



**Orange County  
Board of Commissioners**

**Agenda**

**Regular Meeting**

October 6, 2015  
7:00 p.m.  
Richard Whitted Meeting Facility  
300 West Tryon Street  
Hillsborough, NC 27278

**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. Arts & Humanities Month – 2015 Piedmont Laureate James Maxey
- b. Resolution Recognizing Evelyn Lloyd for Service on the Historic Hillsborough Commission
- c. Proclamation Naming Fairview Park Ballfield for James Stewart



## **5. Public Hearings**

- a. Class A Special Use Permit – Schools (Elementary, Middle and Secondary) Public and Private) for the Emerson Waldorf School (Receipt of Planning Board Recommendation – No Additional Public Comment or Testimony Allowed)

## **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. Motor Vehicle Property Tax Releases/Refunds
  - c. Property Tax Releases/Refunds
  - d. Applications for Property Tax Exemption/Exclusion
  - e. Fiscal Year 2015-16 Budget Amendment #2
  - f. Application for North Carolina Education Lottery Proceeds for Orange County Schools (OCS) and Contingent Approval of Budget Amendment #2-A Related to OCS Capital Project Ordinances
  - g. North Carolina Department of Transportation Rural Operating Assistance Program (ROAP) Grant Application for FY 2016
  - h. Consideration of an Amendment to the 2015 Schools Adequate Public Facilities Ordinance Technical Advisory Committee (SAPFOTAC) Report
  - i. Authorization to Declare Item Surplus
  - j. Acceptance of Vehicles From Second Family Foundation and Approval of Budget Amendment #2-B

## **7. Regular Agenda**

- a. Additional Discussion Regarding a November 2016 Bond Referendum and Possible Consideration of a Preliminary Resolution To Set Bond Purposes and Amounts
- b. Affordable Housing Fund Criteria

## **8. Reports**

- a. Report on Small Business Investment Grants, Agriculture Economic Development Grants, & Small Business Loan Program

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

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

## **11. Appointments**

- a. Adult Care Home Community Advisory Committee – Appointments
- b. Arts Commission – Appointment
- c. Jury Commission – Appointment
- d. Nursing Home Community Advisory Committee – Appointments



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

**13. Information Items**

- September 15, 2015 BOCC Meeting Follow-up Actions List
- Tax Collector's Report – Numerical Analysis
- Tax Collector's Report – Measure of Enforced Collections
- Tax Assessor's Report – Releases/Refunds under \$100
- Memorandum – Orange County Construction & Renovation Project Oversight Policy
- BOCC Chair Letter Regarding Petitions from September 15, 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:** October 6, 2015

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

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**SUBJECT:** Arts & Humanities Month – 2015 Piedmont Laureate James Maxey

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**DEPARTMENT:** Orange County Arts  
Commission

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

No
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**ATTACHMENT(S):**  
Press Release

**INFORMATION CONTACT:**  
Martha Shannon, 968-2011

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**PURPOSE:** To introduce and hear a brief selection from Hillsborough resident and **speculative fiction author James Maxey**, the 2015 Piedmont Laureate, during National Arts & Humanities Month (October).

**BACKGROUND:** The 2015 Piedmont Laureate Program is co-sponsored by the Orange County Arts Commission, the City of Raleigh Arts Commission, the Durham Arts Council, and United Arts Council of Raleigh and Wake County. Now in its seventh year, the primary goal of this program is to promote awareness and heighten appreciation for excellence in the literary arts throughout the Piedmont region. The Arts Commission participates so that Orange County writers can apply and Orange County sites can host the Piedmont Laureate free of charge. The Piedmont Laureate is contracted for 20 events (readings or workshops at schools and public sites) and at least 5 media appearances throughout the three-county area during calendar year 2015.

The 2015 application process was open to all **speculative fiction authors** residing in Orange, Durham or Wake counties who met the guideline criteria. In addition to the program sponsors, the selection panel included Samuel Montgomery-Blinn (Publisher, Bull Spec Magazine), Mur Lafferty (speculative fiction author) and Tony Daniel (Editor, Baen Publishing Enterprises). Two finalists were selected by the panel and interviewed by the program sponsors. James Maxey was chosen. As a free Halloween offering, Mr. Maxey will be reading his ghost story "Silent As Dust" at the Burwell School Historic Site in Hillsborough from 7-8 pm on Friday, October 30, 2015.

**FINANCIAL IMPACT:** The Arts Commission's portion (\$1,350) of the 2015 Piedmont Laureate's stipend & website ([www.piedmontlaureate.com](http://www.piedmontlaureate.com)) expenses was paid from FY15 County grant funds.

**SOCIAL JUSTICE IMPACT:** There is no Orange County Social Justice Goal impact associated with this item.

**RECOMMENDATION(S):** The Manager recommends that the Board recognize James Maxey, the 2015 Piedmont Laureate.

**Media Contact**

Martha Shannon  
Orange County Arts Commission  
Phone: 919.968.2011  
[mshannon@orangecountync.gov](mailto:mshannon@orangecountync.gov)

**FOR RELEASE WEDNESDAY, JANUARY 14, 2015**

**Speculative Fiction Author James Maxey Selected 2015 Piedmont Laureate**

**James Maxey**, a Hillsborough, N.C.-based speculative fiction author, has been selected as the region's **2015 Piedmont Laureate**. During 2015, Mr. Maxey will appear at workshops, reading programs and speaking engagements throughout Durham, Orange and Wake counties.

The Piedmont Laureate program is dedicated to building a literary bridge for residents to come together and celebrate the art of writing. Co-sponsored by the **Orange County Arts Commission, City of Raleigh Arts Commission, Durham Arts Council**, and **United Arts Council of Raleigh & Wake County**, the program's mission is to "promote awareness and heighten appreciation for excellence in the literary arts throughout the Piedmont region." The program focuses on a different literary form each year – poetry in 2009, novels in 2010, creative non-fiction in 2011, drama/screenwriting in 2012, children's literature in 2013, short fiction in 2014 and speculative fiction in 2015.

**Speculative fiction** is an umbrella term encompassing the more fantastical fiction genres, specifically science fiction, fantasy, horror fiction, weird fiction, supernatural fiction, superhero fiction, utopian and dystopian fiction, apocalyptic and post-apocalyptic fiction, and alternate history in literature.

As Piedmont Laureate, Mr. Maxey will receive an honorarium and serve until Dec. 31. His duties will include presenting public readings and workshops, participating at select public functions and creating at least one original activity to expand appreciation of speculative fiction. A schedule of the Laureate's 2015 activities will be posted on the sponsoring agency websites and on the Piedmont Laureate website at [www.piedmontlaureate.com](http://www.piedmontlaureate.com).

James Maxey writes fast-paced, action-driven pulp fiction with strong emphasis on character growth and world building, dealing with larger-than-life characters adventuring in exotic worlds. Readers who delve past the dragons and superheroes on the covers will discover stories that explore the deeper aspects of the human condition, from the highly personal—love, hate, grief, anger, faith and hope—to larger societal issues such as the balance between individual freedoms and social order, the inevitable conflict when society is built of unequal classes, and mankind’s relationship with the natural world. In the course of entertaining readers with imaginary worlds, Mr. Maxey hopes to provoke them into thinking more deeply about our own world and our shared responsibility to improve it.

Influenced by Carl Sagan, Stephen Jay Gould and Stephen Hawking, Mr. Maxey is a graduate of the Odyssey Writing Workshop where he studied with author-in-residence Harlan Ellison, and a graduate of Orson Scott Card’s Literary Boot Camp. He honed his craft over many years as a member of the Writer’s Group of the Triad and continues to be an active part of the Codex Writers’ online community. For more information, visit [www.jamesmaxey.net](http://www.jamesmaxey.net).

For more information about the Piedmont Laureate program, visit [www.piedmontlaureate.com](http://www.piedmontlaureate.com); contact Martha Shannon, Director, Orange County Arts Commission, at [mshannon@orangecountync.gov](mailto:mshannon@orangecountync.gov) or 919/968-2011; or contact any of the other sponsoring agencies.

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**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** October 6, 2015

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

**SUBJECT:** Resolution Recognizing Evelyn Lloyd for Service on the Historic Hillsborough Commission

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**DEPARTMENT:** BOCC

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

No

**ATTACHMENT(S):**

- Resolution

**INFORMATION CONTACT:**

Donna Baker, Clerk to the Board,  
(919) 245-2130

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**PURPOSE:** To consider a resolution recognizing Evelyn Lloyd for her service on the Historic Hillsborough Commission.

**BACKGROUND:** The Historic Hillsborough Commission was created by an Act of the North Carolina General Assembly in 1963. It was created to serve in cooperation with the Hillsborough Historical Society and the elected officials of Hillsborough and Orange County. The Chair of the Orange County Board of Commissioners serves as an ex officio member of the Commission.

Evelyn Pauline Lloyd was appointed by the Governor of the State of North Carolina and was inducted into the Historic Hillsborough Commission on September 4, 1974. She has served continuously for 41 years on the Historic Hillsborough Commission, longer than any other member of the Commission. Her term of office on the Historic Hillsborough Commission will conclude in October 2015.

**SOCIAL JUSTICE IMPACT:** There is no Social Justice Goal impact associated with this item.

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

**RECOMMENDATION(S):** The Manager recommends that the Board approve and authorize the Chair to sign the attached resolution recognizing Evelyn Pauline Lloyd for her service on the Historic Hillsborough Commission.

## ORANGE COUNTY BOARD OF COMMISSIONERS

### RESOLUTION RECOGNIZING EVELYN LLOYD FOR HER SERVICE ON THE HISTORIC HILLSBOROUGH COMMISSION

**WHEREAS**, the Historic Hillsborough Commission was created by an Act of the North Carolina General Assembly in 1963; and,

**WHEREAS**, the Historic Hillsborough Commission was created to serve in cooperation with the Hillsborough Historical Society, the elected officials of Hillsborough and Orange County, and appropriate public agencies; and,

**WHEREAS**, the Historic Hillsborough Commission has the power to preserve and restore the Town of Hillsborough, and its immediately adjacent area, as a living, functioning, educational, and historical exhibit of North Carolina's early life and times; to acquire and to dispose of property, real and personal; to repair, restore, or otherwise improve such properties; and to write, compile, publish, or sponsor historical works as may pertain to the town and area; and,

**WHEREAS**, the Historic Hillsborough Commission shall consist of not fewer than 25 members appointed by the Governor and, in ex officio capacity, the Mayor of the Town of Hillsborough, the Chair of the Board of Commissioners of Orange County, the Orange County Register of Deeds, the Orange County Clerk of Superior Court, and the Secretary of Cultural Resources or designee; and,

**WHEREAS**, the Historic Hillsborough Commission owns and operates the Burwell School Historic Site, sharing this significant historic resource with the greater Orange County community and beyond; and,

**WHEREAS**, Evelyn Pauline Lloyd was appointed by the Governor of the State of North Carolina and was inducted into the Historic Hillsborough Commission on September 4, 1974; and,

**WHEREAS**, she has served continuously for 41 years on the Historic Hillsborough Commission, longer than any other member of the Commission; and,

**WHEREAS**, her term of office on the Historic Hillsborough Commission will conclude in October 2015; and,

**WHEREAS**, Evelyn Pauline Lloyd has been a lifelong resident of Hillsborough, and she and her family have a long record of service to the Town where she has served with distinction and dedication despite the burdens on running a service-oriented small business and has also served for 24 years as a Town of Hillsborough Commissioner;

**NOW, THEREFORE**, be it resolved that the Orange County Board of Commissioners does hereby recognize Evelyn Pauline Lloyd for her service and commitment to the preservation of local history in the seat of Orange County and does hereby wish her well in the future endeavors she undertakes with her customary determination, thoroughness and warmth.

This the sixth day of October, 2015.

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Earl McKee, Chair  
Orange County Board of Commissioners

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** October 6, 2015

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

**SUBJECT:** Proclamation Naming Fairview Park Ballfield for James Stewart

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**DEPARTMENT:** BOCC, County Manager,  
Environment, Agriculture, Parks  
& Recreation

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

No
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**ATTACHMENT(S):**

Proclamation to Name Ballfield  
Aerial Map of Ballfield

**INFORMATION CONTACT:**

Commissioner Renee Price, 245-2130  
Bonnie Hammersley, 245-2300  
David Stancil, 245-2510

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**PURPOSE:** To consider a proclamation naming the existing baseball/softball field at the County's Fairview Park for the late Mr. James "Junebug" Stewart.

**BACKGROUND:** In the early 1980's, Orange County acquired property as part of a Community Development Block Grant in the Fairview community. Several years later this property, along with adjoining land owned by the Town of Hillsborough used for a former landfill, was designated for a future park. A playground and parking area was built in 1990.

For the next several years, portions of the site were used for storm debris for a tornado, Hurricane Fran and ice storms. With no funding available for the envisioned park, local resident James "Junebug" Stewart built a baseball field on an open area of the former landfill site for neighborhood children to use. Known as the "Field of Dreams", the field was maintained and used for several years until safety issues related to the former landfill caused it to close.

In 2011, Orange County - using voter-approved Parks and Open Space bonds - constructed a \$1.4 million park at the Fairview property, which included a new full-size baseball/softball field among other facilities. The field is currently used by the community and the Hillsborough Youth Athletic Association.

As part of discussion to address parking needs at the park in the spring of 2015, the idea of naming the new field for Mr. Stewart was discussed. A petition to ask the Board to consider naming the field for Mr. James Stewart (who passed away in 2005) was introduced on September 1 by Commissioner Renee Price.

Attached is a proclamation that would name the baseball/softball field for James "Junebug" Stewart, along with a map of the field location. The Manager, Attorney and staff have examined

the naming policy and this proposal and determined that naming of the field for Mr. Stewart would meet the provisions of the Orange County Property Naming Policy.

**FINANCIAL IMPACT:** There is minimal financial impact associated with the field naming. Approximately \$1,200 - \$2,000 is projected to cover the cost of a dedication ceremony and a naming plaque to be funded from the Manager's Miscellaneous account.

**SOCIAL JUSTICE IMPACT:** The following Orange County Social Justice Goals are applicable to this agenda item:

- **GOAL: FOSTER A COMMUNITY CULTURE THAT REJECTS OPPRESSION AND INEQUITY**  
The fair treatment and meaningful involvement of all people regardless of race or color; religious or philosophical beliefs; sex, gender or sexual orientation; national origin or ethnic background; age; military service; disability; and familial, residential or economic status.
- **GOAL: CREATE A SAFE COMMUNITY**  
The reduction of risks from vehicle/traffic accidents, childhood and senior injuries, gang activity, substance abuse and domestic violence.

The naming of the ballfield for Mr. Stewart recognizes the civic-minded and community-building actions of a Fairview resident who worked to make his neighborhood a safer place. Mr. Stewart's actions to build the initial field served to offer opportunities for learning of a team sport in baseball and softball to children of all races and colors. It also offered physical activity and team-building opportunities to area children, reducing the risk of area children to vehicles/traffic accidents and gang activity, among other positive impacts.

**RECOMMENDATION(S):** The Manager recommends that the Board approve and authorize the Chair to sign the attached proclamation naming the ballfield at Fairview Park for James "Junebug" Stewart, and authorize staff to work with the Board to schedule and plan for a dedication ceremony to be held in October/November 2015.

**DRAFT**

## PROCLAMATION

**DRAFT**

## ORANGE COUNTY BOARD OF COUNTY COMMISSIONERS

## Recognizing JAMES "JUNEBUG" STEWART

**Whereas**, James Stewart and his neighbors in a predominantly African-American neighborhood waited nearly two decades for playing fields for the children of the Fairview community; and

**Whereas**, James Stewart, a self-employed mason, overcame personal trials and tribulations and took the initiative along with family and friends to construct a full-fledged baseball field atop a closed and abandoned public landfill; and

**Whereas**, the ball field, known locally as the "Field of Dreams", opened in the summer of 1999; and

**Whereas**, James Stewart, a lifelong resident of Fairview, was the inspirational force behind the Fairview Youth Baseball Group, also known as the Fairview Eagles; and

**Whereas**, the Hillsborough/Orange County Chamber of Commerce awarded the 1999 Ed Riley Helping Hand Award to James Stewart for constructing the Field of Dreams;

**Now, Therefore, Be It Resolved**, that the Orange County Board of County Commissioners hereby proclaims that the baseball field at Fairview Community Park of Orange County shall be named in honor of the late James "Junebug" Stewart, as a memorial to him, his love for the people of his community and his "Field of Dreams".

This 6<sup>th</sup> day of October 2015.

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Earl McKee, Chair  
Orange County Board of Commissioners



Fairview  
Park

Ball Field

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**ORANGE COUNTY  
BOARD OF COMMISSIONERS  
ACTION AGENDA ITEM ABSTRACT**  
**Meeting Date:** October 6, 2015

**Action Agenda  
Item No.** 5-a

**SUBJECT:** Class A Special Use Permit – Schools (Elementary, Middle and Secondary) Public and Private) for the Emerson Waldorf School (Receipt of Planning Board Recommendation – No Additional Public Comment or Testimony Allowed)

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**DEPARTMENT:** Planning and Inspections

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

Yes

**ATTACHMENTS:**

1. Vicinity Map
2. July 1, 2015 Planning Board Abstract
3. Excerpt of Approved Minutes from the May 26, 2015 Quarterly Public Hearing
4. Excerpt of Approved Minutes from the July 1, 2015 Planning Board Meeting
5. Planning Board Recommended Findings of Fact and Conditions of Approval
6. Script for Acting on Findings of Fact

**INFORMATION CONTACT:**

Patrick Mallett, Planner II, (919) 245-2577  
Michael D. Harvey, Planner III, (919) 245-2597  
Craig Benedict, Director, (919) 245-2592

**PURPOSE:** To receive the Planning Board recommendation, close the public hearing, and make a decision on a Class A Special Use Permit (hereafter ‘SUP’) application submitted by the Emerson Waldorf School located at the intersection of New Jericho and Millhouse Roads in Chapel Hill Township. The applicant is proposing revisions to the school’s current SUP and requesting approval of a Master Plan outlining the long-term expansion of the school’s facilities and infrastructure in accordance with Section 2.7 *Special Use Permits* and Section 5.8.4 “Schools: Elementary, Middle and Secondary” of the Orange County Unified Development Ordinance (UDO).

The reconvening of this hearing is solely to receive the Planning Board recommendation and any additional written evidence submitted since the May 26, 2015 Quarterly Public Hearing. This hearing is not intended to solicit additional input from the public or the applicant. While the BOCC may ask staff questions related to the review of a given item, comments from the public or the applicant shall not be solicited.

As a reminder, the review of this item is carried out in a *quasi-judicial* format. Decisions relating to the approval or denial of SUP applications are based solely on the sworn testimony of all parties involved with the case, both those for and against, as well as the review of competent material and substantial evidence submitted during the public hearing. Hearsay or unsubstantiated opinions are not sufficient testimony.

**BACKGROUND:** This item was presented at the May 26, 2015 Quarterly Public Hearing and the July 1, 2015 Planning Board meetings. Agenda materials for the Quarterly Public Hearing can be viewed at: <http://www.orangecountync.gov/150526QPHKC.pdf>

*STAFF COMMENT:* The following testimony/evidence was entered into the record at the public hearing:

- i. Staff abstract and attachments, including the SUP application and Master Plan, presented at the May 26, 2015 Quarterly Public Hearing.
- ii. Staff testimony on the project and its compliance with various provisions of the UDO.
- iii. Applicant sworn testimony from the applicants and their consultants.  
The applicant entered copies of affidavits and a real estate report, completed by Mr. Vic Knight, into the record providing additional information on the project's compliance with applicable standards.
- iv. Comments from the BOCC, Planning Board, and the general public.

During the hearing, the following comments/questions were posed concerning the application:

- BOCC and Planning Board members requested clarification on the process for site plans and development following the SUP approval, roadway and pedestrian crossing improvements, Environmental Health permitting and wells.

*RESPONSE:* The applicant testified, and staff confirmed, that the project would require additional permitting with NCDOT for roadways, encroachments and crossings; NCDEHNR for the state approved septic field; Site Plans and Stormwater/Erosion Control Permits with Orange County Planning; and building permits with Orange County Inspections.

Approval of this SUP and Master Plan allows the applicant to move forward with the school's long-term vision for the school without multiple revisions to the SUP.

It should be noted there was no competent material evidence or expert testimony entered into the record demonstrating the project did not comply with the UDO. An excerpt from the minutes from the public hearing is contained within Attachment 3.

Agenda materials from the July 1, 2015 Planning Board meeting can be viewed at: [http://www.orangecountync.gov/Planning Board Agenda Packet July 2015.pdf](http://www.orangecountync.gov/Planning_Board_Agenda_Packet_July_2015.pdf). The abstract and handouts from this meeting are contained in Attachment 2. An excerpt of minutes from this meeting are contained within Attachment 4.

Additional information, as contained within this abstract, will be entered into the record at the October 6, 2015 regular meeting.

Proposal: As testified at the Public Hearing, the applicant is requesting to modify and expand the existing school campus.

Part of the request is to have the County approve a Master Plan detailing the construction and location of new buildings and support facilities over the next 15 years. The plans are envisioned to support an increase in student population to approximately 350 students by 2030. Currently the school has 259 students enrolled. If the request is approved, the school is expected to see an increase of 91 students over the next 15 years.

Vehicular access to the site is restricted to New Jericho Road via three existing driveway access points. During peak student drop-off and pick up times (i.e. between 7:00 to 9:00 a.m. and 2:00 to 4:00 p.m.), drivers will be restricted to accessing the site via the northern driveway to avoid congestion. School personnel will be responsible for traffic management during these times.

Analysis: As required under Section 2.7.4 of the UDO, the Planning Director is required to: *'cause an analysis to be made of the application'* and pass that analysis on to the reviewing body. In analyzing this request, the Planning Director offers the following:

1. The application has been deemed complete in accordance with the requirements of Section 2.7, 2.9, and Section 5.8.4 of the UDO.
2. Staff has determined that the property is of sufficient size to support the proposed expansion.
3. The proposal appears consistent with the various goals outlined within the Comprehensive Plan concerning development, including:
  - a. Land Use Overarching Goal: *Coordination of the amount, location, pattern, and designation of future land uses, with availability of County services and facilities sufficient to meet the needs of Orange County's population and economy consistent with other Comprehensive Plan element goals and objectives.*
  - b. Land Use Goal 2: *Land uses that are appropriate to on-site environmental conditions and features and that protect natural resources, cultural resources, and community character.*
  - c. Land Use Goal 3: *A variety of land uses that are coordinated within a program and pattern that limits sprawl, preserves community and rural character, minimizes land use conflicts, supported by an efficient and balanced transportation system.*
4. Staff has determined that the proposed Master Plan and the expansion(s) of the school's facilities are consistent with the provisions and goals of the Joint Planning Land Use Plan and Joint Planning Agreement.
5. This item was submitted to the State Clearinghouse for review. Initial comments have not indicated a concern. The response from the Clearinghouse indicated there were no significant issues with the proposed Master Plan and SUP.

Planning Board Review: The Planning Board reviewed this item at its July 1, 2015 regular meeting(s) and voted **unanimously to recommend approval** of the SUP. Please refer to Attachment 5 for the Planning Board's recommendations.

Planning Director's Recommendation: In accordance with the provisions of Section 2.7.4 of the UDO, the Planning Director recommends **approval** of the application subject to:

- Approval of the recommended Findings of Fact as detailed within Attachment 5,
- The imposition of the recommended conditions detailed within Attachment 5, and
- The BOCC's ability to make an affirmative finding on the general standards outlined within Section 5.8.4 of the UDO.

Staff has provided a script denoting the cadence of review and action on the recommended findings in Attachment 6.

Public Hearing Procedural Information: In accordance with Section 2.7.8 (A) (3) of the UDO, evidence not presented at the public hearing must be submitted in writing prior to the Planning Board's recommendation. Additional oral evidence may be considered by the Planning Board only if it is for the purpose of presenting information also submitted in writing. The public hearing is held open to a date certain for the purpose of the BOCC receiving the Planning Board's recommendation and any submitted written comments.

**FINANCIAL IMPACT:** Staff has determined the project would not require augmentation of County budgetary outlays to support services and that anticipated revenues from property taxes should supplement any increases in cost.

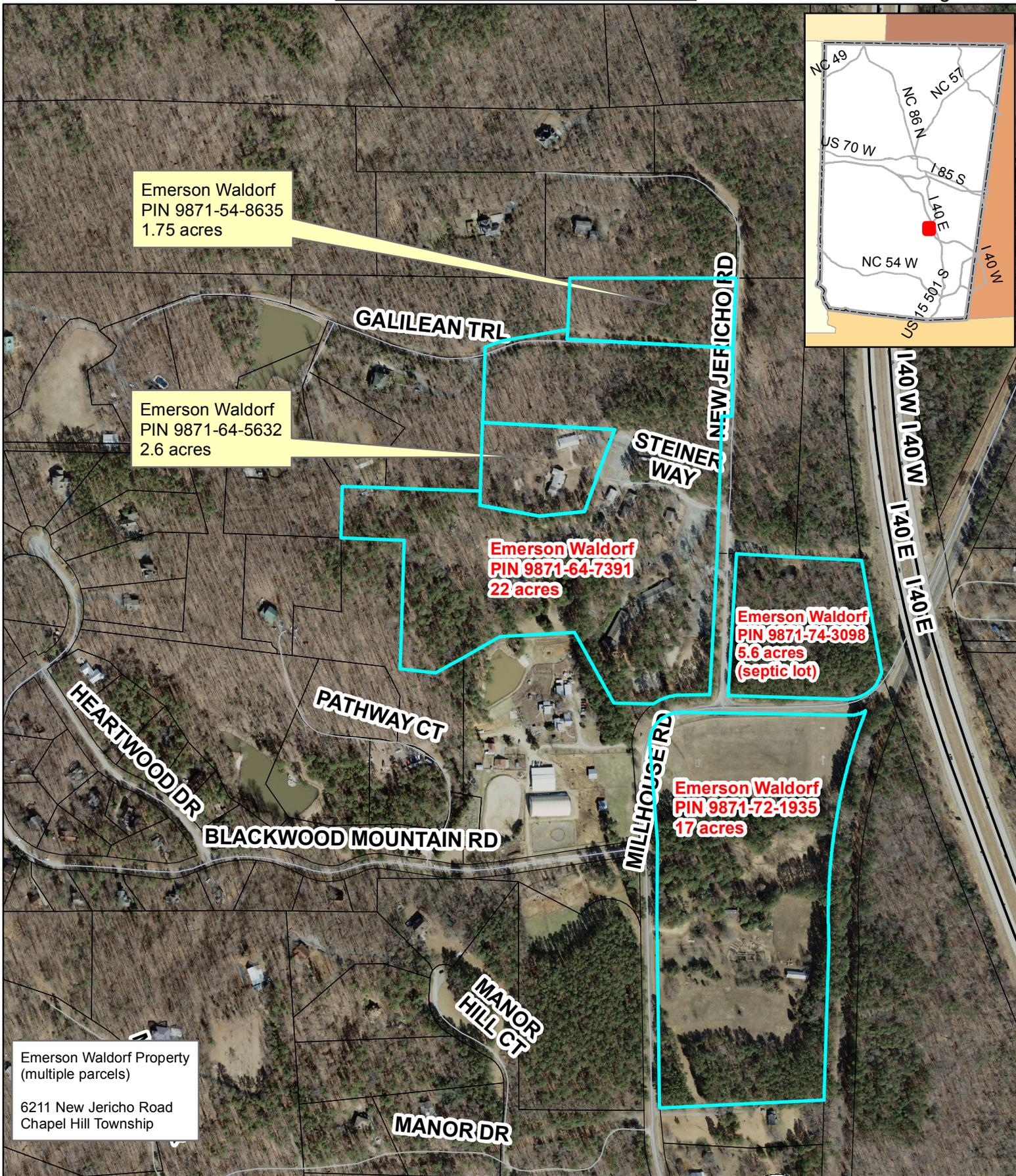
**SOCIAL JUSTICE IMPACT:** There is no specific Orange County Social Justice Goal impact associated with this item.

Please note the review and required findings of fact associated with special use permits is detailed within State law and the UDO. A finding that a project supports or in some way contributes to the concept of Social Justice is not a required finding and cannot be a basis of approval or denial.

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

1. Receive the Planning Board's recommendation;
2. Close the public hearing;
3. Approve the Findings of Fact, and impose the recommended conditions, as detailed within Attachment 5; and
4. Make a motion approving the Special Use Permit.

As a reminder, there is a script to aid Board members in their deliberations of this request in Attachment 6.



1 inch = 417 feet



# COPY

## ORANGE COUNTY PLANNING BOARD

### ACTION AGENDA ITEM ABSTRACT

Meeting Date: July 1, 2015

Action Agenda  
Item No. 7

**SUBJECT:** Class A Special Use Permit (SUP) – Schools (Public and Private); Elementary, Middle and Secondary in Chapel Hill Township

**DEPARTMENT:** Planning and Inspections

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

Yes

#### ATTACHMENTS:

1. Vicinity Map
2. Additional Correspondence/Evidence Submitted since May 26, 2015 Public Hearing
3. Special Use Permit Findings of Fact

#### INFORMATION CONTACT:

Patrick Mallett, Planner II (919) 245-2577  
 Michael D. Harvey, Planner III (919) 245-2597  
 Craig Benedict, Director (919) 245-2592

**PURPOSE:** To complete review of, and make a recommendation on, a Class A Special Use Permit (hereafter 'SUP') application proposing the expansion/modification of an existing private school in accordance with Section 2.7 *Special Use Permits* of the Unified Development Ordinance (UDO).

As a reminder the review of this item is carried out in a *quasi-judicial* format. Decisions relating to the approval or denial of SUP applications are based solely on the sworn testimony of all parties involved with the case, both those for and against, as well as the review of competent material and substantial evidence submitted during the public hearing. Hearsay, or unsubstantiated opinions are not sufficient testimony.

**CADENCE OF REVIEW:** The review of a SUP is as follows:

- **STEP ONE – NEIGHBORHOOD INFORMATION MEETING:** In accordance with Section 27.2. of the UDO, a Neighborhood meeting was held on April 10, 2015.

*STAFF COMMENT:* The applicants, their consultants Orange county staff and one adjacent property owner attended the meeting. The property owner attended to learn more about the request and determine if the Master Plan included any development along his common property line. Note, the request does not propose any development along this portion of the school's property.

- **STEP TWO – PUBLIC HEARING:** The first step in the review of an SUP application is the holding of a public hearing to allow the applicant and other interested parties to provide sworn testimony related to the proposal.

