendance at the Harlem Children’s Zone Practitioners Institute.

The total funding proposed for transfer through this Budget Amendment #8-A is \$90,000, which would effectively utilize the remaining Social Justice Funds designated for Family Success Alliance use for FY 2014-15. The majority of these funds (approximately \$80,000) would be allocated to a pilot kindergarten preparation program with literacy focus in at least schools. The remainder of the funds (approximately \$10,000) would be allocated for one navigator at a partner agency in each zone for the remainder of FY 2014-15. Continuing funding for these positions for FY 2015-16 will be approximately \$150,000 of the requested \$250,000 budget for FSA and will be granted to partner organizations. No new permanent County positions will be created with this proposal.

**RECOMMENDATION(S):** The Manager recommends that the Board approve Budget Amendment #8-A transferring funds from the Social Justice Fund to the Family Success Alliance to 1) pilot kindergarten readiness and literacy programs for at least one school in each of the pilot Family Success Alliance zones; and 2) provide initial funds to a zone partner agency for a Family Success Alliance navigator in each zone.

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** May 19, 2015

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

**SUBJECT:** Land Management Central Permitting System (LMCPS) Software Purchase and Support Agreement

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**DEPARTMENT:** Information Technologies

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

No

**ATTACHMENT(S):**

Sample Decision Matrix

**UNDER SEPARATE COVER**

*Orange County NC LMCPs RFP 5202 with  
Appendices*

**Only Available Electronically at:**

[http://www.orangecountync.gov/150519\\_7bA  
2.pdf](http://www.orangecountync.gov/150519_7bA2.pdf)

**INFORMATION CONTACT:**

Jim Northrup, Information Technologies,  
919-245-2276

Craig Benedict, Planning and Inspections,  
919-245-2592

Colleen Bridger, Health Department, 919-  
245-2412

Dwane Brinson, Tax Department, 919-245-  
2726

**PURPOSE:** To purchase a new Central Permitting software system that replaces a 14-year old software system.

**BACKGROUND:** Although the current LMCPS system has been updated over the years, new technology has outpaced the base system. The existing software vendor is phasing out its original product.

Through an intensive, two year-long Request for Proposals (RFP) and demonstration process, key stakeholders have identified the Energov land management system as the system best able to meet the County's centralized permitting process needs.

In order to promote an interactive and transparent system of governance that reflects community values, implement planning and economic development policies which create a balanced, dynamic local economy and which promote diversity, sustainable growth and enhanced revenue while embracing community values and at the same time continue to invest in quality technology to achieve a high performing County government, replacing the current land management permitting system has become necessary.

The County provides cross-departmental services as related to land development and management, including planning inspections and permits, subdivision inspections and permits,

building inspections and permits, trade inspections, life safety inspections and permits, well construction inspections and permits, septic inspections and permits, erosion control permits, stormwater inspections and permits, and recyclable materials permits. These services also interface with services provided by the municipalities.

Orange County currently provides land development professionals and residents cross-departmental services through the use of Accela PermitsPlus, which is an automated permitting system developed approximately 12 years ago, and implemented on a server that has reached its end-of-life. The system no longer meets the emerging online needs of customers, and has become increasingly more difficult for staff to support. These challenges have become more pronounced as processes have changed, system integration points have been added, and technology expectations have expanded.

This recommendation is based on an evaluation of software and implementation services for migrating and enhancing the existing system, including processes and data, to a robust software platform that takes advantage of current technologies to support storage, workflow, access and integration. It seeks to leverage the functionality of newer technology in meeting the following project objectives:

- Improve customer relations,
- Efficiently support new and changing State statutes and local government regulations in a timely manner,
- Reduce manual processes and increase productivity with clearly-defined business rules,
- Improve inter-departmental workflow integration as well as inter-departmental application integration, and
- Improve resident's/customer's ability to interact and do business on-line with Orange County.

Upon full evaluation of the scope of the processes to migrate and add functionality to the system, the review team from three departments led by stakeholders Craig Benedict (Director of Planning & Inspections), Colleen Bridger (Health Director), and Jim Northrup (Chief Information Officer) defined a due-diligence process for requirements definition and product selection. This is in line with the "Shared Accountability and Authority Model" described in the Board of County Commissioners' approved Orange County Information Technologies 2012 Strategic Plan and is supported by the County Manager as the Project Sponsor.

A Core Team was established, which included primary stakeholders from Planning, Building & Inspections, Engineering/Stormwater/Erosion Control, Environmental Health, and Information Technologies, as well as secondary stakeholders from Tax Land Records/Geographic Information Systems, Emergency Services/Fire Marshal and Solid Waste. Input was also gathered from the County's municipal partners - the Towns of Hillsborough, Carrboro and Chapel Hill – as well as local builders and private land developers.

Since initiating this project in February 2013, the process yielded:

- An approved multi-department Support Model for pre- and post-implementation of the system.
- An evaluation of the next generation of product offerings by the parent company of the current system (Permits Plus) as well as the implementations of similar systems in other North Carolina counties.
- Contracted with an independent vendor for software selection consulting services in June 2014. The vendor provided experienced support with similar systems in identifying and

articulating requirements, evaluating proposals and vendor demonstrations, and conducting post-demo follow-up to prepare for contract negotiations.

- Meetings with partner jurisdictions regarding the objectives and process to gain feedback and additional insight.
- Exacting project definition and requirements analysis detailed in RFP 5202 released August, 2014. (See Electronic Attachment: Orange County NC LMCPS RFP 5202 with Appendices - [http://www.orangecountync.gov/150519\\_7bA2.pdf](http://www.orangecountync.gov/150519_7bA2.pdf))
- Careful evaluation of proposals received in September, 2014, with the outcome of a short-list of two vendors for further evaluation.
- Detailed Proof-of-Concept (POC) scenarios including workflows, sample screens and reports, which were provided to the short-listed vendors in November 2014.
- Two 2-day vendor demonstrations in December 2014, attended by over 40 reviewers, including staff from 7 departments (Planning & Inspections, Health, Information Technologies, Tax Administration, Finance/Purchasing, Emergency Services, Solid Waste), home builders, and representatives from the Towns of Hillsborough and Carrboro. Over 250 evaluation feedback forms were collected from the 12 demo sessions for each vendor.
- Contact with over 30 general and peer references in 13 jurisdictions between December 2014 and April 2015.
- Technical and cost follow-up calls and on-line functionality demos with the vendors for further clarification.
- A summary decision matrix quantifying the results of the evaluation. (See Attached: LMCPS RFP 5202 Sample Decision Matrix)

By this process and for these reasons, Energov, a product of Tyler Technologies, is the recommended solution. Energov scored highest on the majority of the most heavily-weighted criteria:

- process workflow;
- mobile inspections;
- parcel management and GIS integration;
- system navigation and ease of use;
- company positioned to take advantage of upcoming technologies;
- company prospects going forward;
- vendor responsiveness, e.g., understanding of objectives
- and expectation of future support.

**FINANCIAL IMPACT:** The following is the summary of budget impacts, and estimated contract and yearly operating costs.

The software licensing, hardware, implementation, first year maintenance and support costs are not to exceed \$1,300,000 with recurring maintenance and support costs not to exceed \$100,000 per year in years two through five. Funding for this project is one component of the Final Financing Resolution agenda item being considered at tonight's meeting.

**RECOMMENDATION(S):** The Manager recommends the Board of Commissioners authorize the Manager to execute the contract with Tyler Technologies and any amendments thereto for a County-hosted, vendor implemented system subject final review by the County Attorney.

## Sample LMCPS RFP #5202 Functionality Decision Matrix

Ranking Scale 0-5	Weight	Rank	Evaluation Criteria	Notes
Functionality Selection Criterion	(1-5)	vendor name goes here	#5202 Section 3 Defined Evaluation	The evaluation of functionality is based on functionality demonstrated during December, 2014, Proof-of-Concept Demos and March, 2015, follow-up demos
Project Tracking and Routing (Workflow)	5		1, 11, 14	
View Project status information (back office and citizen access)	3		1, 2, 14, 15	
Planning/Development Projects and Zoning Processes	4		1, 14	
Building & Inspections Processes	4		1, 14	
Erosion Control/Storm Water Processes	4		1, 14	
Environmental Health Processes	4		1, 14	
Electronic Plan Submittal and Reviews	2		1, 14	
Inspections Back-office Scheduling and Tracking	4		1, 2, 14	
Mobile Inspections (overall)	5		1, 14, 15	
Mobile Inspections: Access to attachments in the field	5		1, 15	
Inspections Checklists	5		1, 14	
Framework to support annual inspections (e.g., WTMP)	3		1, 14	
Licenses and Registrations	2		1, 14	
Code Enforcement	3		1, 14	
Code Violation Case Types	1		1, 15	
Parcel Management & GIS Integration	5		1, 2	
Conversions	3		12	
Cashiering and Fees	4		1, 14	
Online Citizen Access Portal	5		1, 14, 15	
Correspondence Management	2		1, 14	
Permissions and Audit Trails	5		1, 11	
Alerts and Notifications	3		1, 11	

Ranking Scale 0-5	Weight	Rank	Evaluation Criteria	Notes
<b>Functionality Selection Criterion</b>	<b>(1-5)</b>	vendor name goes here	#5202 Section 3 Defined Evaluation	The evaluation of functionality is based on functionality demonstrated during December, 2014, Proof-of-Concept Demos and March, 2015, follow-up demos
Reporting	5		1, 2, 11, 14	
Integration/Interfaces	4		13	
ESRI Integration	5		1, 15	
System Navigation and Ease of System Maneuverability	5		1, 2, 14, 15	
Form Development/Maintenance	2		1	
Case Chronology	4		1, 2	
Historical Owner and Address Management	2		1	
GIS Map drill down	4		1, 2, 14, 15	
Documentation and context-sensitive help	2		14	
Positioned to take advantage of upcoming technologies	5		6, 10	
Government experience	4		5	
Implementation Strategy	5		3	
Financial stability, company prospects going forward	5		5, 6, 8, 9	
Vendor responsiveness, understanding of objectives, expectation of future support	5		3, 7	
	<b>SUM</b>			
	<b>Weighted Rank:</b>			

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** May 19, 2015

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

**SUBJECT:** Adoption of the Final Financing Resolution Authorizing the Issuance of \$15,870,000 in Installment Financing for Various Capital Investment Plan Projects and Equipment, and the Refinancing of Approximately \$10,200,000 from Two 2006 Installment Financing Issuances

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**DEPARTMENT:** Finance and Administrative Services

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

No
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**ATTACHMENT(S):**

**Attachment 1.** April 7, 2015 Public Hearing Agenda Abstract

**Attachment 2.** Resolution Providing Final Approval of Terms and Documents for 2015 County Installment Financing (Beginning on Page #15 of this Package)

**INFORMATION CONTACT:**

Paul Laughton, (919) 245-2152  
Robert Jessup, (919) 933-9891

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**PURPOSE:** To adopt the final financing resolution authorizing the issuance of approximately \$15,870,000 in installment financing to finance capital investment projects and equipment for the year, and the refinancing of approximately \$10,200,000 from two 2006 installment financing issuances, with the financing will also including amounts to pay transaction costs.

**BACKGROUND:** At its November 6, 2014 meeting, the Board of County Commissioners was given preliminary information of capital projects and equipment financing for the year. At that meeting, the Board made a preliminary determination to finance costs of these projects and equipment by the use of an installment financing, as authorized under Section 160A-20 of the North Carolina General Statutes.

Also included is the refinancing of approximately \$10,200,000 from a 2006 installment financing secured by Carrboro High School, and a 2006 Certificates of Participation installment financing secured by Gravelly Hill Middle School.

The statutes require that the County conduct a public hearing on the proposed financing and refinancing contracts. The Board conducted a public hearing at its April 7, 2015 meeting, and adopted the resolution supporting the application to the Local Government Commission (LGC)

for approval of the financing and refinancing arrangements (Attachment 1). County staff has been in contact with the LGC staff, and staff expects no obstacles to receiving LGC approval.

If the Board adopts the final financial resolution (Attachment 2 – beginning on page 15 of this package) giving final approval to the financing and refinancing plans at tonight's meeting, staff expects the LGC to approve the financing and refinancing plans at the LGC's meeting on June 2, 2015.

Under the current schedule, staff expects to set the final interest rates and other terms of the financing around June 15, and to close on the financing and refinancing by the end of June 2015. It should be noted that the installment financing issuance package has been reduced by \$400,000 with the removal of planning funds for the Southern Orange Campus project. Due to the timing of this current financing package, these planning funds can be combined with the financing of the Southern Human Services Center expansion project scheduled in FY 2016-17.

The Board is requested to approve a financing amount not to exceed \$28,000,000, and a maximum interest rate of 3.75%. The final financial resolution (Attachment 2) includes as Exhibit B a list of draft documents. These lengthy documents are available to the Board and the public for review upon request from the Orange County Finance and Administrative Services Department.

**FINANCIAL IMPACT:** There will be a financial impact associated with approval of the financing. At current rates, preliminary estimates of maximum debt service applicable to the capital investment projects and equipment financing would require the highest debt service payment of \$1,732,695 falling in FY 2016-17. The tax rate equivalent for the estimated highest debt service payment is approximately 1.06 cents. However, a portion of this debt financing is related to projects where the debt service payments will be paid for from Sportsplex and Solid Waste Enterprise funds, as well as a Water and Sewer project to be paid from the Article 46 quarter-cent Sales Tax proceeds earmarked for economic development.

The General Fund portion of this annual debt service is estimated at \$1.1 million or a tax rate equivalent of approximately 0.67 cents. Based on current resources and the retirement of some existing debt, no adjustment to the tax rate associated with this financing is anticipated to occur during the period noted. Regarding the refinancing, it is estimated that the County will realize savings of approximately \$451,788 over the life of the refinancing term.

The financing does include amounts to pay transaction costs.

**RECOMMENDATION(S):** The Manager recommends that the Board approve the resolution (Attachment 2 – beginning on page 15 of this package) authorizing the steps to move forward with the financing of the stated capital projects and equipment, and the refinancing of the two 2006 installment financing issuances.

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ORANGE COUNTY BOARD OF COMMISSIONERS

ACTION AGENDA ITEM ABSTRACT

Meeting Date: April 7, 2015

Action Agenda Item No. 5-b

SUBJECT: Public Hearing on the Financing of Various Capital Investment Plan Projects and Equipment, and the Refinancing of Two 2006 Installment Financing

DEPARTMENT: Finance and Administrative Services

PUBLIC HEARING: (Y/N)

Yes

ATTACHMENT(S):

- Attachment 1. November 6, 2014 Agenda Abstract
Attachment 2. Copy of Public Hearing Notice
Attachment 3. Resolution

INFORMATION CONTACT:

Paul Laughton, (919) 245-2152

PURPOSE: To conduct a public hearing on the issuance of approximately \$16,270,000 to finance capital investment projects and equipment for the year; carry out refinancing of approximately \$10,200,000 from two 2006 installment financing issuances; and approve a related resolution supporting the County's application to the Local Government Commission (LGC) for its approval of the financing arrangements.

BACKGROUND: At its November 6, 2014 meeting, the Board of County Commissioners received preliminary information of capital projects and equipment financing for the year (Attachment 1). At that meeting the Board made a preliminary determination to finance costs of these projects and equipment by the use of installment financing, as authorized under Section 160A-20 of the North Carolina General Statutes. County staff estimates that the total amount to be financed for capital investment projects and equipment will be approximately \$16,270,000. The financing will also include amounts to pay transaction costs.

Also included is the refinancing of approximately \$10,200,000 from a 2006 installment financing secured by Carrboro High School, and a 2006 Certificates of Participation installment financing secured by Gravelly Hill Middle School.

The statutes require that the County conduct a public hearing on the proposed financing and refinancing contracts. A copy of the published notice of this hearing is provided (Attachment 2).

After conducting the public hearing and receiving public input, the Board will consider the adoption of the resolution (Attachment 3). This resolution formally requests the required approval from the North Carolina Local Government Commission for the County's financing arrangements, and makes certain findings of fact as required under the LGC's guidelines.

County staff has been in contact with the LGC staff, and staff expects no obstacles to receiving LGC approval.

If the Board adopts the resolution (indicating its intent to continue with the financing and refinancing plans), the Board will be asked to consider a resolution giving final approval to the financing and refinancing plans at its April 21, 2015 meeting. Staff expects the LGC to approve the financing and refinancing plans at the LGC's meeting on May 5, 2015. Under the current schedule, staff expects to set the final interest rates and other terms of the financing around May 5, and to close on the financing and refinancing by the end of May 2015.

**FINANCIAL IMPACT:** There is no financial impact related to this action. However, there will be a financial impact in proceeding with the financing. A preliminary estimate of maximum debt service applicable to the capital investment projects and equipment financing would require the highest debt service payment of \$1,765,240 falling in FY 2016-17. The tax rate equivalent for the estimated highest debt service payment is approximately 1.08 cents. However, a portion of this debt financing is related to projects where the debt service payments will be paid for from Sportsplex and Solid Waste Enterprise funds, as well as a Water and Sewer project to be paid from the Article 46 quarter-cent Sales Tax proceeds earmarked for economic development.

The General Fund portion of this annual debt service is estimated at \$1.1 million or a tax rate equivalent of approximately 0.67 cents. Based on current resources and the retirement of some existing debt, no adjustment to the tax rate associated with this financing is anticipated to occur during the period noted. Regarding the refinancing, it is estimated that the County will realize savings of approximately \$451,788 over the life of the refinancing term.

**RECOMMENDATION(S):** The Manager recommends that the Board conduct the public hearing, close the public hearing, and adopt the resolution supporting the application to the Local Government Commission for approval of the financing and refinancing arrangements.

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**COPY**

**ACTION AGENDA ITEM ABSTRACT**  
Meeting Date: November 6, 2014

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

**SUBJECT:** Preliminary Information and Approval to Finance Various Capital Investment Plan Projects and County Equipment

**DEPARTMENT:** Finance and Administrative Services

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

N

**ATTACHMENT(S):**

- 1. Description of Projects to be Financed
- 2. Financing Schedule

**INFORMATION CONTACTS:**

Clarence Grier, 919-245-2453  
Robert Jessup, 919-933-9891

**PURPOSE:** To provide a preliminary finding and approve financing for capital investment projects and equipment for the year.

**BACKGROUND:** As part of the FY2014-19 Capital Investment Plan, several projects were approved for equipment financing. Those projects included the following (see Attachment 1 for additional information):

**Projects Requiring Financing Needed in FY 2014-15**

Project	Amount
<b>County Projects:</b>	
Cedar Grove Community Center	\$ 2,822,226
Southern Orange Campus	400,000
HVAC	150,000
HVAC Projects (FY2012-13)	205,999
Roofing	179,010
Information Technologies	450,000
Emergency Services Radio Systems	500,000
Communication Systems Improvements	122,000
Soccer.com Soccer Center	125,000
Lands Legacy	2,400,000
<b>Total County Projects</b>	<b>7,354,235</b>
<b>Water &amp; Sewer Projects: (Paid w/ Article 46 Sales Tax Proceeds)</b>	
Efland Sewer to Mebane	4,581,400
<b>Total Water &amp; Sewer Projects</b>	<b>4,581,400</b>
<b>Sportsplex Projects:</b>	
Phase II - Pool Mezzanine	950,000
<b>Total Sportsplex Projects</b>	<b>950,000</b>

**Solid Waste Projects:**

Eubanks Road Solid Waste Convenience Center	640,483
<b>Total Solid Waste Projects</b>	<b>640,483</b>

**Equipment/Vehicle Purchases:**

Vehicle Replacement Fund	775,119
In-Car Cameras Replacements - Sheriff	517,798
Board of Elections - Voting Equipment	437,385
Board of Elections - Electronic Poll Books	242,485
<b>Total Equipment/Vehicle Purchases</b>	<b>1,972,787</b>

<b>Grand Total FY 2014-15 Financing</b>	<b>\$ 15,498,905</b>
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Additionally, there are some previous year capital projects, although approved budgetary, for which the financing was not issued due to the project schedule and decisions. The preliminary schedule for the financing is attached to the abstract. County staff will be receiving bids from financial institutions to secure the financing. Staff anticipates receiving \$15.5 million in financing for an average of 10 years at an interest rate of 2.30 percent, which will result in an average annual debt service cost of \$1,752,650.

**FINANCIAL IMPACT:** There is no financial impact related to this action. However, there will be a financial impact in proceeding with the financing. A preliminary estimate of debt service applicable to the financing would be \$1,752,650. The tax rate equivalent for the annual debt service payment is approximately 1.07 cents of the current property tax rate.

**RECOMMENDATION(S):** The Manager recommends the Board approve moving forward with the financing of the stated capital project and equipment financing and provide feedback to staff.



**ORANGE COUNTY**  
NORTH CAROLINA  
Orange County, North Carolina  
Description of Projects to be Financed

**Cedar Grove Community Center:** Financing for the Cedar Grove Community Center in the Northern Portion of the County approved in FY2011.

**Southern Orange Campus:** Financing for the beginning phases and planning for the Southern Orange Campus and master plan.