*STAFF COMMENT:* The required public hearing was held at the May 26, 2015 Quarterly Public Hearing where the following testimony/evidence was entered into the record:

- i. Staff abstract and attachments, including the actual SUP application, Master Plan site plan, staff comments on the project, and copies of the UDO and Comprehensive Plan;
  - ii. Staff testimony on the project and its compliance with various provisions of the UDO;
  - iii. Applicant's sworn testimony, including a submitted financial impact assessment completed by Mr. Everett V. Knight, providing additional information on the project's compliance with the UDO; and
  - iv. Comments from the BOCC, Planning Board, and the general public.
- **STEP THREE – PLANNING BOARD REVIEW:** The Planning Board reviews the request and makes a recommendation on the project's compliance with specific development standards (Section 5.8.4) and the general standards (Section 5.3.2 *Special Uses*) of the UDO. Staff prepares a script to aid the Board in making required findings and denoting the 'evidence' utilized in rendering a decision as contained in Attachment 3.
- STAFF COMMENT:* This Planning Board review will begin at the July 1, 2015 regular meeting where the Board will be asked to make a recommendation.
- **STEP FOUR – DECISION:** The BOCC will receive the Planning Board's recommendation as well as any other written evidence, deliberate, certify the record, close the public hearing, and then render a final decision.

**BACKGROUND:** This item was presented at the May 26, 2015 Quarterly Public Hearing where staff indicated the school began operations in 1984 offering educational opportunities, based on the State curriculum guidelines, for kindergarten through 12<sup>th</sup> grade students. Through this proposal the applicant is requesting to modify and expand the existing campus with the construction and location of new buildings and support facilities over the next 15-years. The plans are envisioned to support an increase in student population to approximately 350 students by 2030, which represents an overall increase in 91 students from current enrolment.

Agenda materials from the Quarterly Public Hearing can be viewed at: <http://www.orangecountync.gov/150526QPHKC.pdf>.

During the hearing, the following comments/questions were posed concerning the application:

- A BOCC member asked if the applicant would be required to secure building and zoning permits prior to the commencement of construction:
 

*RESPONSE:* The applicant will still be required to obtain all the necessary additional development permits (e.g. erosion control, stormwater, site plan(s), building, environmental health) prior to the commencement of land disturbing activities. The granting of this SUP will allow the required permit review process to move forward under the guidance of an approved SUP Master Plan.
- A BOCC member asked what happens if the school does not get approval to expand the existing septic system.
 

*RESPONSE:* If the existing septic system cannot be expanded then development would be curtailed to only those uses and impacts that could be supported with the existing septic system. The applicant understands and accepts the risk.

Note: Initial staff review of the system, soils and potential upgrades indicates that an expansion of the state permitted system would not likely pose any significant issues.

- There was general consensus from BOCC and Planning Board members the applicant's plan for student drop off and pick up was reasonable as denoted on the submitted site plan and that all efforts needed to be taken to ensure there was no congestion on New Jericho Road during peak demand.
- A BOCC member expressed concern over students walking along New Jericho Road.

*RESPONSE:* Both staff and the applicant indicated students do not typically walk along New Jericho Road. There is an existing crosswalk in Millhouse Road allowing students to cross the street to access the existing athletic field. Students access individual school buildings through existing internal (off road) pedestrian paths.

- A Planning Board member asked when the required stormwater system would have to be installed.

*RESPONSE:* Staff indicated the stormwater system would have to be installed with the proposed reconfiguration of the parking areas along New Jericho Road.

Analysis: As required under Section 2.7.4 of the UDO, the Planning Director is required to 'cause an analysis to be made of the application' and pass that analysis on to the reviewing body. In analyzing this request, the Planning Director offers the following:

- a. Application submittal requirements detailed within Section 2.7 of the UDO have been satisfied.
- b. The applicant has demonstrated compliance with respect to landscaping and buffering requirements as detailed within Section 6.8 of the UDO.
- c. The applicant submitted an Environmental Impact Statement, Biological Inventory and Natural Resource Protection Plan as required in Section 2.25 of the UDO.
- d. The applicant has complied with specific development standards associated with the development of a school as detailed within Section 5.8.4 of the UDO.
- e. Comments received from various County agencies (i.e. Sheriff, Fire Marshal, DEAPR, Orange County Health) indicate there are no concerns associated with the request.
- f. Staff has filed the request with the North Carolina State Administrative Clearinghouse and to the Town of Chapel Hill for review and comment. The applicant's proposal does not pose any issues from these agencies and/or jurisdictions.

Comments from the Clearinghouse are contained within Attachment 2.

- g. The applicant has submitted a Traffic Impact Analysis and Internal Circulation Plan to the District Engineer and NCDOT Municipal School Transportation Assistance (MSTA) offices. The plans and proposed improvements meet all their initial concerns.

Planning Director's Recommendation: In accordance with the provisions of Section 2.7.4 of the UDO, the Planning Director recommends **approval** of the application subject to:

- Approval of the recommended Findings of Fact as detailed within Attachment 3,
- The imposition of the recommended conditions detailed within Attachment 3, and

- The Planning Board's and BOCC's ability to make an affirmative finding on the general standards outlined within Section 5.3.2 of the UDO.

Public Hearing Procedural Information: In accordance with Section 2.7.8 (A) (3) of the UDO, the BOCC has requested that the Planning Board recommendation be made available in time for the September 1, 2015 BOCC regular meeting. As a procedural note, additional comments on the application must be submitted in writing to the Planning Board in order to become part of the official record of these proceedings.

**FINANCIAL IMPACT:** Staff has determined the project would not require augmentation of County budgetary outlays to support services and that anticipated revenues from property taxes should supplement increases in cost.

**RECOMMENDATION:** The Planning Director recommends the Board:

1. Deliberate as necessary,
2. Review the Findings of Fact and Conditions of Approval as contained in Attachment 3,
3. If deemed necessary, suggest additional conditions or modifications to the site plan, and
4. Make an affirmative recommendation regarding the Findings of Fact and Conditions of Approval as detailed within Attachment 3 in time for the BOCC's September 1, 2015 regular meeting.



Emerson Waldorf  
 PIN 9871-54-8635  
 1.75 acres

Emerson Waldorf  
 PIN 9871-64-5632  
 2.6 acres

Emerson Waldorf  
 PIN 9871-64-7391  
 22 acres

Emerson Waldorf  
 PIN 9871-74-3098  
 5.6 acres  
 (septic lot)

Emerson Waldorf  
 PIN 9871-72-1935  
 17 acres

Emerson Waldorf Property  
 (multiple parcels)  
  
 6211 New Jericho Road  
 Chapel Hill Township



1 inch = 417 feet





North Carolina  
Department of Administration

Pat McCrory, Governor

Bill Daughtridge, Jr., Secretary

June 1, 2015

Mr. Mike Harvey  
Orange County  
Orange County Planning & Inspections Dept.  
Post Office Box 8181  
Hillsborough, North Carolina 27278

**Re: SCH File # 15-E-0000-0597; EA; Proposal is for the re-development/expansion of the Emerson Waldorf private school off of Millhouse Road. (submitted pursuant to Orange County SEPA ordinance)**

Dear Mr. Harvey:

The above referenced environmental impact information has been reviewed through the State Clearinghouse under the provisions of the North Carolina Environmental Policy Act.

Attached to this letter are comments made in the review of this document. Because of the nature of the comments, it has been determined that no further State Clearinghouse review action on your part is needed for compliance with the North Carolina Environmental Policy Act. The attached comments should be taken into consideration in project development.

Sincerely,

A handwritten signature in cursive script that reads "Crystal Best".

Crystal Best  
State Environmental Review Clearinghouse

Attachments

cc: Region J

**Mailing Address:**  
1301 Mail Service Center  
Raleigh, NC 27699-1301

**Telephone:** (919)807-2425  
Fax (919)733-9571  
State Courier #51-01-00  
*e-mail* [state.clearinghouse@doa.nc.gov](mailto:state.clearinghouse@doa.nc.gov)

**Location Address:**  
116 West Jones Street  
Raleigh, North Carolina



North Carolina Department of Environment and Natural Resources

Pat McCrory  
Governor

Donald R. van der Vaart  
Secretary

MEMORANDUM

To: Crystal Best  
State Clearinghouse

From: Lyn Hardison   
Division of Environmental Assistance and Customer Service  
Environmental Assistance and Project Review Coordinator

RE: 15-0597  
Scoping – Proposal is for the re-development/expansion of the Emerson Waldorf private school off of Millhouse Road (submitted pursuant to Orange County SEPA ordinance)  
Orange County

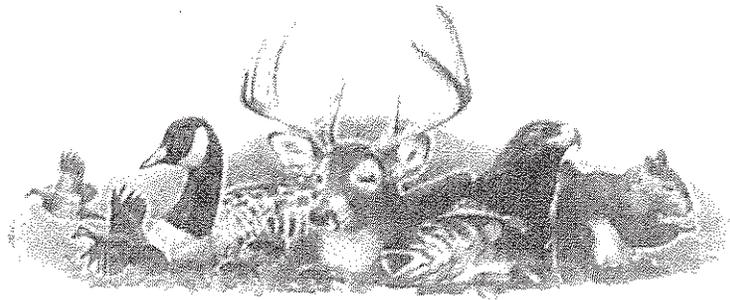
Date: May 29, 2015

The Department of Environment and Natural Resources has completed its review of the proposal for the referenced project. Based on the information provided, several of our agencies have identified permits that may be required. The agencies have offered some valuable guidance to be performed prior to application submittals and ground disturbance which will help to minimize impacts to the natural resources, aquatic and terrestrial wildlife resources within and around the project area. The comments are attached for the applicant's review.

If the applicant has any questions pertaining to NCDENR permitting processes, please suggest to the applicant to contact David Lee, Permit Assistance Coordinator, in the Department's Raleigh Regional Office, (919)791-4200 for more permitting assistance. The proposed project is located within his geographic working territory.

Thank you for the opportunity to respond.

Attachments



## North Carolina Wildlife Resources Commission

Gordon Myers, Executive Director

### MEMORANDUM

**TO:** Lyn Hardison, Environmental Assistance and SEPA Coordinator  
NCDENR Division of Environmental Assistance and Customer Services

**FROM:** Shari L. Bryant, Western Piedmont Coordinator *Shari L. Bryant*  
Habitat Conservation

**DATE:** 27 May 2015

**SUBJECT:** Request for Review of Development Application for the Proposed Redevelopment and Expansion of the Emerson Waldorf School, Orange County. DENR Project No. 15-0597

Biologists with the North Carolina Wildlife Resources Commission have reviewed the subject document and we are familiar with the habitat values of the area. Our comments are provided in accordance with provisions of the Fish and Wildlife Coordination Act (48 Stat. 401, as amended; 16 U.S.C. 661-667e) and North Carolina General Statutes (G.S. 113-131 et seq.).

Waldorf Educational Association of North Carolina, Inc. is requesting to amend their current Special Use Permit to modify and expand the Emerson Waldorf School. The proposed master plan includes construction of buildings and building additions, and improvements to internal roadways, surface parking, pedestrian areas, potable water and septic systems, and stormwater infrastructure. The purpose of the project is to support an increase in students and staff.

An unnamed tributary to Old Field Creek in the Cape Fear River basin flows through the southern portion of the site. It appears the northern portion of the site drains to New Hope Creek. There are records for the federal species of concern and state endangered Carolina creekshell (*Villosa vaughaniana*), brook floater (*Alasmodonta varicosa*), and Atlantic pigtoe (*Fusconaia masoni*), the state special concern notched rainbow (*Villosa constricta*), and the state significantly rare Eastern creekshell (*Villosa delumbis*) and *Lampsilis* sp. in New Hope Creek. In addition, there are records for the state special concern four-toed salamander (*Hemidactylum scutatum*) near the site. The Natural Heritage Natural Area – CPF/New Hope Creek Aquatic Habitat – is located along the section of New Hope Creek downstream of the site.

The U.S. Fish and Wildlife Service recently listed the Northern long-eared bat (*Myotis septentrionalis*) as threatened under the Endangered Species Act. The Northern long-eared bat may be present within or in the vicinity of the project site. Therefore, the project may impact this species and consultation with the U.S. Fish and Wildlife Service may be required. For more information, please see <http://www.fws.gov/midwest/endangered/mammals/nleb/interim4dRuleKeyNLFB.html> or contact the

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**Mailing Address:** Division of Inland Fisheries • 1721 Mail Service Center • Raleigh, NC 27699-1721  
**Telephone:** (919) 707-0220 • **Fax:** (919) 707-0028

Page 2

27 May 2015  
Emerson Waldorf School  
DENR Project No.: 15-0597

U.S. Fish and Wildlife Service at (919) 856-4520 to ensure that any issues related to this species are addressed.

We are pleased to see the applicant has a Forest Management Plan (June 2014) for the site and that future site plans will preserve desirable vegetation and other unique natural features when practical. Also, we are pleased to see that stormwater collection will include low impact design and disconnecting impervious surfaces to maximize stormwater infiltration.

We offer the following general recommendations regarding development projects to minimize impacts to aquatic and terrestrial wildlife resources.

1. If wetlands and/or streams will be impacted by construction activities, then the project should be coordinated with the U.S. Army Corps of Engineers and the N.C. Division of Water Resources.
2. Measures to avoid or minimize impacts to wetlands should be implemented during construction. In addition to providing wildlife habitat, wetland areas perform important functions of flood control and water quality protection.
3. Maintain a minimum 100-foot undisturbed, native, forested buffer along perennial streams, and a minimum 50-foot buffer along intermittent streams and wetlands. Maintaining undisturbed, forested buffers along these areas will minimize impacts to aquatic and terrestrial wildlife resources, water quality, and aquatic habitat both within and downstream of the project area. Also, wide riparian buffers are helpful in maintaining stability of stream banks and for treatment of pollutants associated with urban stormwater. In addition, these buffers will provide an adequate travel corridor for wildlife species.
4. Avoid development and fill in the 100-year floodplain. Development and fill in the floodplain increases the potential for flooding and interferes with the natural hydrologic process of the waterways. It also disrupts the continuity of migration corridors for wildlife.
5. Locate sewers and other utilities as far away from streams as functionally possible and minimize stream and wetland crossings. It is preferable that sewers are located outside floodplains and the riparian buffers described in #3.
6. Limit impervious surface to less than 10% or use stormwater control measures to mimic the hydrograph consistent with an impervious coverage of less than 10%.
7. Use non-invasive native species and Low Impact Development (LID) technology in landscaping. Using native species instead of ornamentals should reduce the need for water, fertilizers and pesticides. Using LID technology in landscaping will not only help maintain the predevelopment hydrologic regime, but also enhance the aesthetic and habitat value of the site.
8. Sediment and erosion control measures should be installed prior to any land clearing or construction. These measures should be routinely inspected and properly maintained. Excessive silt and sediment loads can have numerous detrimental effects on aquatic resources including destruction of spawning habitat, suffocation of eggs, and clogging of gills of aquatic species.

Thank you for the opportunity to comment on this project. If we can be of further assistance, please contact our office at (336) 449-7625 or [shari.bryant@ncwildlife.org](mailto:shari.bryant@ncwildlife.org).



North Carolina Department of Environment and Natural Resources  
Office of Land and Water Stewardship

Pat McCrory  
Governor

Bryan Gossage  
Director

Donald R. van der Vaart  
Secretary

May 22, 2015

**TO:** Lyn Hardison, NCDENR State Clearinghouse Coordinator

**FROM:** Allison (Schwarz) Weakley, North Carolina Natural Heritage Program *Allison Weakley*

**SUBJECT:** Scoping – Proposed re-development/expansion of the Emerson Waldorf School off New Jerhico and Millhouse Roads, Chapel Hill, Orange County, North Carolina

**REFERENCE:** Project No. 15-0597

Thank you for the opportunity to provide information from the North Carolina Natural Heritage Program (NCNHP) database for the proposed project referenced above. The NCNHP database does not show any records for rare species, important natural communities, natural areas, or conservation/managed areas within the proposed project area as depicted in Figure C-1 (by Summit Design and Engineering Services) submitted with the scoping request.

Attached are tables that show records from the NCNHP database for element occurrences (rare species and natural communities), natural areas, and conservation/managed areas that occur within one mile of the project area. A map that shows natural heritage resources documented within one mile of the project area is attached as well.

The Blackwood Mountain natural area is located ca. 0.3 miles west of the project area; the majority of this natural area is part of Duke Forest and is owned and managed for conservation by Duke University as a Registered Natural Heritage Area. There are also records for rare aquatic species located ca. 0.4 miles north of the project area, within the New Hope Creek Aquatic Habitat natural area. The locations of natural areas and conservation/ managed areas near the project area may be viewed by accessing the [Natural Heritage Data Explorer](#) online map viewer, or by downloading and using GIS data; both options are available from the NCNHP Data Services webpage (see [www.ncnhp.org](http://www.ncnhp.org)).

Please note that although the NCNHP database may not show records for rare species within the proposed project area, it does not necessarily mean that they are not present; it may simply mean that the area has not been surveyed. Occurrences of rare species documented within one mile of the proposed project area increase the likelihood that these species may be present within the project area if suitable habitat exists. The use of Natural Heritage Program data should not be substituted for actual field surveys if needed, particularly if the project area contains suitable habitat for rare species. If rare species are found during field surveys, the NCNHP would appreciate receiving this information so that we may update our database.

Feel free to contact me at [Allison.Weakley@ncdenr.gov](mailto:Allison.Weakley@ncdenr.gov) or 919-707-8629 if you have questions or additional information is needed.

**Natural Heritage Element Occurrences, Natural Areas, and Managed Areas Within a One-mile Radius of the Project Area**  
**Emerson Watdorf School - Re-development and Expansion Project**  
**Project No. 15-0597**  
**May 22, 2015**  
**NCNHDE-307**

Element Occurrences Documented Within a One-mile Radius of the Project Area												
Taxonomic Group	EO ID	Scientific Name	Common Name	Last Observation Date	Element Occurrence Status	Accuracy	Federal Status	State Status	Global Rank	State Rank		
Butterfly	34564	<i>Erynnis martialis</i>	Mottled Duskywing	1952-07-01	Historical	5-Very Low	---	Significantly Rare	G3	S2		
Dragonfly or Damselfly	33764	<i>Somatochlora georgiana</i>	Coppery Emerald	2004-PRE	Historical	5-Very Low	---	Significantly Rare	G3G4	S2?		
Freshwater Bivalve	25465	<i>Villosa constricta</i>	Notched Rainbow	2010-03-23	Current	3-Medium	---	Special Concern	G3	S3		
Freshwater Bivalve	25466	<i>Villosa delumbis</i>	Eastern Creekshell	2013-08-16	Current	3-Medium	---	Significantly Rare	G4	S3		
Liverwort	22666	<i>Plagiochila ludoviciana</i>	A Liverwort	1933-04-03	Historical	5-Very Low	---	Significantly Rare Peripheral	G5	S1		
Natural Community	24140	Dry Oak--Hickory Forest (Piedmont Subtype)	---	2010	Current	3-Medium	---	---	G4G5	S4		
Natural Community	5283	Mesic Mixed Hardwood Forest (Piedmont Subtype)	---	1988-05-12	Current	4-Low	---	---	G3G4	S4		
Natural Community	24139	Piedmont Monardnock Forest (Typic Subtype)	---	2010	Current	2-High	---	---	G3G4	S3		
Natural Community	19548	Xeric Hardpan Forest (Basic Hardpan Subtype)	---	2010	Current	2-High	---	---	G2G3	S2		
Vascular Plant	16014	<i>Carex bushii</i>	Bush's Sedge	2001-07-03	Current	3-Medium	---	Significantly Rare Peripheral	G4	S1		
Vascular Plant	10621	<i>Pycnanthemum torreyi</i>	Torrey's Mountain-mint	2001-07-31	Current	3-Medium	Species of Concern	Significantly Rare	G2	S1		

**Natural Areas Documented Within a One-mile Radius of the Project Area**  
**Site Name:** Blackwood Mountain  
**Representational Rating:** R1 (Exceptional)  
**Collective Rating:** C4 (Moderate)

**Natural Areas Documented Within a One-mile Radius of the Project Area**

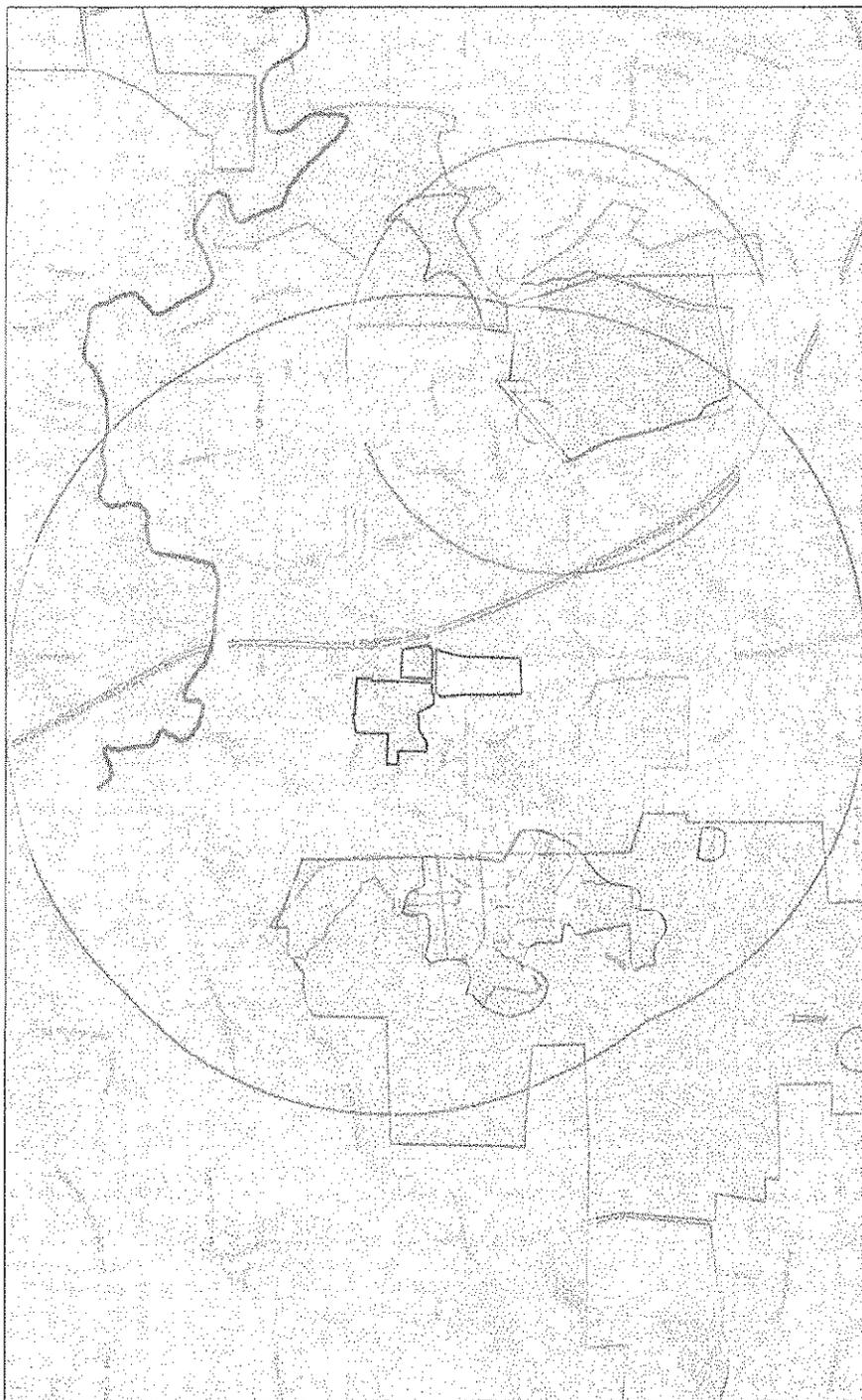
Site Name	Representational Rating	Collective Rating
Eubanks Road Xeric Hardpan Forest	R5 (General)	C5 (General)
Henry J. Oosting Natural Area	R3 (High)	C5 (General)
CPF/New Hope Creek Aquatic Habitat	n/a (Not Applicable)	C3 (High)

**Managed Areas Documented Within a One-mile Radius of the Project Area**

Managed Area Name	Owner	Owner Type
Duke Forest	Duke University	Private
Duke Forest	Duke University	Private
Orange County Open Space	Orange County: multiple local government	Local Government
Triangle Land Conservancy Preserve	Triangle Land Conservancy	Private
NC Clean Water Management Trust Fund Easement	NC DENR, Clean Water Management Trust Fund	State
Blackwood Mountain RHA	Duke University	Private
Blackwood Mountain RHA	Duke University	Private
Duke Forest Post Oak/Blackjack Oak Site RHA	Duke University	Private
Henry J. Oosting Natural Area RHA	Duke University	Private

Definitions and an explanation of status designations and codes can be found at <https://ncnhp.natureserve.org/content/help>. Data query generated on May 22, 2015; source: NCNHP, Q2 April 2015. Please resubmit your information request if more than one year elapses before project initiation as new information is continually added to the NCNHP database

NCNHDE-307: Emerson Waldorf School - Re-development and Expansion Project



May 22, 2015

0 0.2 0.4 0.8 mi

0 0.325 0.65 1.3 km

Source: Esri, HERE, DeLorme, Intermap, SwireHightop, AeroGRID, IGN, Esri, DigitalGlobe, GeoEye, Earthstar (United States), CNES/Airbus DS, USDA, AeroGRID, IGN, Esri, SwireHightop

Project Boundary

Buffered Project Boundary

Natural Heritage Element Occurrence (NHEO)

NHP Natural Area (NHNA)

Managed Area (MAREA)



## North Carolina Department of Environment and Natural Resources

Pat McCrory  
Governor

Donald R. van der Vaart  
Secretary

May 22, 2015

To: Linda Culpepper, Director  
Division of Waste Management

From: Jenny Patterson, Eastern Region Supervisor, Compliance Branch *Jenny Patterson*  
Hazardous Waste Section

Subject: Hazardous Waste Section Comments on Emerson Waldorf School Expansion (Orange County)  
Project Number: 15-0597

The Hazardous Waste Section (HWS) has reviewed the subject Scoping Request for the proposed project which consists of the re-development/expansion of the Emerson Waldorf School located at 6211 New Jericho Road in Chapel Hill, NC in Orange County.

Any hazardous waste generated from the construction, demolition, maintenance, and/or remediation (e.g. excavated soil) from the proposed projects must be managed in accordance with the North Carolina Hazardous Waste Rules. The construction, demolition, maintenance, and remediation activities conducted will most likely generate a solid waste, and the facility must determine if the waste is a hazardous waste. If the project site generates more than 220 pounds of hazardous waste in a calendar month, the HWS must be notified, and the site must comply with the small quantity generator requirements. If a project site generates more than 2200 pounds of hazardous waste in a calendar month, the HWS must be notified, and the facility must comply with the large quantity generator requirements.

The proposed project site does not currently have an EPA Identification number for hazardous waste generation assigned to the property. There are no active hazardous waste generators located within 2000 feet of the proposed project area in Chapel Hill, NC.

This review does not preclude the possibility of historical waste management activities at this site that may have contributed to contamination unknown to this office.

Should any questions arise, please contact me at 336-767-0031.





North Carolina Department of Environment and Natural Resources

Pat McCrory  
Governor

Donald R. van der Vaart  
Secretary

Date: May 22, 2015

To: Linda Culpepper, Director  
Division of Waste Management

Through: Jim Bateson, Superfund Section Chief 

From: Pete Doorn, Special Remediation Branch Head 

Subject: SEPA Project# 15-0597, Proposed Expansion of Emerson Waldorf Private School,  
Orange County, North Carolina

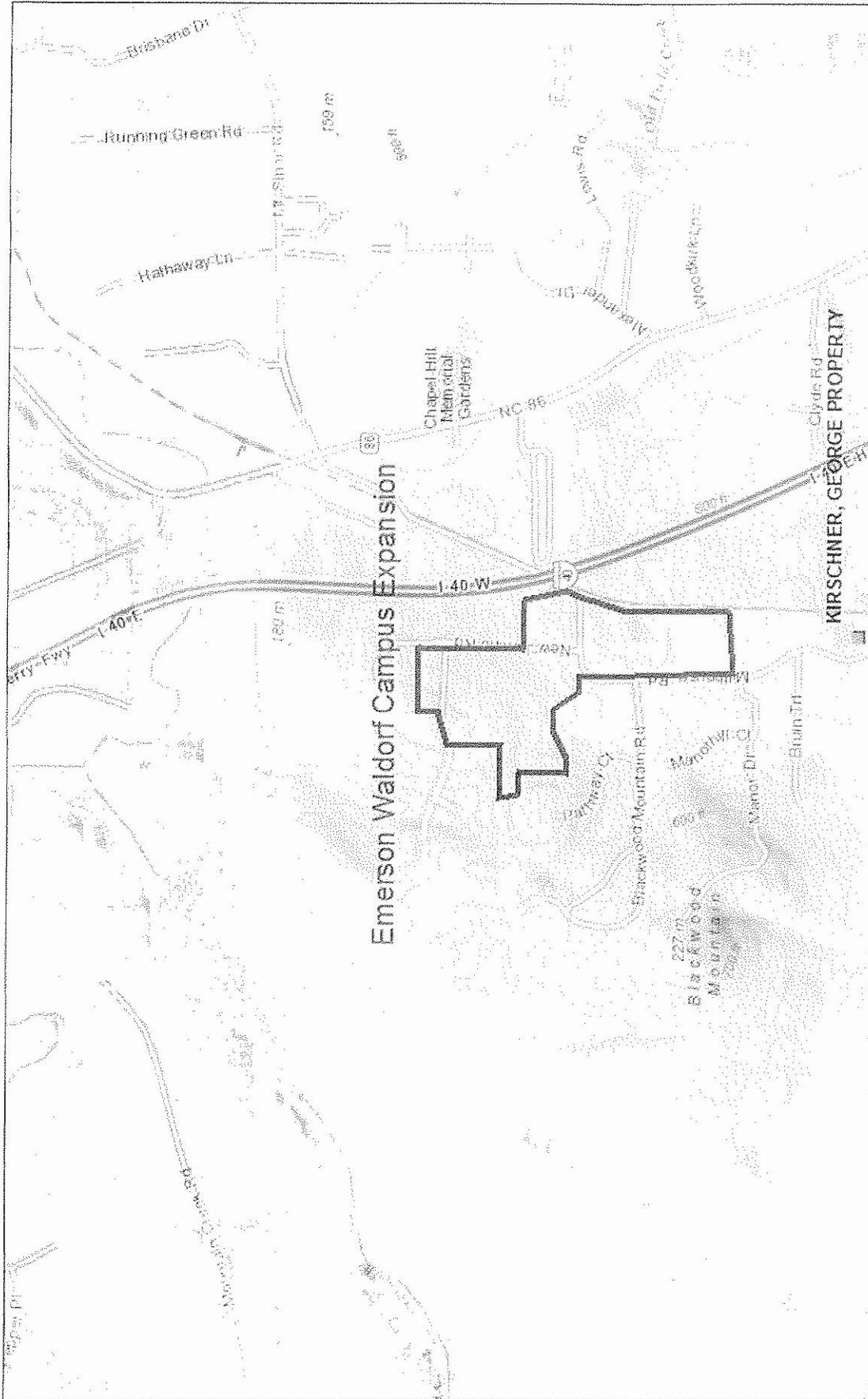
The Superfund Section has reviewed the proximity of CERCLIS and other sites under their jurisdiction to the proposed redevelopment / expansion of the Emerson Waldorf private school. The Emerson Waldorf School is proposing to re-develop and expand their existing campus. The plans are envisioned to support an increase in student population from approximately 260 students to approximately 350 students by 2030. The school obtains its potable water from a supply well located on the campus.

One site was identified within a 1-mile radius of the proposed project as noted on the attached map and in the table below. Due to the proximity of groundwater contamination at the identified site and the projected increased pumping of the school well to meet future demands for potable water, it is strongly recommended that site files be reviewed and appropriate precautions taken to ensure a continued safe water supply for the school. Superfund Section site files can be viewed at: <http://portal.ncdenr.org/web/wm/sf-file-records>.

Please contact me at 919.707.8369 if you have any questions.

ID #	Site Name	Status
NONCD0001961	Kirschner, George Property	Open site on the Inactive Hazardous Sites Inventory

# SEPA #15-0597, Orange County, NC



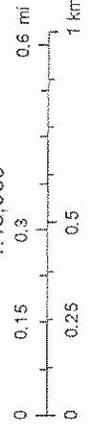
May 20, 2015

Buffer of DWM\_All\_Sites\_SEPA\_040815\_Query Result Buffer of DWM\_All\_Sites\_SEPA\_040815

Override 1

DWM\_JHSB\_033015

1:18,056



Sources: Esri, HERE, DeLorme, TomTom, Intermap, increment P. Corp., GEBCO, USGS, FAO, NPS, NRCAN, GEBCO, IGN, Kadaster NL



North Carolina Department of Environment and Natural Resources

Pat McCrory  
Governor

Donald R. van der Vaart  
Secretary

May 26, 2015

**MEMORANDUM**

**TO:** Lyn Hardison, Environmental Assistance Coordinator  
Department of Environment and Natural Resources

**FROM:** Harold Brady, SEPA Review Coordinator

**SUBJECT:** Scoping – Emerson Waldorf private school  
DENR# 15-0597

Thank you for providing the Division of Water Resources (DWR) an opportunity to provide comments regarding the proposed re-development/expansion of the Emerson Waldorf private school off of Millhouse Road in Orange County. Scoping conducted pursuant to Orange County SEPA ordinance.

DWR has no objection to the proposed project, but offer the following comments from Danny Smith ((919) 791-4252) of the Raleigh Regional Office:

1. A project that disturbs 1 acre or greater is required to secure an erosion and sedimentation control plan and must comply with construction stormwater permit conditions (NCG010000).
2. The project is in the Cape Fear River Basin (unnamed tributary to Old Field Creek-Water Supply V, - NSW). The USGS Topographic map depicted crenulations and blue line streams that course through the footprint of this tract. Note: the soil survey was not reviewed.
3. If stream, wetland or riparian buffer impacts are proposed, this project will need to comply with/secure a 404 permit from the USACE, obtain a 401 Water Quality Certification and/or secure a riparian buffer authorization. Project is in the Jordan Lake Watershed and will need to comply with Jordan Lake buffer rules. Please contact the Raleigh Regional Office for stream or riparian buffer call (919) 791-4200.

If you have any questions about this comment, please contact me at (919) 707-9005 or [harold.m.brady@ncdenr.gov](mailto:harold.m.brady@ncdenr.gov). Thank you.

After review of this project it has been determined that the ENR permit(s) and/or approvals indicated may need to be obtained in order for this project to comply with North Carolina Law. Questions regarding these permits should be addressed to the Regional Office indicated on the reverse of the form. All applications, information and guidelines relative to these plans and permits are available from the same Regional Office.

	PERMITS	SPECIAL APPLICATION PROCEDURES or REQUIREMENTS	Normal Process Time (statutory time limit)
<input type="checkbox"/>	Permit to construct & operate wastewater treatment facilities, sewer system extensions & sewer systems not discharging into state surface waters.	Application 90 days before begin construction or award of construction contracts. On-site inspection. Post-application technical conference usual.	30 days (90 days)
<input type="checkbox"/>	NPDES - permit to discharge into surface water and/or permit to operate and construct wastewater facilities discharging into state surface waters.	Application 180 days before begin activity. On-site inspection. Pre-application conference usual. Additionally, obtain permit to construct wastewater treatment facility-granted after NPDES. Reply time, 30 days after receipt of plans or issue of NPDES permit-whichever is later.	90-120 days (N/A)
<input type="checkbox"/>	Water Use Permit	Pre-application technical conference usually necessary	30 days (N/A)
<input type="checkbox"/>	Well Construction Permit	Complete application must be received and permit issued prior to the installation of a well.	7 days (15 days)
<input type="checkbox"/>	Dredge and Fill Permit	Application copy must be served on each adjacent riparian property owner. On-site inspection. Pre-application conference usual. Filling may require Easement to Fill from N.C. Department of Administration and Federal Dredge and Fill Permit.	55 days (90 days)
<input type="checkbox"/>	Permit to construct & operate Air Pollution Abatement facilities and/or Emission Sources as per 15 A NCAC (2Q.0100 thru 2Q.0300)	Application must be submitted and permit received prior to construction and operation of the source. If a permit is required in an area without local zoning, then there are additional requirements and timelines (2Q.0113).	90 days
<input type="checkbox"/>	Permit to construct & operate Transportation Facility as per 15A NCAC (2D.0800, 2Q.0601)	Application must be submitted at least 90 days prior to construction or modification of the source.	90 days
<input checked="" type="checkbox"/>	Any open burning associated with subject proposal must be in compliance with 15 A NCAC 2D.1900		
<input checked="" type="checkbox"/>	Demolition or renovations of structures containing asbestos material must be in compliance with 15 A NCAC 20.1110 (a) (1) which requires notification and removal prior to demolition. Contact Asbestos Control Group 919-707-5950.	N/A	60 days (90 days)
<input type="checkbox"/>	Complex Source Permit required under 15 A NCAC 2D.0800		
<input type="checkbox"/>	The Sedimentation Pollution Control Act of 1973 must be properly addressed for any land disturbing activity. An erosion & sedimentation control plan will be required if one or more acres to be disturbed. Plan filed with proper Regional Office (Land Quality Section) At least 30 days before beginning activity. A fee of \$65 for the first acre or any part of an acre. An express review option is available with additional fees.		20 days (30 days)
<input type="checkbox"/>	Sedimentation and erosion control must be addressed in accordance with NCDOT's approved program. Particular attention should be given to design and installation of appropriate perimeter sediment trapping devices as well as stable stormwater conveyances and outlets.		(30 days)
<input type="checkbox"/>	Mining Permit	On-site inspection usual. Surety bond filed with ENR Bond amount varies with type mine and number of acres of affected land. Any acre mined greater than one acre must be permitted. The appropriate bond must be received before the permit can be issued.	30 days (60 days)
<input type="checkbox"/>	North Carolina Burning permit	On-site inspection by N.C. Division Forest Resources if permit exceeds 4 days	1 day (N/A)
<input type="checkbox"/>	Special Ground Clearance Burning Permit - 22 counties in coastal N.C. with organic soils	On-site inspection by N.C. Division Forest Resources required "if more than five acres of ground clearing activities are involved. Inspections should be requested at least ten days before actual burn is planned."	1 day (N/A)
<input type="checkbox"/>	Oil Refining Facilities	N/A	90-120 days (N/A)
<input type="checkbox"/>	Dam Safety Permit	If permit required, application 60 days before begin construction. Applicant must hire N.C. qualified engineer to: prepare plans, inspect construction, certify construction is according to ENR approved plans. May also require permit under mosquito control program. And a 404 permit from Corps of Engineers. An inspection of site is necessary to verify Hazard Classification. A minimum fee of \$200.00 must accompany the application. An additional processing fee based on a percentage of the total project cost will be required upon completion.	30 days (60 days)

County <b>ORANGE</b>		Project Number: <u>15-0597</u>	Due Date: <u>5/25/2015</u>	Normal Process Time (statutory time limit)
PERMITS		SPECIAL APPLICATION PROCEDURES or REQUIREMENTS		
<input type="checkbox"/>	Permit to drill exploratory oil or gas well	File surety bond of \$5,000 with ENR running to State of NC conditional that any well opened by drill operator shall, upon abandonment, be plugged according to ENR rules and regulations.		10 days N/A
<input type="checkbox"/>	Geophysical Exploration Permit	Application filed with ENR at least 10 days prior to issue of permit. Application by letter. No standard application form.		10 days N/A
<input type="checkbox"/>	State Lakes Construction Permit	Application fee based on structure size is charged. Must include descriptions & drawings of structure & proof of ownership of riparian property.		15-20 days N/A
<input type="checkbox"/>	401 Water Quality Certification	N/A		60 days (130 days)
<input type="checkbox"/>	CAMA Permit for MAJOR development	\$250.00 fee must accompany application		55 days (150 days)
<input type="checkbox"/>	CAMA Permit for MINOR development	\$50.00 fee must accompany application		22 days (25 days)
<input type="checkbox"/>	Several geodetic monuments are located in or near the project area. If any monument needs to be moved or destroyed, please notify: N.C. Geodetic Survey, Box 27687 Raleigh, NC 27611			
<input checked="" type="checkbox"/>	Abandonment of any wells, if required must be in accordance with Title 15A. Subchapter 2C.0100.			
<input checked="" type="checkbox"/>	Notification of the proper regional office is requested if "orphan" underground storage tanks (USTS) are discovered during any excavation operation.			
<input type="checkbox"/>	Compliance with 15A NCAC 2H 1000 (Coastal Stormwater Rules) is required.			45 days (N/A)
<input type="checkbox"/>	Catawba, Jordan Lake, Randalman, Tar Pamlico or Neuse Riparian Buffer Rules required.			
<input checked="" type="checkbox"/>	Plans and specifications for the construction, expansion, or alteration of a public water system must be approved by the Division of Water Resources/Public Water Supply Section prior to the award of a contract or the initiation of construction as per 15A NCAC 18C .0300 et. seq. Plans and specifications should be submitted to 1634 Mail Service Center, Raleigh, North Carolina 27699-1634. All public water supply systems must comply with state and federal drinking water monitoring requirements. For more information, contact the Public Water Supply Section, (919) 707-9100.			30 days
<input checked="" type="checkbox"/>	If existing water lines will be relocated during the construction, plans for the water line relocation must be submitted to the Division of Water Resources/Public Water Supply Section at 1634 Mail Service Center, Raleigh, North Carolina 27699-1634. For more information, contact the Public Water Supply Section, (919) 707-9100.			30 days

Other comments (attach additional pages as necessary, being certain to cite comment authority)

Division	Initials	No comment	Comments	Date Review
DAQ	ddm	<input type="checkbox"/>		5/15/15
DWR-WQROS (Aquifer & Surface)	ds rb	<input type="checkbox"/> <input type="checkbox"/>	Expansion of capacity may require a modification to the existing non-discharge permit	5/21/15 5/28/15
DWR-PWS	wah	<input type="checkbox"/>	See last two checked boxes	5/13/15
DEMLR (LQ & SW)	JLH	<input type="checkbox"/>	This project appears to be adequately addressed under the local S&E program.	5/22/15
DWM - UST	MRP	<input type="checkbox"/>	Notify the UST Section at the Raleigh Regional Office if petroleum-contaminated soil or groundwater is encountered during construction activities.	5/26/15

### REGIONAL OFFICES

Questions regarding these permits should be addressed to the Regional Office marked below.

**Asheville Regional Office**  
2090 US Highway 70  
Swannanoa, NC 28778  
(828) 296-4500

**Mooresville Regional Office**  
610 East Center Avenue, Suite 301  
Mooresville, NC 28115  
(704) 663-1699

**Wilmington Regional Office**  
127 Cardinal Drive Extension  
Wilmington, NC 28405  
(910) 796-7215

**Fayetteville Regional Office**  
225 North Green Street, Suite 714  
Fayetteville, NC 28301-5043  
(910) 433-3300

**Raleigh Regional Office**  
3800 Barrett Drive, Suite 101  
Raleigh, NC 27609  
(919) 791-4200

**Winston-Salem Regional Office**  
450 West Hanes Mill Road, Suite 300  
Winston-Salem, NC 27105  
(336) 771-9800

**Washington Regional Office**  
943 Washington Square Mall

NORTH CAROLINA STATE CLEARINGHOUSE  
DEPARTMENT OF ADMINISTRATION  
INTERGOVERNMENTAL REVIEW

*Scott Walston*  
26

COUNTY: ORANGE

B03: SCHOOLS (PRIMARY/SECONDARY)

STATE NUMBER: 15-E-0000-0597

DATE RECEIVED: 04/28/2015

AGENCY RESPONSE: 05/25/2015

REVIEW CLOSED: 05/28/2015

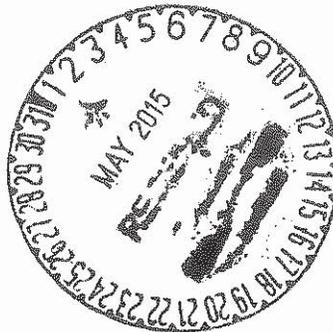
MS CARRIE ATKINSON  
CLEARINGHOUSE COORDINATOR  
DEPT OF TRANSPORTATION  
STATEWIDE PLANNING - MSC #1554  
RALEIGH NC

**REVIEW DISTRIBUTION**

CC&PS - DIV OF EMERGENCY MANAGEMENT  
DENR LEGISLATIVE AFFAIRS  
DEPT OF CULTURAL RESOURCES  
DEPT OF TRANSPORTATION  
TRIANGLE J COG

**PROJECT INFORMATION**

APPLICANT: Orange County  
TYPE: State Environmental Policy Act  
Scoping



DESC: Proposal is for the re-development/expansion of the Emerson Waldorf private school off of Millhouse Road. (submitted pursuant to Orange County SEPA ordinance)

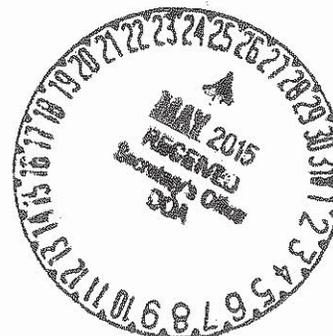
The attached project has been submitted to the N. C. State Clearinghouse for intergovernmental review. Please review and submit your response by the above indicated date to 1301 Mail Service Center, Raleigh NC 27699-1301.

If additional review time is needed, please contact this office at (919)807-2425.

AS A RESULT OF THIS REVIEW THE FOLLOWING IS SUBMITTED:  NO COMMENT  COMMENTS ATTACHED

SIGNED BY: *Scott Walston*

DATE: 5/19/15



NORTH CAROLINA STATE CLEARINGHOUSE  
DEPARTMENT OF ADMINISTRATION  
INTERGOVERNMENTAL ENVIRONMENTAL REVIEW

COUNTY: ORANGE

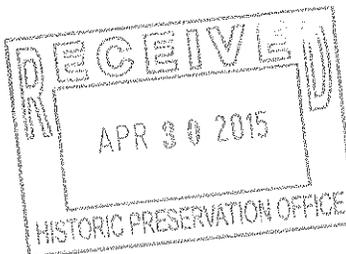
B03: SCHOOLS (PRIMARY/SECONDARY)

STATE NUMBER: 15-E-0000-0597

DATE RECEIVED: 04/28/2015

AGENCY RESPONSE: 05/25/2015

REVIEW CLOSED: 05/28/2015



CH 15-0974

Due 5/8/15

A- (NC) DATA 5/7/15

Due 5/19/15 5- (NO) ACK 5/12/15

MS RENEE GLEDHILL-EARLEY  
CLEARINGHOUSE COORDINATOR  
DEPT OF CULTURAL RESOURCES  
STATE HISTORIC PRESERVATION OFFICE  
MSC 4617 - ARCHIVES BUILDING  
RALEIGH NC

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DEPT OF CULTURAL RESOURCES  
DEPT OF TRANSPORTATION  
TRIANGLE J COG

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If additional review time is needed, please contact this office at (919)807-2425.

AS A RESULT OF THIS REVIEW THE FOLLOWING IS SUBMITTED:  NO COMMENT  COMMENTS ATTACHED

SIGNED BY:

Renee Gledhill-Earley

DATE:

5.18.15



MAY 01 2015

NORTH CAROLINA STATE CLEARINGHOUSE  
DEPARTMENT OF ADMINISTRATION  
INTERGOVERNMENTAL REVIEW

28

COUNTY: ORANGE

B03: SCHOOLS (PRIMARY/SECONDARY)

STATE NUMBER: 15-E-0000-0597  
DATE RECEIVED: 04/28/2015  
AGENCY RESPONSE: 05/25/2015  
REVIEW CLOSED: 05/28/2015

APR 30 2015

MS CAROLYN PENNY  
CLEARINGHOUSE COORDINATOR  
CC&PS - DIV OF EMERGENCY MANAGEMENT  
FLOODPLAIN MANAGEMENT PROGRAM  
MSC # 4719  
RALEIGH NC

REVIEW DISTRIBUTION

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DENR LEGISLATIVE AFFAIRS  
DEPT OF CULTURAL RESOURCES  
DEPT OF TRANSPORTATION  
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If additional review time is needed, please contact this office at (919)807-2425.

AS A RESULT OF THIS REVIEW THE FOLLOWING IS SUBMITTED:  NO COMMENT  COMMENTS ATTACHED

SIGNED BY:

John D. Brubaker

DATE: 11 May 2015



## Attachment 3

**FINDINGS OF THE ORANGE COUNTY PLANNING STAFF  
PERTAINING TO A REQUEST SUBMITTED BY  
THE EMERSON WALDORF SCHOOL  
REQUESTING CLASS A SPECIAL USE PERMIT APPROVAL  
FOR THE EXPANSION OF ITS CAMPUS AT 6211 NEW JERICO ROAD (SR 1899)  
(PINS: 9871- 64-7391; 9871-64-5632; 9871-65-8140; 9871-74-3098; and 9871-72-1935)**

As required under Section 5.2 *Table of Permitted Uses* of the Orange County Unified Development Ordinance (UDO), a Class A Special Use Permit is required for the development/expansion of a school. Such permits shall comply with general and specific standards as set forth in Section(s) 5.3.2 and 5.8.4 of the UDO.

Section 5.3.2 (A) (2) of the UDO requires written findings certifying compliance with the following:

- (1) The use will maintain or promote the public health, safety and general welfare, if located where proposed and developed and operated according to the plan as submitted;
- (2) The use will maintain or enhance the value of contiguous property (unless the use is a public necessity, in which case the use need not maintain or enhance the value of contiguous property); and
- (3) The location and character of the use, if developed according to the plan submitted, will be in harmony with the area in which it is to be located and the use is in compliance with the plan for the physical development of the County as embodied in these regulations or in the Comprehensive Plan, or portion thereof, adopted by the Board of County Commissioners;

In addition, the Board shall make findings certifying that the application is compliant with the following specific standards:

- (1) Specific standards for the submission of Special Use Permit applications as outlined within Section(s) 2.2 and 2.7 of the UDO,
- (2) Section 5.3.2 (B) relating to the method and adequacy of the provision of:
  - a. Sewage disposal facilities,
  - b. The adequacy of police, fire, and rescue squad protection, and
  - c. The adequacy of vehicular access to the site and traffic conditions around the site
- (3) Specific regulations governing the development of school as set forth in Section 5.8.4 of the UDO,
- (4) The general findings outlined within Section 5.3.2 (A) (2).

Listed below are the findings of the Orange Planning staff regarding the application in question. The findings have been presented by Article and requirement to assist the Planning Board in its deliberations.

REQUIREMENT	UDO	SUPPORTING EVIDENCE	Staff	Planning Board
<b>APPLICATION COMPONENTS</b>				
Proper forms	2.2	Application (Attachment 1 of May 26, 2015 quarterly public hearing packet)	Yes	
Fees paid	2.2.4(D)	Staff Testimony/Application	Yes	
Full description of use <ul style="list-style-type: none"> <li>• Location</li> <li>• Appearance</li> <li>• Operational characteristics</li> </ul>	2.7.3(B)(1)	Application	Yes	
Owner Information	2.7.3(B)(2)	Application	Yes	
Information needed for Use Standards	2.7.3(B)(3)	Application and site plan	Yes	
Site Plans (26 for Class A)	2.7.3(B)(4)	Application/Staff Testimony (Site plan)	Yes	
Preliminary Subdivision Plat (if necessary)	2.7.3(B)(5)	[No subdivision proposed.]	N/A	
List of parcels within 500 feet	2.7.3(B)(6)	Application	Yes	
Elevations of all structures	2.7.3(B)(7)	Application and site plan; staff testimony and pictures as part of power point presentation	Yes	
Environmental Assessment (or EIS) <ul style="list-style-type: none"> <li>• Topography</li> <li>• Drainage issues</li> <li>• Natural or Cultural resources</li> <li>• Mining</li> <li>• Hazardous Wastes</li> <li>• Wastewater treatment</li> <li>• Water usage</li> </ul>	2.7.3(B)(8)	Application package including: <ul style="list-style-type: none"> <li>• Biological Inventory completed by The Catena Group;</li> <li>• Forest Stewardship Plan completed by Kelly Douglass;</li> <li>• Impact Analysis completed by Everett 'Vic' Knight</li> <li>• State Clearing House comments (<u>Attachment 2</u> July 1, 2015 Planning Board packet)</li> </ul>	Yes	
Method of Debris Disposal	2.7.3(B)(9)	Application and site plan	Yes	
Development Schedule	2.7.3(B)(10)	Application and site plan	Yes	
Extended Vesting Request	2.7.3(B)(11)	Not requested	N/A	

REQUIREMENT	UDO	SUPPORTING EVIDENCE	Staff	Planning Board
<b>NOTIFICATION REQUIREMENTS</b>				
Public Notice <ul style="list-style-type: none"> <li>• Date</li> <li>• Time</li> <li>• Place</li> </ul>	2.7.5(a)	May 26, 2015 Quarterly Public Hearing Abstract (Attachment 4) and staff testimony	Yes	
Published in Newspaper <ul style="list-style-type: none"> <li>• Two successive weeks</li> <li>• First notice at least ten days prior but no more than twenty-five days prior</li> </ul>	2.7.5(b)	May 26, 2015 Quarterly Public Hearing Abstract (Attachment 4) and staff testimony	Yes	
Sign Posting on Property (at least 10 days prior)	2.7.5(c)	Staff Testimony posted sign on <i>May 14, 2015</i>	Yes	
Mailed Notice <ul style="list-style-type: none"> <li>• Certified mail</li> <li>• All adjacent property owners (within 500 ft.)</li> <li>• Not less than fifteen days prior</li> </ul>	2.7.5(d)	May 26, 2015 Quarterly Public Hearing Abstract (Attachment 4) and staff testimony	Yes	

REQUIREMENT	UDO	SUPPORTING EVIDENCE	Staff	Planning Board
<b>SPECIFIC STANDARDS</b>				
<p><b>Waste Disposal</b> Method and adequacy of provision for sewage disposal facilities, solid waste and water service.</p>	5.3.2(B)(1)	<p>May 26, 2015 Quarterly Public Hearing Abstract (Attachment 3) and staff testimony.</p> <p>Both Environmental Health and Solid Waste have indicated they have no concerns.</p> <p>Conditions are recommended to require Solid Waste Permit as part of development process.</p>	Yes	
<p><b>Safety</b> Method and adequacy of police, fire and rescue squad protection.</p>	5.3.2(B)(2)	<p>May 26, 2015 Quarterly Public Hearing Abstract (Attachment 3) and staff testimony.</p> <p>Orange County Emergency Service staff and the Sheriff's office have indicated the project can be served.</p>	Yes	
<p><b>Vehicle Access</b> Method and adequacy of vehicle access to the site and traffic conditions around the site.</p>	5.3.2(B)(3)	<p>May 26, 2015 Quarterly Public Hearing Abstract (Attachment 3), Transportation Impact Analysis (TIA) completed by SEPI Engineering, and staff testimony.</p> <p>There will not be an appreciable traffic increase in the area associated with the expansion of the school.</p>	Yes	

REQUIREMENT	UDO	SUPPORTING EVIDENCE	Staff	Planning Board
<b>STANDARDS for Schools (Elementary, Middle and Secondary)</b>				
<b>Site Plan</b> A site plan prepared in accordance with Section 2.5 of and 5.8.4 of UDO	5.8.4 (A) (1)	Application, Applicant Testimony, Staff Testimony, and Site plan	Yes	
<b>Standards of Evaluation</b>				
Project meets applicable design standards of UDO	5.8.4 (A) (3) (a)	Application, Applicant Testimony, Staff Testimony, and Site plan	Yes	
Project meets service provision criteria: <ol style="list-style-type: none"> <li>i. Identifies primary and secondary police (public service), rescue services, and fire responders ,</li> <li>ii. Identifies sources of water for use by fire fighters,</li> <li>iii. Identifies water source and wastewater treatment method</li> <li>iv. Identifies process for removal of solid waste</li> </ol>	5.8.4 (A) (3) (b)	Application, Applicant Testimony, Staff Testimony (Attachment 3 of quarterly public hearing packet), and Site plan	Yes	
Completion of biological inventory (identification of habitats)	5.8.4 (A) (3) (c)	Application, Applicant Testimony, Staff Testimony and <ul style="list-style-type: none"> <li>• Biological Inventory completed by The Catena Group;</li> <li>• Forest Stewardship Plan completed by Kelly Douglass;</li> <li>• State Clearing House comments (<u>Attachment 2</u> July 1, 2015 Planning Board packet)</li> </ul>	Yes	

REQUIREMENT	UDO	SUPPORTING EVIDENCE	Staff	Planning Board
<b>STANDARDS for Schools (Elementary, Middle and Secondary) – continued</b>				
Landscaping and buffers (protection of existing vegetation, tree protection measures, etc.)	5.8.4 (A) (3) (d)	Application, Applicant Testimony, Staff Testimony and <ul style="list-style-type: none"> <li>• Biological Inventory completed by The Catena Group;</li> <li>• Forest Stewardship Plan completed by Kelly Douglass;</li> <li>• State Clearing House comments (<u>Attachment 2</u> July 1, 2015 Planning Board packet)</li> </ul>	Yes	
Stormwater management and drainage plan	5.8.4 (A) (3) (e) and (f) inclusive	Application, Applicant Testimony, Staff Testimony (Attachment 3 of quarterly public hearing packet), and Site plan  A recommended condition of approval is that as new development is approved for the site the applicant will have to submit the formal stormwater management plan for approval by Orange County.	Yes	
Grading and erosion control	5.8.4 (A) (3) (g)	Application, Applicant Testimony, Staff Testimony (Attachment 3 of quarterly public hearing packet), and Site plan  A recommended condition of approval is that as new development is approved for the site the applicant will have to submit formal erosion control plans for approval by Orange County.	Yes	

REQUIREMENT	UDO	SUPPORTING EVIDENCE	Staff	Planning Board
<b>STANDARDS for Schools (Elementary, Middle and Secondary) – continued</b>				
Solid Waste Management	5.8.4 (A) (3) (h)	Application, Applicant Testimony, Staff Testimony (Attachment 3 of quarterly public hearing packet), and Site plan  A recommended condition of approval is as new site plans are submitted the applicant will submit the formal solid waste management plan for approval by Orange County Solid Waste.	Yes	
Irrigation	5.8.4 (A) (3) (i)	Application and site plan	Yes	
Habitat Maintenance	5.8.4 (A) (3) (j)	Application and site plan	Yes	
Public Road Access	5.8.4 (A) (3) (k)	Application and site plan; Transportation Impact Analysis (TIA) completed by SEPI Engineering	Yes	
Maintenance of Improvements	5.8.4 (A) (3) (l)	Application and site plan	Yes	
<p>Additional Standards</p> <ul style="list-style-type: none"> <li>i. Minimum lot size consistent with adopted County school construction standards.</li> <li>ii. Lot size shall be adequate to accommodate all activities.</li> <li>iii. Negative visual impacts shall be minimized along major roadways.</li> <li>iv. Required transportation improvements are installed.</li> <li>v. Site designed for multiple shared use opportunities.</li> <li>vi. Site access</li> </ul>	5.8.4 (A) (3) (m)	<p>Application package including:</p> <ul style="list-style-type: none"> <li>• Biological Inventory completed by The Catena Group;</li> <li>• Forest Stewardship Plan completed by Kelly Douglass;</li> <li>• Impact Analysis completed by Everett 'Vic' Knight</li> <li>• Transportation Impact Analysis (TIA) completed by SEPI Engineering</li> <li>• State Clearing House comments (<u>Attachment 2</u> July 1, 2015 Planning Board packet)</li> </ul> <p>Applicant and staff testimony.</p>	Yes	

REQUIREMENT	UDO	SUPPORTING EVIDENCE	Staff	Planning Board
<b>SPECIFIC STANDARDS</b>				
In accordance with Section 5.3.2 (A) (2), the Planning Board shall also consider the following general conditions before the application for a Special Use can be approved.				
<b>NOTE:</b> Planning Staff does not provide a recommendation on these items as the Board is expected to provide a recommendation based on the sworn testimony provided at the hearing. Staff is providing a brief synopsis of the information contained within the submittal the applicant argues demonstrates compliance for reference purposes only.				
The use <b>(will / will not)</b> maintain or promote the public health, safety and general welfare, if located where proposed and developed and operated according to the plan as submitted.	Section 5.3.2 (A) (2) (a)	Application package and testimony including: <ul style="list-style-type: none"> <li>• Biological Inventory completed by The Catena Group;</li> <li>• Forest Stewardship Plan completed by Kelly Douglass;</li> <li>• Impact Analysis completed by Everett 'Vic' Knight</li> <li>• Transportation Impact Analysis (TIA) completed by SEPI Engineering</li> <li>• State Clearing House comments (<u>Attachment 2</u> July 1, 2015 Planning Board packet)</li> </ul> Staff testimony and abstract package from May 26, 2015 quarterly public hearing.		
The use <b>(will / will not)</b> maintain or enhance the value of contiguous property (unless the use is a public necessity, in which case the use need not maintain or enhance the value of contiguous property).	Section 5.3.2 (A) (2) (b)	Application package and testimony including: <ul style="list-style-type: none"> <li>• Impact Analysis completed by Everett 'Vic' Knight</li> </ul> Staff testimony and abstract package from May 26, 2015 quarterly public hearing.		