**HVAC (FY2012-13 and 2014-15):** Financing of various geothermal projects for County buildings and facilities.

**Roofing Projects:** Financing for various roofing projects of County Owned buildings and facilities such as Asset Management Services Warehouse and the Blackwood Farm House.

**Information Technologies:** Financing for the annual upgrades for server replacements and upgrades, desktop and laptop replacements, PC software upgrades, GIS software and hardware upgrades

**Emergency Services Improvements:** Financing for the projects and initiatives as outlined in the Emergency Services Strategic Plan. FY2014-15 financing will go to purchase additional towers.

**Communication Systems Improvements:** Financing to fund the purchase additional communication radios and systems for Emergency Services and Sherriff Department.

**Soccer.com Soccer Center:** Financing for the investment in the current facility including restroom improvements, purchase of adjoining land, construction of new artificial turf fields and other improvements.

**Lands Legacy:** Continued financing for the award winning Lands Legacy Program to conserve and protect the County's most critical natural and cultural resources.

#### **Sportsplex Projects**

**Pool Mezzanine:** Financing and funding for the construction of a swimming pool mezzanine at the Orange County Sportsplex.

#### **Solid Waste Projects:**

**Eubanks Road Solid Waste Convenience Center:** Financing for the improvements for the Eubanks Road Solid Waste Convenience Center upgrades.

#### **Equipment/Vehicle Purchases**

**Vehicle Replacement Fund:** Financing for the annual purchases and replacement of County vehicles.

**In-Car Cameras Replacements – Sheriff:** Financing for the upgrading of the in-car cameras for the Sherriff Department.

**Orange County Installment Financing – Schedule**

County Board provides informal approval of projects and general financing plan	BOCC meeting of Nov. 6
County staff makes initial, informal contact with LGC	As soon as convenient
County sends out bank loan RFP	Week of Nov. 10
Publish notice of County public hearing	By Nov. 29 (must be at least ten days' prior to hearing date)
Bank proposals due back to the County	Dec. 1
County Board holds public hearing; adopts preliminary resolution in support of application to LGC	BOCC of Dec. 9
County makes filing with legislative joint committee	By Dec. 20 for LGC approval in February
County's preliminary application due to LGC	By Jan. 6 for LGC approval in February
County Board adopts resolution formally approving substantially final financing terms and documents	BOCC meeting of Jan. 22
LGC approval	Feb. 3
Loan closing	Feb. 10 or thereafter

**Orange County, North Carolina -- Notice of Public Hearing  
Financing for Various Public Improvements and Acquisitions**

The Board of Commissioners of Orange County, North Carolina, will hold a public hearing on Tuesday, April 7, 2015, at 7:00pm (or as soon thereafter as the matter may be heard). The purpose of the hearing is to take public comment concerning a proposed financing contract, under which the County would borrow approximately \$26,470,000 to pay for the public improvement projects described below as well as to refinance two of the County's prior installment purchase contracts to achieve savings to the County.

<b>Project description</b>	<b>Est. Amount Financed</b>
Vehicle replacements	\$ 760,000
In-car camera replacements for Sheriff's office	\$ 520,000
Board of Elections equipment	\$ 700,000
Improvements to Cedar Grove Community Center	\$ 2,800,000
Southern Orange Campus — planning and improvements	\$ 400,000
HVAC projects at various County facilities	\$ 360,000
Roofing projects at various County facilities	\$ 180,000
Information technology (including central permitting software)	\$ 1,250,000
Communications systems improvements, including Sheriff's department and EMS systems	\$ 125,000
Soccer.com soccer center improvements	\$ 125,000
Lands Legacy acquisitions	\$ 2,400,000

Sportsplex — pool mezzanine	\$	950,000
Improvements for Eubanks Road solid waste convenience center	\$	1,100,000
Efland water and sewer improvements	\$	4,600,000
<b>Estimated total for new projects</b>	<b>\$</b>	<b>16,270,000</b>
<b>Estimated total for refinancings</b>	<b>\$</b>	<b>10,200,000</b>
<b>Estimated grand total</b>	<b>\$</b>	<b>26,470,000</b>

The two financings that are to be refinanced are a) a 2006 installment financing contract secured by Carrboro High School and b) a 2006 Certificates of Participation installment financing secured by Gravelly Hill Middle School. The County may use additional financing proceeds to pay financing costs or to provide required reserves.

The hearing will be held in the Whitted Meeting Room at the Orange County Whitted Human Services Center Complex, 300 West Tryon Street, Hillsborough, NC 27278.

The proposed financing would be secured by a lien on some or all of the property purchased or improved through the financing (or subject to the refinancing), as well as the County's promise to repay the financing, but there would be no recourse against the County or its property (other than the pledged property) if there were a default on the financing. The County expects that the collateral for the financing will consist primarily of Gravelly Hill Middle School.

All interested persons will be heard. The County's plans are subject to change based on the comments received at the public hearing and the Board's subsequent discussion and consideration. The County's entering into the financing is subject to obtaining approval from the North Carolina Local Government Commission.

Persons wishing to make written comments in advance of the hearing or wishing more information concerning the subject of the hearing may contact Paul Laughton, Orange County Interim Finance Officer, Post Office Box 8181, Hillsborough, NC 27278 (telephone 919/245-2152, email [plaughton@orangecountync.gov](mailto:plaughton@orangecountync.gov)).

RES-2015-019

April 7, 2015 Attachment 3

**Resolution supporting an application to the Local Government Commission for  
its approval of a financing agreement for the County**

**WHEREAS --**

The Board of Commissioners has previously determined to carry out the acquisition and construction of various public improvements, as identified in the County's capital improvement plan, and County staff has determined and advised the Board that refinancing all or a portion of two prior installment financings may provide savings to the County.

The Board desires to finance the costs of these projects and to carry out the refinancing by the use of an installment financing, as authorized under Section 160A-20 of the North Carolina General Statutes.

Under the guidelines of the North Carolina Local Government Commission, the Board must make certain findings of fact to support the County's application for the LGC's approval of the County's proposed financing arrangements.

***THEREFORE, BE IT RESOLVED*** by the Board of Commissioners of Orange County, North Carolina, that the County makes a preliminary determination to finance approximately \$26,470,000 to pay capital costs of various public improvements and to carry out the refinancing. The proposed list of projects and improvements to be financed appears in Exhibit A. The two financings that are to be refinanced are a) a 2006 installment financing contract secured by Carrboro High School and b) a 2006 Certificates of Participation installment financing secured by Gravelly Hill Middle School.

The Board will determine the final amount to be financed by a later resolution. The final amount financed may be slightly lower or slightly higher than \$26,470,000. Some of the financing proceeds may provide reimbursement to the County for prior expenditures on project costs, some proceeds may be used to pay financing expenses, and some proceeds may be used to provide any appropriate reserves.

***BE IT FURTHER RESOLVED*** that the Board of Commissioners makes the following findings of fact:

(a) The proposed projects are necessary and appropriate for the County under all the circumstances. The proposed refinancings are necessary and appropriate for the County under all the circumstances because the refinancings will produce substantial debt service savings.

(b) The proposed installment financing is preferable to a bond issue for the same purposes.

The County has no meaningful ability to issue non-voted general obligation bonds for these projects. These projects will not produce sufficient revenues to support a self-liquidating financing. The County has in the past issued substantial amounts of voter-approved bonds, and it is appropriate for the County to balance its capital finance program between bonds and installment financings.

The County expects that in the current interest rate environment for municipal securities there would be no material difference in interest rates between general obligation bonds and installment financings for these projects.

(c) The estimated sums to fall due under the proposed financing contract are adequate and not excessive for the proposed purposes. The County will closely review proposed financing rates against market rates with guidance from the LGC and its financial adviser. All amounts financed will reflect either approved contracts, previous actual expenditures or professional estimates.

(d) As confirmed by the County's Interim Finance Officer, (i) the County's debt management procedures and policies are sound and in compliance with law, and (ii) the County is not in default under any of its debt service obligations.

(e) The County estimates that the maximum tax rate impact of paying General Fund related debt service on the financing will be the equivalent of up to approximately 0.67 cents per \$100 of valuation. Based on current resources and the retirement of some existing debt, no actual tax rate increase related to this financing will be necessary.

(f) The County Attorney is of the opinion that the proposed projects are authorized by law and are for purposes for which public funds of the County may be expended pursuant to the Constitution and laws of North Carolina.

***BE IT FURTHER RESOLVED as follows:***

(a) The Interim Finance Officer is directed to take all appropriate steps toward the completion of the financing, including (i) completing an application to the LGC for its approval of the proposed financing, and (ii) soliciting one or more proposals from financial institutions to provide the financing. All prior actions of County representatives in this regard are ratified.

(b) 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 April 7, 2015; that a quorum was present and acting throughout this meeting; and that this resolution has not been modified or amended, and remains in full effect as of today.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2015.

[SEAL]

\_\_\_\_\_  
Donna S. Baker  
Clerk, Board of Commissioners

**Exhibit A – proposed projects**

<b>Project description</b>	<b>Est. Amount Financed</b>
Vehicle replacements	\$ 760,000
In-car camera replacements for Sheriff's office	\$ 520,000
Board of Elections equipment	\$ 700,000
Improvements to Cedar Grove Community Center	\$ 2,800,000
Southern Orange Campus — planning and improvements	\$ 400,000
HVAC projects at various County facilities	\$ 360,000
Roofing projects at various County facilities	\$ 180,000
Information technology (including central permitting software)	\$ 1,250,000
Communications systems improvements, including Sheriff's department and EMS systems	\$ 125,000
Soccer.com soccer center improvements	\$ 125,000
Lands Legacy acquisitions	\$ 2,400,000
Sportsplex — pool mezzanine	\$ 950,000
Improvements for Eubanks Road solid waste convenience center	\$ 1,100,000
Efland water and sewer improvements	\$ 4,600,000
<b>Estimated total for new projects</b>	<b>\$ 16,270,000</b>
<b>Estimated total for refinancings</b>	<b>\$ 10,200,000</b>
<b>Estimated grand total</b>	<b>\$ 26,470,000</b>

RES-2015-029

## **Resolution providing final approval of terms and documents for 2015 County installment financing**

### ***WHEREAS --***

The Board of Commissioners has previously determined to undertake the acquisition, construction and equipping of the public assets and improvements described on Exhibit A (collectively, the "Project"). In addition, the Board has determined to refinance certain County obligations, in particular (a) a 2006 installment financing contract secured by Carrboro High School and (b) a 2006 Certificates of Participation installment financing secured by Gravelly Hill Middle School, in order to achieve savings through lower interest rates.

The Board has made a tentative determination to finance the Project costs and the refinancing costs by the use of an installment financing, as authorized under Section 160A-20 of the North Carolina General Statutes. The Board believes that a single installment financing would be in the County's best interest. This financing will include the use of limited obligation bonds, which will represent interests in the installment payments to be made by the County that can be sold to investors.

The County staff has made available to the Board the draft documents listed on Exhibit B (the "Documents"), and a draft of an official statement designed to provide information about the County and the financing to prospective investors in the bonds. All of these items relate to the County's carrying out the financing plan.

This resolution provides the County Board's final approval of the financing terms and the substantially final financing documents.

**BE IT THEREFORE RESOLVED by the Board of Commissioners of Orange County, North Carolina, as follows:**

***1. Determination To Proceed with Financing --*** The Board confirms its decision to carry out the proposed installment financing as described above. As part of this financing, the County will refinance such of the two existing 2006 County installment financing obligations referenced in the preamble to this resolution (the "2006 Obligations") as the Finance Officer may determine.

Under the financing plan, the County will receive funds to carry out the Project and complete the refinancing of the 2006 Obligations. The County will repay the funds over time, with interest. The County will secure its repayment obligation by granting a mortgage-like interest in the Gravelly Hill school property.

**2. *Approval of Documents; Direction To Execute Documents*** -- The Board approves the forms of the Documents submitted to this meeting. The Board authorizes the Chair and the County Manager, or either of them, to execute and deliver those Documents to which the County is a party. The Documents in their respective final forms must be in substantially the forms presented, with such changes as the Chair or the County Manager may approve. The execution and delivery of any Document by an authorized County officer will be conclusive evidence of that officer's approval of any changes.

The Documents in final form, however, must provide for the principal amount of limited obligation bonds to not exceed \$28,000,000, a true interest cost of the financing not to exceed 3.75%, and a financing term not to extend beyond December 31, 2035. The amount financed under the Documents may include amounts to pay financing expenses and other necessary and incidental costs.

**3. *Sale of Bonds; Approval of Official Statement*** – The Board appoints Robert W. Baird & Co. to underwrite a public offering of the proposed limited obligation bonds.

The Board approves the draft official statement submitted to this meeting as the form of the preliminary official statement pursuant to which the underwriter will offer the bonds for sale. The preliminary official statement as distributed to prospective investors must be in substantially the form presented, with such changes as the Finance Officer may approve. The Board directs the Finance Officer, after the sale of the bonds, to complete and otherwise prepare the preliminary official statement as an official statement in final form.

The Board authorizes the use of the preliminary official statement and the final official statement (collectively, the "Official Statement") by the underwriter in connection with the sale of the bonds.

The Board acknowledges that it is the County's responsibility, and ultimately the Board's responsibility, to ensure that the Official Statement in its final form neither contains an untrue statement of a material fact nor omits to state a material fact required to be included therein for the purpose for which such Official Statement is to be used or necessary to make the statements therein, in light of the circumstances under which they were made, not misleading.

**4. *Call of 2006 Certificates for Prepayment*** -- The Board authorizes the Finance Officer to make, on the County's behalf, an irrevocable call for redemption of such of the Certificates of Participation (Orange County Public Improvement Projects), Series 2006, as the Finance Officer deems beneficial to the County. The Finance Officer will make this call for redemption by the execution and delivery of an appropriate certificate in connection with the original delivery of the planned limited obligation bonds.

**5. Authorization To Refinance Obligations with Existing Lenders** – The Board understands that it may be in the County’s best interest to modify some or all of the 2006 Obligations through agreements with the current lenders, instead of refinancing those obligations through the issuance of the limited obligation bonds. The Finance Officer, and all other County officers and representatives, are authorized to take all appropriate action to carry out such modifications and refinancings with the existing lenders if the Finance Officer deems that option to be in the County’s best interests.

**6. Officers To Complete Closing** – The County Manager, the Finance Officer and all other County officers and employees are authorized to take all proper steps to complete the financing in accordance with the terms of this resolution.

The Board authorizes the County Manager to hold executed copies of all financing documents authorized by this resolution in escrow on the County's behalf until the conditions for their delivery have been completed to her satisfaction, and then to release the executed documents for delivery to the appropriate persons or organizations.

Without limiting the generality of the previous paragraphs, the Board specifically authorizes the County Manager (a) to approve and enter into, on behalf of the County, any additional agreements appropriate to carry out the financing plan contemplated by this resolution, including any relevant agreements for the appointment of the corporate trustee referenced in Exhibit B, and (b) to approve changes to any documents previously signed by County officers or employees, provided that such changes do not substantially alter the intent from that expressed in the form originally signed. The County Manager’s authorization of the release of any document for delivery will constitute conclusive evidence of her approval of any changes.

In addition, the County Manager and the Finance Officer are authorized to take all appropriate steps for the efficient and convenient carrying out of the County’s on-going responsibilities with respect to the financing. This authorization includes, without limitation, contracting with third parties for reports and calculations that may be required under the Documents, this resolution or otherwise with respect to the bonds.

**7. Miscellaneous Provisions** -- All County officers and employees are authorized to take all further action as they may consider necessary or desirable in furtherance of the purposes of this resolution. In particular, the Clerk to this Board is directed to apply the County’s seal to the final form Documents, and to attest to the application of the seal. All such prior actions of County officers and employees are ratified. Upon the unavailability or refusal to act of the County Manager, the Chair or the Finance Officer, any other of those officers may assume any responsibility or carry out any function assigned in this resolution. In addition, the Vice Chair or any Deputy or Assistant Clerk may carry out or exercise any rights or responsibilities assigned in this resolution to the Chair or the Clerk. All other Board proceedings, or parts of proceedings, in conflict with this resolution are repealed, to the extent of the conflict. This resolution takes effect immediately.

### Exhibit A – Project Components

Project Component	Estimated Cost (\$)
Improvements to Cedar Grove Community Center	2,800,000
HVAC projects at various County facilities	360,000
Roofing projects at various County facilities	180,000
Information technology (including central permitting software)	1,250,000
Communications systems improvements, especially for the Sheriff's department and emergency services systems	125,000
Soccer.com soccer center – improvements and land acquisitions	125,000
Lands Legacy acquisitions	2,400,000
Efland water and sewer improvements	4,600,000
Sportsplex – pool mezzanine	950,000
Improvements for Eubanks Road solid waste convenience center	1,100,000
Vehicle replacements	760,000
In-car camera replacements for Sheriff's office	520,000
Board of Elections equipment	700,000
<b><i>TOTAL</i></b>	<b>15,870,000</b>

The County will use additional financing proceeds to pay financing costs.

## **Exhibit B -- Draft Documents**

(a) A draft dated April 30, 2015, of an Installment Financing Contract to be dated on or about June 1, 2015 (the "Financing Contract"), between the County and Orange County Public Facilities Company (the "Company), providing for the advance of funds to the County, for the County's obligation to repay the amounts advanced, and for the County's responsibilities for the use and care of the collateral.

(b) A draft dated April 30, 2015, of a Deed of Trust and Security Agreement to be dated on or about June 1, 2015, from the County to a deed of trust trustee for the Company's benefit, providing for a security interest in the Gravelly Hill Middle School property to secure the County's obligations under the Financing Contract.

(c) A draft dated April 30, 2015, of a Trust Agreement to be dated on or about June 1, 2015, between the Company and a Trustee, providing for the issuance of limited obligation bonds to generate funds for the advance to the County under the Financing Contract. The bonds are payable from amounts paid by the County under the Financing Contract.

(d) A draft dated April 30, 2015, of an Escrow Agreement to be dated on or about June 1, 2015, between the County and the Trustee, providing for the safekeeping and investment of bond proceeds until the proceeds can be applied to the payment of existing obligations.

(e) A draft of a Bond Purchase Agreement to be dated on or about June 15, 2015, providing for the underwriter's obligation to purchase the bonds. The final form of this Agreement will set out the final principal amount, principal payment schedule and interest rates for the bonds, and the other terms and conditions for the underwriter's obligation to purchase the bonds.

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** May 19, 2015

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

**SUBJECT:** Agricultural Preservation Board – Appointments

**DEPARTMENT:** Board of Commissioners

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

No

**ATTACHMENT(S):** Under Separate Cover  
 Membership Roster  
 Recommendations  
 Attendance Record Howard McAdams Jr.  
 Applications for Persons Recommended  
 Interest List  
 Applications of Persons on the Interest List

**INFORMATION CONTACT:**  
 Clerk's Office, 245-2130

**PURPOSE:** To consider making appointments to the Agricultural Preservation Board.

**BACKGROUND:** The following information is for Board consideration:

- Appointment to a first full term (Position #8) “At-Large” for Mr. Richal Vanhook ending 06/30/2018.
- Appointment to a first full term (Position #9) “At-Large” for Ms. Amanda Scherle ending 06/30/2018.
- Change in representative (Position #10) “At-Large” representative to (Position #1) “High Rock/Efland Vol. Ag. Dist.” representative for Mr. Howard McAdams, Jr. no expiration date. **(Mr. McAdams fits the criteria for this vacant position)**

POSITION NO.	NAME	SPECIAL REPRESENTATIVE	EXPIRATION DATE
8	Mr. Richal Vanhook	At-Large	06/30/2018
9	Ms. Amanda Scherle	At-Large	06/30/2018
1	Mr. Howard McAdams, Jr.	High Rock/Efland Vol. Ag. Dist.	No Expiration

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

- \*Position #4--- “New Hope/Hills. Vol. Ag. Dist.” position ----- No expiration. **(this position has been vacant for more than 6 months)**
- \*Position #5--- “Schley/Eno Vol. Ag. Dist.” Position ----- No expiration. **(this position has been vacant for more than 6 months)**
- \*Position #12--- “At-Large” position ----- expiration 06/30/2017. **(this position has been vacant since January 2015)**

**FINANCIAL IMPACT:** None.

**RECOMMENDATION(S):** The Board will consider making appointments to the Agricultural Preservation Board.

# Board and Commission Members

## And Vacant Positions

### ***Agricultural Preservation Board***

Meeting Times: 7:30 p.m. third Wednesday of each month

Terms: 2

Contact Person: David Stancil

Meeting Place: Environment and Agriculture Center

Positions: 14

Length: 3 years

Contact Phone: 919-245-2522

Description: Members are appointed by the Board of Commissioners. The primary purpose of the Agricultural Preservation Board (APB) is to promote the economic and cultural importance of agriculture in the county, and to encourage voluntary preservation and protection of farmland for future production.