<p>The location and character of the use, if developed according to the plan submitted, <b>(will / will not)</b> be in harmony with the area in which it is to be located and the use is in compliance with the plan for the physical development of the County as embodied in these regulations or in the Comprehensive Plan, or portion thereof, adopted by the Board of County Commissioners.</p>	<p>Section 5.3.2 (A) (2) (c)</p>	<p>Application package and testimony including:</p> <ul style="list-style-type: none"> <li>• Biological Inventory completed by The Catena Group;</li> <li>• Forest Stewardship Plan completed by Kelly Douglass;</li> <li>• Impact Analysis completed by Everett 'Vic' Knight</li> <li>• Transportation Impact Analysis (TIA) completed by SEPI Engineering</li> <li>• State Clearing House comments (<u>Attachment 2</u> July 1, 2015 Planning Board packet)</li> </ul> <p>Staff testimony and abstract package from May 26, 2015 quarterly public hearing.</p>		
--	--------------------------------------	--	--	--

**RECOMMENDATION:**

Staff has not received any comments from local residents and property owners indicating they do not believe the proposed facility complies with the provisions of Section 5.3.2 (A) (2) inclusive. These standards include maintaining or promoting the public health, safety, and general welfare, maintaining or enhancing the value of contiguous property, the use is in harmony with the area in which it is to be located, and the use being in compliance with the general plan for the physical development of the County.

Staff has reviewed the application, the site plan, and all supporting documentation and has found that the applicant **complies** with the specific standards and required regulations as outlined within the UDO with respect to the submittal of required information for the project.

Provided the Planning Board finds in the affirmative on the specific and general standards as detailed herein, and no evidence is entered into the record demonstrating the applicant has either:

- a. Failed to meet their burden of proof that the project complies with the specific development standards for a school, or
- b. Fails to comply with the general standards detailed within Section 5.3.2 (A) (2)

of the UDO, the Board could make an affirmative recommendation on this application to the BOCC.

In the event that the Board makes an affirmative finding, staff recommends the attachment of the following conditions:

1. That the school be limited to serving 350 students as proposed by the applicant within the Special Use Permit application.
2. The granting of this Special Use Permit does not confer onto the applicant authorization to commence construction/land disturbance activities. No land disturbance activity shall commence until all applicable approvals, as detailed within the Unified Development Ordinance, have been obtained.
3. The submittal of a Solid Waste Permit application shall be required for every individual development project associated with this project.
4. Existing vegetation shall be preserved and remain in an undisturbed state in general conformance with Sheet(s) C4, C5, and C6 of the approved site plan, as appropriately adjusted pursuant to Site Plan review for individual construction phases.
5. That the Fire Marshal and representatives of the New Hope Volunteer Fire Department shall review and approve the floor plan of proposed new buildings prior to the issuance of any Building and/or Zoning Compliance Permit(s) approving construction verifying that the structures comply with all applicable NC Fire Protection Code standards.
6. The applicant shall install required wastewater treatment system improvements necessary to support approved expansion projects prior to the commencement of earth disturbing activities. Further, the school is required to supply Planning and Environmental Health staff with any and all permits issued by the State of North Carolina allowing for the operation/modification of the system.
7. That an annual inspection of the wastewater treatment facility shall be conducted by the Orange County Health Department, consistent with established Departmental policy, in order to ensure that the system is functioning within established parameters. The

applicant shall bear the burden of paying all fees associated with this inspection of the wastewater treatment facility as imposed by the Health Department.

8. That the applicant secure any necessary Soil Erosion and Grading, Stormwater, or other similar permit(s) from the Orange County Erosion Control Division, prior to any land disturbing activity occurring as part of the approved site plan.
9. That the applicant adhere to any conditions that may be imposed by North Carolina Department of Transportation in accordance with the driveway permit for this project.
10. That the provision of outdoor sports field lighting shall be deemed a SUP modification requiring the applicant to apply for a new Class A Special Use Permit as detailed within the UDO.
11. Development proposals shall be submitted to the North Carolina Division of Fish and Wildlife for review comment as part of the site plan review process of the County to ensure no endangered species are impacted.
12. The Special Use Permit will automatically expire in 12 months from the date of approval if the use has not commenced or construction has not commenced or proceeded unless a timely application for extension of this time limit is approved by the Board of Adjustment.
13. If any condition of this Special Use Permit shall be held invalid or void, then this Special Use Permit shall be void in its entirety and of no effect.

**APPROVED 9/1/2015**

**MINUTES  
ORANGE COUNTY BOARD OF COMMISSIONERS  
QUARTERLY PUBLIC HEARING  
May 26, 2015  
7:00 P.M.**

The Orange County Board of Commissioners met with the Orange County Planning Board for a Quarterly Public Hearing on May 26, 2015 at 7:00 p.m. at the Whitted Building, in Hillsborough, N.C.

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

**COUNTY COMMISSIONERS ABSENT:** Barry Jacobs

**COUNTY ATTORNEY PRESENT:** James Bryan (Staff Attorney)

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

**PLANNING BOARD MEMBERS PRESENT:** Chair Pete Hallenbeck and Planning Board members Lisa Stuckey, Herman Staats, Paul Guthrie, Tony Blake, Laura Nicholson, and Lydia Wegman, Andrea Rohrbacher, Maxecine Mitchell, H.T. "Buddy" Hartley

**PLANNING BOARD MEMBERS ABSENT:** James Lea and Bryant Warren

- 1. Application for a Class A Special Use Permit** – To review and receive sworn testimony on a Special Use Permit application seeking approval of a school redevelopment/master plan for Emerson Waldorf School's existing facility located at 6211 New Jericho Road within the Chapel Hill Township.

**THIS ITEM IS VERBATIM.**

Planning Board Chair Pete Hallenbeck opened the public hearing, and introduced this item.

**Pete Hallenbeck:** We are going to open up the public hearing for an Application for a Class A Special Use Permit for the Emerson Waldorf School. I'll turn it over to Michael Harvey, and we'll be bringing up the people who will be providing testimony so they can be sworn in.

**Michael Harvey:** Yes Sir. Michael Harvey, Orange County Current Planning Division. At this time, I'd like to ask any individual who is going to be offering sworn testimony, or evidence, with respect to the Emerson Waldorf Class A Special Use Permit to please come forward, so they can be sworn in by the Deputy Clerk.

*Those who were planning to speak were sworn in.*

**Michael Harvey:** Again, Michael Harvey, and I have been sworn. As the Chair has already pointed out we are here to review a Class A Special Use Permit for the Emerson Waldorf School. You will note from your packet of information the School actually is on five separate parcels of property, totaling 54 acres in area. Or 55 acres in area, excuse me. These parcels are all zoned rural buffer, and are located within the rural buffer land use category as designated in the future land use map in the Comprehensive Plan. The property is also located within the rural buffer rural residential area, as defined within the Joint Planning Land Use Plan.

As the Chair has already alluded to, this is a Class A Special Use Permit and is held in a quasi-judicial format. Meaning those parties for and against the application have to provide sworn testimony, as well as competent material and substantial evidence on the merits of the proposal. The Applicant ultimately, by our Unified Development Ordinance, has the burden of demonstrating this project complies with the provisions of the UDO. Anyone opposing the application is required to demonstrate, also through sworn testimony and competent material and evidence, how it doesn't comply and how the Applicant has failed to meet their burden. As has already been alluded to, hearsay or unsubstantiated opinions are not sufficient testimony and are not admissible. If the applicant proves compliance with the Unified Development Ordinance, and there is no evidence in the record that the project does not, then we have an obligation to issue the permit. So with that brief synopsis, what I would like to do is turn this over to Mr. Patrick Mallet of my staff, and the Applicant, to present the actual components of the application package. Thank you.

**Patrick Mallet:** Good Evening Commissioners. I'm Pat Mallet, and I've been duly sworn. I'm going to be fairly brief with my part of the presentation, because my understanding is that Emerson Waldorf has a presentation that they would like to make. So, for the sake of redundancy, I'll go quickly. The School was formed in 1984. That predates our requirements under the section 5.8 of the UDO, to require a Class A Special Use Permit. And basically, the way that the UDO is structured is any expansion of the School would treat it as if it was a new Class A Special Use Permit application. So that's why we're here tonight. Reviewing the case and the essence of, basically, the better part of a year's worth of work, has been the School's effort to develop a Master Plan, get all of their envisions – expansions for the next ten, fifteen, twenty years approved in one fell swoop, so they can not have to come back to you each and every time they do a building.

*Patrick Mallet reviewed the following PowerPoint slides:*

**MAY 26, 2015**  
**AGENDA ITEM: C-1**  
**QUARTERLY PUBLIC HEARING**  
**CLASS A SPECIAL USE PERMIT**  
**DEVELOPMENT/RE-DEVELOPMENT**  
**OF THE EMERSON WALDORF SCHOOL**

**PROPERTY INFORMATION**

- **PIN(s):** 9871- 64-7391; 9871-64-5632; 9871-65-8140; 9871-74-3098; and 9871-72-1935.
- **Size:** Approximately 55.27 acres total (total).
- **Zoning :** Rural Buffer (RB).
- **Future Land Use Map Designation:** Rural Buffer.
- **Growth Management System Designation:** Rural.
- **Joint Land Use Plan Designation:** Rural Buffer – Rural Residential Area.

**REQUIRED REVIEW**

Project involves the review of a Class A Special Use Permit in accordance with the provisions of Section 2.7 of the UDO.

- Held in a quasi-judicial format meaning all parties, for and against the application, provide sworn testimony as well as competent material and substantial evidence on the merits of the proposal.
- Applicant has burden of demonstrating project complies with the provisions of the UDO.

### **REQUIRED REVIEW**

- Anyone opposing the application is required to demonstrate through sworn testimony as well as competent material and substantial evidence that the project does not comply with the provisions of the Ordinance.
- Hearsay or unsubstantiated opinions are not sufficient testimony.
- If applicant proves compliance with applicable standards, and there is no evidence in the record the project does not comply, the permit must be issued.

### **BACKGROUND**

- School opened in 1984 prior to establishment of Orange County's school development standards (i.e. Sec 5.8.4 of UDO), and requirement for a Class A SUP for Schools,
- Nature of request requires Staff review the request as if it were a new Class A SUP application (Sec 8.6 of UDO).
  - STAFF NOTE: proposal does not alter operational parameters of the school in a manner making it inconsistent with current regulations.

### **PROPOSAL**

- Develop new classroom(s), gymnasium, administrative office building, and performing arts center,
- Develop additional recreational fields (i.e. multi-purpose field.) on property south of Millhouse Road,
- Additions to existing buildings (i.e. classroom and administrative),
- Expansion of parking and drop-off areas,
- Modify/update infrastructure (i.e. stormwater, septic, and well water distribution, etc.),
- New internal pathways.

### **SITE PLAN** (PHOTO)

### **SITE PLAN** (PHOTO)

### **NEIGHBORHOOD INFORMATION MEETING (NIM)**

- 2 NIMs were held on January 8 and April 10, 2015,
- No member of the general public attended January 8, 2015 meeting,
- During April 10, 2015 meeting an adjacent property owner expressed concern over athletic field lights. The applicant informed this individual that no such lights were proposed.
- No other comments have been received.

### **Site Photographs- Existing Facilities**

### **Site Photographs- Existing Facilities**

### **Site Photographs- Millhouse RD & New New Jericho RD**

## **REVIEW PROCESS**

- Step One: Review of application at a joint Quarterly Public Hearing by BOCC and Planning Board. BOCC adjourns the public hearing to a date/time certain to receive the Planning Board recommendation.
- Step Two: Review of application by Planning Board who make a recommendation on the application based on the evidence and testimony offered into evidence during the public hearing.
  - **STAFF COMMENT: The Planning Board will begin the review of this item at their July 1, 2015 regular meetings, which convene at 7:00 p.m. in the lower level conference room of the West Campus Office Building at 131 West Margaret Lane in downtown Hillsborough.**
- Step Three: BOCC reconvenes public hearing to receive Planning Board recommendation. **No additional public comment/testimony is accepted.**
- BOCC takes action on the proposal.

## **STAFF INITIAL REVIEW**

- Applicant has submitted documentation required for the review of the project.
- Applicant has submitted required documentation for a Class A Special Use Permit (i.e. required by Section 2.7.3).
- There are goals/objectives/policies within the Comprehensive Plan lending credence to the viability of the proposal.

## **RECOMMENDATION**

1. Receive the application,
2. Conduct the Public Hearing and accept sworn testimony and evidence.
3. Refer the matter to the Planning Board with a request that a recommendation be returned to the County Board of Commissioners in time for the **October 6, 2015** BOCC regular meeting.
4. Adjourn the public hearing until **October 6, 2015** in order to receive and accept the Planning Board's recommendation and any submitted written comments.

**Patrick Mallet:** And with that I have Charlie Viles, who is going to walk through the different elements of the school, and give you an overview.

**Pete Hallenbeck:** Do the Commissioners have any questions at this point? Or are we going to wait until we hear from the applicant?

*The Commissioners had no questions or comments.*

**Peter Hallenbeck:** Alright. Go ahead, Sir.

**Charlie Viles:** My name is Charles Viles. I am duly sworn. My connection with the School is – I've been on the School's – Chairman of the School's Camus Planning Committee for the last six years. I was on the School's board from 2007 to 2014 and was Board President for two of those years. I've also been a parent at the School for fifteen years. I want to quickly introduce the other folks that may come up here to speak. Rebecca Rogers who is the School's treasurer, a member of the Board, and also a practicing attorney, if there is a need for cross examination and things like that, then she would serve in that capacity. Chad Abbott is the Consultant that

we've hired with Summit Engineering. He's a practicing Engineer and he will – anyway, a little technology issue there – he will address the technical details of the application. And then we also enlisted Vick Knight, who is an appraiser, and if needs to get up and speak about the property value, the maintenance of the property values, or the proposal, then he's ready to do that as well. Although, if that's not required, we won't do that.

So, my job here is really to provide a bit of a human face. I'm the expert for the School. I understand what the School is about. And to provide you a picture of what goes on at the School, and so you can better get a feel for what we're trying to accomplish. Waldorf Education is a style of education that has been around for about a hundred years.

*Charlie Viles presented the following PowerPoint slides:*

**Application for Class A Special Use Permit**  
**Orange County Board of County Commissioners**  
**May 26, 2015 Emerson Waldorf School**

**Presentation Overview**

Introductions

School Overview, History, and Planning

- Charles Viles – Emerson Waldorf School

Technical Highlights of Application

- Chad Abbott – Summit Engineering

**Waldorf Education**

- Early 1900s in Germany.
- 1,000 schools world-wide.
- US ~150 schools.
- NC – 1 EWS!!

**Facets of Waldorf Education**

- Arts focused.
- Curriculum delivery based on stage of child dev.
- Connection to the natural world.
- Student-created texts “Main Lesson Book”
- Minimal traditional media.
- “Grades” teacher
- Low testing burden
- Multi-sensory education

**Emerson Waldorf School**

- Founded 1984.
- Current site -1987.
- 55 acres.
- 260 students PK-12.
- 80% Orange County residents.

**EWS- Internal Planning Process**

**2020 Strategic Goal – “World Class!”**

- Attract and retain committed teachers.
- Grow enrollment – 300+ students
- Conscious growth of physical campus to support curricular goals, improved safety.

**The External Planning Process****Campus Master Plan Highlights**

- Grow 259 → 350 students.
- New buildings to support curriculum.
- Re-engineered parking, traffic flow to provide improved safety, accessibility, and coherence.
- Develop with environmental ethic - “Walk our Talk”

**Supporting Evidence**

- Biological Inventory – Catena Group
- Tree and Forest Survey – NC Dept of Forestry
- Property Value Assessment – Everett V. Knight
- Traffic Management Plan – NCDOT/Summit
- Traffic Impact Analysis – SEPI
- Comments – DEAPR, Solid Waste, Stormwater, Fire, NCDOT, Town of CH, Health Dept.

**General Standards - 5.3.2(A)(2)**

Standard	Support
Maintain Public Health.	Physical plan, NCDOT recommendations, comments from Fire, Solid Waste, OC Health.
Maintain Property Value.	Market and impact analysis, existing use as school, physical plan.
Harmony of existing area and comprehensive plan.	Physical plan, Biological Inventory, tree survey, existing use as school, comments from Parks

**Charlie Viles:** And, I think I’m going stop there. And, I’ll turn it over to Chad.

**Chair McKee:** And before you start, I might note for our Board members, that we have extra paper copies of the plats, if you find that this is hard to read.

**Chad Abbot:** Good evening. My name is Chad Abbott. I have been duly sworn. Commissioners, I’d like to thank you for your time tonight. And I hope by the end of this you will see that we have done our best to meet the findings of facts and address the items that are required for the Special Use Permit Class A in Orange County. I am a licensed engineer in the State of North Carolina. License number: 036242. I attended NC State, graduated 2005 with a

Bachelors of Science in Civil Engineering and Construction Engineering, with management concentration. I'm employed at Summit Design and Engineering, here in Hillsborough. We have been representing the Emerson Waldorf School in this application, to provide planning assistance and help bring their master plan and goal and vision to the County.

So, we have been working several months now, probably near a year, trying to get this master plan such that it was complete, and could appear before you guys. The biggest challenge was addressing one of the findings of fact, which was the public health safety and welfare, which was on the DOT (NC Department of Transportation) side of things. Addressing the congestion and traffic items and concerns that DOT had, as well as MSTA, when we submitted our master plan submittal. We have satisfied those comments and, per your packets, in the staff reports, and I know that they do a thorough staff report, and I'd like to thank the staff for their work over the past year in helping us meet all these standards of evaluations, and explain those to the details, so we could adequately address those.

We presented all the environmental findings, the tree inventories. You will see all – and I know that you have a lot on your agenda tonight, so I don't know that I need to go through each one of those in detail. If you do need me to, then I can answer questions later. But, in short, I would like to, first and foremost, really just address the findings of fact. They may be listed in your packets on a certain page. I know your packets are pretty full. But on our narrative, they were on the second page of our narrative. In number one, there was the Public Health Safety and Welfare. We are proposing a school, there's nothing dangerous about the use as a school. You know some may say, "well you're going to bring a school into a community." Sometimes if it's a new use, you may worry about crime and children's safety, etc. The fact that the School has been there since '87 I think speaks to the fact that the use as a school on this property is not a concern, or it's not an adverse impact, so the Public Health Safety and Welfare of the general public surrounding. Like I said, the DOT comments and concerns were the biggest item to address, which we have done. And you should see their approval. I think in the email they have said they are okay with us to proceed on to a more detailed site plan level.

The next finding of fact was that the "use would maintain, or enhance, the value of contiguous properties." I will let Mr. Vick Knight speak to that effect. I would say our thought all along, as we developed this master plan, was we definitely didn't want to get to this point and say, well somebody say, "it's going to affect my property in an adverse way." But our thinking the whole time, and our justification would be that I'm sure several houses in that area have sold since the use of the property in '87, and there's nothing new. It's just an expansion of an existing use. So it's not a new use on a new site, but an existing use.

Lastly, "that the location and character of the use if developed as approved, or submitted, would be in harmony with the area in which it's to be located." I would say that and you know, again – the fact that it's an existing school, and it's been used as that since – going on thirty years now – would speak to the fact that it's in harmony with the area. And per Mr. Viles presentation, you'll see that they try to blend in with their existing environment, with the master planning and with the previous development. With the way the School is formatted and just go in and blanket grade the whole site or masquerade the whole site. It's a right steep topography in that area, and they went in and just blended with the environment, just like their surrounding residential homes and subdivisions that are in there. Like I said, we have also spoken to the specific standards of evaluation, and I'd be happy, at the conclusion, to address any questions you may have regarding that. Usually schools are somewhat challenging sometimes, when you go into an area but the fact that this is an existing use helps cover a lot of that ground, in my opinion.

So, with that said, I did have the map shown and along with several other colored versions along with the traffic plan, since your prints are not in color, and because of the legibility, may be diminished. Should you have questions, I can scroll to those, and I would additionally like for these PDF versions of this to be entered into the record, as well as everything else we've submitted in the staff's packet.

**Pete Hallenbeck:** Are there any questions from the Board members, for the applicant? Yes.

**Commissioner Dorosin:** Other than the colors on these, is there anything different than what we've already got?

**Chad Abbott:** No, Sir. We thought it best to – and in case some of the public had questions of what's new, what's not. So on – what the screen you have before you, the red buildings are the new buildings. We put a legend on the side of the plans for you guys to see what was proposed. They're labeled P buildings, E is for existing. And this is just a colored version of what you had to help with the Public and anybody else that had any questions.

**Commissioner Rich:** I don't know if this question is for you or for our staff. How come the septic system is reviewed by the State as opposed to Orange County?

**Chad Abbott:** It is because the system at this site – and we designed these as well – I don't know that we designed this system, but the system at this site, there was no conventional septic field big enough for the uses on this site when it was built as a school. So therefore, they took in the State – that is by Orange County deferred to the State, for design and approval by a consultant and the State approves an Alternate Septic System, is what it's called. And it's an alternate septic system. It's not your conventional septic tank with drain lines. It's a spray field.

**Commissioner Rich:** Follow up? So as you get more students in here, and you're building more and more, it says that you're going to need to have additional septic field capacity?

**Chad Abbott:** Possibly, yes.

**Commissioner Rich:** Do you have room to have the additional capacity for the septic fields?

**Chad Abbott:** The way that would work would be an additional design. You know, the reason for these alternative systems is that you don't have soil that perks, in the first place. And so there's – you can look at the campus- there is abundant room to design an alternate system, such that it can be –the discharge of those systems, or the spray, or the drip of those systems is, is predicated by the infiltration rate of the soil. So whatever – there is abundant land, in whichever section, if needed to add on to the existing system, you know would just be, the design would be per that section of land. It's not a matter of it could be designed, it can be. It's just whether or not – if it doesn't perk, you know it just requires a little bit more area, which there's abundant area on the site. If one of the buildings shown creates a volume of waste water that can't be treated on site, then obviously they'd just wouldn't be able to build that building.

**Commissioner Rich:** And is that also regulated by the State, as you grow? So you would have to get the State to approve that?

**Chad Abbott:** I think, I think, yes, I think the building permits with the County somehow through this approval – I'm not going to speak for them – but would be tracked. The occupancy of each

building – which then, you know – the waste water flow is based on number of students. So as those students grow, obviously it'll hit a trigger, for which the old septic system is now insufficient, and would require a new design, or upgrade.

**Patrick Mallet:** I'll just add to that. So, this is the master planner conceptual part of the process. So we're looking at things in what I would call a cartoon fashion. After that point, they continue to refine, and there's not a necessary sequence in terms of the building, so they can't really define their septic field. But, yes, when they would go and submit for any one of the buildings, they would have to submit site plans for that building or buildings and then part of the check off process would be to insure that there's enough capacity, and if not, they would have to expand the field. The other thing that I would note is that the area that they are currently using is – it's probably not even a third of the area south of Millhouse. They have a large undeveloped, or underdeveloped, portion of property on the south side of Millhouse.

**Commissioner Rich:** Thank you. I mean I guess my biggest concern is that the State is approving it, and I just want to make sure that we're also keeping track of it. I'm sure you all are. I just want to make sure that Orange County is making sure that it's a clean system as well.

**Chad Abbott:** Orange County would, in essence, approve the site plan that allows the building to be built, however, they wouldn't provide that approval until the – we have provided them documentation the State has approved the septic system, which has been my experience in the past.

**Michael Harvey:** Michael Harvey again. Let me just say, historically, especially with Carolina Friends School, that went through a similar process several years ago. When we accept site plans for review, they also get submitted to Orange County Health Department, and Orange County Health Department's copied on all correspondence with the State. The State has an obligation to keep Orange County informed of what's essentially going on with that system. We then get copied on those approvals. We don't issue zoning compliance permit to allow construction until we've received in hand the State's approval of any septic expansion.

**Commissioner Rich:** Thank you, Mr. Harvey.

**Commissioner Price:** With regards to the safety and accessibility, it's hard to see the entire – details of the property on this map. But are there areas along – I guess it's Jericho – New Jericho Road that the School owns, and will there be walkways along there? I know the abstract talks about internal walkways, but I also know, having come through there a couple of times – you know, there are like outdoor classes – and you know, I have to make way for the class coming down the road. So – which is a good thing – but I'm just thinking – you know, with an increase in students it means more cars coming, and the road becoming more popular and does the School own any of the – you know, enough of the frontage on Jericho Road, where they'd be putting in any walkways there?

**Chad Abbott:** I mean I, the School can correct me at any point, and I don't want to speak where I shouldn't, but based my experience with schools, and the design of schools, they would want to keep the walkways away from the road. So their goal is to plan for internal circulation to keep the kids on site, away from the streets. By the DOT Right of Way – if you would look at the screen – the very southern most entrance there. The DOT Right of Way stops just north of there. You can see the dashed lines and the site triangles. And where that site triangle ends, I can see it being here...

**Commissioner Price:** Do you have a pointer?

**Chad Abbott:** Let me zoom in for you. So the DOT Right of Way ends about right here. The rest of that is a private easement. It's a private right of way.

**Commissioner Price:** Owned by whom?

**Chad Abbott:** By which – typically – DOT or the County, in my experience has not required sidewalks in the County either. But you know, unless we were connected to another sidewalk, I really think that the School probably would be best just to try to keep the walkways onsite, so that they don't bring children down near the right of way, or increase the potential that some children may wander up sidewalks, along the right of way.

**Commissioner Price:** Well that's what I was talking about. I think that there – I may be wrong, it may be – have been another group of children. But I was over in the area, and I know that there was a group, a chaperoned group of people walking along the road. And I know that the County, we don't do roads. I was just wondering if that property – that you're saying is north of the right of way – is owned by the School, whether they were going, whether they would incorporate that into the master plan to have walkways so that their not on the road when they're out doing field trips.

**Chad Abbott:** And like I said, I can speak to the school

**Commissioner Price:** I think someone behind you would like to speak.

**Chad Abbott:** They may want to speak about the details of why that occurred. It may have been something to do with the existing parking situation or congestion, which we've done everything to move that off of the right of way. But I'll let Charlie speak.

**Charlie Viles:** Do I need to say I'm still sworn?

**Chair McKee:** Please come as close to mic as is comfortable, so it picks up.

**Charlie Viles:** So should not be anybody walking in the road there. And if there were – and it were our students - they shouldn't have been there. We don't have any plans to put in sidewalks next to New Jericho, for example.

**Commissioner Price:** Okay

**Charlie Viles:** There's one kind of spot that we're concerned about, which is where they cross over Millhouse Road to go to the playing fields. And they cross right now at a – and we've actually been out there with the traffic engineer, Chuck Edwards, to talk about that. And he's told us, and we're willing to work with him to figure out how to make that as safe as possible. But currently, the only time that people – the only place that people would be crossing Millhouse, would be to go over to the playing fields, or to the garden at that one crossing point there at the curve – right there where Spence's Farm is.

**Commissioner Price:** Okay, I stand corrected. It was on Millhouse Road.

**Charlie Viles:** Okay. Yes and they should not – and if they're there then that freaks us out just as much as it does you.

**Commissioner Price:** As it does me. Okay, thank you.

**Charlie Viles:** Okay.

**Pete Hallenbeck:** Any other questions from the Board of Commissioners? Are there any questions from the Planning Board members? We don't show anyone who is signed up to speak on this. Is there anyone of the public that would like to speak on this? Alright, I'll turn it back over to Commissioner McKee.

**Chair McKee:** We have the recommendations to receive the application, conduct the public hearing, and then the two actions to refer the matter to the Planning Board, with a request that a recommendation be returned to the County Board of Commissioners in time for the **October 6, 2015** BOCC regular meeting.

**Michael Harvey:** Mr. Chairman, may I interrupt please. I'm sorry. Before there's a motion on sending this forward, I have a house cleaning item I'd like the Board to take care of for me. As this is a quasi-judicial item, it's based on sworn testimony and evidence, and while Mr. Abbott made a request that items be entered into the record, the Board ought to acknowledge what has been entered into the record as part of this application. So if you will indulge me for a moment. What you have is an almost 230 page abstract packet, that includes the Special Use Permit application, a narrative beginning on page 12, a biological inventory beginning on page 20, a tree survey beginning on page 46, a market impact analysis, beginning on page 79, a traffic impact analysis, beginning on page 115, an initial staff review of the project and the Applicants response, beginning on page 131, you also have a very detailed site plan in this application packet. You have a property and vicinity map, prepared by staff, a staff review comments on this particular item, an Orange County Health Department, Fire Marshal's Office, etc., the Neighborhood Information Meeting comments, and letters that have gone out; last but not least, notification materials for the Public Hearing. I ask that there be a vote, or an acknowledgement by the County Commissioners, that this packet, as submitted, is entered into the record.

**Commissioner Price:** So moved.

**Chair McKee:** We've got a motion.

**Commissioner Rich:** Second.

**Chair McKee:** And a second. All...

**Commissioner Rich:** Question.

**Chair McKee:** Yes.

**Commissioner Rich:** Is, Mr. Harvey, is this map in the packet as well? Is that considered the same as our large map?

**Michael Harvey:** That's what Mr. Abbott actually entered, so it would be both.

**Commissioner Rich:** It's both. Okay.

**Michael Harvey:** Yes.

**Commissioner Rich:** Thank you.

**Commissioner Price:** Chair, I have some questions, I'm sorry. Just for clarification – and I may be misreading this – but on one page you say that this has been operating – the School's been operating as a defacto Class A, and on another page it says Class B Special Use Permit.

**Michael Harvey:** Well that's unfortunately a staff error, and I'm sorry for the confusion.

**Commissioner Price:** Okay.

**Michael Harvey:** This School actually began in 1984 before the County had adopted comprehensive regulations governing development of schools, or the requirement that this be reviewed as a Class A Special Use Permit. Per Article 8.6 of the UDO, it's actually considered to have a defacto Special Use Permit, making it a legal land use. It's not non-conforming. It's viewed to be a legal use of property. But as they're modifying the project, they have to go back through this process. So I apologize for the confusion. That's my error.