The Agricultural Preservation Board is a body comprised of up to seven (7) at-large members, plus one (1) member from each of the seven (7) Agricultural Districts in the

1	<b>VACANT</b>	Day Phone:	Sex:	First Appointed:
		Evening Phone:	Race:	Current Appointment:
		FAX:	Township:	Expiration:
		E-mail:	Resid/Spec Req: Vol.Ag.District	Number of Terms:
			Special Repr: High Rock/Efland Vol. Ag. Dist.	
2	<b>Mr. Vaughn Compton</b>	Day Phone: 9194284351	Sex: Male	First Appointed: 06/17/2014
		Evening Phone: 9194284351	Race: Caucasian	Current Appointment: 06/17/2014
	1002 Hurdle Mills Road	FAX:	Township: Cedar Grove	Expiration:
	Cedar Grove NC 27231	E-mail: vaughn@comptonfarming.com	Resid/Spec Req: Vol.Ag.District	Number of Terms: 1
			Special Repr: Cedar Grove Vol. Ag. Dist.	
3	<b>Ms. Kim Woods</b> <b>Vice-Chair</b>	Day Phone: 336-599-1195	Sex: Female	First Appointed: 06/07/2011
		Evening Phone: 919-732-9973	Race: Caucasian	Current Appointment: 06/07/2011
	2915 Pearson Rd.	FAX:	Township: Cedar Grove	Expiration:
	Hurdle Mills NC 27541	E-mail: kim_woods@ncsu.edu	Resid/Spec Req: Vol.Ag.District	Number of Terms:
			Special Repr: Caldwell Vol. Ag. Dist.	
4	<b>VACANT</b>	Day Phone:	Sex:	First Appointed:
		Evening Phone:	Race:	Current Appointment:
		FAX:	Township:	Expiration:
		E-mail:	Resid/Spec Req: Vol.Ag.District	Number of Terms:
			Special Repr: New Hope/Hills. Vol. Ag. Dist.	
5	<b>VACANT</b>	Day Phone:	Sex:	First Appointed:
		Evening Phone:	Race:	Current Appointment:
		FAX:	Township:	Expiration:
		E-mail:	Resid/Spec Req: Vol.Ag.District	Number of Terms:
			Special Repr: Schley/Eno Vol. Ag. Dist.	

# Board and Commission Members

## And Vacant Positions

### ***Agricultural Preservation Board***

Meeting Times: 7:30 p.m. third Wednesday of each month

Terms: 2

Contact Person: David Stancil

Meeting Place: Environment and Agriculture Center

Positions: 14

Length: 3 years

Contact Phone: 919-245-2522

Description: Members are appointed by the Board of Commissioners. The primary purpose of the Agricultural Preservation Board (APB) is to promote the economic and cultural importance of agriculture in the county, and to encourage voluntary preservation and protection of farmland for future production.

The Agricultural Preservation Board is a body comprised of up to seven (7) at-large members, plus one (1) member from each of the seven (7) Agricultural Districts in the

6	<b>Mrs. Renee McPherson</b> <b>Chair</b> 3600 Mebane Oaks Road Mebane NC 27302	Day Phone: 336-214-5965 Evening Phone: 336-214-5965 FAX: E-mail: renee@mcphersonfarms.com	Sex: Female Race: Caucasian Township: Bingham Resid/Spec Req: Enhanced VolAgDist Special Repr: Cane Creek/Buckhorn Vol. Ag. Dist.	First Appointed: 05/15/2012 Current Appointment: 05/15/2012 Expiration: Number of Terms:
7	<b>Mr. A. Gordon Neville</b> 1501 Old Greensboro Rd. Chapel Hill NC 27516	Day Phone: 919-932-6993 Evening Phone: 919-932-6993 FAX: 929-4247 E-mail: patneville1@gmail.com	Sex: Male Race: Caucasian Township: Chapel Hill Resid/Spec Req: Vol.Ag.Dist. Special Repr: White Cross Vol. Ag. Dist.	First Appointed: 11/06/2014 Current Appointment: 11/06/2014 Expiration: Number of Terms: 1
8	<b>VACANT</b>	Day Phone: Evening Phone: FAX: E-mail:	Sex: Race: Township: Resid/Spec Req: At-Large Special Repr:	First Appointed: Current Appointment: Expiration: 06/30/2018 Number of Terms:
9	<b>VACANT</b>	Day Phone: Evening Phone: FAX: E-mail:	Sex: Race: Township: Resid/Spec Req: At-Large Special Repr:	First Appointed: Current Appointment: Expiration: 06/30/2018 Number of Terms:
10	<b>Mr. Howard McAdams Jr</b> 1616 Efland Cedar Grove Rd. Efland NC 27243	Day Phone: 919-732-7701 Evening Phone: 919-732-5552 FAX: E-mail: mcadamsfarm@gmail.com	Sex: Male Race: Caucasian Township: Cheeks Resid/Spec Req: At-Large Special Repr:	First Appointed: 03/06/2008 Current Appointment: 05/15/2012 Expiration: Number of Terms: 2

# Board and Commission Members

## And Vacant Positions

### ***Agricultural Preservation Board***

Meeting Times: 7:30 p.m. third Wednesday of each month

Terms: 2

Contact Person: David Stancil

Meeting Place: Environment and Agriculture Center

Positions: 14

Length: 3 years

Contact Phone: 919-245-2522

Description: Members are appointed by the Board of Commissioners. The primary purpose of the Agricultural Preservation Board (APB) is to promote the economic and cultural importance of agriculture in the county, and to encourage voluntary preservation and protection of farmland for future production.

The Agricultural Preservation Board is a body comprised of up to seven (7) at-large members, plus one (1) member from each of the seven (7) Agricultural Districts in the

11	<b>Mr. Joe Thompson</b> 5919 Allie Mae Rd Cedar Grove NC 27231	Day Phone: 919-563-3220 Evening Phone: FAX: E-mail: ThompsonPrawnFarm@hotmail.co	Sex: Male Race: African American Township: Cedar Grove Resid/Spec Req: At-Large Special Repr:	First Appointed: 03/24/2009 Current Appointment: 05/05/2012 Expiration: Number of Terms: 2
12	<b>VACANT</b>	Day Phone: Evening Phone: FAX: E-mail:	Sex: Race: Township: Resid/Spec Req: At-Large Special Repr:	First Appointed: Current Appointment: Expiration: Number of Terms:
13	<b>Dr. Noah Ranells</b> 4122 Buckhorn Road Efland NC 27243	Day Phone: 336-285-4658 Evening Phone: 919-304-6287 FAX: E-mail: ficklecreek@gmail.com	Sex: Male Race: Caucasian Township: Bingham Resid/Spec Req: At-Large Special Repr:	First Appointed: 12/10/2013 Current Appointment: 12/10/2013 Expiration: Number of Terms: 1
14	<b>Ms. Ashley Parker</b> 2211 Laws Store Road Hurdle Mills NC 27541	Day Phone: 919-245-1008 Evening Phone: FAX: E-mail: ashleymorganparker@gmail.com	Sex: Female Race: Caucasian Township: Cedar Grove Resid/Spec Req: At-Large Special Repr:	First Appointed: 01/24/2013 Current Appointment: 01/24/2013 Expiration: Number of Terms: 1



*Orange County Agricultural Preservation Board*

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April 9, 2015

Earl McKee, Chair  
Board of County Commissioners  
PO Box 8181  
Hillsborough, NC 27278

Re: Agricultural Preservation Board Appointments

Dear Chair McKee:

The Orange County Agricultural Preservation Board (APB) discussed recommendations to fill vacant board positions at its regular meeting on March 18<sup>th</sup>, 2015. The APB wishes to make the following recommendations to the Board of County Commissioners:

- 1) that applicant Richal Vanhook be appointed to the APB to fill a vacant at-large position. Mr. Vanhook farms in the Cedar Grove and Caldwell communities.
- 2) that applicant Amanda Scherle be appointed to the APB to fill a vacant at-large position. Ms. Scherle has served as the manager of the Eno River Farmers Market in downtown Hillsborough for the past three years.
- 3) the APB also recommends that Howard McAdams be appointed to serve in the High Rock/Efland Voluntary Agricultural District position which has remained vacant since the retirement of Elizabeth Walters in 2014. Mr. McAdams, the former Board chair whose at-large term is expiring in June, is the only applicant who meets the residency requirements for this district position as specified by the County's Voluntary Agricultural Preservation Program Ordinance. He owns and operates an active vegetable farm located in the High Rock/Efland district.

Thank you on behalf of the APB.

Sincerely,

*Renee McPherson*

Renee McPherson, Chair  
Orange County Agricultural Preservation Board

cc: Kim Woods, Vice Chair

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NATURAL and CULTURAL RESOURCES DIVISION  
Orange County Department of Environment, Agriculture, Parks & Recreation  
PO Box 8181, Hillsborough, NC 27278  
Phone: (919) 245-2510 Fax: (919) 644-3351

Attendance Record Current - Member Re-appointment Recommendation For BOCC Review  
 Agricultural Preservation Board - Howard McAdams, Jr. Jan / 2014 – Mar / 2015

Member	Appointed	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Howard McAdams, Jr.	03/06/2008	P		P		P		P		P		P		P		P			
<b>P: Present   A: Absent   E = Excused</b>																			
<b>Current through - 03/31/2015</b>																			

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Mr. Richal Vanhook  
**Name Called:**  
**Home Address:** 9202 Walntu Grove Church Rd  
 Hurdle Mills NC 27541  
**Phone (Day):** 919-732-2432  
**Phone (Evening):** 919-732-2432  
**Phone (Cell):** 919-801-2114  
**Email:** svanhook51@aol.com  
**Place of Employment:** deapartment on aging  
**Job Title:** facilities maintenance coordinator  
**Year of OC Residence:** 1953  
**Township of Residence:** Little River  
**Zone of Residence:**  
**Sex:** Male  
**Ethnic Background:** African American

### Community Activities/Organizational Memberships:

Trustee Board (Lattisville Grove Baptist Church)  
 Athletic Director(LGBC)  
 Board Director (Piedmont Electric)  
 Board Director (Farm Bureau Insurance)  
 Advisory Board (4-H)

### Past Service on Orange County Advisory Boards:

Recreation and Parks

### Boards/Commissions applied for:

#### Agricultural Preservation Board

##### Background, education and experience relevant to this board:

BA- Business Management  
 AS- Business Administration  
 Life time Farmer

##### Reasons for wanting to serve on this board:

To provide another voice and ears for the rural agricultural farmlands of Orange County

##### Conflict of Interest:

### Supplemental Questions:

### Other Comments:



## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Amanda Scherle  
**Name Called:**  
**Home Address:** 2801 Becketts Ridge Dr.  
 Hillsborough NC 27278  
**Phone (Day):** 812-322-2582  
**Phone (Evening):** 812-322-2582  
**Phone (Cell):** 812-322-2582  
**Email:** alscherle@gmail.com  
**Place of Employment:** Eno River Farmers Market in Downtown Hillsborou  
**Job Title:** Market Manager  
**Year of OC Residence:** 2008  
**Township of Residence:** Hillsborough  
**Zone of Residence:**  
**Sex:** Female  
**Ethnic Background:** Caucasian

### Community Activities/Organizational Memberships:

Farmer Foodshare: Volunteer  
 The Expedition School: Volunteer as Reader s Theater Group Leader, Book Club Leader  
 Chapel Hill Homeschoolers: Current Member, Former Board Co-Leader  
 Hillsborough Youth Athletic Association: Former Board Member (PR and Marketing)  
 I do theater at Mystery Brewing Co., Carrboro ArtsCenter, Durham s Tiny Engine Theater Co., and Raleigh s Burning Coal Theater.

### Past Service on Orange County Advisory Boards:

None

### Boards/Commissions applied for:

#### Agricultural Preservation Board

##### Background, education and experience relevant to this board:

I grew up in Southern Indiana, on and around farms and farmers. I have served as the Market Manager for the Eno River Farmers Market in Downtown Hillsborough for three years. Prior to this, I ran a booth for two years for a vendor at Western Wake Farmers Market in Cary. As Market Manager, I work closely with Farmer Foodshare, a local organization that helps pair farmers markets with local people living with food insecurity. I understand the needs of consumers AND farmers, the process of farming, and the sales/marketing side of the agricultural industry.

I have experience serving on boards. Also, my work as a writer and actor has given me excellent written and verbal communication skills.

##### Reasons for wanting to serve on this board:

I have a strong interest in local food, farms, farmers, consumer access to foods, food insecurity, and in the growth and wellbeing of Orange County.

**Conflict of Interest:**

**Supplemental Questions:**

**Other Comments:**

**This application was current on:** 1/23/2015 1:44:12 PM

**Date Printed:** 2/3/2015

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Mr. Howard McAdams Jr  
**Name Called:**  
**Home Address:** 1616 Efland Cedar Grove Rd.  
 Efland NC 27243  
**Phone (Day):** 919-732-7701  
**Phone (Evening):** 919-732-5552  
**Phone (Cell):**  
**Email:** mcadamsfarm@gmail.com  
**Place of Employment:** McAdams Farm  
**Job Title:** Owner  
**Year of OC Residence:**  
**Township of Residence:** Cheeks  
**Zone of Residence:** At-Large  
**Sex:** Male  
**Ethnic Background:** Caucasian

### Community Activities/Organizational Memberships:

### Past Service on Orange County Advisory Boards:

### Boards/Commissions applied for:

### Supplemental Questions:

Work Experience: Self-employed: Farmer.

Volunteer Experience: 24 years Efland Fire Dept. 1999, Fireman of the Year. 20 years, Director of Orange County Farm Bureau (5 years, President). 7 years, Officer at Efland Presbyterian Church. 1 year, leader, 4H Club, 6 years Chapel Hill-Carrboro Farmers Market Director, 6 Years Efland Fire Department Director, 6 years Orange County Planning Board, 4 years Orange County Board of Adjustment

Education: Graduate of Orange High School

### Other Comments:

STAFF COMMENTS: Renewed application for APB 4/26/2007. Renewed app. 2/21/2000 for Orange County Planning Board and Orange County Board of Adjustment.

ADDRESS VERIFICATION: 1616 Efland-Cedar Grove Rd is in the Cheeks Township.

# Applicant Interest Listing

by Board Name and by Applicant Name

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## *Agricultural Preservation Board*

Contact Person: David Stancil  
Contact Phone: 919-245-2522

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<b>Dr. James Fickle</b>	Day Phone: 919 933 4719	Sex: Male
101 Steeplechase Road	Evening Phone: 919 933 4719	Race: Caucasian
Chapel Hill 27514 NC 27514	Cell Phone: 708 205 0255	Township: Chapel Hill
	E-mail: jimsfickle@aol.com	Date Applied: 12/27/2013
Skills: Agricultural Research	Also Serves On:	

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<b>Mr. Clay Hudson</b>	Day Phone: 919-593-0892	Sex: Male
104 Williams St	Evening Phone:	Race: Caucasian
PO Box 1051	Cell Phone:	Township: Chapel Hill
Carrboro NC 27510	E-mail: hudsonclay@hotmail.com	Date Applied: 04/23/2012
Skills: Agricultural Educator	Also Serves On:	
Skills: Landscaping Business	Also Serves On:	

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<b>Mr. William R. Kaiser</b>	Day Phone: 919-933-9794	Sex: Male
2112 Markham Dr.	Evening Phone: 919-933-9794	Race: Caucasian
Chapel Hill NC 27514	Cell Phone: 919 933-9794	Township: Chapel Hill
	E-mail: w_mckaiser@hotmail.com	Date Applied: 01/10/2014
Skills: Geologist	Also Serves On:	
Skills: Hydrogeologic/Geochemical Environmental	Also Serves On:	
Skills: Peace Corps	Also Serves On:	

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<b>Miss Danielle Mosley</b>	Day Phone: 919-309-5685	Sex: Female
476 Melanie Court	Evening Phone:	Race: Caucasian
Chapel Hill NC 27514	Cell Phone:	Township: Chapel Hill
	E-mail: Dlynnm26@gmail.com	Date Applied: 10/01/2014
Skills: Club Nova	Also Serves On:	

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<b>Amanda Scherle</b>	Day Phone: 812-322-2582	Sex: Female
2801 Becketts Ridge Dr.	Evening Phone: 812-322-2582	Race: Caucasian
Hillsborough NC 27278	Cell Phone: 812-322-2582	Township: Hillsborough
	E-mail: alscherle@gmail.com	Date Applied: 01/23/2015
Skills:	Also Serves On:	

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<b>Ms. Sheila Thomas-Ambat</b>	Day Phone: 919-225-4744	Sex: Female
103 Hunter Hill Place	Evening Phone: 919-225-4744	Race: Asian American
Chapel Hill NC 27517	Cell Phone: 919-225-4744	Township: Chapel Hill
	E-mail: staemail@yahoo.com	Date Applied: 04/15/2015
Skills:	Also Serves On: Commission for the Environment	

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# Applicant Interest Listing

by Board Name and by Applicant Name

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## *Agricultural Preservation Board*

Contact Person: David Stancil  
Contact Phone: 919-245-2522

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Mr. Richal Vanhook

9202 Walnut Grove Church Rd  
Hurdle Mills NC 27541

Day Phone: 919-732-2432

Evening Phone: 919-732-2432

Cell Phone: 919-801-2114

E-mail: svanhook51@aol.com

Skills:

Also Serves On:

Sex: Male

Race: African American

Township: Cedar Grove

Date Applied: 03/16/2015

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## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Dr James Fickle  
**Name Called:**  
**Home Address:** 101 Steeplechase Road  
 Chapel Hill 27514 NC 27514  
**Phone (Day):** 919 933 4719  
**Phone (Evening):** 919 933 4719  
**Phone (Cell):** 708 205 0255  
**Email:** jimsfickle@aol.com  
**Place of Employment:** Retired  
**Job Title:** CC&BW  
**Year of OC Residence:** 1997  
**Township of Residence:** Chapel Hill  
**Zone of Residence:**  
**Sex:** Male  
**Ethnic Background:** Caucasian

### Community Activities/Organizational Memberships:

Volunteer with NC Botanic Garden in Chapel Hill

### Past Service on Orange County Advisory Boards:

None

### Boards/Commissions applied for:

#### Orange Water & Sewer Authority Board of Directors

##### Background, education and experience relevant to this board:

BS / MS / PhD degrees from Texas Tech University in Agronomy (soils & crops) followed by nearly 40 years of applied research and regulatory affairs in agriculture have made me aware of the critical need to properly manage water resources.

##### Reasons for wanting to serve on this board:

Water resources (availability, supply, conservation, reclamation) are a preeminent issue for all society even now and will become moreso in the future. I hope my technical background will be of use to OWASA.

##### Conflict of Interest:

#### Agricultural Preservation Board

##### Background, education and experience relevant to this board:

##### Reasons for wanting to serve on this board:

##### Conflict of Interest:

**Durham Technical Community College Board of Directors****Background, education and experience relevant to this board:****Reasons for wanting to serve on this board:****Conflict of Interest:****Supplemental Questions:****Orange Water & Sewer Authority Board of Directors****Please list/explain your experience, either professionally and/or from other boards/commissions that you have in the areas of budget, personnel, and management.**

Professionally, my positions involved budgetary responsibility (up to \$2 M annually) and management of direct reporting personnel (up to 14). I am aware of the needs for planning, implementation, and oversight of these resources while maintaining focus on the tasks assigned.

**In addition to the experience listed in the question above, please list the work/volunteer experience/qualifications that would add to your expertise for this board.**

University and industry work in soils, crops, regulatory affairs (company representative with EPA,OPP). Over the years, I have worked with irrigation so am conversant with water use in agriculture.

**What do you see as the responsibilities of this board, and what do you hope to accomplish if appointed?**

Provision for supply, delivery and stewardship of water resources for Orange County. I have no specific items to accomplish, but do have an interest in water reuse as a means of minimizing impact on available resources.

**What is OWASA's role in growth/development issues?**

I think OWASA works within the larger needs of county and its municipalities. Therein the provision, delivery and stewardship of water resources is the specific perview of OWASA. Where growth and development is under consideration of the various branches of county and municipal government, OWASA would be active in helping to implement those items having to do with water.

**Other Comments:**

I would like to serve on the OWASA board as water availability, use and quality are paramount to the county's future. I suggest my technical background in agriculture will allow me to quickly become knowledgeable on local issues and challenges. STAFF COMMENTS: Originally applied 9/24/2010 for OWASA Board of Directors, Agricultural Preservation Board and Durham Technical Community College Board of Directors. UPDATED APPLICATION FOR OWASA 04/16/2011. UPDATED APPLICATION FOR OWASA 04/22/2012. ADDRESS VERIFICATION: Steeplechase Road is in Chapel Hill Township and Chapel Hill Jurisdiction. Updated application with additional questions answered for OWASA 12/27/2013.