**Commissioner Price:** So it will be – it's been operating as a Class B, but will be a Class A.

**Michael Harvey:** No, it's a Class A Special Use Permit. I think the confusion is, there is a daycare facility operating on the property, that is not connected with this application project, that is operating under previously issued Class B Special Use Permit.

**Commissioner Price:** Oh, okay. Got it. And one other question – or just a minor housekeeping thing, I guess. On page 4 – a staff comment about the roadways says, "it will not be unnecessary to support the project" – right at the very bottom.

**Commissioner Price:** Oh, you've got it too. Okay.

**Michael Harvey:** Yes, it will not be external roadway improvements required to support the project, ie: New Jericho will not have to be widened, no turn lane will have to be installed, and no work will have to be done to Millhouse Road.

**Michael Harvey:** They'll be unnecessary.

**Commissioner Price:** Be unnecessary. Okay.

**Chair McKee:** We've got a motion, and a second on the floor. Any other questions on that. Got a motion, and second on the floor to accept all relevant, submitted documents as Mr. Harvey outlined. All in favor say, aye. Opposed, no. Passes unanimously.

**VOTE: UNANIMOUS**

**Chair McKee:** Now we go to the recommendations to refer the matter to the Planning Board with a request that a recommendation be returned to the County Board of Commissioners in time for the **October 6, 2015** BOCC regular meeting. Do I hear a motion?

**Commissioner Rich:** So moved.

**Commissioner Burroughs:** Second.

**Chair McKee:** It's moved and seconded. All in favor say, aye. Opposed, no. Passes unanimously.

**VOTE: UNANIMOUS**

**Chair McKee:** And then, I need a motion to adjourn the Public Hearing **until October 6, 2015** in order to receive and accept the Planning Board's recommendation and any submitted written comments.

**Commissioner Rich:** So moved.

**Commissioner Burroughs:** Second.

**Chair McKee:** Got a motion, and a second. All in favor say, aye. Opposed, no. Motion passes, unanimously. Thank you. Thank you all.

**VOTE: UNANIMOUS**

**Commissioner Dorosin:** You know, there was just an episode of The Simpsons that featured a Waldorf School. Just two weeks ago. Yes, they turned Springfield Elementary into Springfield Waldorf School. So you should watch that – it's hilarious – serendipitous.

<p>Attachment 4          Excerpt – Approved July 1, 2015          Planning Board Minutes</p>
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MINUTES  
 ORANGE COUNTY PLANNING BOARD  
 JULY 1, 2015  
 REGULAR MEETING

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**MEMBERS PRESENT:** Peter Hallenbeck (Chair), Cheeks Township Representative; Lydia Wegman-At-Large Chapel Hill Township (Vice Chair); Tony Blake, Bingham Township Representative; Paul Guthrie, At-Large Chapel Hill Township; Buddy Hartley, Little River Township Representative; Laura Nicholson, Eno Township Representative; Lisa Stuckey, Chapel Hill Township Representative; Maxecine Mitchell, At-Large Bingham Township; Herman Staats, At-Large, Cedar Grove Township; Andrea Rohrbacher, At-Large Chapel Hill Township;

**MEMBERS ABSENT:** Bryant Warren, Hillsborough Township Representative; James Lea, Cedar Grove Township Representative;

**STAFF PRESENT:** Craig Benedict, Planning Director; Michael Harvey, Current Planning Supervisor; Perdita Holtz, Planning Systems Coordinator; Ashley Moncado, Special Projects Planner; Patrick Mallett, Planner II.

**AGENDA ITEM 7:**           **APPLICATION FOR A CLASS A SPECIAL USE PERMIT:** To make a recommendation to the Board of County Commissioners on a Special use Permit application seeking approval of a school redevelopment/master plan for Emerson Waldorf School's existing facility located at 6211 New Jericho Road within the Chapel Hill Township. This item was heard at the May 26, 2015 quarterly public hearing.

**Presenter:** Michael Harvey, Current Planning Supervisor

Michael Harvey: Reviewed abstract.

Pete Hallenbeck: Is there a requirement for sprinklers for schools?

Patrick Mallet: Part of the review with Jason Shepherd, Orange County Fire Marshal, is whether it is a situation whether they go left or right, they may or may not require sprinklers, there are ways we can overcome that. This is why we have the recommended condition that all building plans are reviewed by the Fire Marshal to ensure compliance with applicable standards.

**MOTION** made by Lydia Wegman to approve pages 49-54 of the agenda packet. Lisa Stuckey seconded.

**VOTE:** Unanimous

**MOTION** made by Lisa Stuckey that the use will maintain or promote the public health, safety and general welfare, if located where proposed and developed and operated according to the plan as submitted based upon the evidence listed on page 55 and there are no items to the contrary. Laura Nicholson seconded.

**VOTE:** Unanimous

**MOTION** made by Tony Blake that the use will maintain or enhance the value of contiguous property based on the evidence provided and there is no counter evidence. Andrea Rohrbacher seconded.

**VOTE:** Unanimous

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**MOTION** made by Lydia Wegman that the location and character of the use if developed according to the plan submitted will be harmony with the area in which it is to be located. Tony Blake seconded.

**VOTE:** Unanimous

**MOTION** made by Paul Guthrie to recommend the special use permit for approval and all thirteen recommended conditions. Laura Nicholson seconded.

**VOTE:** Unanimous

## Attachment 5

**FINDINGS OF THE ORANGE COUNTY PLANNING BOARD  
PERTAINING TO A REQUEST SUBMITTED BY  
THE EMERSON WALDORF SCHOOL  
REQUESTING CLASS A SPECIAL USE PERMIT APPROVAL  
FOR THE EXPANSION OF ITS CAMPUS AT 6211 NEW JERICO ROAD (SR 1899)  
(PINS: 9871- 64-7391; 9871-64-5632; 9871-65-8140; 9871-74-3098; and 9871-72-1935)**

As required under Section 5.2 *Table of Permitted Uses* of the Orange County Unified Development Ordinance (UDO), a Class A Special Use Permit is required for the development/expansion of a school. Such permits shall comply with general and specific standards as set forth in Section(s) 5.3.2 and 5.8.4 of the UDO.

Section 5.3.2 (A) (2) of the UDO requires written findings certifying compliance with the following:

- (1) The use will maintain or promote the public health, safety and general welfare, if located where proposed and developed and operated according to the plan as submitted;
- (2) The use will maintain or enhance the value of contiguous property (unless the use is a public necessity, in which case the use need not maintain or enhance the value of contiguous property); and
- (3) The location and character of the use, if developed according to the plan submitted, will be in harmony with the area in which it is to be located and the use is in compliance with the plan for the physical development of the County as embodied in these regulations or in the Comprehensive Plan, or portion thereof, adopted by the Board of County Commissioners;

In addition, the Board shall make findings certifying that the application is compliant with the following specific standards:

- (1) Specific standards for the submission of Special Use Permit applications as outlined within Section(s) 2.2 and 2.7 of the UDO,
- (2) Section 5.3.2 (B) relating to the method and adequacy of the provision of:
  - a. Sewage disposal facilities,
  - b. The adequacy of police, fire, and rescue squad protection, and
  - c. The adequacy of vehicular access to the site and traffic conditions around the site
- (3) Specific regulations governing the development of school as set forth in Section 5.8.4 of the UDO,
- (4) The general findings outlined within Section 5.3.2 (A) (2).

Listed below are the findings of the Orange Planning Board regarding the application in question. The findings have been presented by Article and requirement to assist the BOCC in its deliberations.

REQUIREMENT	UDO	SUPPORTING EVIDENCE	Planning Board	BOCC
<b>APPLICATION COMPONENTS</b>				
Proper forms	2.2	Application (Attachment 1 of May 26, 2015 quarterly public hearing packet)	Yes	
Fees paid	2.2.4(D)	Staff Testimony/Application	Yes	
Full description of use <ul style="list-style-type: none"> <li>• Location</li> <li>• Appearance</li> <li>• Operational characteristics</li> </ul>	2.7.3(B)(1)	Application	Yes	
Owner Information	2.7.3(B)(2)	Application	Yes	
Information needed for Use Standards	2.7.3(B)(3)	Application and site plan	Yes	
Site Plans (26 for Class A)	2.7.3(B)(4)	Application/Staff Testimony (Site plan)	Yes	
Preliminary Subdivision Plat (if necessary)	2.7.3(B)(5)	[No subdivision proposed.]	N/A	
List of parcels within 500 feet	2.7.3(B)(6)	Application	Yes	
Elevations of all structures	2.7.3(B)(7)	Application and site plan; staff testimony and pictures as part of power point presentation	Yes	
Environmental Assessment (or EIS) <ul style="list-style-type: none"> <li>• Topography</li> <li>• Drainage issues</li> <li>• Natural or Cultural resources</li> <li>• Mining</li> <li>• Hazardous Wastes</li> <li>• Wastewater treatment</li> <li>• Water usage</li> </ul>	2.7.3(B)(8)	Application package including: <ul style="list-style-type: none"> <li>• Biological Inventory completed by The Catena Group;</li> <li>• Forest Stewardship Plan completed by Kelly Douglass;</li> <li>• Impact Analysis completed by Everett 'Vic' Knight</li> <li>• State Clearing House comments (<u>Attachment 2</u> July 1, 2015 Planning Board packet)</li> </ul>	Yes	
Method of Debris Disposal	2.7.3(B)(9)	Application and site plan	Yes	
Development Schedule	2.7.3(B)(10)	Application and site plan	Yes	
Extended Vesting Request	2.7.3(B)(11)	Not requested	N/A	

REQUIREMENT	UDO	SUPPORTING EVIDENCE	Planning Board	BOCC
<b>NOTIFICATION REQUIREMENTS</b>				
Public Notice <ul style="list-style-type: none"> <li>• Date</li> <li>• Time</li> <li>• Place</li> </ul>	2.7.5(a)	May 26, 2015 Quarterly Public Hearing Abstract (Attachment 4) and staff testimony	Yes	
Published in Newspaper <ul style="list-style-type: none"> <li>• Two successive weeks</li> <li>• First notice at least ten days prior but no more than twenty-five days prior</li> </ul>	2.7.5(b)	May 26, 2015 Quarterly Public Hearing Abstract (Attachment 4) and staff testimony	Yes	
Sign Posting on Property (at least 10 days prior)	2.7.5(c)	Staff Testimony posted sign on <i>May 14, 2015</i>	Yes	
Mailed Notice <ul style="list-style-type: none"> <li>• Certified mail</li> <li>• All adjacent property owners (within 500 ft.)</li> <li>• Not less than fifteen days prior</li> </ul>	2.7.5(d)	May 26, 2015 Quarterly Public Hearing Abstract (Attachment 4) and staff testimony	Yes	

REQUIREMENT	UDO	SUPPORTING EVIDENCE	Planning Board	BOCC
<b>SPECIFIC STANDARDS</b>				
<p><b>Waste Disposal</b> Method and adequacy of provision for sewage disposal facilities, solid waste and water service.</p>	5.3.2(B)(1)	<p>May 26, 2015 Quarterly Public Hearing Abstract (Attachment 3) and staff testimony.</p> <p>Both Environmental Health and Solid Waste have indicated they have no concerns.</p> <p>Conditions are recommended to require Solid Waste Permit as part of development process.</p>	Yes	
<p><b>Safety</b> Method and adequacy of police, fire and rescue squad protection.</p>	5.3.2(B)(2)	<p>May 26, 2015 Quarterly Public Hearing Abstract (Attachment 3) and staff testimony.</p> <p>Orange County Emergency Service staff and the Sheriff's office have indicated the project can be served.</p>	Yes	
<p><b>Vehicle Access</b> Method and adequacy of vehicle access to the site and traffic conditions around the site.</p>	5.3.2(B)(3)	<p>May 26, 2015 Quarterly Public Hearing Abstract (Attachment 3), Transportation Impact Analysis (TIA) completed by SEPI Engineering, and staff testimony.</p> <p>There will not be an appreciable traffic increase in the area associated with the expansion of the school.</p>	Yes	

REQUIREMENT	UDO	SUPPORTING EVIDENCE	Planning Board	BOCC
<b>STANDARDS for Schools (Elementary, Middle and Secondary)</b>				
<b>Site Plan</b> A site plan prepared in accordance with Section 2.5 of and 5.8.4 of UDO	5.8.4 (A) (1)	Application, Applicant Testimony, Staff Testimony, and Site plan	Yes	
<b>Standards of Evaluation</b>				
Project meets applicable design standards of UDO	5.8.4 (A) (3) (a)	Application, Applicant Testimony, Staff Testimony, and Site plan	Yes	
Project meets service provision criteria: <ol style="list-style-type: none"> <li>i. Identifies primary and secondary police (public service), rescue services, and fire responders ,</li> <li>ii. Identifies sources of water for use by fire fighters,</li> <li>iii. Identifies water source and wastewater treatment method</li> <li>iv. Identifies process for removal of solid waste</li> </ol>	5.8.4 (A) (3) (b)	Application, Applicant Testimony, Staff Testimony (Attachment 3 of quarterly public hearing packet), and Site plan	Yes	
Completion of biological inventory (identification of habitats)	5.8.4 (A) (3) (c)	Application, Applicant Testimony, Staff Testimony and <ul style="list-style-type: none"> <li>• Biological Inventory completed by The Catena Group;</li> <li>• Forest Stewardship Plan completed by Kelly Douglass;</li> <li>• State Clearing House comments</li> </ul>	Yes	

REQUIREMENT	UDO	SUPPORTING EVIDENCE	Planning Board	BOCC
<b>STANDARDS for Schools (Elementary, Middle and Secondary) – continued</b>				
Landscaping and buffers (protection of existing vegetation, tree protection measures, etc.)	5.8.4 (A) (3) (d)	Application, Applicant Testimony, Staff Testimony and <ul style="list-style-type: none"> <li>• Biological Inventory completed by The Catena Group;</li> <li>• Forest Stewardship Plan completed by Kelly Douglass;</li> <li>• State Clearing House comments (<u>Attachment 2</u> July 1, 2015 Planning Board packet)</li> </ul>	Yes	
Stormwater management and drainage plan	5.8.4 (A) (3) (e) and (f) inclusive	Application, Applicant Testimony, Staff Testimony (Attachment 3 of Quarterly Public Hearing packet, and Master Plan)  A recommended condition of approval is that as new development is approved for the site the applicant will have to submit the formal stormwater management plan for approval by Orange County.	Yes	
Grading and erosion control	5.8.4 (A) (3) (g)	Application, Applicant Testimony, Staff Testimony (Attachment 3 of quarterly public hearing packet, and Master Plan)  A recommended condition of approval is that as new development is approved for the site the applicant will have to submit formal erosion control plans for approval by Orange County.	Yes	

REQUIREMENT	UDO	SUPPORTING EVIDENCE	Planning Board	BOCC
<b>STANDARDS for Schools (Elementary, Middle and Secondary) – continued</b>				
Solid Waste Management	5.8.4 (A) (3) (h)	Application, Applicant Testimony, Staff Testimony (Attachment 3 of quarterly public hearing packet, and Master Plan)  A recommended condition of approval is as new site plans are submitted the applicant will submit the formal solid waste management plan for approval by Orange County Solid Waste.	Yes	
Irrigation	5.8.4 (A) (3) (i)	Application and Master Plan	Yes	
Habitat Maintenance	5.8.4 (A) (3) (j)	Application and Master Plan	Yes	
Public Road Access	5.8.4 (A) (3) (k)	Application and site plan; Transportation Impact Analysis (TIA) completed by SEPI Engineering	Yes	
Maintenance of Improvements	5.8.4 (A) (3) (l)	Application and site plan	Yes	
<p>Additional Standards</p> <ul style="list-style-type: none"> <li>i. Minimum lot size consistent with adopted County school construction standards.</li> <li>ii. Lot size shall be adequate to accommodate all activities.</li> <li>iii. Negative visual impacts shall be minimized along major roadways.</li> <li>iv. Required transportation improvements are installed.</li> <li>v. Site designed for multiple shared use opportunities.</li> <li>vi. Site access</li> </ul>	5.8.4 (A) (3) (m)	<p>Application package including:</p> <ul style="list-style-type: none"> <li>• Biological Inventory completed by The Catena Group;</li> <li>• Forest Stewardship Plan completed by Kelly Douglass;</li> <li>• Impact Analysis completed by Everett 'Vic' Knight</li> <li>• Transportation Impact Analysis (TIA) completed by SEPI Engineering</li> <li>• State Clearing House comments</li> <li>• Applicant and staff testimony.</li> </ul>	Yes	

REQUIREMENT	UDO	SUPPORTING EVIDENCE	Planning Board	BOCC
<b>SPECIFIC STANDARDS</b>				
In accordance with Section 5.3.2 (A) (2), the BOCC shall consider the following general conditions before the application for a Special Use can be approved.				
<p>The use <b>(will / will not)</b> maintain or promote the public health, safety and general welfare, if located where proposed and developed and operated according to the plan as submitted.</p>	<p>Section 5.3.2 (A) (2) (a)</p>	<p>Application package and testimony including:</p> <ul style="list-style-type: none"> <li>• Biological Inventory completed by The Catena Group;</li> <li>• Forest Stewardship Plan completed by Kelly Douglass;</li> <li>• Impact Analysis completed by Everett 'Vic' Knight</li> <li>• Transportation Impact Analysis (TIA) completed by SEPI Engineering</li> <li>• State Clearing House comments on how the project complied with the UDO.</li> </ul> <p>Staff testimony and abstract package from May 26, 2015 quarterly public hearing.</p> <p>Planning Board packet from July 1, 2015 regular meeting.</p> <p>A lack of competent material evidence in the record demonstrating the applicant did not comply with the UDO.</p>	<p>The use <b>WILL</b> maintain ...</p>	
<p>The use <b>(will / will not)</b> maintain or enhance the value of contiguous property (unless the use is a public necessity, in which case the use need not maintain or enhance the value of contiguous property).</p>	<p>Section 5.3.2 (A) (2) (b)</p>	<p>Application package and testimony including:</p> <ul style="list-style-type: none"> <li>• Impact Analysis completed by Everett 'Vic' Knight</li> </ul> <p>on how the project complied with the UDO.</p> <p>Staff testimony and abstract package from May 26, 2015 quarterly public hearing.</p> <p>Planning Board packet from July 1, 2015 regular meeting.</p> <p>A lack of competent material evidence in the record demonstrating the applicant did not comply with the UDO.</p>	<p>The use <b>WILL</b> maintain ...</p>	

REQUIREMENT	UDO	SUPPORTING EVIDENCE	Planning Board	BOCC
<p>The location and character of the use, if developed according to the plan submitted, <b>(will / will not)</b> be in harmony with the area in which it is to be located and the use is in compliance with the plan for the physical development of the County as embodied in these regulations or in the Comprehensive Plan, or portion thereof, adopted by the Board of County Commissioners.</p>	<p>Section 5.3.2 (A) (2) (c)</p>	<p>Application package and testimony including:</p> <ul style="list-style-type: none"> <li>• Biological Inventory completed by The Catena Group;</li> <li>• Forest Stewardship Plan completed by Kelly Douglass;</li> <li>• Impact Analysis completed by Everett 'Vic' Knight</li> <li>• Transportation Impact Analysis (TIA) completed by SEPI Engineering</li> <li>• State Clearing House comments</li> </ul> <p>on how the project complied with the UDO.</p> <p>Staff testimony and abstract package from May 26, 2015 quarterly public hearing.</p> <p>Planning Board packet from July 1, 2015 regular meeting.</p> <p>A lack of competent material evidence in the record demonstrating the applicant did not comply with the UDO.</p>	<p>The location and character of the use, if developed according to the plan submitted, <b>WILL</b> be in harmony ...</p>	

**RECOMMENDATION:**

Staff has not received any comments from local residents and property owners indicating they do not believe the proposed facility complies with the provisions of Section 5.3.2 (A) (2) inclusive. These standards include maintaining or promoting the public health, safety, and general welfare, maintaining or enhancing the value of contiguous property, the use is in harmony with the area in which it is to be located, and the use being in compliance with the general plan for the physical development of the County.

The Planning Board and staff have reviewed the application, the Master Plan, and all supporting documentation and has found that the applicant **complies** with the specific standards and required regulations as outlined within the UDO with respect to the submittal of required information for the project.

Provided the BOCC finds in the affirmative on the specific and general standards as detailed herein, and no evidence is entered into the record demonstrating the applicant has either:

- a. Failed to meet their burden of proof that the project complies with the specific development standards for a school, or
- b. Fails to comply with the general standards detailed within Section 5.3.2 (A) (2)

of the UDO, the BOCC could make an affirmative recommendation on this application to the BOCC.

In the event that the BOCC makes an affirmative finding, staff and the Planning Board recommends the attachment of the following conditions:

1. That the school be limited to serving 350 students as proposed by the applicant within the Special Use Permit application.
2. The granting of this Special Use Permit does not confer onto the applicant authorization to commence construction/land disturbance activities. No land disturbance activity shall commence until all applicable approvals, as detailed within the Unified Development Ordinance, have been obtained.
3. The submittal of a Solid Waste Permit application shall be required for every individual development project associated with this project.
4. Existing vegetation shall be preserved and remain in an undisturbed state in general conformance with Sheet(s) C4, C5, and C6 of the approved site plan, as appropriately adjusted pursuant to Site Plan review for individual construction phases.
5. That the Fire Marshal and representatives of the New Hope Volunteer Fire Department shall review and approve the floor plan of proposed new buildings prior to the issuance of any Building and/or Zoning Compliance Permit(s) approving construction verifying that the structures comply with all applicable NC Fire Protection Code standards.
6. The applicant shall install required wastewater treatment system improvements necessary to support approved expansion projects prior to the commencement of earth disturbing activities. Further, the school is required to supply Planning and Environmental Health staff with any and all permits issued by the State of North Carolina allowing for the operation/modification of the system.
7. That an annual inspection of the wastewater treatment facility shall be conducted by the Orange County Health Department, consistent with established Departmental policy, in order to ensure that the system is functioning within established parameters. The

applicant shall bear the burden of paying all fees associated with this inspection of the wastewater treatment facility as imposed by the Health Department.

8. That the applicant secure any necessary Soil Erosion and Grading, Stormwater, or other similar permit(s) from the Orange County Erosion Control Division, prior to any land disturbing activity occurring as part of the approved site plan.
9. That the applicant adhere to any conditions that may be imposed by North Carolina Department of Transportation in accordance with the driveway permit for this project.
10. That the provision of outdoor sports field lighting shall be deemed a SUP modification requiring the applicant to apply for a new Class A Special Use Permit as detailed within the UDO.
11. Development proposals shall be submitted to the North Carolina Division of Fish and Wildlife for review comment as part of the site plan review process of the County to ensure no endangered species are impacted.
12. The Special Use Permit will automatically expire in 12 months from the date of approval if the use has not commenced or construction has not commenced or proceeded unless a timely application for extension of this time limit is approved by the Board of Adjustment.
13. If any condition of this Special Use Permit shall be held invalid or void, then this Special Use Permit shall be void in its entirety and of no effect.

**SCRIPT FOR ACTING ON EMERSON WALDORF SCHOOL AT THE  
INTERSECTION OF NEW JERICO AND MILLHOUSE ROADS**

**CLASS A SPECIAL USE PERMIT APPLICATION:**

**October 6, 2015 BOCC meeting**

NOTE – Blue text denotes BOCC Chair/Member required action

1. Chair will explain the purpose of the item is to receive the Planning Board recommendation.

**For the project, the purpose of the meeting is as follows:**

*To receive the Planning Board recommendation, close the public hearing, and make a decision on a Class A Special Use Permit (hereafter 'SUP') application submitted by Emerson Waldorf School proposing a revised SUP with a Master Plan to allow for the long-term expansion of school accordance with Section 2.7 Special Use Permits and Section 5.8.4 "Schools: Elementary, Middle and Secondary" of the Orange County Unified Development Ordinance (UDO).*

2. Chair will declare the public hearing re-convened for the purpose of receiving the Planning Board recommendation and ask staff to make their presentation.

NOTE – The re-convening of a hearing is solely for the purpose of receiving the Planning Board recommendation and allowing any new information, previously submitted in writing, to be entered into the record. The hearing is not intended to solicit additional input from the public or the applicant.

While the BOCC may ask staff questions related to the review of a given item, comments from the public or the applicant shall not be solicited. The accepting additional public comments at this stage of the review (i.e. the reconvened hearing) would constitute a violation of the UDO.

3. Staff will review the abstract and ask it be entered into the record. Staff will review the Findings of Fact (Attachment 5) for the Special Use component of the project.
4. Questions will be asked of staff.
5. A motion will need to be made to close the public hearing.

**NOTE – once this is done, Planning Staff cannot answer questions or provide additional detail.**

6. The BOCC will first need to take action on the Special Use Permit findings of fact. The findings of fact have been organized per relevant UDO section to aid in making motions to approve or deny. The cadence on taking action should be as follows

- a. A motion finding the applicant **has** or **has not** complied with the provisions of Section(s) 2.2 and 2.7.3 of the Orange County Unified Development Ordinance as detailed by the findings contained within Attachment 5 of the abstract package. Second. Vote.

NOTE – if the motion is to reject the individual making the motion will need to provide some explanation justifying the finding that the applicant has not established, through competent material and substantial evidence, the project is in compliance with Section(s) 2.2 and 2.7.3 of the UDO.

- b. A motion finding the applicant **has** or **has not** complied with the provisions of Section 2.7.5 of the Orange County Unified Development Ordinance as detailed by the findings contained within Attachment 5 of the abstract package. Second. Vote.

NOTE – if the motion is to reject the individual making the motion will need to provide some explanation justifying the finding that the applicant has not established, through competent material and substantial evidence, the project is in compliance with Section 2.7.5 of the UDO.

- c. A motion finding the applicant **has** or **has not** complied with the provisions of Section 5.3.2 (B) of the Orange County Unified Development Ordinance as detailed by the findings contained within Attachment 5 of the abstract package. Second. Vote.

NOTE – if the motion is to reject the individual making the motion will need to provide some explanation justifying the finding that the applicant has not established, through competent material and substantial evidence, the project is in compliance with Section 5.3.2 (B) of the UDO.

- d. A motion finding the applicant **has** or **has not** complied with the provisions of Section 5.8.4 of the Orange County Unified Development Ordinance as detailed by the findings contained within Attachment 5 of the abstract package. Second. Vote.

NOTE – if the motion is to reject the individual making the motion will need to provide some explanation justifying the finding that the applicant has not established, through competent material and substantial evidence, the project is in compliance with Section 5.8.4 (B) of the UDO.

- e. A motion will need to be made regarding compliance with Section 5.3.2 (A) (2) of the Ordinance as follows

(NOTE – Whomever makes the motion will have to cite the ‘evidence’ in the record utilized justifying the motion to approve or deny. Attachment 5 contains the recommendations of the Planning Board including the evidence utilized to reach the conclusion. This ‘evidence’ must be spelled out explicitly by the Commissioner making the motion.

If the motion is to deny then the Commissioner making the motion will have to spell out explicitly the evidence within the record utilized to justify a negative finding):

- i. Motion finding either there **is** or **is not** sufficient evidence in the record the project complies with Section 5.3.2 (A) (2) (a) of the UDO in that the use will maintain and promote the public health, safety and general welfare, if located where proposed and developed and operated according to the plan as submitted.

This motion is based on competent material and evidence entered into the record of these proceedings, including:

NOTE – the following represents the findings of the Planning Board. If the motion is to find there is sufficient evidence in the record to find compliance with Section 5.3.2 (A) (2) (a) this list must be read verbatim so it is in the record.

- Application package and testimony including:
  - Biological Inventory completed by The Catena Group;
  - Forest Stewardship Plan completed by Kelly Douglass;
  - Impact Analysis completed by Everett ‘Vic’ Knight
  - Transportation Impact Analysis (TIA) completed by SEPI Engineering
  - State Clearinghouse comments
 on how the project complied with the UDO.
- Staff testimony and abstract package from May 26, 2015 quarterly public hearing.
- Planning Board packet from July 1, 2015 regular meeting.

AND

- A lack of competent material evidence in the record demonstrating the applicant did not comply with the UDO.

If the motion is to find there is insufficient evidence in the record to find the project is in compliance with Section 5.3.2 (A) (2) (a), the Commissioner making the motion will have to specifically denote what is absent and explain what, if any, evidence is in the record disputing the claims of the applicant that they are in compliance with Section 5.3.2 (A) (2) (a).

- ii. Motion finding there **is** or there **is not** sufficient evidence in the record the project complies with Section 5.3.2 (A) (2) (b) of the UDO in that the use will maintain the value of contiguous property.

This motion is based on competent material and evidence entered into the record of these proceedings, including:

NOTE – the following represents the findings of the Planning Board. If the motion is to find there is sufficient evidence in the record to find compliance with Section 5.3.2 (A) (2) (b) this list must be read verbatim so it is in the record.

- Application package and testimony including:
  - Impact Analysis completed by Everett 'Vic' Knight on how the project complied with the UDO.
- Staff testimony and abstract package from May 26, 2015 quarterly public hearing.
- Planning Board packet from July 1, 2015 regular meeting.

AND

- A lack of competent material evidence in the record demonstrating the applicant did not comply with the UDO.

If the motion is to find there is insufficient evidence in the record to find the project is in compliance with Section 5.3.2 (A) (2) (b), the Commissioner making the motion will have to specifically denote what is absent and explain what, if any, evidence is in the record disputing the claims of the applicant that they are in compliance with Section 5.3.2 (A) (2) (b).

- iii. Motion finding there **is** or **is not** sufficient evidence in the record the project complies with Section 5.3.2 (A) (2) (c) of the UDO in that the use is in harmony with the area in which it is to be located and the use is in

compliance with the plan for the physical development of the County as embodied in these regulations and in the Comprehensive Plan.

This motion is based on competent material and evidence entered into the record of these proceedings, including:

NOTE – the following represents the findings of the Planning Board. If the motion is to find there is sufficient evidence in the record to find compliance with Section 5.3.2 (A) (2) (c) this list must be read verbatim so it is in the record.

- Application package and testimony including:
  - Biological Inventory completed by The Catena Group;
  - Forest Stewardship Plan completed by Kelly Douglass;
  - Impact Analysis completed by Everett ‘Vic’ Knight
  - Transportation Impact Analysis (TIA) completed by SEPI Engineering
  - State Clearing House comments

on how the project complied with the UDO.

- Staff testimony and abstract package from May 26, 2015 quarterly public hearing.
- Planning Board packet from July 1, 2015 regular meeting.

AND

- A lack of competent material evidence in the record demonstrating the applicant did not comply with the UDO.

If the motion is to find there is insufficient evidence in the record to find the project is in compliance with Section 5.3.2 (A) (2) (c), the Commissioner making the motion will have to specifically denote what is absent and explain what, if any, evidence is in the record disputing the claims of the applicant that they are in compliance with Section 5.3.2 (A) (2) (c).

## 7. Motion to either **approve** or **deny** the Special Use Permit

If the motion is to approve the Special Use Permit, this motion would also need to include language indicating the BOCC imposes the recommended conditions as detailed within Attachment 5 of the abstract package. **Second. Vote**

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** October 6, 2015

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

**SUBJECT:** MINUTES

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**DEPARTMENT:**

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

No

**ATTACHMENT(S):**

Draft Minutes

**INFORMATION CONTACT:**

Donna Baker, 245-2130

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

September 1, 2015

BOCC Regular Meeting

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

**FINANCIAL IMPACT:** NONE

**SOCIAL JUSTICE IMPACT:** There is no Orange County Social Justice Goal impact associated with this item.

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

1  
2  
3 DRAFT

4 **MINUTES**  
5 **BOARD OF COMMISSIONERS**  
6 **REGULAR MEETING**  
7 **September 1, 2015**  
8 **7:00 p.m.**

9 The Orange County Board of Commissioners met in regular session on Tuesday,  
10 September 1, 2015 at 7:00 p.m. at the Whitted Building in Hillsborough, N.C.

11  
12 **COUNTY COMMISSIONERS PRESENT:** Chair McKee and Commissioners Mia Burroughs,  
13 Mark Dorosin, Barry Jacobs, Bernadette Pelissier, Renee Price and Penny Rich

14 **COUNTY COMMISSIONERS ABSENT:**

15 **COUNTY ATTORNEYS PRESENT:** John Roberts

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

19  
20 Chair McKee called the meeting to order at 7:04 p.m.

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

23  
24 Chair McKee said the discussion of a potential bond referendum will take place at the  
25 Board's work session on September 10<sup>th</sup>, and with the school boards on September 29<sup>th</sup>,  
26 returning as a decision item on October 6<sup>th</sup>.

27 He noted the following items at the Commissioners' places:

- 28 - Blue sheet – Copy of the Board of County Commissioners' (BOCC) Adopted Social Justice
- 29 Goals from 2010
- 30 - Green – Revised Script for Item 5-b – Class A Special Use Permit (SUP) – Solar Array off
- 31 White Cross Road. John Roberts noted a linguistic change on page 63 of the abstract where
- 32 there are 4 instances when a Board Member can make a “motion to affirm or reject”. He said
- 33 when the meeting reaches this point, the Board should use the word adopt rather than affirm.
- 34 - PowerPoint slides for item 7a-Jail Alternatives Work Group Report
- 35 - Monthly Planning Department Report

36  
37 **PUBLIC CHARGE**

38  
39 *Chair McKee dispensed with the reading of the Public Charge*

40  
41 **2. Public Comments**

42  
43 **a. Matters not on the Printed Agenda**

44 None

45  
46 **b. Matters on the Printed Agenda**

47 None

48  
49 **3. Announcements and Petitions by Board Members**

1 Commissioner Rich asked if there is an update regarding her repeated petition to make  
2 the Board's emails available to the public.

3 Bonnie Hammersley said staff had not been directed to make this change, but can make  
4 it happen.

5 Chair McKee asked Commissioner Rich if it is her request to provide emails in a similar  
6 way to Chapel Hill.

7 Commissioner Rich said yes, as well as other counties across the country. She said it  
8 would apply to the "All Board of County Commissioners, Manager Clerk, and Attorney" email  
9 address as OCBOCC.

10 Chair McKee asked the staff to proceed with making emails available.

11 Commissioner Rich said retired Commissioner Gordon had requested several times to  
12 break down the links on the agenda, and she is also petitioning to move forward on this,  
13 especially since this is a part of the County's communications.

14 Commissioner Rich said the Board was invited to the Orange County Schools' (OCS)  
15 opening, and introduction to the new superintendent. She reported that it was a great event,  
16 full of enthusiasm. She referenced a handout about OCS's outlook through 2020, which she  
17 provided to the Clerk.

18 Commissioner Rich said Commissioner Jacobs had asked about the status of the  
19 mobile home park inventory, and how many mobile homes are in parks vs scattered around the  
20 County. She said she would also like to know the status of this.

21 Bonnie Hammersley said there is an internal committee working on this inventory and a  
22 response to the Board, and she expected it within the next few weeks.

23 Commissioner Rich said when her son got his non-restricted license at the Department  
24 of Motor Vehicles (DMV), he was told that he could register to vote at the same time; but then  
25 he received a letter from the Board of Elections (BOE) saying that this was not valid and he had  
26 to come to the BOE to get registered. She said the process could be confusing for many teens.  
27 She said the County needs to be more progressive to enable more teens to register to vote.

28 Commissioner Burroughs said she had no petitions.

29 Commissioner Dorosin asked if the bond discussions will include any opportunity for  
30 Public comment.

31 Chair McKee said Public comment would be permitted at the October 6<sup>th</sup> meeting.

32 Commissioner Dorosin said he has received requests from the public to give comment  
33 on this issue, and asked if the only opportunity to do so would be at the September 15<sup>th</sup> regular  
34 meeting during the time allotted to "matters not on the agenda".

35 Chair McKee said yes.

36 Commissioner Dorosin referred to Senate Bill 491, an Anti Consumer Protection Bill,  
37 which is designed to negate the current bill affecting manufactured housing. He said he would  
38 like the Board to voice their opposition to this legislation, and he would be willing to draft a  
39 resolution to this affect.

40 Commissioner Pelissier said the Durham-Orange Light Rail Project (DLRP) has a 45-  
41 day comment period required by the federal Department of Transportation, and if the public  
42 wanted to make comments they need to make them directly to Go Triangle by mail, email and  
43 two public information sessions, or two public hearings. She said the information sessions will  
44 be held on Tuesday, September 15, from 4:00-7:00 p.m. at the Friday Center, and on Saturday,  
45 September 19, from 2:00-5:00 p.m. at the Durham Station. She said the two public hearings  
46 will be held on Tuesday, September 29, from 4:00-7:00 p.m. at the Friday Center, and  
47 Thursday, October 1, from 4:00-7:00 p.m. at the Durham County Commission Chamber.

48 Commissioner Jacobs thanked the Manager and Assistant Manager Travis Myren, for  
49 incorporating social justice goals in the Board's agendas.

1 Commissioner Jacobs supported Commissioner Dorosin's concern about public  
2 comment for the bond. He asked that the public be clearly informed about their opportunities to  
3 give comment at the meetings on September 15<sup>th</sup> and October 6<sup>th</sup>.

4 Commissioner Jacobs petitioned that he would like the Board to revisit their naming  
5 policy for facilities. He said he would support Commissioner Price's petition to be able to name  
6 rooms at facilities, and also to name a facility after someone who raises or contributes the  
7 money to construct a building, including living persons.

8 Commissioner Jacobs petitioned about protocol regarding developments in the  
9 municipalities that affect Orange County, such as Obey Creek, and a development in  
10 Hillsborough on the Collins Ridge property. Commissioner Jacobs said there are many impacts  
11 on County services with these developments, and the Board needs to express their concerns.

12 Chair McKee asked if Commissioner Jacobs' petition seeks to develop a protocol.

13 Commissioner Jacobs said yes.

14 Commissioner Price said the Community Home Trust is having their annual fundraiser  
15 on Friday, September 25<sup>th</sup> at the Carolina Inn.

16 Commissioner Price said she attended the National Association of Counties (NACo)  
17 conference, and Orange County was in the spotlight at one of their workshops on workforce  
18 development and economic development.

19 Commissioner Price said at the North Carolina Association of County Commissioners  
20 (NCACC) there was a 4-H student representing the Orange County 4-H. She said the NCACC  
21 distributed a 2015 County Snapshot, which she would share with the Board.

22 Commissioner Price petitioned to have the Fairview ballpark dedicated to and named for  
23 James "Junebug" Stewart, a person responsible for getting young people in that area involved  
24 in sports.

25 Commissioner Jacobs petitioned in support of Commissioner Price's petition for Mr.  
26 Stewart.

27 Chair McKee said he has been approached by a former Commissioner to adopt a  
28 resolution in support of small solar arrays, and he would bring this to Chair/Vice Chair.

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

##### 32 **a. Orange County Long Term Care Quality Service Awards**

33 The Board considered recognizing the winners of the 2015 Orange County Long Term  
34 Care Quality Service Awards.

35 Janice Tyler, Department on Aging Director, introduced Alex Castro as their newly  
36 elected Advisory Board on Aging Board Chair.

37 Dr. Donna Prather, Advisory Board on Aging member, gave the following background on  
38 the award, as well as some information on each award winner:

39 As part of the Orange County 2012-17 Master Aging Plan, the Department on Aging  
40 was asked to develop a mechanism to help increase the quality of care provided in Orange  
41 County's long-term care facilities and home care organizations. In 2013, the Advisory Board on  
42 Aging created the Orange County Long Term Care (LTC) Learning Collaborative to bring  
43 administrators and direct-care staff together to learn about and share successful approaches to  
44 quality care. This is the second year that the Orange County Advisory Board on Aging and the  
45 Long Term Care Learning Collaborative have offered to long term care organizations the  
46 opportunity to apply for a Long Term Care Quality Service Award.

47 Each year the Advisory Board selects an evidence-based or promising quality program  
48 for long term care providers to learn about and implement within the year. This past year the  
49 focus was on implementation of the Music and Memory program which helps persons with  
50 dementia regain touch with music that they love, provide avenues for memory recall, and

1 reduce some of the more negative behaviors associated with Alzheimer’s disease and other  
2 dementias.

3 Winners of the 2015 Long Term Care Quality Service Awards were able to successfully  
4 implement Music in My Mind/Orange County program by working with families and volunteers to  
5 create a personalized list of songs for their residents and clients with dementia. The six winning  
6 organizations are committed to continuing and expanding these programs so that many more  
7 individuals with dementia living in Orange County will continue to experience the joy of music  
8 that reminds them of their past and to share that joy with others.

9  
10 Commissioner Burroughs handed out the awards:

11 **Winners of the 2015 Long Term Care Quality Service Award are:**

- 12 - A Helping Hand Companion Agency
- 13 - Brookshire Senior Living
- 14 - Livewell Assisted Living
- 15 - Right At Home
- 16 - Florence G. Soltys Adult Day Health Program
- 17 - Carol Woods Retirement Community

18  
19 Chair McKee said this item coincides with the BOCC Social Justice goal of “create a  
20 safe community.”

21 A motion was made by Commissioner Jacobs, seconded by Commissioner Price to  
22 congratulate and commend the winners.

23  
24 VOTE: UNANIMOUS

25  
26  
27 **b. “The Nature of Orange” Photography Contest**

28 The Board considered congratulating the “The Nature of Orange” 2015 Photography  
29 Contest winners and thanking the judges and all those who participated in this community  
30 event.

31 Lynne Hecht, Department of Environment, Agriculture, Parks and Recreation (DEAPR),  
32 reviewed the following background:

33  
34 **BACKGROUND:**

35 The Department of Environment, Agriculture, Parks and Recreation (DEAPR)  
36 completed its annual “The Nature of Orange” Photography Contest in May 2015. The goal of  
37 the contest is to inspire exploration, celebration and appreciation of Orange County’s diverse  
38 landscapes and outdoor experiences. Photographers help document the beauty and diversity of  
39 our natural resources, and our people connecting to their environment.

40 A total of 116 photographs were submitted in May 2015. A panel of judges selected first,  
41 second and third place winners from the Youth and Adult divisions. In addition, judges identified  
42 two additional Honorable Mention awards per age group since there were so many high-quality  
43 submissions. This year’s judges were photographers Laura Branan, Chris Graebner and David  
44 Schaub.

45 Winners received a congratulatory letter, certificate, and a small monetary award.  
46 During the month of August, the photographs were displayed at the Orange County Visitors  
47 Center in Hillsborough, the Orange County Public Library, and the Chapel Hill/Orange County  
48 Visitors Center. In addition, winning photographs are displayed on the Orange County DEAPR  
49 website under the “breaking news” section <http://www.orangecountync.gov/deapr/>, on the  
50 department’s Facebook Page, and will be “streaming” around the county on the visual monitors.

- 1  
2
- 3 • **“THE NATURE OF ORANGE”**
  - 4 **Photography Contest 2015**
  - 5 • 4th annual photography contest
  - 6 • Photographers help document the beauty and diversity of our natural resources or show
  - 7 residents enjoying our parks and environment. All photos taken in Orange County.
  - 8 • 116 entries (50 Youth and 66 Adult)
  - 9 • Volunteer judges evaluated photos based on:
    - 10 – relevancy
    - 11 – composition/arrangement
    - 12 – focus/sharpness
    - 13 – lighting and creativity

14 The 2015 contest winners are as follows, and Commissioner Jacobs distributed the  
15 certificates:

16  
17 Adult: 1st Place – **Richie Sheppard**; 2nd Place – **Barbara Driscoll**; 3rd Place – **Pat**  
18 **French**; Honorable Mentions: **Jason Pulley** and **Barbara Driscoll**.

19  
20 Youth: 1st Place – **Joseph Mohler**; 2nd Place – **Kirby Lau**; 3rd Place – **Cailin Lucero**;  
21 Honorable Mentions: **Kees Keiper** and **Cailin Lucero**.

22  
23 Judges: Laura Branan, Chris Graebner, and David Schaub

24  
25 A motion was made by Commissioner Price, seconded by Commissioner Jacobs to  
26 congratulate the winners and thank the Judges.

27  
28 VOTE: UNANIMOUS

29  
30 **c. Resolution Supporting Stepping Up Initiative to Reduce the Number of People with**  
31 **Mental Illnesses in Jails**

32 The Board considered approving the resolution expressing support for the Stepping Up  
33 Initiative sponsored by the North Carolina Association of County Commissioners (NCACC), the  
34 National Association of Counties (NACo) and other organizations to help advance counties’  
35 efforts to reduce the number of adults with mental and co-occurring substance use disorders in  
36 jails, and authorize the Chair to sign the resolution.

37  
38 Commissioner Pelissier read the resolution:

39  
40 RES-2015-038

41  
42 **ORANGE COUNTY BOARD OF COMMISSIONERS**  
43 **Resolution Supporting “Stepping Up Initiative to Reduce the Number of People with**  
44 **Mental Illnesses in Jails”**

45  
46 **WHEREAS**, counties routinely provide treatment services to the estimated 2 million people with  
47 serious mental illnesses booked into jails each year; and

48  
49 **WHEREAS**, prevalence rates of serious mental illnesses in confinement facilities are three to  
50 six times higher than for the general population, with statistics showing that almost 13% of

1 North Carolina's prison population requires some type of intervention due to mental health  
2 issues; and  
3

4 **WHEREAS**, almost three-quarters of adults with serious mental illnesses in jails have co-  
5 occurring substance use disorders; and  
6

7 **WHEREAS**, adults with mental illnesses tend to stay longer in jail and upon release are at a  
8 higher risk of recidivism than people without these disorders; and  
9

10 **WHEREAS**, county jails spend two to three times more on adults with mental illnesses that  
11 require interventions compared to those without these treatment needs; and  
12

13 **WHEREAS**, without the appropriate treatment and services, people with mental illnesses can  
14 continue to cycle through the criminal justice system, often resulting in tragic outcomes for  
15 these individuals, their families, and their communities; and  
16

17 **WHEREAS**, county jails are generally an unsafe environment for those with mental health  
18 treatment needs; and  
19

20 **WHEREAS**, the North Carolina Association of County Commissioners has undertaken a serious  
21 effort to address the local service needs of those with mental illnesses through the appointment  
22 of a special Task Force; and  
23

24 **WHEREAS**, Orange County, like all counties, takes pride in our responsibility to protect and  
25 enhance the health, welfare and safety of our residents in efficient, safe, and socially just ways;  
26 and  
27

28 **WHEREAS**, through the Stepping Up Initiative, the National Association of Counties, the  
29 Council of State Governments Justice Center and the American Psychiatric Foundation are  
30 encouraging counties to reduce the number of people with mental illnesses in county jails;  
31

32 **NOW THEREFORE**, be it resolved by the Orange County Board of Commissioners:

33 1. That the Board of Commissioners does hereby sign on to the Call to Action to reduce the  
34 number of people with mental illnesses in our county jail, and commits to sharing lessons  
35 learned with other counties in North Carolina and across the country to support the Stepping  
36 Up Initiative; and

37 2. That the Board of Commissioners will utilize resources available through the Stepping Up  
38 Initiative and other resources provided by the Council of State Governments Justice Center to  
39 convene a diverse team of leaders and decision makers from multiple agencies who are  
40 committed to safely reducing the number of people with mental illnesses in jails, and

41 3. That this team will utilize the comprehensive resources available through the Stepping Up  
42 Initiative to develop a plan to reduce the number of people with mental illness in the county jail  
43 for 2016-2020, consistent with the Council of State Governments Justice Center report and  
44 recommendations, to be presented to the Board of Commissioners at its first meeting in  
45 December 2015.  
46

47 This, the 1st day of September 2015.  
48

1 Commissioner Pelissier said this resolution was shared with the jail alternatives work  
2 group last week, and it was decided that the third item about the formulation of a team would be  
3 discussed at a future meeting.

4 Commissioner Rich said Triangle J Council of Governments (TJCOG) should be  
5 included in this discussion, and said this issue was part of their priority listing. She asked if  
6 Commissioner Pelissier would share this resolution with them.

7 Commissioner Price said she brought this resolution template back from a NCACC  
8 Board of Directors' meeting, and TJCOG Executive Director was part of this meeting and task  
9 force.

10  
11 A motion was made by Commissioner Price, seconded by Commissioner Rich, for the  
12 Board to approve and authorize the Chair to sign the attached resolution.

13  
14 VOTE: UNANIMOUS

15  
16 **d. Resolution in Opposition To Offshore Exploration, Drilling Activities and Seismic**  
17 **Blast Activities Off the Coast of North Carolina**

18 The Board considered approving the Resolution in Opposition To Offshore Exploration,  
19 Drilling Activities and Seismic Blast Activities Off the Coast of North Carolina, and authorizing  
20 the Chair to sign the resolution.

21  
22 Commissioner Dorosin read the resolution:

23 RES-2015-044

24 **ORANGE COUNTY BOARD OF COMMISSIONERS**  
25 **RESOLUTION IN OPPOSITION TO OFFSHORE EXPLORATION, DRILLING**  
26 **ACTIVITIES AND SEISMIC BLAST ACTIVITIES OFF THE COAST OF**  
27 **NORTH CAROLINA**

28  
29 **WHEREAS**, Orange County is committed to being a sound steward of the environment; and

30  
31 **WHEREAS**, Orange County stands with coastal municipalities in their pursuit of prudent  
32 shoreline protection and preservation; and

33  
34 **WHEREAS**, seismic air guns firing intense blasts of compressed air are among the loudest  
35 human-made sounds in the ocean; and

36  
37 **WHEREAS**, these seismic blasts can occur as frequently as every ten seconds, for days to  
38 weeks at a time and are loud enough to harm marine and aquatic life; and

39  
40 **WHEREAS**, the full impacts of seismic blasting and offshore drilling in the Atlantic are not yet  
41 fully understood by scientists, the oil and gas industry, the Bureau of Ocean Energy  
42 Management, or the Federal Government; and

43  
44 **WHEREAS**, exploratory and commercial drilling, extraction, and the transportation of offshore  
45 oil and gas resources poses significant economic and environmental risks; and

46  
47 **WHEREAS**, offshore drilling activities pose specific threats for the offshore marine ecosystems  
48 and coastal and river wetlands which are of intrinsic ecological value for numerous migratory  
49 bird species, serve as essential nursery habitats for our recreational and commercially  
50 important fisheries, and act as natural buffers from storm surge and hurricanes; and

1  
2 **WHEREAS**, commercial and recreational fishing are critical economic and quality of life drivers;  
3 and  
4

5 **WHEREAS**, tourism is the economic backbone of the North Carolina coast; and  
6

7 **WHEREAS**, one oil spill could devastate the economy, environment and social fabric, as  
8 demonstrated by the Deepwater Horizon oil spill in the Gulf of Mexico in 2010;  
9

10 **NOW, THEREFORE, BE IT RESOLVED**, the Board of Orange County Commissioners is  
11 opposed to offshore oil and gas exploration, offshore drilling activities and seismic blast  
12 activities on the continental shelf or elsewhere off the coast of North Carolina;  
13

14 **BE IT FURTHER RESOLVED** the Board of Orange County Commissioners stands in solidarity  
15 with North Carolina coastal communities which may be affected by the onshore infrastructure  
16 supporting offshore exploration and drilling and may suffer adverse long-term social, economic  
17 and environmental impacts from offshore exploration and production of petroleum resources on  
18 the continental shelf off the coast of North Carolina;  
19

20 **BE IT FURTHER RESOLVED** the Board of Orange County Commissioners calls upon all North  
21 Carolina municipal and county governing bodies to pass similar resolutions to this one and  
22 urges the Triangle J Council of Governments, the NC Association of County Commissioners  
23 and the NC League of Municipalities to join in this effort;  
24

25 **BE IT FURTHER RESOLVED** the Board of Orange County Commissioners urges Governor Pat  
26 McCrory and the entire North Carolina General Assembly to oppose offshore petroleum  
27 production policies that risk the health, safety and sound environmental stewardship of North  
28 Carolina's coastline, whose natural beauty attracts a proven tourism-driven economy.  
29

30 **ADOPTED**, this the 1st day of September, 2015.  
31

32 Chair McKee said Commissioner Jacobs, Commissioner Rich, and Commissioner  
33 Dorosin worked collaboratively on this resolution.  
34

35 A motion was made by Commissioner Rich, seconded by Commissioner Jacobs for the  
36 Board to approve and authorize the Chair to sign the resolution.  
37

38 VOTE: UNANIMOUS  
39

40 **5. Public Hearings**  
41

42 **a. Unified Development Ordinance Text Amendment Related to Temporary Health**  
43 **Care Structures – Public Hearing Closure and Action (No Additional Comments**  
44 **Accepted)**

45 The Board considered receiving the Planning Board recommendation, closing the public  
46 hearing, and deciding accordingly and/or adopting the Statement of Consistency and the  
47 Ordinance amending the Unified Development Ordinance (UDO) regarding temporary health  
48 care structures as recommended by the Planning Board and staff.

49 Ashley Moncado, Orange County Planning and Inspections, said this item was  
50 presented at the May Quarterly Public Hearing (QPH). She said no modifications were made

1 after the QPH. She said the amendment was presented at the June Planning Board Meeting,  
2 and the Planning Board voted 10-2 to recommend approval of the Statement of Consistency;  
3 and 9-3 to recommend approval of the proposed amendment. She said all comments from the  
4 Planning Board meeting can be found on page 8 within attachment 2.

5 Commissioner Price asked if there had been any collaboration with the municipalities.

6 Ashley Moncado said the Town of Hillsborough is pursuing an amendment to implement  
7 the session law, and there have been no comments from the other jurisdictions despite  
8 notification of the proposed amendment being sent to them.

9  
10 A motion was made by Commissioner Price, seconded by Commissioner Burroughs to  
11 close the public hearing.

12  
13 VOTE: UNANIMOUS

14  
15 Commissioner Dorosin said he will vote against it. He said he knows it is a directive  
16 from the State, but he finds it a poor way to do policy.

17 Commissioner Dorosin said at the last BOCC meeting, the Commissioners had  
18 discussed about developing something specific to Orange County with broader parameters, and  
19 he encouraged the Board to pursue this.

20 Commissioner Dorosin said the Board needs to re-visit the policy that no more than 3  
21 unrelated persons can live together as this could be a violation of civil rights, and asked if staff  
22 could revise this.

23 Ashley Moncado said staff is interested in pursuing these changes as well, but needed  
24 to get this text amendment done first and then review changes to it.

25 Commissioner Dorosin asked what would happen if the Board rejected this law.

26 Ashley Moncado said the State law would trump County law. She said she spoke with  
27 the County Attorney's office regarding modifying the language, and changes will be pursued.

28 Commissioner Dorosin said it does not matter if the Board passes this amendment.

29 Ashley Moncado said that is correct. She said the State law would trump the County's  
30 refusal to pass it, but potential future changes could make the amendment more flexible and  
31 accommodating.

32 Commissioner Price said she has concerns with the residency requirement. She asked  
33 if there is a definition of, or process, to determine who is a resident.

34 Ashley Moncado said this was a concern with the planning board members as well, and  
35 staff knows that this needs to be explored more thoroughly.

36 John Roberts said this has been the law for more than a year now, and he has to  
37 recommend that the County adopt it, as it is a State law.

38 Commissioner Rich said she too is not supportive of this, and feels it is not well thought  
39 out by State. She said if Orange County can make this better, it should do so.

40 Commissioner Jacobs asked if since many of the Board members do not feel that this  
41 amendment is adequate, would it be possible to table the amendment and refer back to staff  
42 with some suggested changes the Board would like to see, so that it is more tailored to what  
43 the Board believes to be appropriate.

44 John Roberts said this is new ground for him. He said the public hearing would need to  
45 be re-opened and the item referred back to the Planning Board.

46 Chair McKee asked if the Board could open the same public hearing that was just  
47 closed.

48 John Roberts said he thinks so, but would research this now.

49 Commissioner Burroughs asked how long the process would take, if the Board passes  
50 this amendment now and re-visits it through the UDO.

1 Ashley Moncado said probably the February QPH would be the earliest timeframe.  
 2 Commissioner Pelissier said the other reason that she would vote for it is because it  
 3 would make the rules more transparent to the public. She asked if someone wanted to create a  
 4 temporary health care structure, and the County does not have it in their UDO, can a person  
 5 still proceed through State law.

6 Commissioner Pelissier said she does not like what the State is doing.

7 Ashley Moncado said this amendment is not in Orange County's UDO, and that is the  
 8 main concern of the planning staff.

9 Commissioner Pelissier asked if the Board could approve the amendment, with the  
 10 contingency that it would come back in February 2016.

11 John Roberts said a motion to approve contingent on other things for an ordinance, is  
 12 not an approval.

13 John Roberts said section 2.8 of the UDO does say that the Board can reopen the  
 14 public hearing, as the Board is still present, and refer it back to staff and the Planning Board  
 15 with any direction the Board deems appropriate.

16 Commissioner Price said the Board has expressed their concerns of wanting something  
 17 less restrictive. She asked if Orange County created a less restrictive policy, would the State  
 18 policy trump that of the County.

19 John Roberts said there is nothing in the state's language that implies it would preempt  
 20 the county's wish. He said the State is setting a standard and he believes the County can tailor  
 21 it to local needs.

22 Chair McKee asked if anyone has applied to make a temporary health care structure.

23 Ashley Moncado said no, but there have been inquires.

24 Commissioner Rich asked if there is a process to determine if three people living in one  
 25 structure are unrelated.

26 Ashley Moncado said most of the County's code enforcement is complaint driven.  
 27

28 A motion was made by Commissioner Jacobs, seconded by Commissioner Price to  
 29 reopen the public hearing.  
 30

31 VOTE: UNANIMOUS  
 32

33 A motion was made by Commissioner Jacobs, seconded by Commissioner Price for the  
 34 Board to refer this item back to the Planning Board and staff and solicit comments from Board  
 35 of County Commissioners and to come back at the February 2016 QPH and to post the current  
 36 law on the planning website.

37 Commissioner Rich made a friendly amendment to solicit remarks from Carrboro and  
 38 Chapel Hill.

39 Commissioner Jacobs and Commissioner Price accepted.

40 Commissioner Dorosin clarified that this motion reflects the concerns that were  
 41 mentioned tonight: how many unrelated people can live in a structure, relationships, residency  
 42 requirement, and to look at past comments from previous meetings.

43 Commissioner Jacobs said he meant it to include all comments including those from the  
 44 May 2015 QPH.  
 45

46 VOTE: UNANIMOUS  
 47

48 **b. Class A Special Use Permit – Solar Array off White Cross Road in Bingham**  
 49 **Township (Receipt of Planning Board Recommendation – No Additional Public**  
 50 **Comment or Testimony Allowed)**

1 The Board considered receiving the Planning Board recommendation, closing the public  
 2 hearing, and making a decision on a Class A Special Use Permit (hereafter 'SUP') application  
 3 submitted by White Cross Solar LLC and the property owners, Mr. and Mrs. William and Carol  
 4 Byron, proposing the development of a solar array in accordance with Section 2.7 *Special Use*  
 5 *Permits* and Section 5.9.6 (C) *Solar Array-Public Utility* of the Orange County Unified  
 6 Development Ordinance (UDO), approve the recommended Findings of Fact as detailed within  
 7 Attachment 5, and make a motion approving the SUP.

8  
 9 Pat Mallet, Orange County Current Planning, reviewed this item and all the materials in  
 10 the abstract. He said page 49, Attachment 5, shows all the findings of fact, and conditions of  
 11 approval. He said page 50 reviews all the application components and shows that all the  
 12 requirements set forth in the UDO were certified as met. He said page 51 shows that all  
 13 notification requirements were met. He said pages 52-57 show requirements for special use  
 14 permits and solar arrays, noting all findings were in the affirmative. He said page 58 shows the  
 15 recommendation of the Planning Board, which is consistent with staff's recommendation, noting  
 16 that all findings of fact have been met.

17 Pat reminded the Board that the applicant has had extensive conversations with the  
 18 neighboring properties, and at the time of the May Quarterly Public Hearing there were still two  
 19 neighbors with concerns about the buffer. He said Item 1 (Attachment 6) speaks to the buffer  
 20 treatment, which is above and beyond what the code requires.

21 Chair McKee said this is a SUP, and no additional comment or testimony would be  
 22 allowed.

23  
 24 **ITEM: 5-b- Attachment 7**

25  
 26 A motion was made by Commissioner Price, seconded by Commissioner Burroughs to  
 27 enter Attachments 1-6, and revised Attachment 7 into the minutes.

28  
 29 VOTE: UNANIMOUS

30  
 31 Michael Harvey presented this portion:

32  
 33 **SCRIPT FOR ACTING ON WHITE CROSS SOLAR LLC FOR SOLAR FACILITY OF WHITE**  
 34 **CROSS ROAD**  
 35 **CLASS A SPECIAL USE PERMIT APPLICATION:**  
 36 **September 1, 2015 BOCC meeting**

- 37  
 38 1. Chair will explain the purpose of the item is to receive the Planning Board  
 39 recommendation.