**Volunteer Application  
Orange County Advisory Boards and Commissions**

**Name:** Mr Clay Hudson  
**Name Called:**  
**Home Address:** 104 Williams St  
 PO Box 1051  
 Carrboro NC 27510  
**Phone (Day):** 919-593-0892  
**Phone (Evening):**  
**Phone (Cell):**  
**Email:** hudsonclay@hotmail.com  
**Place of Employment:**  
**Job Title:**  
**Year of OC Residence:** 1998  
**Township of Residence:** Chapel Hill  
**Zone of Residence:** -  
**Sex:** Male  
**Ethnic Background:** Caucasian

**Community Activities/Organizational Memberships:**

**Past Service on Orange County Advisory Boards:**

**Boards/Commissions applied for:**

Agricultural Preservation Board

Background, education and experience relevant to this board:

Reasons for wanting to serve on this board:

Conflict of Interest:

**Supplemental Questions:**

Work Experience: Landscape supervisor for various entities; Duke University, City of Durham, Davey Tree Expert Co....Agricultural Educator for local Community (Middle/High Schools)...

Education: B.S., Biology; Guilford College, 1996  
 M.S., Agricultural Education, NC A&T State University, 2002

**Other Comments:**

Love the area, wish to be more active and helpful in any way possible...enjoy teaching and learning... STAFF COMMENTS: Originally applied for Agricultural Preservation Board, Commission for the Environment and Recreation and Parks Council 3/20/2009. REMOVED FROM CFE AND PARKS AND REC FOR NONATTENDANCE. 04/23/2012 REMOVED FROM APPLICANT INTEREST LIST DUE TO NO RESPONSE TO E-

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MAILS. REINSTATED 4/23/2012 AFTER RECEIPT OF E-MAIL RESPONSE  
INDICATING INTEREST. ADDRESS VERIFICATION: 104 Williams St, Carrboro is  
Chapel Hill township, CA jurisdiction.

**This application was current on:** 4/23/2012

**Date Printed:** 12/27/2013

## **Volunteer Application Orange County Advisory Boards and Commissions**

**Name:** Mr. William R. Kaiser  
**Name Called:**  
**Home Address:** 2112 Markham Dr.  
 Chapel Hill NC 27514  
**Phone (Day):** 919-933-9794  
**Phone (Evening):** 919-933-9794  
**Phone (Cell):**  
**Email:** w\_mckaiser@hotmail.com  
**Place of Employment:** Retired geologist  
**Job Title:** Retired geologist  
**Year of OC Residence:** 2004  
**Township of Residence:** Chapel Hill  
**Zone of Residence:** Chapel Hill Township within C.H. city limits  
**Sex:** Male  
**Ethnic Background:** Caucasian

### **Community Activities/Organizational Memberships:**

NC Botanical Garden volunteer: invasive plant control, prairie and forest management, trail maintenance at Mason Farm. Climate garden at Totten Center.

Duke Forest: trail development and maintenance, geology tour leader.

### **Past Service on Orange County Advisory Boards:**

Commission for the Environment, Nov.2005-May 2013, 2 yr as Chair.

New Hope Park at Blackwood Farm Master Plan Committee Member, 2006

### **Boards/Commissions applied for:**

#### **Agricultural Preservation Board**

##### **Background, education and experience relevant to this board:**

Preservation of agricultural land will have positive environmental impact. I am conversant with the county's environmental issues. I'd bring geological perspective and relevant volunteer experience to board discussions. I can investigate and solve technical problems and have proven written and oral communication skills. I would use them in review of VAD and EVAD applications.

##### **Reasons for wanting to serve on this board:**

##### **Conflict of Interest:**

**Orange County Parks and Recreation Council****Background, education and experience relevant to this board:**

My knowledge of the natural world gained professionally as a geologist, as a CFE member, and as a volunteer would guide my evaluation of park land.

**Reasons for wanting to serve on this board:****Conflict of Interest:****Supplemental Questions:**

Work Experience: Extensive research (Univ. of Texas at Austin Bur. Economic Geology) and industry experience (Exxon) in energy resources, especially coal and natural gas. Hydrogeologic and geochemical skills for environmental studies e.g., coal gasification, high-level radioactive waste, mined lands, oil-field waste, geophysical - log analysis, ground -water flow patterns, aquifer architecture and gravity. Proven written and oral communication skills.

Volunteer Experience: Volunteered on a regular basis with the Heart of Texas Peace Corps Association serving two varieties of public agencies and non-profit groups, e.g. Safe Place, Wild Basin, AIDS Services, Food Bank, Hornsby Bend, Mayfield Park, Tree Folks, Lower Colo. R. Authority, etc. Peace Corps Volunteer (1963-65); Ghana, W. Africa, assigned to Ghana Geological Survey.

Education: The Johns Hopkins University, Ph.D. Geology. University of Wisconsin - Madison, M.S. Geology; University of Wisconsin - Madison, B.A. Geology.

**Other Comments:**

STAFF NOTES: Originally applied 4/6/04 for Solid Waste Advisory Board; Commission for the Environment; and Economic Development Commission. APPLIED 07/28/2013 for Agricultural Preservation Board and Orange County Parks and Recreation Council. Address Verification: 2112 Markham Drive, Chapel Hill, NC 27514 is Chapel Hill Township, Chapel Hill Jurisdiction, and Chapel Hill Town Limits.

This application was current on: 7/28/2013

Date Printed: 12/27/2013

**Volunteer Application  
Orange County Advisory Boards and Commissions**

**Name:** Miss Danielle Mosley  
**Name Called:**  
**Home Address:** 476 Melanie Court  
Chapel Hill NC 27514  
**Phone (Day):** 919-309-5685  
**Phone (Evening):**  
**Phone (Cell):**  
**Email:** Dlynnm26@gmail.com

**Place of Employment:**  
**Job Title:**

**Year of OC Residence:** 2011

**Township of Residence:** Chapel Hill  
**Zone of Residence:** C.H. City Limits

**Sex:** Female  
**Ethnic Background:** Caucasian

**Community Activities/Organizational Memberships:**

**Past Service on Orange County Advisory Boards:**

**Boards/Commissions applied for:**

**Adult Care Home Community Advisory Committee**  
**Background, education and experience relevant to this board:**  
**Reasons for wanting to serve on this board:**  
**Conflict of Interest:**

**Board of Health**  
**Background, education and experience relevant to this board:**  
**Reasons for wanting to serve on this board:**  
**Conflict of Interest:**

**Agricultural Preservation Board**  
**Background, education and experience relevant to this board:**  
**Reasons for wanting to serve on this board:**  
**Conflict of Interest:**

**Supplemental Questions:**

Work Experience: Club Nova

Volunteer Experience: Club Nova

Education: Attending school for ged

**Other Comments:**

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

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

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

Date Printed: 12/27/2013

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Ms. Sheila Thomas-Ambat  
**Name Called:**  
**Home Address:** 103 Hunter Hill Place  
 Chapel Hill NC 27517  
**Phone (Day):** 9192254744  
**Phone (Evening):** 9192254744  
**Phone (Cell):** 9192254744  
**Email:** staemail@yahoo.com  
**Place of Employment:** City of Raleigh  
**Job Title:** Capital Improvement Projects Project Manager/En  
**Year of OC Residence:** 2011  
**Township of Residence:** Chapel Hill  
**Zone of Residence:** County  
**Sex:** Female  
**Ethnic Background:** Asian American

### Community Activities/Organizational Memberships:

American Public Works Association  
 Society of Women Engineers  
 Licensed Professional Engineer -- NC

### Past Service on Orange County Advisory Boards:

NA

### Boards/Commissions applied for:

#### Chapel Hill Parks, Greenways and Recreation Commission

##### Background, education and experience relevant to this board:

Areas of Proficiency

Currently manages the design and construction of complex stormwater public infrastructure projects from establishment of project scope through completion of construction through communication with City staff, inspectors, design and construction teams; coordinate construction activities with other City Departments, Divisions and outside agencies including consultants, engineers, developers and contractors; and review project progress and quality of construction. Current workload includes a 3.8 M Dam Project and 4M Linear City Stormwater Infrastructure Upgrade. Currently also serves as the Stormwater Master Water Shed and Systems Analysis Project Manager.

Previously -- Nine years of managing staff members and overseeing progressively complex workloads as the Drainage Complaints and Petitions Projects Program Manager.

Project manager and water resources technical lead for 70 existing small to mid-sized funded projects with a total construction scope of approximately \$4M. Creative in leveraging limited resources and working effectively to maximize productivity within the program.

• Effective communication with Council members and elected officials, Stormwater Management Advisory Committee (SMAC), staff and citizens of Raleigh with strong influencing skills to reach the goals of the Petitions Program.

• Multi agency permitting ensuring compliance with NCDENR, NCDOT, USACE, COR Unified Development Ordinance (UDO), Raleigh Stormwater Manual and Standards, and Raleigh Guidelines for Land Disturbing Activity.

• Collaborative coordination among various City departments including Transportation Field Services, Public Utilities, Real Estate, Housing/ Environmental and Parks and Recreation to maintain stormwater infrastructure, resolve stormwater issues and guide emergency repairs.

• Networking, programming and information technology skills for evaluating and developing best practice policies and procedures for maintaining performance measures and conducting analysis of productivity.

• A principled manager who values accountability while holding realistic and fair expectations of self and others.

• Strategic thinker who can facilitate the development of a clear vision for the CIP Program within the City's overall mission of public safety, environmental stewardship, customer service and quality of life.

**Reasons for wanting to serve on this board:**

Would like to serve, be involved and make a positive contribution to the immediate community in which I live.

I believe my extensive background and experience in engineering and environment can be a valuable asset if provided an opportunity to serve on this Commission. I look forward to expand my knowledge on Parks and Recreation issues.

Employment history: Currently employed by the City of Raleigh (~10 years).

Previously worked as a water resources engineer with the State of NC - Raleigh (~6 Years).

**Conflict of Interest:**

**Agricultural Preservation Board****Background, education and experience relevant to this board:**

## Areas of Proficiency

â€¢Currently manages the design and construction of complex stormwater public infrastructure projects from establishment of project scope through completion of construction through communication with City staff, inspectors, design and construction teams; coordinate construction activities with other City Departments, Divisions and outside agencies including consultants, engineers, developers and contractors; and review project progress and quality of construction. Current workload includes a 3.8 M Dam Project and 4M Linear City Stormwater Infrastructure Upgrade. Currently also serves as the Stormwater Master Water Shed and Systems Analysis Project Manager.

â€¢Previously -- Nine years of managing staff members and overseeing progressively complex workloads as the Drainage Complaints and Petitions Projects Program Manager.

â€¢Project manager and water resources technical lead for 70 existing small to mid-sized funded projects with a total construction scope of approximately \$4M. Creative in leveraging limited resources and working effectively to maximize productivity within the program.

â€¢Effective communication with Council members and elected officials, Stormwater Management Advisory Committee (SMAC), staff and citizens of Raleigh with strong influencing skills to reach the goals of the Petitions Program.

â€¢Multi agency permitting ensuring compliance with NCDENR, NCDOT, USACE, COR Unified Development Ordinance (UDO), Raleigh Stormwater Manual and Standards, and Raleigh Guidelines for Land Disturbing Activity.

â€¢Collaborative coordination among various City departments including Transportation Field Services, Public Utilities, Real Estate, Housing/ Environmental and Parks and Recreation to maintain stormwater infrastructure, resolve stormwater issues and guide emergency repairs.

â€¢Networking, programming and information technology skills for evaluating and developing best practice policies and procedures for maintaining performance measures and conducting analysis of productivity.

â€¢A principled manager who values accountability while holding realistic and fair expectations of self and others.

â€¢Strategic thinker who can facilitate the development of a clear vision for the CIP Program within the Cityâ€™s overall mission of public safety, environmental stewardship, customer service and quality of life.

**Reasons for wanting to serve on this board:**

Would like to serve, be involved and make a positive contribution to the immediate community in which I live. I believe my extensive background and experience in engineering and environment is well suited to be on this Commission.

Employment history: Currently employed by the City of Raleigh (~10 years).

Previously worked as a water resources engineer with the State of NC - Raleigh (~6 Years).

**Conflict of Interest:****Supplemental Questions:**

**Other Comments:**

**This application was current on:** 7/30/2014 12:53:42 PM

**Date Printed:** 4/2/2015

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** May 19, 2015

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

**SUBJECT:** Orange County Parks and Recreation Council – Appointments

**DEPARTMENT:** Board of Commissioners

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

No

**ATTACHMENT(S):** Under Separate Cover  
Membership Roster  
Recommendations  
Attendance Record Betty Khan  
Attendance Record Robert Robinson  
Applications for Persons Recommended  
Interest List  
Applications of Persons on the Interest List

**INFORMATION CONTACT:**  
Clerk's Office, 245-2130

**PURPOSE:** To consider making appointments to the Orange County Parks and Recreation Council.

**BACKGROUND:** The following information is for Board consideration:

- Appointment to a second full term (Position #3) “Cedar Grove Township” representative for Ms. Betty Khan expiring 03/31/2018.
- Appointment to a first full term (Position #6) “Cheeks Township” representative for Mrs. Rachel Massai expiring 03/31/2018.
- Appointment to a first full term (Position #8) “Little River Township” representative for Robert Robinson expiring 03/31/2018.

POSITION NO.	NAME	SPECIAL REPRESENTATIVE	EXPIRATION DATE
3	Ms. Betty Khan	Cedar Grove Township	03/31/2018
6	Mrs. Rachel Massai	Cheeks Township	03/31/2018
8	Mr. Robert Robinson	Little River Township	03/31/2018

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

- Position #5--- “At-Large” position-----expiring 03/31/2016. **(position has been vacant since 03/03/2014)**
- Position #12--- “At-Large” position----- expiring 03/31/2016. **(position has been vacant since 12/31/2014)**

**FINANCIAL IMPACT:** None.

**RECOMMENDATION(S):** The Board will consider making appointments to the Orange County Parks and Recreation Council.

# Board and Commission Members

## And Vacant Positions

### ***Orange County Parks and Recreation Council***

Meeting Times: 6:30 pm first Wednesday of each month

Terms: 2

Contact Person: David Stancil

Meeting Place: Chapel Hill / Hillsborough Alternating

Positions: 12

Length: 3 years

Contact Phone: 919-245-2510

Description: Each member of the Council shall be a County resident appointed by the Orange County Board of Commissioners. This council consults with and advises the Department of Environment, Agriculture, Parks and Recreation, and the Board of County Commissioners on matters affecting recreation policies, programs, personnel, finances, and the acquisition and disposal of lands and properties related to the total community recreation program, and to its long-range planning for recreation.

1	<b>Dr. Evelyn Daniel</b> 100 Cathy Road Carrboro NC 27510	Day Phone: 207-974-9609 Evening Phone: 919-929-2237 FAX: 919-962-8071 E-mail: daniel@ils.unc.edu	Sex: Female Race: Caucasian Township: Chapel Hill Resid/Spec Req: Carrboro City Limits Special Repr:	First Appointed: 04/21/2015 Current Appointment: 04/21/2015 Expiration: 03/31/2018 Number of Terms: 1
2	<b>John Greeson</b> 405 Rock Garden Lane Hillsborough NC 27278	Day Phone: 9195311589 Evening Phone: 9197325207 FAX: E-mail: johngreeson@nc.rr.com	Sex: Male Race: Caucasian Township: Hillsborough Resid/Spec Req: Hillsbr. Township Special Repr: Hillsbr. Township	First Appointed: 04/21/2015 Current Appointment: 04/21/2015 Expiration: 03/31/2016 Number of Terms:
3	<b>Mrs. Betty Khan</b> 6023 Efland-Cedar Grove road PO Box 185 Cedar Grove NC 27231	Day Phone: Evening Phone: 919-732-8251 FAX: E-mail: BKSCTX@aol.com	Sex: Female Race: Caucasian Township: Cedar Grove Resid/Spec Req: Cedar Grove Twmsp. Special Repr: Cedar Grove Twmsp.	First Appointed: 10/16/2012 Current Appointment: 10/16/2012 Expiration: 03/31/2015 Number of Terms: 1
4	<b>Mr. Joel Bulkley</b> 123 Barclay rd. chapel hill NC 27516-1402	Day Phone: 968-8741 Evening Phone: same FAX: same E-mail: Joalb13@earthlink.net	Sex: Male Race: Caucasian Township: Chapel Hill Resid/Spec Req: C.Hill City Limits Special Repr:	First Appointed: 11/15/2011 Current Appointment: 06/03/2014 Expiration: 03/31/2017 Number of Terms: 2
5	<b>VACANT</b>	Day Phone: Evening Phone: FAX: E-mail:	Sex: Race: Township: Resid/Spec Req: At-Large Special Repr: At-Large	First Appointed: Current Appointment: Expiration: 03/31/2016 Number of Terms:

# Board and Commission Members

## And Vacant Positions

### ***Orange County Parks and Recreation Council***

Meeting Times: 6:30 pm first Wednesday of each month

Terms: 2

Contact Person: David Stancil

Meeting Place: Chapel Hill / Hillsborough Alternating

Positions: 12

Length: 3 years

Contact Phone: 919-245-2510

Description: Each member of the Council shall be a County resident appointed by the Orange County Board of Commissioners. This council consults with and advises the Department of Environment, Agriculture, Parks and Recreation, and the Board of County Commissioners on matters affecting recreation policies, programs, personnel, finances, and the acquisition and disposal of lands and properties related to the total community recreation program, and to its long-range planning for recreation.

6	<b>VACANT</b>	Day Phone: Evening Phone: FAX: E-mail:	Sex: Race: Township: Resid/Spec Req: Cheeks Twmsp Special Repr: Cheeks Township	First Appointed: Current Appointment: Expiration: 03/31/2018 Number of Terms:
7	<b>Mr. Neal Bench Chair</b> 397 Lakeshore Lane Chapel Hill NC 27514	Day Phone: 919-260-9058 Evening Phone: 919-942-4050 FAX: E-mail: nj397bench@gmail.com	Sex: Male Race: Caucasian Township: Chapel Hill Resid/Spec Req: Chapel Hill Twmsp Special Repr: Chapel Hil Township	First Appointed: 11/15/2011 Current Appointment: 06/03/2014 Expiration: 03/31/2017 Number of Terms: 2
8	<b>Mr. Robert Robinson</b>  5600 Guess Road Rougemont NC 27572	Day Phone: 919-929-6921 Evening Phone: 919-606-1961 FAX: E-mail: third1261@gmail.com	Sex: Male Race: Caucasian Township: Little River Resid/Spec Req: Little River Townshi Special Repr: Little River Township	First Appointed: 12/10/2013 Current Appointment: 12/10/2013 Expiration: 03/31/2014 Number of Terms: 1
9	<b>Mr. Allan Green</b>  5604 Dairyland Road Hillsborough NC 27278	Day Phone: 919-933-5105 Evening Phone: 919-933-5105 FAX: E-mail: allan@woodcrestfarmnc.com	Sex: Male Race: Caucasian Township: Bingham Resid/Spec Req: Bingham Township Special Repr: Bingham Township	First Appointed: 12/14/2010 Current Appointment: 06/03/2014 Expiration: 03/31/2017 Number of Terms: 2
10	<b>Dr. Tori Williams Reid</b>  904 Chandler Court Hillsborough NC 27278	Day Phone: 919-241-5292 Evening Phone: FAX: E-mail: toridwms@gmail.com	Sex: Female Race: African American Township: Hillsborough Resid/Spec Req: Hillsbr. Town Limits Special Repr:	First Appointed: 04/09/2013 Current Appointment: 04/21/2015 Expiration: 09/30/2016 Number of Terms:

# Board and Commission Members

## And Vacant Positions

### ***Orange County Parks and Recreation Council***

Meeting Times: 6:30 pm first Wednesday of each month

Terms: 2

Contact Person: David Stancil

Meeting Place: Chapel Hill / Hillsborough Alternating

Positions: 12

Length: 3 years

Contact Phone: 919-245-2510

Description: Each member of the Council shall be a County resident appointed by the Orange County Board of Commissioners. This council consults with and advises the Department of Environment, Agriculture, Parks and Recreation, and the Board of County Commissioners on matters affecting recreation policies, programs, personnel, finances, and the acquisition and disposal of lands and properties related to the total community recreation program, and to its long-range planning for recreation.

<p>11 <b>Mr James E. Carter</b>  400 Dumont Drive Hillsborough NC 27278</p>	<p>Day Phone: 732-2358 Evening Phone: 618-0482 FAX: E-mail: jemmitt66@earthlink.net</p>	<p>Sex: Male Race: African American Township: Eno Resid/Spec Req: Eno Township Special Repr: Eno Township</p>	<p>First Appointed: 09/21/2010 Current Appointment: 03/19/2013 Expiration: 12/31/2015 Number of Terms: 2</p>
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<p>12 <b>VACANT</b></p>	<p>Day Phone: Evening Phone: FAX: E-mail:</p>	<p>Sex: Race: Township: Resid/Spec Req: At-Large Special Repr: At-Large</p>	<p>First Appointed: Current Appointment: Expiration: 03/31/2016 Number of Terms:</p>
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*Orange County Parks and Recreation Council*

PO Box 8181, 306-A Revere Road, Hillsborough, NC (919) 245-2510

May 13, 2015

Earl McKee, Chair  
Board of County Commissioners  
PO Box 8181  
Hillsborough, NC 27278

Re: Recommended Reappointment

Dear Chair McKee:

The Orange County Parks and Recreation Council (PRC) requests that member Betty Khan be appointed to a second full term ending 6/30/2018. Betty has had regular attendance and participates fully in our meetings.

Thank you for consideration of this appointment.

Sincerely,

David Stancil  
Director, Department of Environment, Agriculture, Parks and Recreation

Cc: Neal Bench, PRC Chair and Tori Williams Reid, Vice-Chair, PRC.

*Orange County Parks and Recreation Council*

PO Box 8181, 306-A Revere Road, Hillsborough, NC (919) 245-2510

May 8, 2015

Earl McKee, Chair  
Board of County Commissioners  
PO Box 8181  
Hillsborough, NC 27278

Re: Recommended Appointment

Dear Chair McKee:

The Orange County Parks and Recreation Council (PRC) discussed vacancies and applications at its meeting on May 6. The Council requests that applicant Rachel Massai be appointed to her first term. She would be filling the vacant Cheeks Township position.

Thank you for consideration of this appointment.

Sincerely,

David Stancil  
Director, Department of Environment, Agriculture, Parks and Recreation

Cc: Neal Bench, PRC Chair and Tori Williams Reid, Vice-Chair, PRC.

*Orange County Parks and Recreation Council*

PO Box 8181, 306-A Revere Road, Hillsborough, NC (919) 245-2510

April 23, 2015

Earl Mckee, Chair  
Board of County Commissioners  
PO Box 8181  
Hillsborough, NC 27278

Re: Recommended Reappointment

Dear Chair McKee:

The Orange County Parks and Recreation Council (PRC) requests that member, Robert Robinson be appointed to his first full term ending 3/31/2018 (appointed to an unexpired term in December, 2013.)

Thank you for consideration of this appointment.

Sincerely,

David Stancil  
Director, Department of Environment, Agriculture, Parks and Recreation

Cc: Neal Bench, PRC Chair and Tori Williams Reid, Vice-Chair, PRC.

Attendance Record Current - Member Re-appointment Recommendation For BOCC Review  
 Orange County Parks and Recreation Council – Betty Khan Jan / 2014 – Apr / 2015

Member	Appointed	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Betty Khan	10/16/2012	no mtg.	P	P	no mtg.	P	P	no mtg.	no mtg.	P	P	no mtg.	P	no mtg.	P	P	no mtg.		
<b>P: Present A: Absent E = Excused</b>																			
Current through – 05/01/2015																			

Attendance Record Current - Member Re-appointment Recommendation For BOCC Review  
 Orange County Parks and Recreation Council - Robert Robinson Mar / 2014 – Mar / 2015

Member	Appointed	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Robert Robinson	12/10/2013			P	no mtg.	P	P	no mtg.	no mtg.	P	P	no mtg.	P	no mtg.	P	P			
<b>P: Present A: Absent E = Excused</b>																			
Current through - 03/31/2015																			

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Mrs. Betty Khan  
**Name Called:**  
**Home Address:** 6023 Efland-Cedar Grove road  
 PO Box 185  
 Cedar Grove NC 27231  
**Phone (Day):**  
**Phone (Evening):** 919-732-8251  
**Phone (Cell):**  
**Email:** BSKSTX@aol.com  
**Place of Employment:** Solty Adult Day Health Svcs  
**Job Title:** Activity Director  
**Year of OC Residence:** 2009  
**Township of Residence:** Cedar Grove  
**Zone of Residence:** Cedar Grove Twnsp  
**Sex:** Female  
**Ethnic Background:** Caucasian

**Community Activities/Organizational Memberships:**

**Past Service on Orange County Advisory Boards:**

**Boards/Commissions applied for:**

**Supplemental Questions:**

Work Experience: 7 Years at Orange County Parks and Recreation; 7 Years at Fort Wayne Parks and Recreation; Executive Director for the Savannah Maritime Festival, Program Coordinator at TWU Lifeling Learning Office, Denton, Texas

Volunteer Experience: Board for the Carrollton, Texas Christmas Parade, Volunteer for the Orange County Animal Shelter, Board of the 3 Rivers Festival in Fort Wayne, Ind.

Education: BS Degree from East Carolina University in Parks, Recreation, Conseration

**Other Comments:**

I worked with the Orange County P&R Advisory Board while working for Orange County P&R Dept. and I have worked with many Boards, both Advisory and Policy Making.  
 STAFF COMMENTS: Applied for Orange County P&R Board 08/16/2012. ADDRESS VERIFICATION: 6023 Efland-Cedar Grove Road is Orange County Jurisdiction, Cedar Grove Township and AR Zoning.

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Mrs Rachel Massai  
**Name Called:**  
**Home Address:** 808 Hunters Run  
 Mebane NC 27302  
**Phone (Day):** 919-923-6362  
**Phone (Evening):** 919-923-6362  
**Phone (Cell):** 919-923-6362  
**Email:** rachelmassai@yahoo.com  
**Place of Employment:** Quintiles  
**Job Title:** Associate Clinical Project Management Director  
**Year of OC Residence:** 2001  
**Township of Residence:** Cheeks  
**Zone of Residence:**  
**Sex:** Female  
**Ethnic Background:** Caucasian

### Community Activities/Organizational Memberships:

Hillsborough Elementary School Social Committee PTA Co-Chair,  
Mebane Youth Soccer

### Past Service on Orange County Advisory Boards:

None

### Boards/Commissions applied for:

#### Orange County Parks and Recreation Council

##### Background, education and experience relevant to this board:

As a resident of Orange County with a young, active family we utilize the current parks and recreation options regularly and would like to become involved by making the opportunities better.

##### Reasons for wanting to serve on this board:

I believe that improved parks and recreation options are attractive to all ages and enhance the quality of life for everyone. The health and social benefits are also an added bonus to the community.

We often have to leave Orange County to use neighboring county parks and recreation areas due to the limit offerings in our area. Often this translates to lost revenue for Orange County since we will spend money in neighboring counties while using the parks, etc. I know other families have a similar experience and therefore the County would benefit tremendously in health and revenue if additional/improved options were available nearby.

##### Conflict of Interest:

### Supplemental Questions:

**Other Comments:**

**This application was current on:** 2/23/2015 4:28:53 PM

**Date Printed:** 3/6/2015

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**Volunteer Application  
Orange County Advisory Boards and Commissions**

**Name:** Mr. Robert Robinson  
**Name Called:**  
**Home Address:** 5600 Guess Road  
Rougemont NC 27572  
**Phone (Day):** 919-929-6921  
**Phone (Evening):** 919-606-1961  
**Phone (Cell):**  
**Email:** third1261@gmail.com  
**Place of Employment:** A Better Wrench, Inc  
**Job Title:** Automotive mechanic  
**Year of OC Residence:** 1986  
**Township of Residence:** Little River  
**Zone of Residence:** Agricultural Residential  
**Sex:** Male  
**Ethnic Background:** Caucasian

**Community Activities/Organizational Memberships:**

**Past Service on Orange County Advisory Boards:**

**Boards/Commissions applied for:**

**Supplemental Questions:**

**Other Comments:**

STAFF COMMENTS: Originally (06/24/2013) applied for Orange County Parks and Recreation Council. ADDRESS VERIFICATION: 5600 Guess Road is Little River Township, Orange County Jurisdiction, and AR (Agricultural Residential Zoning).

# Applicant Interest Listing

by Board Name and by Applicant Name

## *Orange County Parks and Recreation Council*

Contact Person: David Stancil  
Contact Phone: 919-245-2510

<b>Mr. Mark Anderson</b> 2310 Stagecoach Dr. Hillsborough NC 27278  Skills: Web Site Advisor	Day Phone: 919-259-1295 Evening Phone: 919-423-6081 Cell Phone: E-mail: mark.g.anderson@us.pwc.com Also Serves On:	Sex: Male Race: Caucasian Township: Eno Date Applied: 10/01/2014
<b>Dr. Evelyn Daniel</b> 100 Cathy Road Carrboro NC 27510  Skills:	Day Phone: 919-929-2237 Evening Phone: 919-929-2237 Cell Phone: 919-929-2237 E-mail: daniel@ils.unc.edu Also Serves On:	Sex: Female Race: Caucasian Township: Chapel Hill Date Applied: 02/09/2015
<b>Mrs Rachel Massai</b> 808 Hunters Run Mebane NC 27302  Skills:	Day Phone: 919-923-6362 Evening Phone: 919-923-6362 Cell Phone: 919-923-6362 E-mail: rachelmassai@yahoo.com Also Serves On:	Sex: Female Race: Caucasian Township: Cheeks Date Applied: 02/23/2015
<b>Dr. Thomas Rhodes</b> 601 Elin Ct. Hillsborough NC 27278  Skills:	Day Phone: 919-636-077 Evening Phone: 919-644-7300 Cell Phone: 919-636-0677 E-mail: thrhodes@hotmail.com Also Serves On:	Sex: Male Race: Caucasian Township: Hillsborough Date Applied: 12/17/2014
<b>Mr. Brian Rowe</b> 3235 Rigsbee Road N Chapel Hill NC 27514  Skills: Accounting Experience Skills: Insurance	Day Phone: 919-389-2331 Evening Phone: Cell Phone: E-mail: bsrowe67@aol.com Also Serves On: Also Serves On:	Sex: Male Race: Caucasian Township: Chapel Hill Date Applied: 10/13/2014
<b>Mr Daniel Siler</b> 108 Ray Road Chapel Hill NC 27516  Skills: Advertising Skills: News Reporter	Day Phone: 919-597-9447 Evening Phone: 919-597-9447 Cell Phone: 919-597-9447 E-mail: daniel.siler@gmail.com Also Serves On: Also Serves On:	Sex: Male Race: Caucasian Township: Chapel Hill Date Applied: 02/06/2015

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Mr. Mark Anderson  
**Name Called:**  
**Home Address:** 2310 Stagecoach Dr.  
 Hillsborough NC 27278  
**Phone (Day):** 919-259-1295  
**Phone (Evening):** 919-423-6081  
**Phone (Cell):**  
**Email:** mark.g.anderson@us.pwc.com  
**Place of Employment:** PricewaterhouseCoopers LLP  
**Job Title:** Manager  
**Year of OC Residence:** 2006  
**Township of Residence:** Eno  
**Zone of Residence:** Does not apply  
**Sex:** Male  
**Ethnic Background:** Caucasian

### Community Activities/Organizational Memberships:

### Past Service on Orange County Advisory Boards:

#### Boards/Commissions applied for:

##### Orange County Parks and Recreation Council

Background, education and experience relevant to this board:

Reasons for wanting to serve on this board:

Conflict of Interest:

##### Hillsborough Planning Board

Background, education and experience relevant to this board:

Reasons for wanting to serve on this board:

Conflict of Interest:

##### Orange County Planning Board (REQUIRES DISCLOSURE STATEMENT)

Background, education and experience relevant to this board:

Reasons for wanting to serve on this board:

Conflict of Interest:

### Supplemental Questions:

Work Experience: I have over 18 years of experience dedicated to managing the design of web applications. I specializes in User Experience (UX) Design and have experience in functional and technical roles within the UX context. These include Usability, User

Interface Design, Usability Evaluation, Usability Testing, Accessibility Evaluation and Information Architecture. I have performed multiple design and consulting roles during my career including Designer, Design Manager, Creative Director, Usability Engineer and Production Manager.

Volunteer Experience: Architecture Review Board Chairman, Auburn Neighborhoods, Durham 2003-2006

Education: Ohio State University Columbus OH, Graduate work in Geographic Information Systems design 1991-1993; Tongji University Shanghai, The People's Republic of China Grad Study Abroad Program Summer 1993; Purdue University West Lafayette IN Bachelor of Science (graduated with highest distinction) 1991; US Army 1984 - 1987, US Army Honorable Discharge 5/1987  
St. Francis College Ft. Wayne IN Commercial Art and Design 1979-1981.

**Other Comments:**

STAFF COMMENTS: 05/02/2011 - Originally applied for Orange County Planning Board, Orange County Parks and Recreation Council, and Hillsborough Planning Board. UPDATED APPLICATION 02/13/2012 FOR OC PLANNING BOARD. UPDATED APPLICATION 12/19/2012 FOR PARKS AND REC. COUNCIL. ADDRESS VERIFICATION: 2310 Stagecoach Dr., Hillsborough is Orange County Jurisdiction and Eno Township.

This application was current on: 10/1/2014

Date Printed: 10/13/2014

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Dr. Evelyn Daniel  
**Name Called:**  
**Home Address:** 100 Cathy Road  
 Carrboro NC 27510  
**Phone (Day):** 9199292237  
**Phone (Evening):** 9199292237  
**Phone (Cell):** 9199292237  
**Email:** daniel@ils.unc.edu  
**Place of Employment:** UNC, Chapel Hill  
**Job Title:** Professor emerita  
**Year of OC Residence:** 1985  
**Township of Residence:** Chapel Hill  
**Zone of Residence:**  
**Sex:** Female  
**Ethnic Background:** Caucasian

**Community Activities/Organizational Memberships:**

Friends of the Chapel Hill Public Library  
 Friends of Orange County Public Library

**Past Service on Orange County Advisory Boards:**

none

**Boards/Commissions applied for:**

Orange County Parks and Recreation Council

**Background, education and experience relevant to this board:**

I m a walker and have tried to walk on every trail in the county.

**Reasons for wanting to serve on this board:**

Love of environment and outdoors. Interest in planning.

**Conflict of Interest:**

**Supplemental Questions:**

**Other Comments:**

This application was current on: 2/9/2015 1:18:45 PM

Date Printed: 2/11/2015

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Dr. Thomas Rhodes  
**Name Called:**  
**Home Address:** 601 Elin Ct.  
    Hillsborough NC 27278  
**Phone (Day):** 919-636-077  
**Phone (Evening):** 919-644-7300  
**Phone (Cell):** 919-636-0677  
**Email:** thrhodes@hotmail.com  
**Place of Employment:** WakeMed Health & Hospitals  
**Job Title:** Clinical Staff Pharmacist  
**Year of OC Residence:** 2011  
**Township of Residence:** Hillsborough  
**Zone of Residence:** Hillsborough ETJ  
**Sex:** Male  
**Ethnic Background:** Caucasian

### Community Activities/Organizational Memberships:

I am a member of the Orange County Beekeepers Association. Having somewhat recently moved to Orange County and having had time to settle down some, I am looking to get involved in the community by serving on a board.

### Past Service on Orange County Advisory Boards:

None

### Boards/Commissions applied for:

#### Orange County Parks and Recreation Council

##### Background, education and experience relevant to this board:

My background is in healthcare and in education though I have a lifetime of experience in recreation playing community summer baseball and local parks growing up as well as continuing to play league softball during the summer. I am also an Eagle Scout and appreciate the importance of being outdoors and connecting with nature which is important to me.

##### Reasons for wanting to serve on this board:

I grew up in rural Johnston County on a farm and was active as a youth in various sports and activities. I appreciate the role good community parks have in maintaining a vibrant active community. I also have two young boys who I look forward to taking to parks for recreation and have a vested interest in the development of the parks for their future too.

##### Conflict of Interest:

### Supplemental Questions:

### Other Comments:

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**This application was current on:** 12/17/2014 8:05:00 PM

**Date Printed:** 12/19/2014

## Volunteer Application Orange County Advisory Boards and Commissions

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

### Community Activities/Organizational Memberships:

### Past Service on Orange County Advisory Boards:

#### Boards/Commissions applied for:

Orange County Parks and Recreation Council

Background, education and experience relevant to this board:

Reasons for wanting to serve on this board:

Conflict of Interest:

Chapel Hill/Orange County Visitors Bureau

Background, education and experience relevant to this board:

Reasons for wanting to serve on this board:

Conflict of Interest:

### Supplemental Questions:

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

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

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

### Other Comments:

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

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

**This application was current on:** 10/13/2014

**Date Printed:** 10/13/2014

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Mr Daniel Siler  
**Name Called:**  
**Home Address:** 108 Ray Road  
 Chapel Hill NC 27516  
**Phone (Day):** 919-597-9447  
**Phone (Evening):** 919-597-9447  
**Phone (Cell):** 919-597-9447  
**Email:** daniel.siler@gmail.com  
**Place of Employment:** Self Employed  
**Job Title:** Strategist  
**Year of OC Residence:** 1999  
**Township of Residence:** Chapel Hill  
**Zone of Residence:** Carrboro City Limits  
**Sex:** Male  
**Ethnic Background:** Caucasian

### Community Activities/Organizational Memberships:

I serve as Chair to Carrboro s Recreation and Parks Commission and regularly attend the Chapel Hill Carrboro Chamber of Commerce s Economic Development and Public Policy Committee. Chair of the Carrboro Recreation and Parks Commission

### Past Service on Orange County Advisory Boards:

As mentioned, I Chair the Carrboro Recreation and Parks Commission. Carrboro Recreation and Parks

### Boards/Commissions applied for:

#### Chapel Hill/Orange County Visitors Bureau

##### Background, education and experience relevant to this board:

My entire professional career has been dedicated to journalism and public relations/marketing. As news director of WCHL, I covered news about Orange County extensively. As a strategist and account executive at first Rivers Agency and now at Glyph Interface, I work with clients based in the area and am intimately acquainted with the unique values that come with living and working in our area. I also have a long time hobby of live event production, and have been a part of the New Media team at UNC Chapel Hill, showcasing the best of Tar Heel athletics.

##### Reasons for wanting to serve on this board:

I count myself lucky to call Orange County home. While I don t want millions of others to try and move into the county, I would dearly love for them to come visit, see all of the wonderful things that we have to share, and spend a considerable sum before heading back to their hometowns. I don t mean to be glib - I honestly believe that it is in our community s interest to pursue tourism dollars as part of the overall economic development mix. Further, there are times when my leadership of the Carrboro Rec+Parks commission will help inform decisions that the Visitor s Bureau must make. The bottom line is that I have professional skills in marketing and public relations. It will be a privilege to put them to use for the benefit of the Visitor s Bureau.

**Conflict of Interest:****Orange County Parks and Recreation Council****Background, education and experience relevant to this board:**

Extensive use of the parks and facilities that are provided and maintained by the County. I m active in the Carrboro recreation and parks community.

**Reasons for wanting to serve on this board:**

Serving with Carrboro can only accomplish so much. I would like to work with the County in order to ensure that the entire County has a variety of resources for people to safely enjoy.

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

STAFF COMMENTS: Originally applied 03/31/2013) for Chapel Hill/Orange County Visitors Bureau. ADDRESS VERIFICATION: 108 Ray Road is Chapel Hill Township, Carrboro Jurisdiction, Carrboro City Limits, CA ETJ.

REAPPLIED: 11/5/2013 for Chapel Hill Board of Adjustment, Historic Preservation Commission.

REAPPLIED: 11/22/2013 for Carrboro Recreation & Parks Commissions as he inadvertantly listed Chapel Hill rather than Carrboro.

Reapplied 12/17/2014 for the Chapel Hill/Orange County Visitors Bureau.

Applied for Orange County Parks and Recreation Council 02/06/2015.

This application was current on: 2/6/2015

Date Printed: 2/9/2015

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** May 19, 2015

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

**SUBJECT:** Orange Water and Sewer Authority – Appointment

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**DEPARTMENT:** Board of Commissioners

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

No

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**ATTACHMENT(S):** Under Separate Cover  
Membership Roster  
Recommendation  
Attendance Record Michael Hughes  
Application for Person Recommended  
Interest List  
Applications of Persons on the Interest List

**INFORMATION CONTACT:**  
Clerk's Office, 245-2130

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**PURPOSE:** To consider making an appointment to the Orange Water and Sewer Authority.

**BACKGROUND:** The following information is for Board consideration:

- Appointment to a second full term (Position #1) "BOCC Appointment" for Mr. Michael Hughes expiring 06/30/2018.

POSITION NO.	NAME	SPECIAL REPRESENTATIVE	EXPIRATION DATE
1	Mr. Michael Hughes	BOCC Appointment	06/30/2018

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

- None

**FINANCIAL IMPACT:** None.

**RECOMMENDATION(S):** The Board will consider making appointments to the Agricultural Preservation Board.

# Board and Commission Members

## And Vacant Positions

### ***Orange Water & Sewer Authority Board of Directors***

Meeting Times: 7:00 p.m. second and fourth Thursday of each month

Terms: 2

Contact Person: Andrea Orbich

Meeting Place: the OWASA Community Room and Chapel Hill Town Ha

Positions: 9

Contact Phone: 919-968-4421

Description: The Board of Commissioners appoints two members. This board establishes operating policies on a range of issues including billing, budgeting, personnel, purchasing, rates, reimbursement agreements, and water and sewer extensions. It also reviews and approves general system development. Edwin Kerwin is the Executive Director.