40 **For the project, the purpose of the meeting is as follows:**

41 *To receive the Planning Board recommendation, close the public hearing, and make a*  
 42 *decision on a Class A Special Use Permit (hereafter 'SUP') application submitted by White*  
 43 *Cross Solar LLC and the property owners, Mr. and Mrs. William and Carol Byron, proposing*  
 44 *the development of a solar array off of White Cross Road in accordance with Section 2.7*  
 45 *Special Use Permits and Section 5.9.6 (C) Solar Array-Public Utility of the Orange County*  
 46 *Unified Development Ordinance (UDO).*

- 47  
 48 2. Chair will declare the public hearing re-convened for the purpose of receiving the  
 49 Planning Board recommendation and ask staff to make their presentation.

1 NOTE – The re-convening of a hearing is solely for the purpose of receiving the  
 2 Planning Board recommendation and allowing any new information, previously  
 3 submitted in writing, to be entered into the record. The hearing is not intended to solicit  
 4 additional input from the public or the applicant.

5  
 6 While the BOCC may ask staff questions related to the review of a given item,  
 7 comments from the public or the applicant shall not be solicited. The accepting  
 8 additional public comments at this stage of the review (i.e. the reconvened hearing)  
 9 would constitute a violation of the UDO.

10  
 11 3. Staff will review the abstract and ask it be entered into the record. Staff will review the  
 12 Findings of Fact (Attachment 5) for the Special Use component of the project.

13  
 14 4. Questions will be asked of staff.

15 **Commissioner Jacobs:** Could you please just refresh my memory, since I wasn't at  
 16 that Public Hearing. The response that's been incorporated to the North Carolina  
 17 Wildlife Resources Commission. Concerns that are expressed in the letter that's  
 18 included in our packet. Page 13.

19  
 20 **Michael Harvey:** Thank you.

21  
 22 **Commissioner Jacobs:** Including saying "the project may impact the species and  
 23 consultation with the US Fish and Wildlife Service may be required."

24  
 25 **Michael Harvey:** The Fish and Wildlife Commission's letter, as part of the State  
 26 Clearing House review, obviously identified potential concerns. If you go to page 14,  
 27 there are following gentle recommendations, and I will stipulate number 1, Orange  
 28 County is a leader in Environmental Protections; so most of the recommended stream  
 29 buffer standards, or buffer standards we exceed by leaps and bounds. In our review,  
 30 and that is specifically the local DEAPR office and the Planning Department in reviewing  
 31 other County documents as well, there are no endangered species, or any other  
 32 sensitive species on this property that would be impacted. In consultation with the  
 33 Department of Wildlife as well as North Carolina Department of Environment Natural  
 34 Resources, there was no identified – specific, excuse me – identified species that would  
 35 be impacted. And while we take into consideration the recommendation since the buffer  
 36 standards that we are going to impose, are greater than what they recommended, we  
 37 believe we are exceeding their suggested mandate with respect to how this project  
 38 should be developed.

39  
 40 **Commissioner Jacobs:** May I ask our Attorney a question?

41  
 42 **Chair McKee:** Yes.

43  
 44 **Commissioner Jacobs:** When, and if, the legislature reduces buffer standards, having  
 45 already adopted these that can't be changed by the legislature. It would be an ex-post  
 46 facto, would it not?

47  
 48 **John Roberts:** That would not apply to this, this Special Use Permit, no.

49 **Commissioner Jacobs:** Thank you.  
 50

1 **Michael Harvey:** Can I clarify? I'm sorry. The Attorney's correct, unless the Applicant  
2 chose to go back through this same process to amend the Special Use Permit.

3  
4 **Chair McKee:** Are there other....yes.

5  
6 **Commissioner Jacobs:** In which case, we could have a different vote.

7  
8 **John Roberts:** That is a correct statement.

9  
10 **Michael Harvey:** Without further ado, what I would just like to do very quickly – on  
11 page 63 – as you begin your deliberation, the first motion you're going to be making, or  
12 and I understood from the Attorney at the beginning of the hearing he'd rather you  
13 approve or deny the Planning Board recommendation, where we have affirm or reject.  
14 But you're going to be either approving or denying the Planning Board's  
15 recommendation that this particular project complies with the provisions of sections 2.2  
16 and 2.7.3 of the Orange County Unified Development Ordinance. This deals with the  
17 application's complete listed submittal, required submittal requirements, and advertising.

18 Next someone will make a motion to determine whether or not the project  
19 complied with section 2.7.5 of the Unified Development Ordinance, that is typically  
20 staff's notification of adjacent property owners, and the holding of the Public Hearing.  
21 Next will be a motion to approve or deny the recommendation of the Planning Board as  
22 it relates to section 5.3.2 (B) of the Unified Development Ordinance; can the project be  
23 served by Emergency Services, Sheriff's Department, Environmental Health, Solid  
24 Waste, etc. Recommendations have been made that – obviously, there's evidence in  
25 the record proving that this site can be supported, as required by section 5.3.2.

26 Next the specific requirements for the development of a Solar Facility – and I'm  
27 on page 63, subsection D. It's a motion to approve or deny the recommendation of the  
28 Planning Board that the Applicant complies with the provisions of 5.9.6 (c). Those are  
29 the specific development requirements for Solar Facility. And again, I want to  
30 emphasize, when you go back to attachment 5, the evidence in the record that the  
31 Planning Board, and ultimately – originally, the staff relied on to make an affirmative  
32 recommendation – is listed for you. As you can see the rationale, both staff and the  
33 Planning Board. Then finally it's voting on whether or not the Applicant complies with  
34 the provisions of 5.3.2. And again, there are three individual areas you're going to be  
35 making a recommendation on: First, that the use will promote the public health, safety  
36 and general welfare. We have provided you in this script the language, or the findings,  
37 of the Planning Board. And again, without repeating myself, but to reiterate, one of  
38 those findings was that there was a lack of competent or material evidence entered into  
39 the record indicating the Applicant had not met there burden.

40 Next 5.3.2 (A) 2 (b). is that the use will maintain or enhance the value of  
41 contiguous property. I'll remind you, at the Quarterly Public Hearing, we had testimony  
42 from the Applicant's appraiser, and there were questions posed not only by this Board,  
43 by the Planning Board, as to the contents of those documents that were submitted into  
44 the record at the Public Hearing.

45 Finally, 5.3.2 (A) 2 (c): that the use is in harmony with the area, and consistent  
46 with the physical development of the County, as embodied in the comprehensive plan.  
47 If there are affirmative findings on those three items, we will ultimately need you then to  
48 make a motion to approve the Special Use Permit, and impose the conditions as we  
49 have detailed in article 5. I know that's a lot to digest, but part of the reason we have to  
50 go through this with you is that Special Use Permits, as you know, require a heightened

1 level of action in order to insure consistency, not only with our ordinance, but with State  
 2 law. Pat and I are here to answer any questions you have. Thank you.

3  
 4 **Chair McKee:** Are there any questions either on the amendment – not the amendment  
 5 – the abstract, and the attachments; or in the instructions that Mr. Harvey just gave us?  
 6

7 **Commissioner Dorosin:** So all these motions need to be made individually, we can't  
 8 lump any of them together, in the interest of expediting this process?  
 9

10 **Michael Harvey:** I am going to say that this Board can certainly make a motion to  
 11 approve the Planning Board recommendation as it relates to, section 2.2, etc. That can  
 12 be one motion. And I will also suggest sir, that you should defer to the County Attorney,  
 13 but I would strongly urge you to make independent motions of findings on section 5.3.2  
 14 (a) which is consistency with a con plan, promoting or – excuse me – insuring property  
 15 value and what not. I think those needn't to be separately.  
 16

17 **Commissioner Dorosin:** Consigliere, do you concur?  
 18

19 **John Roberts:** I do. Recent case law – or within the last several years – has leaned  
 20 towards more specificity from Boards making these types of quasi-judicial decisions. So  
 21 I do recommend each one. It's true, there's been no opposition voiced for this, and so  
 22 an appeal is unlikely. But I believe the Applicant would be more comfortable if the Board  
 23 did go through each motion individually to establish a record.  
 24

25 **Chair McKee:** And, as Chair, I would ask that we do take each – I realize it will take  
 26 longer – but I would ask that we would take each one of them individually as we go  
 27 through. It'd be less chance of either missing one, or misstating one.  
 28

29 **Commissioner Dorosin:** That's fine.  
 30

31 **Chair McKee:** Other questions? Seeing no other questions, I would again reiterate  
 32 that once – that I will, in a moment, ask for a motion to close the Public Hearing; and  
 33 once that happens, there cannot be any other questions.  
 34

- 35 5. A motion will need to be made to close the public hearing.

36 **A motion was made by Commissioner Dorosin, seconded by**  
 37 **Commissioner Burroughs to close the public hearing.**  
 38

39 **VOTE: UNANIMOUS**

40 **NOTE – once this is done, Planning Staff cannot answer questions or provide**  
 41 **additional detail.**  
 42

- 43 6. The BOCC will first need to take action on the Special Use Permit findings of fact. The  
 44 findings of fact have been organized per relevant UDO section to aid in making motions  
 45 to approve or deny. The cadence on taking action should be as follows  
 46  
 47 a. A motion was made by Commissioner Dorosin, seconded by Commissioner  
 48 Burroughs to **approve and adopt** the recommendation of the Planning Board  
 49 concerning the application's compliance with the provisions of Section(s) 2.2 and

1 2.7.3 of the Orange County Unified Development Ordinance as detailed within  
 2 Attachment 5 of the abstract package.

3  
 4 Vote: UNANIMOUS

- 5  
 6  
 7 b. A motion was made by Commissioner Dorosin, seconded by Commissioner  
 8 Burroughs to **approve and adopt** the recommendation of the Planning Board  
 9 concerning the application's compliance with the provisions of Section 2.7.5 of  
 10 the Orange County Unified Development Ordinance as detailed within  
 11 Attachment 5 of the abstract package.

12  
 13 Vote: UNANIMOUS

- 14  
 15 c. A motion was made by Commissioner Dorosin, seconded by Commissioner  
 16 Burroughs to **approve and adopt** the recommendation of the Planning Board  
 17 concerning the application's compliance with the provisions of Section 5.3.2 (B)  
 18 of the Orange County Unified Development Ordinance as detailed within  
 19 Attachment 5 of the abstract package.

20  
 21 Vote: UNANIMOUS

- 22  
 23 d. A motion was made by Commissioner Dorosin, seconded by Commissioner  
 24 Burroughs to **approve and adopt** the recommendation of the Planning Board  
 25 concerning the application's compliance with the provisions of 5.9.6 (c) of the  
 26 Orange County Unified Development Ordinance as detailed within Attachment 5  
 27 of the abstract package.

28  
 29 Vote: UNANIMOUS

- 30  
 31  
 32 e. A motion was made by Commissioner Dorosin, seconded by Commissioner  
 33 Burroughs that said there is sufficient seconded by will need to be made  
 34 regarding compliance with Section 5.3.2 (A) (2) of the Ordinance as follows:

35  
 36 (NOTE – Whomever makes the motion will have to cite the 'evidence' in the  
 37 record utilized justifying the motion to approve or deny. Attachment 5 contains  
 38 the recommendations of the Planning Board including the evidence utilized to  
 39 reach the conclusion. This 'evidence' must be spelled out explicitly by the  
 40 Commissioner making the motion.

- 41  
 42 i. A motion was made by Commissioner Dorosin, seconded by Commissioner Burroughs  
 43 to approve finding there **is** sufficient evidence in the record the project complies with  
 44 Section 5.3.2 (A) (2) (a) of the UDO in that the use will maintain and promote the public  
 45 health, safety and general welfare, if located where proposed and developed and  
 46 operated according to the plan as submitted.

47  
 48 This motion is based on competent material and evidence entered into the record of  
 49 these proceedings, including:

1 NOTE – the following represents the findings of the Planning Board. If the motion is  
 2 to find there is sufficient evidence in the record to find compliance with Section 5.3.2  
 3 (A) (2) (a) this list must be read verbatim so it is in the record.

- 4 • Staff abstract and attachments, including the SUP application and site plan,  
 5 presented at the May 26, 2015 Quarterly Public Hearing.
- 6 • Staff testimony on the project and its compliance with various provisions of  
 7 the UDO.
- 8 • Applicant sworn testimony from Mrs. Beth Trahos, Mr. George Retschle, Mr.  
 9 Thomas Hester, Mr. Richard Kirkland, Mr. Richard Moretz, and Mr. Thomas  
 10 Cleveland, on how the project complied with the UDO.
- 11 • Copies of affidavits and a real estate report, completed by Mr. Hester,  
 12 entered into the record providing additional information on the project's compliance  
 13 with applicable standards.
- 14 • Comments from the BOCC, Planning Board, and the general public.

15 And

- 16 • A lack of competent material and substantial evidence entered into the  
 17 record demonstrating the project's lack of compliance with established standards.  
 18 If the motion is to find there is insufficient evidence in the record to find the project is  
 19 in compliance with Section 5.3.2 (A) (2) (a), the Commissioner making the motion will  
 20 have to specifically denote what is absent and explain what, if any, evidence is in the  
 21 record disputing the claims of the applicant that they are in compliance with Section  
 22 5.3.2 (A) (2) (a).

23  
 24 VOTE: UNANIMOUS

- 25  
 26 ii. A motion was made by Commissioner Dorosin, seconded by Commissioner Burroughs  
 27 finding there **is** sufficient evidence in the record the project complies with Section  
 28 5.3.2 (A) (2) (b) of the UDO in that the use will maintain the value of contiguous  
 29 property.

30  
 31 This motion is based on competent material and evidence entered into the record of  
 32 these proceedings, including:

33 NOTE – the following represents the findings of the Planning Board. If the motion is  
 34 to find there is sufficient evidence in the record to find compliance with Section 5.3.2  
 35 (A) (2) (b) this list must be read verbatim so it is in the record.

- 36 • Staff abstract and attachments, including the SUP application and site plan,  
 37 presented at the May 26, 2015 Quarterly Public Hearing.
- 38 • Staff testimony on the project and its compliance with various provisions of  
 39 the UDO.
- 40 • Applicant testimony from Mr. Thomas Hester, a licensed real estate  
 41 appraiser, and Mr. Richard Kirkland, a licensed real estate appraiser, on how the  
 42 project complied with the UDO. This included a real estate evaluation indicating the  
 43 project would not have an impact on adjacent property value.

44 And

- 45 • A lack of competent material and substantial evidence entered into the  
 46 record demonstrating the project's lack of compliance with established standards.  
 47 If the motion is to find there is insufficient evidence in the record to find the project is  
 48 in compliance with Section 5.3.2 (A) (2) (b), the Commissioner making the motion  
 49 will have to specifically denote what is absent and explain what, if any, evidence is in

1 the record disputing the claims of the applicant that they are in compliance with  
2 Section 5.3.2 (A) (2) (b).

3 VOTE: UNANIMOUS  
4

- 5 iii. A motion was made by Commissioner Dorosin, seconded by Commissioner Burroughs  
6 to find there **is** sufficient evidence in the record the project complies with Section  
7 5.3.2 (A) (2) (c) of the UDO in that the use is in harmony with the area in which it is  
8 to be located and the use is in compliance with the plan for the physical development  
9 of the County as embodied in these regulations and in the Comprehensive Plan.

10 This motion is based on competent material and evidence entered into  
11 the record of these proceedings, including:

12 NOTE – the following represents the findings of the Planning Board. If  
13 the motion is to find there is sufficient evidence in the record to find compliance with  
14 Section 5.3.2 (A) (2) (c) this list must be read verbatim so it is in the record.

- 15 • Staff abstract and attachments, including the SUP application and  
16 site plan, presented at the May 26, 2015 Quarterly Public Hearing.
- 17 • Staff testimony on the project and its compliance with various  
18 provisions of the UDO.
- 19 • Applicant Testimony, specifically:
  - 20 ○ Mr. George Retschle a licensed professional engineer,
  - 21 ○ Mr. Thomas Hester a licensed real estate appraiser,
  - 22 ○ Mr. Richard Kirkland a licensed real estate appraiser,
  - 23 ○ Mr. Richard Moretz a site developer with Cypress Creek Renewables  
24 LLC and its subsidiary White Cross Solar LLC, and
  - 25 ○ Mr. Thomas Cleveland a licensed professional engineer,  
26 on how the project complied with the UDO as well as the submitted site  
27 plan

28 And

- 29 • A lack of competent material and substantial evidence entered into  
30 the record demonstrating the project's lack of compliance with established standards.

31 VOTE: UNANIMOUS  
32

- 33 7. A motion was made by Commissioner Dorosin, seconded by Commissioner Price to  
34 **approve** the Special Use Permit subject to the conditions and applications agreed to by  
35 the Applicant, and that are part of the package.  
36 If the motion is to approve the Special Use Permit, this motion would also need to  
37 include language indicating the BOCC imposes the recommended conditions as detailed  
38 within Attachment 5 of the abstract package.  
39

40 VOTE: UNANIMOUS  
41

- 42 **c. Zoning Atlas Amendment – Conditional Zoning – Master Plan Development**  
43 **Conditional Zoning District (MPD-CZ) Hart's Mill – Extension of Public Hearing**

44 The Board considered opening the public hearing on a request to rezone a 112 acre  
45 parcel of property within the Cheeks Township to Master Plan Development – Conditional  
46 Zoning (MPD-CZ) district in accordance with the provisions of Section 2.9.2 of the Unified  
47 Development Ordinance (hereafter 'UDO'), and defer the hearing by adjourning it to November  
48 5, 2015.  
49  
50

1 Michael Harvey said the Planning Board is reviewing more information about this, and in  
 2 order to obtain this information therefore they need to review the item until tomorrow evening.  
 3 He said as a result, the Board should reopen the Public Hearing, in order to adjourn until  
 4 November 5, 2015. He said this will allow the Planning Board to finalize its recommendations  
 5 and bring them back to the BOCC for a final decision.

6  
 7 A motion was made by Commissioner Rich, seconded by Commissioner Pelissier for the  
 8 Board to open the public hearing.

9  
 10 VOTE: UNANIMOUS

11  
 12 A motion was made by Commissioner Rich, seconded by Commissioner Pelissier to  
 13 defer the hearing by adjourning it to **November 5, 2015**.

14  
 15 VOTE: UNANIMOUS

16  
 17 **6. Consent Agenda**

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

19 Item n by Commissioner Price

20  
 21 • **Approval of Remaining Consent Agenda**

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

24  
 25 VOTE: UNANIMOUS

26  
 27 • Discussion and Approval of the Items Removed from the Consent Agenda

28  
 29 **n. Orange Public Transportation Proposed Fixed-Route Fare Structure**

30 The Board considered adopting the Orange Unified Transportation Board (OUTBoard)-  
 31 recommended Orange Public Transportation (OPT) fixed-route fare structure.

32 Commissioner Price said she is concerned about the fare of \$4 one way that must be  
 33 paid to get around town. She said many have limited incomes, and she asked if staff had  
 34 considered half price for the return trip.

35 Bret Martin, Orange County Transportation Planner, said the purpose for the higher fare  
 36 is to incentivize the use of the fixed stops location. He said if the use of deviation is not  
 37 incentivized then the route will completely turn into deviation, and it will no longer be a fixed  
 38 route. He said there is not incentive to use the fixed stop locations if the fare is the same for a  
 39 deviation. He said it costs more to provide deviation service than it does to provide fixed stop  
 40 service.

41 Commissioner Price said she was concerned about those who are unable to get to the  
 42 fixed stops, and would therefore have to pay \$8 round trip. She asked again if a half price  
 43 return trip could be offered.

44 Bret Martin said it would not be a huge issue but it would be a deviation, and the  
 45 projections for the use of the deviated fixed routes is about half the boardings per venue hour  
 46 as would be expected for the regular fixed routes. He said there is some fear that if fixed stops  
 47 are not somehow incentivized then only the deviation service will be used, thus driving up costs.

48 Commissioner Price said she is trying to make this service as user friendly as possible.

1 Peter Murphy said it is \$2 for people with disabilities, passengers over the age of 60, or  
2 with Medicaid or Medicare cards. He said hopefully, this would cover some of the people about  
3 whom Commissioner Price is concerned.

4 Commissioner Price said she had seen this information, but was more thinking of the 40  
5 year old person who unemployed or underemployed.

6 Commissioner Dorosin asked if other County agencies, like Department of Social  
7 Services (DSS) or the Social Justice Fund, could provide vouchers in order to keep the route as  
8 is.

9 Commissioner Price said that would work.

10 Chair McKee asked if DSS has this type of program.

11 Bret Martin said the State gives about \$35,000 annually for those in the Work First  
12 Program. He said vouchers were considered, and he said this is doable as mentioned in the  
13 abstract. He said bus passes could be given to DSS, who could distribute as appropriate.

14 Bonnie Hammersley said staff could work with DSS on this issue.

15 Commissioner Rich said how far off the route is the deviation.

16 Bret Martin said anywhere within the three zones. He said the County is divided into 3  
17 zones: northeast, northwest and south. He said the fixed routes hit most populated areas the  
18 County within 2 miles. He said it would deviate anywhere.

19 Commissioner Rich said there are many times she has had to walk up to ½ mile to a  
20 bus stop. She understands there are exceptions, but in general, she would like to encourage  
21 people to ride a regular bus route.

22 Commissioner Dorosin said in considering the land banking for affordable housing, the  
23 fixed transportation routes should be carefully considered.

24  
25 A motion was made by Commissioner Price, seconded by Commissioner Rich to adopt  
26 the Orange Unified Transportation Board (OUTBoard)-recommended Orange Public  
27 Transportation (OPT) fixed-route fare structure and to incorporate the use of bus  
28 passes/vouchers with a program coordinated with DSS and to report back to the Board with the  
29 results.

30 Commissioner Rich asked if the \$4 rate will remain while this additional information is  
31 being researched.

32 Staff answered yes.

33  
34 VOTE: UNANIMOUS

35  
36 **a. Minutes**

37 The Board approved the minutes as submitted by the Clerk to the Board for the following  
38 meetings: May 12, 2015 BOCC Work Session; May 14, 2015 BOCC Budget Work Session;  
39 May 19, 2015 BOCC Regular Meeting; May 21, 2015 BOCC Budget Public Hearing; May 26,  
40 2015 BOCC QPH; May 28, 2015 Budget Public Hearing; June 2, 2015 BOCC Regular Meeting;  
41 June 4, 2015 BOCC Budget Work Session; June 9, 2015 BOCC Budget Work Session; June  
42 11, 2015 BOCC Budget Work Session; and June 16, 2015 BOCC Regular Meeting.

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

44 The Board adopted the resolution, which is incorporated by reference, to release motor vehicle  
45 property tax values for twenty-five (25) taxpayers with a total of thirty-two (32) bills that will  
46 result in a reduction of revenue in accordance with the NCGS. Financial impact year to date for  
47 FY 2015-2016 is \$9,455.77.

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

49 The Board adopted the resolution, which is incorporated by reference, to release property tax  
50 values for nine (9) taxpayers with a total of nine (9) bills in accordance with NCGS 105-381.

1 Approval of this change will result in a net reduction in revenue of \$53,731.93 to the County,  
2 municipalities, and special districts. The Tax Assessor recognized that refunds could impact the  
3 budget and accounted for these in the annual budget projections.

4 **d. Applications for Property Tax Exemption/Exclusion**

5 The Board approved the resolution, which is incorporated by reference, for eleven (11) untimely  
6 applications for exemption/exclusion from ad valorem taxation for the 2015 tax year. The  
7 reduction in the County's tax base associated with approval of the exemption application will  
8 result in a reduction of FY 2015/2016 taxes due to the County, municipalities, and special  
9 districts in the amount of \$9,323.90.

10 **e. Tax Collector's Annual Settlement for Fiscal Year 2014-15**

11 The Board received the Tax Collector's annual settlement on current and delinquent taxes;  
12 authorized the Chair to sign the resolution accepting it as reported for entry into the minutes;  
13 and upon acceptance of the reports, approved and authorized the Chair to sign and issued the  
14 Order to Collect to the Tax Collector for Fiscal Year 2015-2016.

15 **f. Fiscal Year 2015-16 Budget Amendment #1**

16 The Board approved the budget and grant project ordinance amendments for fiscal year 2015-  
17 16.

18 **g. Application for North Carolina Education Lottery Proceeds for Chapel Hill – Carrboro**  
19 **City Schools (CHCCS) and Contingent Approval of Budget Amendment #1-A Related to**  
20 **CHCCS Capital Project Ordinances**

21 The Board approved the application for North Carolina Education Lottery Proceeds, authorized  
22 the Chair to sign the application; and approved Budget Amendment #1-A receiving the Lottery  
23 Proceeds and the amended CHCCS Capital Project Ordinances, contingent on NCDPI's  
24 approval of the application.

25 **h. Performance Agreement Between the Town of Chapel Hill and Visitors Bureau**

26 The Board approved the performance agreement between the Town of Chapel Hill and the  
27 Visitors Bureau, and authorized the Manager to sign the agreement on behalf of the County.

28 **i. Marketing Communications Management Agreement Renewal with Clean Design**

29 The Board approved a professional services agreement for tourism marketing and advertising  
30 with Clean Design, and authorized the Chair to sign the proposed renewal agreement with  
31 funding to be encumbered out of the 2015-2016 Visitors Bureau budget.

32 **j. Bid Award – Cedar Grove Community Center Library Kiosk**

33 The Board awarded a bid to MK Solutions in the amount of \$179,540 for the purchase and  
34 installation of the "LibDispenser" library services kiosk to be located at the Cedar Grove  
35 Community Center.

36 **k. Dedication of Right-of-Way and Permanent Water and Sewage Easement for Eubanks**  
37 **Road Solid Waste Center Project**

38 The Board approved a dedication of Right-of-Way and permanent utility easement for water to  
39 service the expanded Eubanks Road Convenience Center and landfill improvements project as  
40 previously presented, and authorize the Chair to sign on behalf of the Board following final  
41 review of the County Attorney.

42 **l. Bid Award – Front-End Loader Truck for Solid Waste**

43 The Board awarded a bid to Carolina Environmental Systems, Inc. (CES) for the purchase of a  
44 Front End Loader Truck for the Recycling Division of the Solid Waste Management Department  
45 at a delivered cost of \$275,850.92, declare Truck# 1585 as surplus after receipt of the new  
46 truck, and authorize the Asset Management Services Director to affect the sale of this item  
47 through GovDeals.

48 **m. Approval of Revised Resolutions for the Orange County FY 2014-2015 HOME**  
49 **Program Design and Orange County FY 2015-2016 HOME Program Design for Habitat for**  
50 **Humanity Homeownership Assisted Projects**

1 The Board: 1) approved a revision authorizing Habitat for Humanity to provide deferred  
 2 payment, zero interest second mortgages for nine (9) homes instead of ten (10) throughout  
 3 Orange County as requested in Habitat's application for HOME funding for the FY 2014-2015  
 4 HOME Program Design; 2) approved, for both the FY 2014-2015 HOME Program Design and  
 5 the FY 2015-2016 HOME Program Design, revisions for the use of HOME funds for the  
 6 purchase of Habitat for Humanity homes by households with incomes that initially meet the 65%  
 7 of Area Median Income (AMI) eligibility requirement, and subsequently have an increase in  
 8 income during the construction period and prior to closing as long as the increase in income of  
 9 the households do not exceed 80% of AMI as allowable under the HOME program. The  
 10 maximum income amount allowable by the U.S. Department of Housing and Urban  
 11 Development for HOME funded projects is 80% of AMI; 3) approved the attached markup  
 12 versions of the two September 2015 revised resolutions and authorized the Chair to sign clean  
 13 versions of the revised resolutions for the 2014-2015 and 2015-2016 HOME Program Designs.  
 14

## 15 **7. Regular Agenda**

### 16 **a. Jail Alternatives Work Group Report**

17 The Board considered receiving a *Memorandum Regarding Organizational Placement of*  
 18 *Jail Alternative Programs*, which was developed to analyze and recommend an organizational  
 19 structure for jail alternative programs operated by Orange County and authorize staff to  
 20 implement the recommendations.  
 21

22 Bonnie Hammersley said this was a budget change from the Manager's recommended  
 23 budget, and there was a request by the Board to work with stake holders and pursue options for  
 24 where these positions would be placed.

25 Travis Myren, Deputy County Manager, presented the following background,  
 26 PowerPoint slides, and information gleaned from discussions with stakeholders:  
 27

28 **BACKGROUND:** The FY 2015-16 Budget authorizes the County to hire three (3) County staff  
 29 to administer jail alternative programs. The recommended budget contemplated that the jail  
 30 alternative positions would be part of the Sheriff's Office. However, that recommendation  
 31 received scrutiny during budget deliberations, and the Board of Orange County Commissioners  
 32 asked for further consultation with stakeholders prior to making a final determination on  
 33 organizational placement.  
 34

## 35 **Orange County**

### 36 **Organizational Placement of Jail Alternative Programs**

#### 37 **Report Overview**

- 38 • **Program Descriptions**
  - 39 ○ Pretrial Services
  - 40 ○ Drug Court
- 41 • **Perspectives of Stakeholders**
  - 42 ○ Internalization
  - 43 ○ Organizational Placement
- 44 • **National Standards and Best Practices**
- 45 • **Recommendations**

#### 46 **Recommendation #1**

- 47 • Internalize the Pretrial Services and Drug Court Programs under the direction of the  
 48 County Manager.  
 49  
 50

- 1           ○ Positions are authorized in the FY 15-16 Budget
- 2           ○ Review organizational placement decision over time as required by the Budget
- 3           Ordinance

#### 5 **Recommendation #2**

- 6           • Recruit and hire a Criminal Justice Resource Manager to lead the new division and to
- 7           hire authorized staff.
- 8           ○ Interdisciplinary team of stakeholders: judiciary, law enforcement, prosecution,
- 9           defense
- 10          ○ Criminal Justice Resource Manager will coordinate recruitment of the Coordinator
- 11          positions with input from stakeholders

#### 13 **Recommendation #3**

- 14          • Begin the procurement of appropriate technology resources for case management.
- 15          ○ Use County payroll and financial systems
- 16          ○ Document business processes and begin procurement process

#### 18 **Recommendation #4**

- 19          • Remodel County office space in the Courthouse for staff offices and client services.
- 20          ○ Proposed space includes a restroom, so cost is minimal.