#### **Mr. Michael M. Hughes PE**

1

8112 Orange Grove Road  
Chapel Hill NC 27516

Day Phone: 560-4326x3026

Evening Phone: 929-8726

FAX:

E-mail: mmh@mmhpe.com

Sex: Male

Race: Caucasian

Township: Bingham

Resid/Spec Req: County

Special Repr: County

First Appointed: 06/19/2012

Current Appointment: 06/19/2012

Expiration: 06/30/2015

Number of Terms: 1

#### **Terri Buckner**

2

306 Yorktown Drive  
Chapel Hill NC 27516

Day Phone: 919-962-5090

Evening Phone: 919-942-9055

FAX:

E-mail: tbuckner@ibiblio.org

Sex: Female

Race: Caucasian

Township: Chapel Hill

Resid/Spec Req: County

Special Repr: County

First Appointed: 08/23/2011

Current Appointment: 06/17/2014

Expiration: 06/30/2017

Number of Terms: 2



## ORANGE WATER AND SEWER AUTHORITY

*A public, non-profit agency providing water, sewer and reclaimed water services to the Carrboro-Chapel Hill community.*

February 6, 2015

Chair Earl McKee  
Orange County Board of Commissioners  
Post Office Box 8181  
Hillsborough, NC 27278

Dear Chair McKee:

This letter is to inform you that Michael Hughes's term as a Board Member of the Orange Water and Sewer Authority (OWASA) will expire on June 30, 2015.

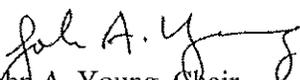
Mr. Hughes took his Oath of Office on August 23, 2012 and has served one full term. He filled the expired term of Fred Battle. Mr. Hughes is Vice Chair of the Board of Directors and Chairs the Board's Human Resources Committee and is a member of the Community Engagement Committee.

OWASA Board Members ordinarily serve a term of three years, and Michael is eligible for re-appointment according to the wishes of the Board of County Commissioners. Typically, the terms of three of the nine members expire each year.

Attached please find information to assist you and the County Commissioners with recruiting and selecting members to the OWASA Board of Directors. We know you share our view of the importance of maintaining a good balance of skills, experience and diversity on the OWASA Board.

If we can assist you, please let us know.

Sincerely,

  
John A. Young, Chair  
OWASA Board of Directors

### Enclosures

c: Mr. Michael Hughes, P.E.  
Mr. Bonnie Hammersley, Orange County Manager  
Ms. Donna Baker, Orange County Clerk  
Mr. Tom Freeman, Assistant to the Clerk  
Ed Kerwin, OWASA Executive Director  
Andrea Orbich, OWASA Clerk to the Board

**OWASA Board of Directors**  
**Board Member Job Description**

February 2015

**Organization**

The Orange Water and Sewer Authority (OWASA) is a public, non-profit agency, designated by the NC General Statutes as a special purpose unit of local government, to provide water, sewer and reclaimed water services to the Chapel Hill-Carrboro community. OWASA is governed by a nine member Board of Directors.

**Mission Statement**

We are a community-owned utility providing our customers high quality and reliable water, wastewater, and reclaimed water services through responsible and creative stewardship of the resources we manage.

**Board Appointments**

Appointments to the OWASA Board of Directors are made by the Chapel Hill Town Council (appoints five); the Carrboro Board of Aldermen (appoints 2); and the Orange County Board of Commissioners (appoints 2). Board members serve staggered three year-terms, subject to the power of each appointing body to remove its appointees with or without cause.

Local government appointment information is available at:

- Chapel Hill Town Clerk Telephone: 919-969-5014  
Website: <http://www.townofchapelhill.org/boards>
- Carrboro Town Clerk Telephone: 919-918-7309  
Website: <http://www.ci.carrboro.nc.us/228/Advisory-Boards-Commissions>
- Orange County Clerk Telephone: 919-245-2125 or 919-245-2130  
Website: <http://www.co.orange.nc.us/boards/>

**Board Authority**

The Board of Directors is solely responsible for the governance of OWASA, and acts in a fiduciary position with respect to the entire service community. Its primary duties include establishing policy to assure that OWASA accomplishes its statutory mission and complies with its contractual and other legal duties, including sole responsibility for adopting budgets, rates, fees and charges. The Board is responsible for hiring of the Executive Director, General Counsel and Auditor.

**Board Member Responsibilities**

Must take an Oath of Office to discharge faithfully the duties of his/her office, to abide by the constitution and laws of the United States and of North Carolina, and to exercise his/her best judgment as a member of the Board of Directors.

Regularly attend Board and Committee meetings.

Each Board member should prepare for and participate fully in an effort to contribute his or her knowledge and skills to the collective deliberations of the Board, to the end that the Board's decisions and policies are the product of nine members' efforts, skills, and experiences, and thus stronger by way of the Board's deliberative process, and thus more assuredly in the best interest of the organization.

Must vote and shall not be excused from voting except on matters involving consideration of his/her own official conduct, or where his/her financial or personal interests are involved; must disclose potential conflicts of interest, and may ask the Board of Directors to recuse him/her from duty to vote based upon conflict of interest.

Must be aware and abstain from any conflict of interests.

Keep an open mind, deliberate together, and foster a positive working relationship with other Board members and staff, and take care to act in compliance with Open Meetings and Public Records Laws.

Acts in a position of trust for OWASA's current and future customers and for the community and other stakeholders.

Have a genuine interest in OWASA's continued success.

#### **Board Member Time Commitment**

The OWASA Board meets on the 2<sup>nd</sup> and 4<sup>th</sup> Thursday of the month. The first meeting of the month begins at 6:00 P.M. and is held in the OWASA Community Room (400 Jones Ferry Road in Carrboro); and the second meeting of the month begins at 7:00 P.M. and is held in the Council Chambers at Chapel Hill Town Hall (405 Martin Luther King Jr. Boulevard in Chapel Hill). The Board of Directors does not meet the fourth Thursdays of November and December due to the holidays.

Board members are also expected to serve on one or more Standing Committees of the Board. The number of Committee meetings can vary greatly, but there are generally one or two different committee meetings per month.

#### **Board Member Compensation**

Board members receive \$50 compensation for attendance at each Board Meeting, Special Meeting, Work Session, and Standing Committee meeting of the Board. In lieu of a meeting attendance payment, the Board Chair receives a \$250 monthly stipend regardless of the number of meetings attended.

#### **For More Information**

For more information about the organization, please visit the OWASA website at [www.owasa.org](http://www.owasa.org) or contact the Clerk to the Board at 919-537-4217.

## OWASA Board of Directors

<b>Member</b>	<b>Appointment</b>	<b>Ethnicity &amp; Gender</b>	<b>Professional experience</b>
<b>John A. Young</b> Chair	Chapel Hill 2011	White male	Senior Advisor to the Director General and CxOs of The International Baccalaureate; previous: senior executive positions at Visiting International Faculty Program, HP/Compaq and Red Hat
<b>Michael Hughes</b> Vice Chair	Orange County 2012	White male	Professional Engineer – Assistant Engineering Manager with the City of Durham; previous: Managing Partner of his engineering and land surveying firm
<b>Heather Payne</b> Secretary	Chapel Hill 2013	White female	Environmental Attorney with the Center for Law, Environment, Adaptation and Resources at the UNC School of Law
<b>Terri Buckner</b>	Orange County 2011	White female	Business Analyst at UNC-Chapel Hill; professional educator
<b>Stephen Dear</b>	Carrboro 2012	White male	Executive Director of People of Faith Against the Death Penalty; previous: Executive Director of the NC Rural Communities Assistance Project
<b>Quinton Harper</b>	Carrboro 2014	Black male	Community Organizer for the NC AIDS Action Network
<b>David Moreau</b>	Chapel Hill 2014	White male	(Retired) Former Chair of the NC Environmental Management Commission and UNC-Chapel Hill Department of City and Regional Planning
<b>Ruchir Vora</b>	Chapel Hill 2014	Asian male	Project Manager with the firm of Environmental Resource Management Inc.
<b>Amy Witsil</b>	Chapel Hill 2010	White female	Technology Project Manager in the Center for Technology Applications at the Research Triangle Institute International

**BOCC Quarterly Attendance Report For Advisory Boards**  
**OWASA Jan / 2015 – Mar / 2015**

Member	Appointed	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Michael M. Hughes	06/19/2012																		
CEC											P		E	P	P	E			
Board		C/P	C/P	P/P	P/P	P/P	P/C	P	C/P	P/P	P	P	p	P	P	P			
NRTS		P	P	P	P	P	P						P	P					
WS								P		P	P	P	P						
FC		P	C/P	P/P	P					P			P						
HR			P	P/P	P	P/P	P						P						
EC								P	P/P										
<b>P: Present   A: Absent   E: Excused   C: Cancelled   /:More Than One Meeting This Month</b>																			
Current through - 03/31/2015																			
Board: Board of Directors meeting																			
CEC: Community Engagement Committee																			
NRTS: Natural Resources/Technical Systems Committee																			
WS: Work Session																			

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Mr. Michael M. Hughes PE  
**Name Called:**  
**Home Address:** 8112 Orange Grove Road  
 Chapel Hill NC 27516  
**Phone (Day):** 560-4326x3026  
**Phone (Evening):** 929-8726  
**Phone (Cell):**  
**Email:** mmh@mmhpe.com  
**Place of Employment:** City of Durham  
**Job Title:** Assistant Engineering Manager  
**Year of OC Residence:** 1989  
**Township of Residence:** Bingham  
**Zone of Residence:** -  
**Sex:** Male  
**Ethnic Background:** Caucasian

### Community Activities/Organizational Memberships:

### Past Service on Orange County Advisory Boards:

### Boards/Commissions applied for:

### Supplemental Questions:

Work Experience: In the course of his career, Mr. Hughes has professionally served in the following capacities: 1) The Design Group Supervisor in the Department of Public Works for the City of Durham, 2) The managing partner for his engineering and land surveying firm, 3) Senior Project Manager engineer in two large scale engineering firms and 4) An officer, director and shareholder in land development companies. He has successfully managed large complex projects and budgets, and a direct report staff of as many as 25 personnel as well as sub-consultants. In addition to these accomplishments, he has run for public office, directed a high-adventure Explorer Post, served as a volunteer medic with an ambulance corps, and participated in Rotary and Kiwanis Clubs.

In the course of his private practice between 1991 and 2005, including a one-year period in which he worked with the John R. McAdams Company, Inc., Mr. Hughes designed and supervised the construction of a number of residential subdivisions, shopping centers, and apartment and town home complexes in North Carolina. His firm also provided sewer, water supply, wastewater treatment, and storm water consulting services to other engineers, developers, the local utility companies, and individual homeowners.

In his previous twelve-year employment at Malcolm Pirnie, Inc., Mr. Hughes served in increasingly responsible positions as an environmental engineer and project manager on

a variety of projects. He managed Pirnie's corporate computer facilities and was responsible for the acquisition of computers and data communication facilities for engineering, computer aided design, and accounting/MIS systems. As a senior manager for the firm, he supervised a staff of fourteen engineers, programmers, and computer technicians who assisted with the projects for which he was responsible and supported the company's computational facilities. He had complete hiring and management responsibility for his staff and consultants.

He has worked on a variety of environmental engineering and computer projects including: design of industrial and municipal wastewater treatment systems, sewer and water conveyance systems, and modeling of natural systems. He has co authored and developed software for engineering analysis, water and wastewater treatment, data management, maintenance management, mapping, and numerous other specialized functions.

He returned to graduate school in January 1990 to pursue advanced studies in environmental engineering at the University of North Carolina. As a result of these efforts, he gained additional computational experience optimizing and paralling a three-dimensional finite element groundwater flow modeling code on Cray and Convex computers.

#### DETAILED EXPERIENCE (Recent experience first.)

July 2005 to Present - City of Durham, Department of Public Works, Engineering Division; 101 City Hall Plaza, 3rd Floor, Durham, North Carolina 27701, Civil Engineer IV/ Design Group Supervisor:

Mr. Hughes is supervisor for the Engineering Design and Survey Groups. In this capacity he directly supervises 18 full-time staff consisting of professional engineers and surveyors, survey crew personnel, and engineering design technicians. The group provides street, water, sewer and storm water design services for projects which are constructed with City funds, as well as survey services for other City Divisions. The group designs about \$7,000,000 (installed cost) of improvements each year.

February 2000 to June 2005 Michael M. Hughes, PE, Inc., 2823 South Church Street, Burlington, North Carolina 27215

Mr. Hughes was the managing partner for his civil engineering and land-surveying firm. He has successfully designed and managed the construction of complex projects with large budgets. The engineering firms Malcolm Pirnie, Inc, Schnabel Engineers, Inc, and Kimley Horn, Inc. have been sub-consultants on his projects along with a cadre of structural and soils engineers. The firm's staff has varied from six to twelve employees including his partner Charles S. Wagner, PE, PLS.

Under his direction the firm designed and supervised the construction of a number of residential subdivisions, shopping centers, and town home complexes. The scope of these projects included many of the following tasks: 1) Land Planning, 2) Extensive

drawing preparation for land-use and construction permits, 3) Participation in public meetings and hearings, 4) Detailed design of streets, water, sewer and storm water systems, 5) Erosion control design, 6) State highway road widening design and plan preparation, 7) Construction stakeout and sequencing, and 8) Extensive Construction Management and Administration

January 1999 to January 2000 - The John R. McAdams Company, Inc., 2525 Meridian Parkway, Research Triangle Park, NC 27705. Senior Project Manager:

Mr. Hughes joined the John R. McAdams as a Senior Project Manager in the Land Development Services Group. In that capacity he managed a portfolio of land development projects including subdivisions, malls, and apartment complexes. June, 1997 to January, 1999 Ayers/Hughes Associates, PLLC, Surveyors, Engineers, Land Planners, P.O. Box 1208, Carrboro NC 27510, Managing Partner

In June of 1997 Mr. Hughes formed a Limited Liability Corporation with Mary E. Ayers, PLS which added land surveying to the array of services that his sole proprietorship provided to his client base.

January 1991 to May 1997 Michael M. Hughes, P.E., Consulting Engineer, P.O. Box 1208, Carrboro NC 27510, Sole Proprietorship Civil Engineering Services.

Mr. Hughes served as the principal civil/environmental engineer in his consulting practice. In the course of his private practice over a seven-year period, Mr. Hughes designed and managed the construction of a number of residential subdivisions in the Chapel Hill and Carrboro North Carolina.

Land Development Corporations (March 1992 to December 2001)

Mr. Hughes was an officer, director and shareholder in two land development corporations, namely: The Wexford Group, Inc. and The Williams Woods Group, LLC.

January, 1990 to December, 1990 University of North Carolina, Chapel Hill, NC, Graduate Studies

Mr. Hughes returned to graduate school to pursue advanced studies in environmental engineering at the University of North Carolina. During this year he took graduate level courses in the Mathematics Department and the Department of Environmental Engineering. The focus of these studies was directed toward gaining an understanding of the mathematics and architecture of three-dimensional finite element groundwater and contaminant transport modeling software. As a result of these efforts, he obtained computational experience optimizing a three-dimensional finite element groundwater flow modeling code and adapting the code to the parallel processing architecture on Convex and Cray supercomputers.

September, 1978 to December, 1989 Malcolm Pirnie, Inc., White Plains, NY, Senior Associate: (1985-1989)

As a Senior Project Manager: He was responsible for all aspects of project management on projects for Malcolm Pirnie as clients in the following areas: 1) telemetry and systems control and data acquisition, 2) computer based mapping, 3) database management, 4) computer based water and sewer system capital planning, and 5) the implementation of operations data and maintenance management software. He directed a project to assist the Government of Antigua with the establishment of a National Data Center

As Manager of Computer Facilities: He managed in-house support and applications development for the computer-aided design, engineering, and accounting and project management computer systems. He directly supervised a staff of 10 programmers and engineers, and in this capacity he managed the business plan, capital and operating budgets and research/development of in-house and direct market applications. The major tasks he accomplished in this period of time included replacement of the computer system used for accounting and project management, implementation of advanced uses of the CAD system for mapping and engineering analysis, and the development and marketing of software for water and wastewater facility operations.

Senior Project Engineer: (1983-1984)

He developed the so called integrated software approach to water and sewer system hydraulic analysis and design. This approach, which incorporated database management, hydraulic analysis and computer aided design software, was known as WATERNET and SEWERNET, respectively, for water distribution and sewer collection systems. He successfully applied this approach to a number of system study and planning projects for Malcolm Pirnie's clients. Two significant SEWERNET projects, which provided the basis for technical papers he authored and presented at national conferences, were completed for the City of Orlando, Florida, and Pima County, Arizona.

Mr. Hughes also served as part of a three-person committee responsible for selection and implementation of Malcolm Pirnie's first computer aided design system.

As Project Engineer: (1982), Mr. Hughes evaluated alternative computing hardware and recommended acquisition of an appropriate in house computer for engineering applications. He was responsible for implementing the recommended system and converting programs from time sharing bureau.

He developed usage charge-back rates and annual capital and operating budgets for the engineering computer system and supervised extensive applications programming in all areas of engineering. He prepared an in house computer users' manual and conducted training sessions in White Plains and regional offices, as well as installed and maintained data communication equipment and terminal facilities.

As Engineer: (1978-1981), He was responsible for analysis of oceanographic field data and construction of multi dimensional water quality models as part of Section 201 facilities planning studies and Section 301h permit applications to determine required wastewater treatment levels, and optimum outfall location. The ocean and estuarine bodies he

modeled include Suez Bay and Gulf of Suez, Egypt; Long Island Sound, and Chesapeake Bay.

He conducted pH neutralization and bench scale bio-treatability studies for a dye manufacturing wastewater, and an evaluation of existing well and alternative surface water supplies for the world headquarters of a large computer and business machines firm. He also assisted with a sludge-dewatering project for an industrial wastewater treatment facility.

#### COMPUTER SYSTEMS EXPERIENCE

Hardware: Convex, Cray, Prime 50 Series, UNIVAC 1108, DEC PDP 11/70 and VAX, IBM System 370/158, and various personal computers

Operating Systems: Microsoft (Sever 2000, XP, NT 4.0, W98/95, MS-DOS, OS/2), UNIX, PRIMOS, VMS, Novell Netware

Languages: C, Fortran, BASIC

Databases: MS SQL 7.0, Oracle, Advanced Revelation, Btrieve, Henco INFO, Prime INFORMATION

Computer Aided Design AutoCAD (2007, 2006, 2005, 2004, 2000, R14/13/11/9 through 2.6), EaglePoint Civil Engineering and Surveying, AutoDesk Land Development Desktop, Haestad Methods (CYBERNET, Flow Master, Culvert Master, Pond Pack, and Storm CAD), Prime MEDUSA

Other: Many varied application programs.

#### PRESENTATIONS AND PUBLICATIONS

Hughes, M.M, Venable, E.R. and Kellum, D, 2007, Going High Tech to Manage and Deliver Construction Drawings and Contract Documents to be presented at the 2007 Congress of the American Public Works Association, San Antonio, Texas, September 9th.

Hughes, M.M. and Davis, S.D., 1991. An Oracle-Based Sewer Data Management and Hydraulic Analysis System for Pima County, Arizona , presented at the 7th Conference on Computing in Civil Engineering, sponsored by the American Society of Civil Engineers, Washington DC, May.

Hughes, M.M., Miller, C.T., and A.S.Mayer, 1990. An Evaluation of Parallel Processing Algorithm, Efficiency for Large Scale, Three-Dimensional, Unconfined Groundwater Flow Simulations , presented at the Fall Meeting of the American Geophysical Union, San Francisco, CA, December.

Hughes, M.M., Miller, C.T., and A.S.Mayer, 1990. An Evaluation of Parallel Processing for the Solution of Three-Dimensional Groundwater Flow Simulations , presented at the

Spring Meeting of the American Geophysical Union, Baltimore MD, June.

Hughes, M.M., Leverage, J.J., Lauria, J.A. and Conboy, J.B., 1989. A Personal Computer Based Data Acquisition and Control System for the Hamilton Township Water Pollution Control Facility, presented at the Annual Meeting of the Water Pollution Control Federation, San Francisco CA, October.

Hughes, M.M., 1989. An Oracle Based Wastewater Infrastructure Planning and Data Management System for Pima County, Arizona, presented at the URISA Chesapeake Chapter Meeting Geographic Information Systems Applications in Local Government and Utilities, Washington DC, April.

Hughes, M.M., Brodeur, T.P., Curtis, C., Miller, C. and Swain, R.V., 1988. A Personal Computer Based Sewer Mapping and Hydraulic Analysis System for the City of Orlando, Florida, presented at the Annual Meeting of the Water Pollution Control Federation, Dallas TX, October.

Cundari, K.L., Lauria, J.M., Thatcher, L., Hughes, M.M., Roswell, J. and Harris, D.W., 1988. Design of a Comprehensive Mathematical Modeling System for Jamaica Bay, New York, presented at the Annual Meeting of the Water Pollution Control Federation, Dallas TX, October.

Hughes, M.M., Przybyla, J.M., Piedra, N.C. and Harris, D.W., 1988. Computer Assistance in Utility Mapping, presented at the Annual Joint Conference of the New Jersey and Pennsylvania Sections American Water Works Association, Philadelphia PA, April.

Przybyla, J.M. and Hughes, M.M., 1988. Integrated Computer Management Systems for Water Supply, presented at the Spring Conference of the New York Section American Water Works Association, Rochester NY, April.

Hughes, M.M., Robinson, M.P. and Trachtman, G.B., 1985. Water Distribution System Mapping with CAD, presented at the Annual Conference of the American Water Works Association, Washington DC, June.

Robinson, M.R., Ensor, W.D. and Hughes, M.M., 1984. Advances in Computer Assisted Analysis for Falls Church, Virginia, presented at the Annual Conference of the American Water Works Association, Dallas TX, June.

Hughes, M.M., 1984. Uses of Micro computers in Water Treatment Plants, presented at the Westchester Water Works Association Meeting, Tarrytown NY, March.

Hughes, M.M., 1984. Micro computers in Water and Wastewater Facilities, presented at the Metropolitan New York WPCA Chapter Meeting, New York NY, March.

Hughes, M.M., 1984. Municipal Mapping and Water Distribution System Analysis with MEDUSA, a Computer Aided Design System, presented at the Westchester Water

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Works Association Meeting, Tarrytown NY, February.

Lauria, J.M., Hughes, M.M. and Gonzalez, A.H., 1982. Effluent Mixing Zones in Coastal Waters, presented at the 54th Annual Meeting of the New York Water Pollution Control Association, New York NY, January.

Speitel, G.E., and Hughes, M.M., 1982. Considerations in Modeling and Activated Sludge Process, Journal of the Environmental Engineering Division, ASCE, October. TD1.A4 on eighth floor

Hughes, M.M., and Lauria, D.T., 1981. Least Cost Design of the Activated Sludge Process with Geometric Programming, presented at the Annual Conference on Environmental Engineering, The American Society of Civil Engineers, July.

Hughes, M.M., 1981. Login and Accounting Procedures, presented at the Prime Computer Users National Meeting, June.

Hughes, M.M., 1981. MPILOG, a Usage Control and Accounting System, presented at Prime Computer Users East Coast Regional Meeting, February.

Education: Bachelor of Science Civil Engineering  
Master of Science Environmental Engineering

**Other Comments:**

STAFF COMMENTS: Originally applied for Commission for the Environment, Orange Water & Sewer Authority Board of Directors (OWASA), Solid Waste Advisory Board 12/8/2009. Updated application 05/07/2011 for OWASA. UPDATED APPLICATION 04/20/2012 FOR OWASA. ADDRESS VERIFICATION: 8112 Orange Grove Road, Chapel Hill, is Bingham township, OC jurisdiction.

This application was current on: 4/20/2012

Date Printed: 1/15/2014

# Applicant Interest Listing

by Board Name and by Applicant Name

## *Orange Water & Sewer Authority Board of Directors*

Contact Person: Andrea Orbich  
Contact Phone: 919-968-4421

<b>Mr Luther Black</b> 1211 Hummingbird Hill Chapel Hill NC 27517  Skills:	Day Phone: 919-605-4023 Evening Phone: 919-605-4023 Cell Phone: 919-605-4023 E-mail: lukeblack3@gmail.com Also Serves On:	Sex: Male Race: Caucasian Township: Chapel Hill Date Applied: 01/08/2014
<b>Dr. Jesse Brunson</b> 5532 Jomali Drive Durham NC 27705  Skills:	Day Phone: 919-383-2339 Evening Phone: 919-383-1397 Cell Phone: 910-964-1904 E-mail: drjbrunson@aol.com Also Serves On: OPC Oversight Board	Sex: Male Race: African American Township: Eno Date Applied: 07/31/2014
<b>Mr. Raymond (Ray) DuBose</b> 103 Easy Street Chapel Hill NC 27516  Skills:	Day Phone: 919-929-4541 Evening Phone: 919-929-4541 Cell Phone: 919-619-6402 E-mail: ray.e.dubose@gmail.com Also Serves On:	Sex: Male Race: Caucasian Township: Bingham Date Applied: 03/20/2014
<b>Dr James Fickle</b> 101 Steeplechase Road Chapel Hill 27514 NC 27514  Skills: Agricultural Research	Day Phone: 919 933 4719 Evening Phone: 919 933 4719 Cell Phone: 708 205 0255 E-mail: jimsfickle@aol.com Also Serves On:	Sex: Male Race: Caucasian Township: Chapel Hill Date Applied: 04/30/2015
<b>Mr. Zachary Giles</b> 8000 Oak Pointe Court Mebane NC 27302  Skills:	Day Phone: 9103087228 Evening Phone: 9103087228 Cell Phone: 9103087228 E-mail: zach.s.giles@gmail.com Also Serves On:	Sex: Male Race: Caucasian Township: Cedar Grove Date Applied: 02/26/2014
<b>Dr. Barry Katz</b> 5801 Cascade Drive Chapel Hill NC 27514  Skills:	Day Phone: 9193835178 Evening Phone: 9193835178 Cell Phone: 9193835178 E-mail: bakatz@nc.rr.com Also Serves On:	Sex: Male Race: Caucasian Township: Chapel Hill Date Applied: 04/30/2015

# Applicant Interest Listing

by Board Name and by Applicant Name

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## *Orange Water & Sewer Authority Board of Directors*

Contact Person: Andrea Orbich

Contact Phone: 919-968-4421

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<b>Mr. Patrick Lake</b>	Day Phone: 919-240-4339	Sex: Male
105 Madera Lane	Evening Phone: 919-240-4339	Race: Caucasian
Chapel Hill NC 27517	Cell Phone:	Township: Chapel Hill
	E-mail: patrickmlake@nc.rr.com	Date Applied: 04/20/2012
Skills:	Also Serves On:	
<hr/>		
<b>Mr. Julian R. (Randy) Marshall</b>	Day Phone: 919-929-5706	Sex: Male
3826 Riders Trail	Evening Phone: 919-929-5706	Race: Caucasian
Hillsborough NC 27278	Cell Phone: 919-270-6411	Township: Bingham
	E-mail: pickardmountain@mindspring.com	Date Applied: 04/17/2014
Skills:	Also Serves On:	
<hr/>		
<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: 03/20/2014
Skills: Community Service Volunteer	Also Serves On:	
Skills: Electronic Technician - Senior	Also Serves On:	

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## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Mr Luther Black  
**Name Called:**  
**Home Address:** 1211 Hummingbird Hill  
 Chapel Hill NC 27517  
**Phone (Day):** 919-605-4023  
**Phone (Evening):** 919-605-4023  
**Phone (Cell):** 919-605-4023  
**Email:** lukeblack3@gmail.com  
**Place of Employment:** GlaxoSmithKline  
**Job Title:** Senior Advisor, Quality Assurance  
**Year of OC Residence:** 1996  
**Township of Residence:** Chapel Hill  
**Zone of Residence:**  
**Sex:** Male  
**Ethnic Background:** Caucasian

### Community Activities/Organizational Memberships:

We actively give to charity, but are not members of any organization. That s partly why I would like to be involved, so I can give back to the community.

### Past Service on Orange County Advisory Boards:

None

### Boards/Commissions applied for:

#### Orange Water & Sewer Authority Board of Directors

##### Background, education and experience relevant to this board:

I have an education in Chemistry, and work in the pharmaceutical field in Quality. My grandfather was part of the PWC in Fayetteville, and I am familiar with what this department normally does, via that exposure.

##### Reasons for wanting to serve on this board:

To give back to the community.

##### Conflict of Interest:

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

I am active antique collector ranging across numerous subject matter areas, and I have worked to restore a lot of the items I have acquired through working with certified members of the American Institute of Conservation. I am also interested in old homes and restoration of homes, particularly hand hewn timbers and colonial style architecture. My interests have taught me a lot, and I feel I could add something to the board, if considered.

**Reasons for wanting to serve on this board:**

To give back to the community.

**Conflict of Interest:****Supplemental Questions:****Orange Water & Sewer Authority Board of Directors****Please list/explain your experience, either professionally and/or from other boards/commissions that you have in the areas of budget, personnel, and management.**

I have not worked on other boards for the county, however, I do work in a matrixed environment at GSK (employer) and have to interface with a number of departments globally and operated under a budget when representing the community externally.

I have a wide range of interests, skills, and education that position me well for supporting rolls in public works as well as public restoration/conservation.

**In addition to the experience listed in the question above, please list the work/volunteer experience/qualifications that would add to your expertise for this board.**

My background and education are stated above. My attention to detail and quality, in all that I do, due to my line of work, will be quite useful in roles like these.

**What do you see as the responsibilities of this board, and what do you hope to accomplish if appointed?**

To represent the entire county in a fair and balanced manner, with the best interest of the community at large. The voice of a public representative should be a conduit for which others can feed their concerns. I want to be that advocate for the community.

**What is OWASA's role in growth/development issues?**

OWASA's role is to ensure management of the supply and demand for public works that function in tandem with the growing population and ever-changing climate of both the home and work spaces around us. The best-managed decisions are well-informed and debated in a public forum with subject matter experts there to vet the topic(s) with the right questions. OWASA is the forum for those discussions.

**Other Comments:**

This application was current on: 1/8/2014 10:00:14 PM

Date Printed: 1/9/2014

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Dr. Jesse Brunson  
**Name Called:**  
**Home Address:** 5532 Jomali Drive  
 Durham NC 27705  
**Phone (Day):** 919-383-2339  
**Phone (Evening):** 919-383-1397  
**Phone (Cell):** 910-964-1904  
**Email:** drjbrunson@aol.com  
**Place of Employment:** Pleasant Green United Methodist Church  
**Job Title:** Senior Pastor  
**Year of OC Residence:** 2013  
**Township of Residence:** Eno  
**Zone of Residence:**  
**Sex:** Male  
**Ethnic Background:** African American

### Community Activities/Organizational Memberships:

1. Supervisors of Internship Program at Duke Divinity School;
2. NC Conference UMC Order of Elders;
3. Scotland County Family Counseling Center Board of Directors (ViceChair);
4. Past Director of MultiCultural Ministries of the NC Conference UMC

### Past Service on Orange County Advisory Boards:

None

### Boards/Commissions applied for:

#### OPC Oversight Board

##### Background, education and experience relevant to this board:

As a pastor I work with people who have issues that this board manages. I am interested in the work of this board. I am a trained counselor with a doctorate degree earned at Drew University in Madison NJ. As a pastor community needs are important to my work.

##### Reasons for wanting to serve on this board:

The work of this board interests me and I feel I can contribute to this work.

##### Conflict of Interest:

#### Orange Water & Sewer Authority Board of Directors

##### Background, education and experience relevant to this board:

left blank

##### Reasons for wanting to serve on this board:

left blank

##### Conflict of Interest:

### Supplemental Questions:

**Orange Water & Sewer Authority Board of Directors**

**Please list/explain your experience, either professionally and/or from other boards/commissions that you have in the areas of budget, personnel, and management.**

As a Senior Pastor I manage personnel and the church. I give oversight to budget management as well. I have served as a pastor in the United Methodist Church since 1978.

**In addition to the experience listed in the question above, please list the work/volunteer experience/qualifications that would add to your expertise for this board.**

1. Adjunct Professor; Shaw University (1997-2003) Taught courses in Ethics and philosophy.

**What do you see as the responsibilities of this board, and what do you hope to accomplish if appointed?**

The responsibility of oversight is one that is important in the church. Thus, I see this board as this work important to accountability in the community.

**What is OWASA's role in growth/development issues?**

Primarily to present the county in a viable positive light.

**Other Comments:**

**This application was current on:** 7/31/2014 1:03:24 PM

**Date Printed:** 8/1/2014

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Mr. Raymond (Ray) DuBose

**Name Called:**

**Home Address:** 103 Easy Street  
Chapel Hill NC 27516

**Phone (Day):** 919-929-4541

**Phone (Evening):** 919-929-4541

**Phone (Cell):** 919-619-6402

**Email:** ray.e.dubose@gmail.com

**Place of Employment:** UNC Chapel Hill (retired)

**Job Title:** Director, Energy Services

**Year of OC Residence:** 1975

**Township of Residence:** Bingham

**Zone of Residence:** County

**Sex:** Male

**Ethnic Background:** Caucasian

### Community Activities/Organizational Memberships:

Director, South Orange Rescue Squad

Chair, Advisory Board, State Employees Credit Union, Carrboro Branch

Member, International District Energy Association (Chair of the Board of Directors 2000-2002)

National Research Council Committee on the Architect of the Capitol Power Plant, 2008-2009

U.S. judge for the Global District Energy Climate Award 2013

Member, Professional Engineers of North Carolina

Member, National Society for Professional Engineers

### Past Service on Orange County Advisory Boards:

None

### Boards/Commissions applied for:

#### Orange Water & Sewer Authority Board of Directors

##### Background, education and experience relevant to this board:

I received a Bachelor of Science in mechanical engineering from The University of Tennessee at Knoxville.

I recently retired from UNC Chapel Hill as Director for Energy Services after over 37 years of total service. My responsibilities included management of energy and other utilities to the University campus buildings including water, wastewater, and reclaimed water. I have worked closely with OWASA from its creation until my retirement. I provided leadership during the negotiations with OWASA for the reclaimed water system and during the design and construction of the system. This system has allowed the University with other conservation measures we implemented to significantly conserve water supply resources which are valuable to the entire community.

I was involved with University sustainability programs. I was a charter member of the University's Sustainability Coalition and served on the Sustainability Advisory Committee, a pan-University committee which advised the Provost and the Vice Chancellor for Finance and Administration on sustainability matters.

I provided leadership in the creation of the University's Climate Action Plan and managed the implementation of the plan. As part of the plan, I led the University team that partnered and contracted with Orange County for the Landfill Gas Project. The successful completion and current operation of this project will allow the University's Carolina North Campus to be carbon neutral for many years by preventing the escape of the potent greenhouse gas from the County landfill and using that gas to generate green power.

I was the director of a large department responsible for the provision of energy, water, reclaimed water, wastewater, and stormwater services to a very large university teaching and research campus including a major teaching hospital and regional trauma center. I was responsible for the budget, personnel management, and general direction of the department. My work with OWASA provided me knowledge of its budget, organization, and business and political drivers. I believe all of my experience and knowledge is relevant and would be valuable for service on the OWASA Board.

**Reasons for wanting to serve on this board:**

I enjoyed working with OWASA during my entire career at UNC Chapel Hill. I recognize that OWASA is a valuable and critical asset to Orange County. The provision of reliable, clean, and efficient services to the community at a reasonable cost is absolutely necessary to sustain a viable community. I understand the important part OWASA has in the community and understand its business and operations and understand the importance of its stewardship of natural resources. I understand the importance of resiliency for the community to recover following severe weather and the critical role that OWASA plays. I believe my background is relevant, and that I can contribute to moving OWASA forward by serving on its Board of Directors. I am willing to commit the time necessary to serve.

**Conflict of Interest:**

**Supplemental Questions:**

**Orange Water & Sewer Authority Board of Directors**

**Please list/explain your experience, either professionally and/or from other boards/commissions that you have in the areas of budget, personnel, and management.**

I was the director of a large department of UNC Chapel Hill. I was responsible for the budget which exceeded \$100 million annually. The department had 150 employees for which I was responsible. I was a supervisor within the department from 1977 until my retirement in 2012. I was the head of the department from 1999 until my retirement. During that period I was named Interim Executive Director for Facilities Services, a department with over 1300 employees. I held those responsibilities for six months until a permanent arrangement was made.

**In addition to the experience listed in the question above, please list the work/volunteer experience/qualifications that would add to your expertise for this board.**

I have been in volunteer organizations my entire career. Perhaps the most valuable is my experience in the International District Energy Association (see [www.districtenergy.org](http://www.districtenergy.org)), a trade association for owners, operators, vendors, and service providers for the district energy industry. District energy is the provision of energy services to a campus or a group of municipal buildings. This is not unlike OWASA provides water and wastewater services to the community. During my 30 years with the IDEA, I have served on multiple committees including 9 years on the Board of Directors with terms as Vice Chair (2 years) and Chair (2 years). IDEA is a 1000+ member association with revenues exceeding \$1 million per year.

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**What do you see as the responsibilities of this board, and what do you hope to accomplish if appointed?**

OWASA s Board of Directors is responsible for the oversight of the organization with authority over rates, budget, property acquisition, policy, etc. The Executive Director of OWASA reports to the Board.

I hope to help sustain and contribute to the continued efforts toward quality and efficiency of the critical services OWASA provides. Future planning, budgeting for the short and long term, and business with integrity are all things to which I can support.

**What is OWASA's role in growth/development issues?**

OWASA must provide services regardless of growth of the community. OWASA must employ long range planning to accommodate the needs of the community however it wants to grow. It simply would not be satisfactory to react to growth after the fact nor to increase system capacities long before they are needed, but rather to have the right capacities in the systems at the right time. OWASA must be participate in conversations about growth to be prepared to provide water and sewer services. OWASA must advise community leaders the impacts of their decisions about growth in the community on OWASA s systems, operation, and cost.

**Other Comments:**

This application was current on: 3/20/2014 4:43:23 PM

Date Printed: 3/21/2014

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Dr James Fickle  
**Name Called:**  
**Home Address:** 101 Steeplechase Road  
 Chapel Hill 27514 NC 27514  
**Phone (Day):** 919 933 4719  
**Phone (Evening):** 919 933 4719  
**Phone (Cell):** 708 205 0255  
**Email:** jimsfickle@aol.com  
**Place of Employment:** Retired  
**Job Title:** CC&BW  
**Year of OC Residence:** 1997  
**Township of Residence:** Chapel Hill  
**Zone of Residence:**  
**Sex:** Male  
**Ethnic Background:** Caucasian

### Community Activities/Organizational Memberships:

Volunteer with NC Botanic Garden in Chapel Hill

### Past Service on Orange County Advisory Boards:

None

### Boards/Commissions applied for:

#### Orange Water & Sewer Authority Board of Directors

##### Background, education and experience relevant to this board:

BS / MS / PhD degrees from Texas Tech University in Agronomy (soils & crops) followed by nearly 40 years of applied research and regulatory affairs in agriculture have made me aware of the critical need to properly manage water resources.

##### Reasons for wanting to serve on this board:

Water resources (availability, supply, conservation, reclamation) are a preeminent issue for all society even now and will become moreso in the future. I hope my technical background will be of use to OWASA.

##### Conflict of Interest:

#### Agricultural Preservation Board

##### Background, education and experience relevant to this board:

##### Reasons for wanting to serve on this board:

##### Conflict of Interest:

**Durham Technical Community College Board of Directors****Background, education and experience relevant to this board:****Reasons for wanting to serve on this board:****Conflict of Interest:****Supplemental Questions:****Orange Water & Sewer Authority Board of Directors****Please list/explain your experience, either professionally and/or from other boards/commissions that you have in the areas of budget, personnel, and management.**

Professionally, my positions involved budgetary responsibility (up to \$2 M annually) and management of direct reporting personnel (up to 14). I am aware of the needs for planning, implementation, and oversight of these resources while maintaining focus on the tasks assigned.

**In addition to the experience listed in the question above, please list the work/volunteer experience/qualifications that would add to your expertise for this board.**

University and industry work in soils, crops, regulatory affairs (company representative with EPA,OPP). Over the years, I have worked with irrigation so am conversant with water use in agriculture.

**What do you see as the responsibilities of this board, and what do you hope to accomplish if appointed?**

Provision for supply, delivery and stewardship of water resources for Orange County. I have no specific items to accomplish, but do have an interest in water reuse as a means of minimizing impact on available resources.

**What is OWASA's role in growth/development issues?**

I think OWASA works within the larger needs of county and its municipalities. Therein the provision, delivery and stewardship of water resources is the specific perview of OWASA. Where growth and development is under consideration of the various branches of county and municipal government, OWASA would be active in helping to implement those items having to do with water.

**Other Comments:**

I would like to serve on the OWASA board as water availability, use and quality are paramount to the county's future. I suggest my technical background in agriculture will allow me to quickly become knowledgeable on local issues and challenges. STAFF COMMENTS: Originally applied 9/24/2010 for OWASA Board of Directors, Agricultural Preservation Board and Durham Technical Community College Board of Directors. UPDATED APPLICATION FOR OWASA 04/16/2011. UPDATED APPLICATION FOR OWASA 04/22/2012. ADDRESS VERIFICATION: Steeplechase Road is in Chapel Hill Township and Chapel Hill Jurisdiction. Updated application with additional questions answered for OWASA 12/27/2013.

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Mr. Zachary Giles  
**Name Called:**  
**Home Address:** 8000 Oak Pointe Court  
 Mebane NC 27302  
**Phone (Day):** 9103087228  
**Phone (Evening):** 9103087228  
**Phone (Cell):** 9103087228  
**Email:** zach.s.giles@gmail.com  
**Place of Employment:** GlaxoSmithKline  
**Job Title:** LC/MS Field Service Engineer  
**Year of OC Residence:** 2008  
**Township of Residence:** Cedar Grove  
**Zone of Residence:** County  
**Sex:** Male  
**Ethnic Background:** Caucasian

### Community Activities/Organizational Memberships:

I have ran races (5k, marathon) for the American Cancer Society.

### Past Service on Orange County Advisory Boards:

N/A

### Boards/Commissions applied for:

#### Board of Health

##### Background, education and experience relevant to this board:

I have a BS in chemistry and have worked for the pharmaceutical industry for 6+ years. My sister is a pathologist fellow at UNC-CH hospitals, and I come from a family of nurses so I have been exposed to the healthcare industry for a number of years without actually being affiliated to any specific entity.

##### Reasons for wanting to serve on this board:

Everyone has experienced changes to their personal healthcare in some way, shape, or form and I want to become more involved in those changes.

##### Conflict of Interest:

**Mebane Board of Adjustment****Background, education and experience relevant to this board:**

I reside in the community of Mebane and I foresee changes in the community especially in the Orange County part of the community. I would like to become involved in future zoning regulations that could affect my part of the community. I also have an MBA and my profession is more scientific so I am exploring venues to cultivate my business skill set.

**Reasons for wanting to serve on this board:**

See Above.

**Conflict of Interest:**

I live in Mebane and could be directly affected by decisions made by this board.

**Orange Water & Sewer Authority Board of Directors****Background, education and experience relevant to this board:**

My mother was the town clerk for my hometown (Linden NC) and was actively involved in water/sewer planning and bill payment. and as a child I assisted her with office duties.

**Reasons for wanting to serve on this board:**

Residents in my part of the county are on well water, and it s full of particulate (red clay). This is a problem everyone in my community faces, and I would like to help bring public water/sewer to my community if possible.

**Conflict of Interest:**

I could benefit directly from decisions made by this board.

**Supplemental Questions:****Orange Water & Sewer Authority Board of Directors****Please list/explain your experience, either professionally and/or from other boards/commissions that you have in the areas of budget, personnel, and management.**

I have a MBA from Elon University (graduated May 2013), and my mother has worked for the public works in my hometown (Linden NC). I assisted her with office duties (i.e. billing and meter reading).

**In addition to the experience listed in the question above, please list the work/volunteer experience/qualifications that would add to your expertise for this board.**

I currently work with LC/MS analytic equipment that is used in the water testing industry (although I work in pharmaceuticals)

**What do you see as the responsibilities of this board, and what do you hope to accomplish if appointed?**

To provide clean water and functional sewer to the residents of Orange County.

**What is OWASA's role in growth/development issues?**

To provide and maintain the infrastructure needed (i.e. pipes and meters) in providing water/sewer to Orange County residents, and to ensure quality control testing on water samples.

**Other Comments:**

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Dr. Barry Katz  
**Name Called:**  
**Home Address:** 5801 Cascade Drive  
 Chapel Hill NC 27514  
**Phone (Day):** 9193835178  
**Phone (Evening):** 9193835178  
**Phone (Cell):** 9193835178  
**Email:** bakatz@nc.rr.com  
**Place of Employment:** Retired  
**Job Title:** Retired  
**Year of OC Residence:** 1970  
**Township of Residence:** Chapel Hill  
**Zone of Residence:**  
**Sex:** Male  
**Ethnic Background:** Caucasian

### Community Activities/Organizational Memberships:

None. Previously on the Planning Board. Former Chair of Orange Co. Democratic Party

### Past Service on Orange County Advisory Boards:

Previously on the Orange County Planning Board - 6 years

### Boards/Commissions applied for:

#### Commission for the Environment

##### Background, education and experience relevant to this board:

PhD in Botany. CEO of company that worked in forests worldwide. Familiar with contract law.  
Served on the OC Planning Board for 6 years.

##### Reasons for wanting to serve on this board:

I am interested in the future of Orange County and preserving natural areas.

##### Conflict of Interest:

#### Orange County Board of Adjustment (REQUIRES DISCLOSURE STATEMENT)

##### Background, education and experience relevant to this board:

I served on the Planning Board for 6 years. I was CEO of a company for 16 years, so I am familiar with contract law.

##### Reasons for wanting to serve on this board:

I am interested in the future of Orange County

##### Conflict of Interest:

**Orange Water & Sewer Authority Board of Directors****Background, education and experience relevant to this board:**

My college background is in biology and geology. My PhD and professional research career was focused on environmental microbiology. I served 6 years on the OC Planning Board.

**Reasons for wanting to serve on this board:**

I am interested in the future of Orange County

**Conflict of Interest:****Supplemental Questions:****Orange County Board of Adjustment (REQUIRES DISCLOSURE STATEMENT)****Please list the work/volunteer experience/qualifications that would add to your expertise for this board.**

My experience on the Planning Board gives me a good background for the Bd of Adj. As CEO of a company, I have a lot of experience with contract law.

**What unique perspective can you bring to the Orange County Board of Adjustment?**

Board members must be disinterested parties to cases. They should know something about the property rules of the County. They should be long-time residents of Orange County and have a sense of the various communities and their histories on this county.

**What do you see as the responsibilities of this board, and what do you hope to accomplish if appointed?**

Fair resolutions of cases consistent with the rules and diverse interests of Orange County residents.

**What do you consider to be the most important issues facing Orange County related to growth?**

Preventing urban sprawl. Protecting water resources. Balanced tax base. Providing essential services to residents.

**What role should the Board of Adjustment take in guiding and regulating growth?**

The Board makes judgments on cases before it based on the presentations of opposing parties. The suggestion that the Board has a philosophy suggests it should be a politically appointed Board and not a legal or quasi-legal Board, which it is.

**How would you, as a member of the Planning Board, contribute to the implementation of the Board of Commissioners' adopted Goals and Priorities?**

Try to achieve a consensus that decisions are consistent with these goals and priorities. The Board acts on cases that should have legal elements that must be considered primary, but in the context of Orange County goals.

**Orange Water & Sewer Authority Board of Directors****Please list/explain your experience, either professionally and/or from other boards/commissions that you have in the areas of budget, personnel, and management.**

My Planning Board experience gives me familiarity with the processes and issues before OWASA. My environmental educations would also provide relevance.

**In addition to the experience listed in the question above, please list the work/volunteer experience/qualifications that would add to your expertise for this board.**

I worked and performed in environmental sciences field for 26 years.

**What do you see as the responsibilities of this board, and what do you hope to accomplish if appointed?**

Protect the water quality for future residents. Plan water strategy for the future.

**What is OWASA's role in growth/development issues?**

OWASA serves the needs of the Urban Services Boundary including Chapel Hill and Carrboro. They are increasing in density and population size. OWASA has to assure that safe, clean water is available to meet the long-term needs of these communities. Negotiations with other communities will be an essential element for these resources and I can deal with that.

**Other Comments:**

ominated for CPLUC on 5/8/02. Originally applied 4/28/98 for O.C. Planning Board. Ph.D. V.P. of Microbial Acquisitions and Research Fellow at Mycosearch, Inc. Expertise in Forest Microbiology. Have lived and worked in Orange County 28 years. I am interested in supporting ways for the county to fund programs that maintain the quality of life it presently offers most of its citizens, and extending those good qualities to the rest of its residents. I want to work on achieving a new comprehensive land use plan and its implementation in Orange Co. STAFF COMMENTS: Originally applied for Local Revenue Options Education Advisory Committee 2/5/2008. ADDRESS VERIFICATION: 5801 Cascade Drive, Chapel Hill is Chapel Hill Township in OCPL jurisdiction. UPDATED INTEREST 04/13/2011 IF ELIGIBLE. UPDATED INTEREST 02/13/2012 FOR PLANNING BOARD.

12/16/13 - Re-applied under new application.

This application was current on: 12/16/2013 3:29:48 PM

Date Printed: 12/27/2013

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Mr. Patrick Lake  
**Name Called:**  
**Home Address:** 105 Madera Lane  
 Chapel Hill NC 27517  
**Phone (Day):** 919-240-4339  
**Phone (Evening):** 919-240-4339  
**Phone (Cell):**  
**Email:** patrickmlake@nc.rr.com  
**Place of Employment:** Self-Employed  
**Job Title:**  
**Year of OC Residence:**  
**Township of Residence:** Chapel Hill  
**Zone of Residence:** . . .  
**Sex:** Male  
**Ethnic Background:** Caucasian

### Community Activities/Organizational Memberships:

### Past Service on Orange County Advisory Boards:

### Boards/Commissions applied for:

Orange Water & Sewer Authority Board of Directors

Background, education and experience relevant to this board:

Reasons for wanting to serve on this board:

Conflict of Interest:

### Supplemental Questions:

Work Experience: AquaHealth, Inc, Wrentham, MA  
2005 - April 2007

July

#### National Sales Manager

Reporting directly to the President of the company. Responsible for numerous aspects of sales including recommendation and implementation of water purification systems including micro filtration, deionization and reverse osmosis systems. Have also managed production, pricing, billing, and service, orders and inventory levels in a Customer Service Management capacity. Additionally tasked with managing relationship between Sales and Operations functions. Assisted in the fine-tuning of sales management software for company's unique needs. (Access and ACT!)

Accomplishments include generating collaboration and communication between Sales and Operations teams; Expanding relationships with customers to ensure value and trust

are established and maintained. Continuously review, assess and create individualized strategies for improving profitability for selected customer accounts. Implemented evaluation tool to assess and review third-party service providers to better manage expenses related to account management and maintenance, resulting in 12% reduction in expenses associated with servicing accounts.

In product development arena, worked as part of the team to identify new product offerings; introducing new markets and market segments [military].

Streamlined specific operations functions to increase productivity, reduce expenses, and upgrade operations capability by introducing technology-based solutions.

Decathlon, USA, Wilmington, MA

February 2002 - July 2005

Board of Directors/Store Manager

Responsible for management of a \$6MM P&L for one of the highest-margin Decathlon retail stores, which experienced the highest net profit of all stores. Responsibilities included attending and presenting at corporate headquarters meetings in Lille, France, implementing and managing all aspects of a foreign business model in the United States market. Additional areas of responsibility included developing local and global strategies in the areas of product development, including assessing Decathlon branded product line and determining appropriate product mix for selected products in US market.

Directly responsible for logistics, budgeting, and talent management, managing over 50 managers and associates in my store. Also focused on product and sales cycle training, and participated in development of corporate marketing programs. Was the only associate qualified to certify "trainers" in the US for sales and business management programs for the company.

Sun Trust Banks Inc, Washington, DC

May 1996–December 2001

Private Client Advisor in Wealth Management Group

Successfully managed all aspects of the bank's financial relationship with a subset of highest net-worth & politically sensitive individuals. Role included selling clients on individually-managed investment accounts, structuring their portfolios, and selling various financial instruments and financing options. Effectively counseled clients on estate planning & business succession issues, negotiated terms & conditions on lending instruments. Personally responsible for providing an increased interest spread of 200 basis points and 9% fee revenue for the Wealth Management Group. Strong sales focus. Branch Manager

Effectively administered the sales & operations of a key branch with deposits in excess of \$100 million. Results included exceeding annual revenue goal by 21% while realizing HR targets for staff development & enrichment (product, sales and customer service training) for all branch employees. Also had additional responsibilities of a company-wide sales trainer.

Nathan & Lewis Securities, Baltimore, MD

August 1995–May 1996

Registered Representative

Attained portfolio objectives within the client's risk tolerance, liquidity needs & tax implications through effective & timely selling in various security purchases including: stocks; bonds; mutual funds; and options.

University of Maryland, Baltimore, MD  
BA, Political Science

Certified Water Specialist (CWS-I) – Water Quality Association  
Association  
NASD Series 7 (General Securities license)  
Trust Administration, Personnel, Sales, Investments & Time Management Training

United States Army 1988 - 1992  
Military Police/Military Intelligence  
Top Secret Clearance  
US Army Achievement Award; Meritorious Service Medal; Good Conduct Award  
Honorable Discharge

Volunteer Experience: Rotary Club  
International Potomac, MD  
Board Of Directors

American Literacy Council  
Board of Directors Montgomery County, MD

USA Boxing  
Certified Referee and Timekeeper

Education: B.A University of Maryland, Politics - 2001  
M.P.A. North Carolina State University (Candidate)

**Other Comments:**

I am a Certified Water Specialist and belong to the Water Quality Association of America.  
(WQA) STAFF COMMENTS: Originally applied for Orange Water & Sewer Authority  
Board of Directors 12/1/08. UPDATED APPLICATION 04/21/2011 FOR INTEREST LIST  
OWASA. UPDATED APPLICATION 04/20/2012 FOR OWASA. ADDRESS  
VERIFICATION: 105 Madera Lane, Chapel Hill is Chapel Hill township, CHPL jurisdiction.

This application was current on: 4/20/2012

Date Printed: 12/27/2013

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Mr. Julian R. (Randy) Marshall  
**Name Called:**  
**Home Address:** 3826 Riders Trail  
 Hillsborough NC 27278  
**Phone (Day):** 919-929-5706  
**Phone (Evening):** 919-929-5706  
**Phone (Cell):** 919-270-6411  
**Email:** pickardmountain@mindspring.com  
**Place of Employment:** Retired CHHS  
**Job Title:** Retired Principal Carrboro Elem.  
**Year of OC Residence:** 1970  
**Township of Residence:** Bingham  
**Zone of Residence:** County  
**Sex:** Male  
**Ethnic Background:** Caucasian

**Community Activities/Organizational Memberships:**  
 None

**Past Service on Orange County Advisory Boards:**  
 Served on OUTboard. Term expired.

### Boards/Commissions applied for:

#### Orange Water & Sewer Authority Board of Directors

##### Background, education and experience relevant to this board:

My 9 1/2 years on the Carrboro Board of Aldermen provided me with a familiarity with issues dealt with by OWASA Board.

##### Reasons for wanting to serve on this board:

It is important for OWASA to follow the directives of the governing boards in Orange County. I feel I can clearly communicate those.

##### Conflict of Interest:

### Supplemental Questions:

#### Orange Water & Sewer Authority Board of Directors

##### Please list/explain your experience, either professionally and/or from other boards/commissions that you have in the areas of budget, personnel, and management.

As the manager (principal) of Carrboro Elem., I handled budget and personnel management for 90+ faculty, staff, and 550 students.

##### In addition to the experience listed in the question above, please list the work/volunteer experience/qualifications that would add to your expertise for this board.

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I understand the role of manager is separate and apart from the role of a governing board.

O.C. Visitor s Bureau

Sister cities

Carrboro Parks & Rec

OUTboard

Intergovenmental ad hoc

Several educational boards

**What do you see as the responsibilities of this board, and what do you hope to accomplish if appointed?**

Carry out the directives of the elected gov ts and provide management oversight to the organization.

**What is OWASA's role in growth/development issues?**

OWASA s role is to follow the lead of the elected governing boards in Orange County. OWASA provides leadership and direction, expertise, and recommendations but policy decisions must be approved by the gov ts. Parameters for growth and development are already established.

OWASA s role is to comply with those parameters.

**Other Comments:**

This application was current on: 4/17/2014 2:16:00 PM

Date Printed: 4/17/2014

## 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

**Community Activities/Organizational Memberships:**  
 none

**Past Service on Orange County Advisory Boards:**  
 County Recreation & Parks

### Boards/Commissions applied for:

#### Orange Water & Sewer Authority Board of Directors

**Background, education and experience relevant to this board:**

Have been affected by the OWASA decisions in Bingham Township and have an understanding of the history of OWASA.

**Reasons for wanting to serve on this board:**

I bring a different voice that is not present on the OWASA Board presently

**Conflict of Interest:**

#### Alcoholic Beverage Control Board

**Background, education and experience relevant to this board:**

**Reasons for wanting to serve on this board:**

**Conflict of Interest:**

### Supplemental Questions:

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

Re-submitted application 03/20/2014.

**BOCC Meeting Follow-up Actions**

(Individuals with a \* by their name are the lead facilitators for the group of individuals responsible for an item)

<b>Meeting Date</b>	<b>Task</b>	<b>Target Date</b>	<b>Person(s) Responsible</b>	<b>Status</b>
5/5/15	Review and consider request that staff provide the Board with a timeline for wastewater system construction in the Rogers Road community	6/2/2015	Bonnie Hammersley	<b>DONE</b> Included with May 19, 2015 Regular Meeting Agenda Item
5/5/15	Review and consider request that staff investigate potential programs and opportunities to address mosquitoes in the Rogers Road community	6/2/2015	Brennan Bouma Tom Davis	DEAPR and AMS staff to investigate
5/5/15	Review and consider request by Commissioner Jacobs that staff provide the Board with information on pesticides and herbicides used by the County	6/2/2015	Jeff Thompson David Stancil	Staff to provide list
5/5/15	Review and consider request by Commissioner Jacobs that staff provide an update to the Board on the County's relationship/ contacts with the new State economic development entity	6/2/2015	Steve Brantley	To be provided
5/5/15	Review and consider request by Commissioner Jacobs that the Board move forward with a Board discussion, potentially at a work session, regarding the expectations associated with Board member announcements, petitions and comments	6/2/2015	Chair/Vice Chair/Manager & Donna Baker	<b>DONE</b> Item included on May 12, 2015 work session agenda
5/5/15	Review and consider request by Commissioner Price that the Board receive more information on Board membership on the Chapel Hill Planning Board from the ETJ	6/2/2015	BOCC Chair	Chair will respond to Mr. and Mrs. Welch
5/5/15	Review and consider request by Commissioner Pelissier that staff provide a presentation to the Board on dashboards/performance indicators	10/13/2015	Bonnie Hammersley	Manager to pursue
5/5/15	Review and consider request by Commissioner Dorosin that staff review a list of all County-owned property, its status, and its potential use for affordable housing	6/2/2015	Jeff Thompson David Stancil	Staff to develop information/ inventory, including from Space Study

Meeting Date	Task	Target Date	Person(s) Responsible	Status
5/5/15	Review and consider request by Commissioner Rich that the Board move forward with discussion on the Greene Tract at a work session (with Commissioner Pelissier noting that it might be a topic for discussion at the fall Assembly of Governments meeting)	9/15/2015	Bonnie Hammersley	County & Town Managers working with OWASA Executive Director on Greene Tract proposal
5/5/15	Review and consider request by Commissioner Rich that contact be made with the Board of Elections regarding scheduling voting machine demonstrations in the evening rather than during the day	6/2/2015	Bonnie Hammersley	Manager to consult with Elections Director
5/5/15	Provide the Board with information on the various definitions used for manufactured housing and also the parameters for use of rehabilitation funds for manufactured housing	6/2/2015	Audrey Spencer-Horsley	Information to be provided

## INFORMATION ITEM



EARL MCKEE, CHAIR  
BERNADETTE PELISSIER, VICE CHAIR  
MIA BURROUGHS  
MARK DOROSIN  
BARRY JACOBS  
RENEE PRICE  
PENNY RICH

**Orange County Board of Commissioners**  
**Post Office Box 8181**  
**200 South Cameron Street**  
**Hillsborough, North Carolina 27278**

May 13, 2015

Dear Commissioners,

At the Board's May 5, 2015 regular meeting, petitions were brought forth which were reviewed by the Chair/Vice Chair/Manager Agenda team. The petitions and responses are listed below:

- 1) Review and consider a request that staff provide the Board with a timeline for wastewater system construction in the Rogers Road community.

***Response:*** *Included with May 19, 2015 Regular Meeting Agenda Item*

- 2) Review and consider request by that staff investigate potential programs and opportunities to address mosquitoes in the Rogers Road community.

***Response:*** *DEAPR and AMS staff to investigate.*

- 3) Review and consider a request by request by Commissioner Jacobs that staff provide the Board with information on pesticides and herbicides used by the County.

***Response:*** *Staff to provide list to the Board.*

- 4) Review and consider a request by Commissioner Jacobs that staff provide an update to the Board on the County's relationship/ contacts with the new State economic development entity.

***Response:*** *Staff will provide this information.*

- 5) Review and consider a request by Commissioner Jacobs that the Board move forward with a Board discussion, potentially at a work session, regarding the expectations associated with Board member announcements, petitions and comments.

***Response:*** *Item was included on the May 12, 2015 work session agenda.*

- 6) Review and consider a request by Commissioner Price that the Board receive more information on Board membership on the Chapel Hill Planning Board from the ETJ.

***Response:*** *Chair will respond to Mr. and Mrs. Welch.*

- 7) Review and consider a request by Commissioner Pelissier that staff provide a presentation to the Board on dashboards/performance indicators.

***Response:*** *Manager to pursue.*

- 8) Review and consider a request by Commissioner Dorosin that staff review a list of all County-owned property, its status, and its potential use for affordable housing.

***Response:*** *Staff to develop information/ inventory, including from Space Study.*

- 9) Review and consider a request by Commissioner Rich that the Board move forward with discussion on the Greene Tract at a work session (with Commissioner Pelissier noting that it might be a topic for discussion at the fall Assembly of Governments meeting).

***Response:*** *County & Town Managers working with OWASA Executive Director on Greene Tract proposal.*

- 10) Review and consider request by Commissioner Rich that contact be made with the Board of Elections regarding scheduling voting machine demonstrations in the evening rather than during the day.

***Response:*** *Manager to consult with Elections Director.*

Regards,



Earl McKee, Chair  
Orange County Board of Commissioners