#### 22 **Recommendation #5**

- 23          • Create an interdisciplinary advisory board to provide policy guidance, set priorities, and
- 24          establish performance goals.
- 25          ○ Jail Alternatives Work Group to review potential scope, composition, and structures

#### 27 **Recommendation #6**

- 28          • Develop performance measures to promote accountability and monitor performance.
- 29          ○ Survey will be designed to identify stakeholder goals and desired program outcomes
- 30          ○ Measures may be both quantitative and qualitative

#### 32 **Recommendation #7**

- 33          • Plan space in the new jail facility to allow for risk assessment, screening, and
- 34          intervention planning.
- 35          ○ Space should be secure but offer a sense of privacy

#### 37 **Next Steps**

- 38          • **Action by Board of Orange County Commissioners**
- 39          ○ Formally receive the report
- 40          ○ Authorize staff to implement the recommendations
- 41          • **Convene interview team for Criminal Justice Resource Manager**
- 42          ○ Stakeholder Representatives
- 43          ○ Week of September 14
- 44          • **Jail Alternatives Work Group**
- 45          ○ Discuss scope and composition of an advisory board

47 The *Memorandum Regarding Organizational Placement of Jail Alternative Programs* is the

48 culmination of additional stakeholder outreach, consideration, and research.

49 The *Memorandum* contains the following key findings:

- 1 • The Pretrial Services and Drug Court Programs are currently contracted out to two different  
2 vendors.
- 3 • The Programs represent a significant investment by the County in alternatives to  
4 incarceration and are viewed as important tools to help reduce population pressure in the jail,  
5 failures to appear in court, and recidivism.
- 6 • Supporters of the current Pretrial Services model endorse the independence of the program,  
7 adherence to best practices, efficiency, and long standing relationships with treatment providers  
8 and program participants.
- 9 • Stakeholders generally agree, however, that the programs would benefit from internalization.  
10 An internalized model could improve stability and a sense of permanency, increase  
11 accountability by focusing on day to day service delivery, foster greater collaboration with other  
12 County services like mental health and employment, provide access to needed information  
13 technology resources, and improve the functionality of office space.
- 14 • Stakeholders who have the responsibility of defending the accused generally oppose  
15 organizationally aligning the Pretrial program with the Sheriff's Office. These stakeholders note  
16 concerns about the perceived independence of the program and the treatment of information by  
17 employees of the Sheriff's Office. These concerns may limit referrals and participation in the  
18 program.
- 19 • Stakeholders expressed less concern about the organizational placement of the Drug  
20 Court Program but recognize the need for collaboration.
- 21 • National standards and best practices for pretrial services do not preclude organizational  
22 alignment with the Sheriff's Office, but they do stress the need for the Pretrial program to be  
23 perceived as independent from the other actors in the criminal justice system. These standards  
24 also note the importance of information technology in successful operations and encourage  
25 oversight by an interdisciplinary advisory board.
- 26 • A comparative analysis of pretrial programs in North Carolina reveals that the most common  
27 organizational structure is an internalized program reporting to the County Manager. This model  
28 is more common among counties with a population of 100,000 or more.
- 29 • Best practices for drug court emphasize a non-adversarial approach to providing the service  
30 and close collaboration among the decision makers and advocates working in the system.  
31 Based on stakeholder input, consideration, and additional research, the Memorandum  
32 recommends the following next steps:
- 33 • Internalize the Pretrial Services and Drug Court Programs under the direction of the County  
34 Manager.
- 35 • Recruit and hire a Criminal Justice Resource Manager to lead the new division and hire  
36 authorized staff.
- 37 • Begin procurement of appropriate information technology resources for case management.
- 38 • Remodel County office space in the courthouse for staff offices and client services.
- 39 • Create an interdisciplinary advisory board to provide policy guidance, set priorities, and  
40 establish performance goals.
- 41 • Develop performance measures to promote accountability and monitor performance.
- 42 • Plan space in the new jail facility to allow for risk assessment, screening, and intervention  
43 planning.

44 Chair McKee acknowledged the work done on this matter by Commissioners Pelissier  
45 and Jacobs. He also thanked the Sheriff and his department for his cooperation.

46 Sheriff Blackwood praised Travis Myren for his prompt and thorough work on this  
47 issue. He expressed full cooperation with all involved stakeholders.

48 Commissioner Pelissier said the Jail Alternatives Work Group also expressed thanks  
49 for the process of this discussion, and looks forward to moving forward. She said the Jail

1 Alternatives group is equally committed to supporting people as they leave jail and reenter the  
2 community.

3 Commissioner Jacobs said the group was very devoted and interested, and to him it  
4 was gratifying to see a cross section of interests coming together to help develop a unique  
5 vision. He said the group discussed its variation as it moves forward. He expressed thanks to  
6 the Sheriff, his gracious flexibility, and willingness to focus on what is best for Orange County.

7 Chair McKee said he was glad that Commissioner Pelissier and Commissioner Jacobs  
8 mentioned the many stakeholders that were involved in this process.

9 Commissioner Rich asked if there are best practices elsewhere regarding the makeup  
10 and charge of an advisory group.

11 Travis Myren said the Jail Alternatives Work Group asked for staff to come back with  
12 this information.

13 Commissioner Burroughs said she liked the synthesis of the report, and commended  
14 Travis Myren.

15 Commissioner Price asked for clarification if a new Criminal Justice Resource Manager  
16 is being created, or if there is a similar position already in existence.

17 Travis Myren said the person who is currently contracted to operate the drug court is  
18 Courtney Kennedy, but there has not been an overseeing manager but would now bring this  
19 one and Pre-Trial Services under the County Manager's purview.

20 Commissioner Pelissier said Commissioner Jacobs, herself, Bonnie Hammersley and  
21 Travis Myren will be visiting the Durham Criminal Justice Resource Center this month.

22 Commissioner Jacobs said in discussing this issue, it was found that there is another  
23 group, working through the judiciary, which was meeting to discuss mental health issue that  
24 could be represented in the advisory group.

25  
26 A motion was made by Commissioner Price seconded, by Commissioner Rich to accept  
27 the recommendations contained in the *Memorandum Regarding Organizational Placement of*  
28 *Jail Alternative Programs* and authorize staff to implement the recommendations.

29  
30 VOTE: UNANIMOUS

## 31 32 **8. Reports**

### 33 34 **a. Fairview Park – Parking Lot Project**

35 The Board considered receiving the report and considered the planned parking lot  
36 solution for Fairview Park. If desired, the Board may authorize staff to prepare plans, permit and  
37 construction documents for the purpose of constructing this parking lot in the summer of 2016.  
38 Accordingly, the Manager and staff will include needed additional funds for this project in the FY  
39 2017-22 CIP and the FY 2016-17 County capital budget.

40 David Stancil, Department of Environment, Agriculture, Parks and Recreation (DEAPR)  
41 Director, reviewed the following background information:

#### 42 43 **BACKGROUND:**

44 The County's Fairview Park opened in 2011, funded by a combination of 2001 voter-approved  
45 bonds, a grant from the NC Parks and Recreation Trust Fund (PARTF), and payment-in-lieu  
46 funds. Because of site limitations (the northern portion of the site is the former Town of  
47 Hillsborough landfill, predating current-day landfill regulations), the park design and ultimate  
48 construction was focused on the southern portion of the property. Park facilities include a  
49 baseball/softball field, tennis courts, playground, picnic shelter with restrooms, basketball

1 courts, walking track, volleyball courts and trail connecting to the Town Police substation on  
2 Rainey Avenue, and a parking lot.

3  
4 The current parking lot was constructed as approved through the Town's Conditional Use  
5 Permit approval process. The existing parking lot, which is located off Torain Street and adjoins  
6 the picnic shelter, contains 44 spaces. Over the past four years of park operations, occasional  
7 events at the shelter or ballfield have taxed this existing parking lot, with vehicles occasionally  
8 parking along the street and in front of residents' homes. Phase II of the park was the  
9 construction of a second, 68-space parking lot, which was not part of the Phase I construction.  
10 This planned additional lot utilizes a new second entrance into the park from the east along  
11 Orange County Public Works Drive. The existing drive would be extended through the Public  
12 Works site, and wind its way up through a hilly wooded area to a site adjoining the existing  
13 tennis courts.

14  
15 During budget deliberations, the Board asked the Manager and staff about additional parking  
16 needs at Fairview, and instructed that a recommended solution for additional parking be  
17 brought back to the Board for review and direction after the summer break. A placeholder  
18 amount of \$100,000 was appropriated in the Capital Investment Plan (CIP) for the current fiscal  
19 year, pending a more-complete recommendation.

20  
21 Over the last three months, staff has looked at several potential parking options, including the  
22 original master plan, variations on new parking areas, and short-term solutions previously  
23 identified using the existing Town police substation parking lot and roadsides. This includes  
24 sketches and designs with pricing prepared by the engineer who prepared the construction  
25 drawings for Fairview Park, and the County's Landscape Architect. Several different possibilities  
26 were examined, and discussed in meetings with Town and County staff and the Sheriff.

27  
28 After considerable review and discussion, the Manager and staff recommend that the County  
29 proceed with the original master plan parking lot option, extending Public Works Drive into the  
30 park and building a lot adjacent to the tennis courts. While this option is more expensive than  
31 other options, it has the substantial benefit of being located within the park adjoining existing  
32 facilities, and minimizing some of the safety issues that other more-remote parking options  
33 might create. It also brings the additional traffic coming from outside the community to the park  
34 without increasing traffic on streets in the Fairview neighborhood. In talking with local groups  
35 and the Town police, the predominant need for additional parking is for park patrons coming  
36 from outside of the community.

37  
38 If the Board agrees with this parking solution, the Manager and staff will incorporate the needed  
39 funding for this parking lot in the upcoming CIP for FY 2016-17. Implementation of this (or any  
40 of the) parking options will require additional survey work before construction drawings can be  
41 prepared and submitted to the Town of Hillsborough for a Conditional Use Permit modification.  
42 This permit and the work associated with the permit or construction will take several months,  
43 which coincides with timing of additional funds that would be needed for the new fiscal year in  
44 July 2016. Proceeding with this plan would enable the construction of the parking lot to be in  
45 position to move straight to construction in the summer of 2016. Between now and July, the  
46 Town also plans to pave the police substation parking lot, creating new parking spaces. Parking  
47 along the east side of Rainey Avenue adjoining the park may also be used as overflow parking  
48 until the new lot is built.

49

1 **FINANCIAL IMPACT:** As part of the FY 2015-16 budget approval, the Board appropriated  
 2 \$100,000 for this project, pending a plan for the parking solution that is presented herein. If this  
 3 parking lot solution is desired, an additional \$250,000 would be requested in the upcoming FY  
 4 2017-22 Capital Investment Plan (CIP) and FY 2016-17 budget to complete the project, with all  
 5 needed work and permits to be pursued and completed prior to July 1 to enable a quick move  
 6 to construction once funds are available.

7  
 8 Commissioner Rich asked if there are any concerns anticipated from Hillsborough.  
 9 David Stancil said there has been a meeting with the Town Planning Director, and he  
 10 does not anticipate any concerns.

11 Bonnie Hammersley said as this project is approved in the CIP up to \$100,000 for this  
 12 year, staff will proceed, and this evening was just a report.

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

15 Bonnie Hammersley reviewed the work session below:

#### 17 **Projected September 10, 2015 Regular Work Session Items**

- 18 • Additional Discussion Regarding November 2016 Bond Referendum
- 19 • Strategic Communications Plan Implementation
- 20 • Goal Setting
- 21 • Draft 2016 BOCC Meeting Calendar

22  
 23 Chair McKee said he has asked the Manager to invite the Bond Counsel to be in  
 24 attendance at this meeting.

25 Chair McKee asked if the Board would please review the draft calendar as well.

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

28 John Roberts said there are a couple of reasons that the SUP hearings must proceed as  
 29 they do. He said recently court cases are requiring more specificity from decision-makers, and  
 30 also Orange County has one of the most complicated UDOs in the State. He commended  
 31 Michael Harvey for the work he does interpreting the UDO for the Board.

### 33 **11. Appointments**

#### 35 **a. Durham Technical Community College Board of Trustees**

36 The Board considered making an appointment to the Durham Technical Community  
 37 College Board of Trustees. After a thorough review of applications submitted for the Orange  
 38 County seat on the Durham Technical Community College Board of Trustees, Commissioners  
 39 Jacobs and Price are recommending the appointment of Gerald Ponder.

40 Commissioner Price said applications were reviewed, and it was decided to nominate  
 41 Mr. Ponder.

42  
 43 A motion was made by Commissioner Price, seconded by Commissioner Jacobs to  
 44 appoint Gerald Ponder to a first full 4 year term (Position #2) as the BOCC appointed  
 45 representative with a term expiration as of 06/30/2019.

46  
 47 VOTE: UNANIMOUS

48 Commissioner Rich said she met with Commissioner Pelissier over the summer and  
 49 discussed the boards that are required to answer additional questions and the possibility of  
 50 adding Durham Tech to this listing.

1 Chair McKee said this had already been done.

2 Commissioner Pelissier said she did not realize that the additional questions were  
3 already in place when she and Commissioner Rich spoke.

4  
5 **12. Board Comments**

6 Commissioner Price said when the Board gets agreements and contracts from other  
7 jurisdictions, she asked if the words ethnicity and color could be added in the section that  
8 relates to the protective classes in these agreements.

9 Commissioner Jacobs thanked the staff for the report on the usage of pesticides on  
10 County grounds and buildings. He said he would like to see this report referred to the  
11 Commission for the Environment. He said some of the listed pesticides are suspected in the  
12 decline of Monarch Butterflies and the honeybee, and he would like to see a bit more dialogue  
13 on the matter

14 Commissioner Jacobs read a letter from the Orange County Parks and Recreation  
15 Council (PARC) that was sent to Board, per the potential bond referendum:

16  
17 **Orange County Parks and Recreation Council**

18  
19 July 8, 2015

20 Earl McKee, Chair

21 Board of County Commissioners

22 PO Box 8181

23 Hillsborough, NC 27278

24  
25 Dear Chair McKee:

26  
27 The Orange County Parks and Recreation Council (PRC) unanimously recommends that any  
28 bond referendum planned for 2016 include provisions for funding projects for multiple areas of  
29 county services, and specifically Parks and Recreation. Our recommendation is based on the  
30 following:

- 31 1. The recently adopted Parks and Recreation Master Plan is largely meaningless without  
32 funding, which in the past Orange County voters have been willing to approve through  
33 bonds;
- 34 2. While funding for schools may be our primary current focus, the quality of life in Orange  
35 County depends on a balanced portfolio of county services, which all need to be  
36 considered in funding strategies.
- 37 3. We believe that a multi-target bond would have broader appeal, and therefore more  
38 chance of voter approval, than a bond limited to a single issue. Orange County has a  
39 significant retiree population who benefit from senior services; home-schoolers or  
40 childless households who use parks and recreation facilities; and environmental needs  
41 that concern all of us.

42 Please consider these factors in developing and approving a bond proposal.

43 Thank you,

44  
45 Neal Bench, Chair

46  
47 Cc: PRC; David Stancil, DEAPR Director

48 Commissioner Pelissier said she wanted to give the Board an update on transit in  
49 Wake County. She said Wake County has been revising their transit plan, and expect to have

1 a final plan in December with a vote targeted for spring 2016. She said it is possible that Wake  
2 County could add a half cent sales tax referendum on the 2016 ballot in their county.

3 Commissioner Pelissier said the draft environmental impact statement can be a  
4 misleading term. She said this statement is not just about the environment, it is also about  
5 people, cost, ridership, etc. She said it is an extremely larger report.

6 Commissioner Price said the Orange County Health Department received an award at  
7 the North Carolina Association of County Commissioners (NCACC) conference. She asked if  
8 there could be a public recognition of this award.

9 Staff said yes.

10 Commissioner Dorosin asked if there is a plan in place for the affordable housing land  
11 banking program.

12 Bonnie Hammersley said she, staff and various departments are working on this issue  
13 and strategies to address it, and will bring it to the Board soon.

14 Commissioner Burroughs said she had no comments.

15 Commissioner Rich said she was able to help resolve an incident, assisting someone  
16 with a bill for ambulance usage. She called the Tax Office, where Felicia Williams helped her.  
17 She said she wants the public to know that Orange County does have an assistance service to  
18 help residents with ambulance bills through the tax office.

19 Commissioner Rich asked if there is a status update regarding an emergency shelter in  
20 Orange County.

21 Chair McKee said a few weeks ago there were multiple rallies in Orange County,  
22 especially in Hillsborough; and he commended the many agencies that monitored these  
23 peaceful events for the safety of all. He said he wrote a letter to the editor commending the  
24 agencies and the public for expressing their constitutional rights in a peaceful manner.

25 Chair McKee said there will be a Constitution Day event in September, and he has  
26 asked Commissioner Price to speak at this event.

27 Commissioner Burroughs asked if there was an update about the United Way  
28 reductions.

29 Bonnie Hammersley said this report would be given at the September 15<sup>th</sup> meeting.

30 Commissioner Burroughs said she had heard that there was once a 2% target of  
31 County budget for non-profits, and she hoped that the County would move back towards that.

32 Commissioner Jacobs said it was 1%, and it was a standard.

33 Commissioner Jacobs said there is a memo from the Planning Department about rail  
34 crossings, and the Department of Transportation (DOT) ignored many of the staff's concerns.  
35 He requested Chair McKee to write a letter to Mike Mills, the DOT Board representative, and  
36 Chuck Edwards asking them to take the County's concerns under consideration.

37 Chair McKee said he would work on this, and aim to get a letter out in the next few  
38 days.

39 Commissioner Price said she met with the Housing Director, and would like for the  
40 Board to look at the County's emergency repair program.

### 41 **13. Information Items**

- 43 • June 16, 2015 BOCC Meeting Follow-up Actions List
- 44 • Tax Collector's Report – Numerical Analysis
- 45 • Tax Collector's Report – Measure of Enforced Collections
- 46 • Tax Assessor's Report – Releases/Refunds under \$100
- 47 • Pesticide Use on County Grounds and Buildings
- 48 • BOCC Follow Up List Item Regarding Internal Pedestrian Systems
- 49 • Orange County Staff Comments on the North Carolina Department of Transportation  
50 Environmental Assessment (EA) for Proposed Private Crossing Closures

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15

**14. Closed Session**

NONE

**15. Adjournment**

A motion was made by Commissioner Burroughs, seconded by Commissioner Dorosin to adjourn the meeting at 10:03 p.m.

VOTE: UNANIMOUS

Earl McKee, Chair

Donna Baker, Clerk to the Board

**ORANGE COUNTY  
BOARD OF COMMISSIONERS  
ACTION AGENDA ITEM ABSTRACT**  
Meeting Date: October 6, 2015

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

**SUBJECT:** Motor Vehicle Property Tax Releases/Refunds

**DEPARTMENT:** Tax Administration

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

No

**ATTACHMENT(S):**

Resolution  
Releases/Refunds Data Spreadsheet  
Reason for Adjustment Summary

**INFORMATION CONTACT:**

Dwane Brinson, Tax Administrator,  
(919) 245-2726

**PURPOSE:** To consider adoption of a resolution to release motor vehicle property tax values for twelve (12) taxpayers with a total of fourteen (14) bills that will result in a reduction of revenue.

**BACKGROUND:** North Carolina General Statute (NCGS) 105-381(a)(1) allows a taxpayer to assert a valid defense to the enforcement of the collection of a tax assessed upon his/her property under three sets of circumstances:

- (a) "a tax imposed through clerical error", for example when there is an actual error in mathematical calculation;
- (b) "an illegal tax", such as when the vehicle should have been billed in another county, an incorrect name was used, or an incorrect rate code (the wrong combination of applicable county, municipal, fire district, etc. tax rates) was used;
- (c) "a tax levied for an illegal purpose", which would involve charging a tax which was later deemed to be impermissible under state law.

NCGS 105-381(b), "Action of Governing Body" provides that "Upon receiving a taxpayer's written statement of defense and request for release or refund, the governing body of the taxing unit shall within 90 days after receipt of such a request determine whether the taxpayer has a valid defense to the tax imposed or any part thereof and shall either release or refund that portion of the amount that is determined to be in excess of the correct liability or notify the taxpayer in writing that no release or refund will be made".

For classified motor vehicles, NCGS 105-330.2(b) allows for a full or partial refund when a tax has been paid and a pending appeal for valuation reduction due to excessive mileage, vehicle damage, etc. is decided in the owner's favor.

**FINANCIAL IMPACT:** Approval of these release/refund requests will result in a net reduction of \$3,048.68 to Orange County, the towns, and school and fire districts. Financial impact year to date for FY 2015-2016 is \$12,504.45.

**SOCIAL JUSTICE IMPACT:** There is no Orange County Social Justice Goal impact associated with this item.

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

- Accept the report reflecting the motor vehicle property tax releases/refunds requested in accordance with the NCGS; and
- Approve the attached release/refund resolution.

NORTH CAROLINA

RES-2015-050

ORANGE COUNTY

**REFUND/RELEASE RESOLUTION (Approval)**

**Whereas**, North Carolina General Statutes 105-381 and/or 330.2(b) allows for the refund and/or release of taxes when the Board of County Commissioners determines that a taxpayer applying for the release/refund has a valid defense to the tax imposed; and

**Whereas**, the properties listed in each of the attached "Request for Property Tax Refund/Release" has been taxed and the tax has not been collected: and

**Whereas**, as to each of the properties listed in the Request for Property Tax Refund/Release, the taxpayer has timely applied in writing for a refund or release of the tax imposed and has presented a valid defense to the tax imposed as indicated on the Request for Property Tax Refund/Release.

**NOW, THEREFORE, IT IS RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF ORANGE COUNTY THAT** the recommended property tax refund(s) and release(s) are approved.

Upon motion duly made and seconded, the foregoing resolution was passed by the following votes:

Ayes: Commissioners \_\_\_\_\_

\_\_\_\_\_

Noes: \_\_\_\_\_

I, Donna Baker, Clerk to the Board of Commissioners for the County of Orange, North Carolina, DO HEREBY CERTIFY that the foregoing has been carefully copied from the recorded minutes of the Board of Commissioners for said County at a regular meeting of said Board held on \_\_\_\_\_, said record having been made in the Minute Book of the minutes of said Board, and is a true copy of so much of said proceedings of said Board as relates in any way to the passage of the resolution described in said proceedings.

WITNESS my hand and the corporate seal of said County, this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
Clerk to the Board of Commissioners

Clerical error G.S. 105-381(a)(1)(a)  
 Illegal tax G.S. 105-381(a)(1)(b)  
 Appraisal appeal G.S. 105-330.2(b)

## BOCC REPORT - REGISTERED MOTOR VEHICLES OCTOBER 6, 2015

	A	B	C	D	E	F	G
1	NAME	ABSTRACT NUMBER	BILLING YEAR	ORIGINAL VALUE	ADJUSTED VALUE	FINANCIAL IMPACT	REASON FOR ADJUSTMENT
2	Bollen, Kenneth Alan	25398022	2014	31,451	24,330	(114.67)	Adjustment (appraisal appeal)
3	Chicurel-Bayard, Hiram Dustin	27680415	2014	8,684	500	(137.15)	Antique plate (appraisal appeal)
4	Churchill, Peter	10624330	2013	18,998	18,998	(167.58)	Situs error (illegal tax)
5	Churchill, Peter	27703471	2014	14,400	14,400	(146.03)	Situs error (illegal tax)
6	Churchill, Peter Cole	27724597	2014	13,510	13,510	(134.23)	Situs error (illegal tax)
7	Deekens, Victor Mackenzie	23004692	2014	24,921	24,921	(431.34)	Military exempt (illegal tax)
8	Ellis, Steven Blake	27303651	2015	44,160	44,160	(364.38)	Situs error (illegal tax)
9	Fogleman, Theresa	27756928	2014	12,374	0	(249.23)	County change-Alamance (illegal tax)
10	Hill, Arthur Lee, Jr.	27533714	2015	12,640	12,640	(120.27)	Situs error (illegal tax)
11	Hill, Christopher Wayne	26368998	2014	14,460	14,460	(133.81)	Situs error (illegal tax)
12	Johnston, Shawn	27771039	2015	22,080	0	(385.57)	Military exempt (illegal tax)
13	Kelly, Jessica Laine	26252845	2014	30,430	30,430	(250.37)	Situs error (illegal tax)
14	Long, Stacey	27605432	2014	23,700	500	(220.77)	Antique plate (appraisal appeal)
15	Vanburen, Randy Russell	27826569	2015	23,740	23,740	(193.28)	Situs error (illegal tax)
16					Total	(3,048.68)	

August 13, 2015 thru Spetmeber 16, 2015

**Military Leave and Earning Statement:** Is a copy of a serviceman's payroll stub covering a particular pay period. This does list his home of record, which is his permanent state of residence where he would pay any state income taxes.

## Vehicle Titles

**Salvaged and Salvage Rebuilt:** Any repairs that exceed 75% of the vehicle's market value using NADA, Kelly Blue Book and various other publications. When the insurance company has totaled the vehicle, and the customer has received the claim check, four things can happen:

- Insurance company can keep the vehicle.
- Customer can keep the vehicle. The customer is instructed to contact the local DMV inspector to have an initial inspection done, for vehicles 2001 to 2006 (these dates change yearly, example in 2007 the models will be 2002-2007).
- Affidavit of Rebuilder- The inspector lists each part that needs to be repaired.
- Final inspection- if all work is cleared and approved by the inspector then the rebuilt status is then removed (salvaged status remains).

**Note: Finance companies will not finance a salvaged vehicle.**

**Total Loss:** Repairs were more than the market value of the vehicle and the insurance company is unwilling to pay for the repairs.

**Total Loss/Rebuilt:** Whatever the repairs were to make the vehicle road worthy after a Total Loss status has been given. Vehicle must be 5 years old or older. Vehicle status then remains as salvaged or rebuilt.

**Certificate of Reconstruction:** When work has been done on (vehicles 2001-2006 in year 2006) this is issued when the inspector didn't see the original damaged and the vehicle has been repaired.

**Certificate of Destruction:** NC DMV will not register this type of vehicle. It is not fit for North Carolina roads.

**Custom Built:** When the customer has built this vehicle himself or herself. Ex. parts taken from various vehicles to build one vehicle. Three titles are required from the DMV in this case. 1) Frame 2) Transmission 3) Engine. Then an indemnity bond must be issued. An indemnity bond must also be issued when the vehicle does not have a title at all.

**ORANGE COUNTY  
BOARD OF COMMISSIONERS  
ACTION AGENDA ITEM ABSTRACT**  
Meeting Date: October 6, 2015

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

**SUBJECT:** Property Tax Releases/Refunds

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**DEPARTMENT:** Tax Administration

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

No

**ATTACHMENT(S):**

Resolution  
Releases/Refunds Data Spreadsheet

**INFORMATION CONTACT:**

Dwane Brinson, Tax Administrator,  
(919) 245-2726

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**PURPOSE:** To consider adoption of a resolution to release property tax values for twenty (20) taxpayers with a total of thirty-three (33) bills that will result in a reduction of revenue.

**BACKGROUND:** The Tax Administration Office has received twenty taxpayer requests for release or refund of property taxes. North Carolina General Statute 105-381(b), "Action of Governing Body" provides that "upon receiving a taxpayer's written statement of defense and request for release or refund, the governing body of the Taxing Unit shall within 90 days after receipt of such a request determine whether the taxpayer has a valid defense to the tax imposed or any part thereof and shall either release or refund that portion of the amount that is determined to be in excess of the correct liability or notify the taxpayer in writing that no release or refund will be made". North Carolina law allows the Board to approve property tax refunds for the current and four previous fiscal years.

This month's report includes several bill release requests for exempt properties. While the tax office has an extensive and comprehensive quality control component to the billing process, these exempt properties escaped the parameters and bills were generated. Moreover, these exemptions are not new; in years past the properties were fully exempt as well. Additional parameters have already been established to minimize these instances moving forward.

**FINANCIAL IMPACT:** Approval of this change will result in a net reduction in revenue of \$4,482.04 to the County, municipalities, and special districts. The Tax Assessor recognized that refunds could impact the budget and accounted for these in the annual budget projections. Approval of this also will result in the release of \$116,972.98 of exempt property tax bills. Approving the release of said exempt property tax bills has no direct impact on budgeted revenues as revenues from these properties was not considered during budget estimation.

**SOCIAL JUSTICE IMPACT:** There is no Orange County Social Justice Goal impact associated with this item.

**RECOMMENDATION(S):** The Manager recommends the Board approve the attached resolution approving these property tax release/refund requests in accordance with North Carolina General Statute 105-381.

NORTH CAROLINA

RES-2015-051

ORANGE COUNTY

**REFUND/RELEASE RESOLUTION (Approval)**

**Whereas**, North Carolina General Statutes 105-381 and/or 330.2(b) allows for the refund and/or release of taxes when the Board of County Commissioners determines that a taxpayer applying for the release/refund has a valid defense to the tax imposed; and

**Whereas**, the properties listed in each of the attached "Request for Property Tax Refund/Release" has been taxed and the tax has not been collected: and

**Whereas**, as to each of the properties listed in the Request for Property Tax Refund/Release, the taxpayer has timely applied in writing for a refund or release of the tax imposed and has presented a valid defense to the tax imposed as indicated on the Request for Property Tax Refund/Release.

**NOW, THEREFORE, IT IS RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF ORANGE COUNTY THAT** the recommended property tax refund(s) and release(s) are approved.

Upon motion duly made and seconded, the foregoing resolution was passed by the following votes:

Ayes: Commissioners \_\_\_\_\_

\_\_\_\_\_

Noes: \_\_\_\_\_

I, Donna Baker, Clerk to the Board of Commissioners for the County of Orange, North Carolina, DO HEREBY CERTIFY that the foregoing has been carefully copied from the recorded minutes of the Board of Commissioners for said County at a regular meeting of said Board held on \_\_\_\_\_, said record having been made in the Minute Book of the minutes of said Board, and is a true copy of so much of said proceedings of said Board as relates in any way to the passage of the resolution described in said proceedings.

WITNESS my hand and the corporate seal of said County, this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
Clerk to the Board of Commissioners

## BOCC REPORT - REAL/PERSONAL OCTOBER 6, 2015

Clerical error G.S. 105-381(a)(1)(a)  
 Illegal tax G.S. 105-381(a)(1)(b)  
 Appraisal appeal G.S. 105-330.2(b)

NAME	ABSTRACT NUMBER	BILLING YEAR	ORIGINAL VALUE	ADJUSTED VALUE	FINANCIAL IMPACT	REASON FOR ADJUSTMENT
Board of Trustees of the Endowment Fund of the UNC	234947	2015	100,188	0	(1,238.72)	Exempt Property (illegal tax)
Burbidge Michael F. Bishop	64802	2015	1,995,188	0	(32,786.66)	Exempt Property (illegal tax)
Cedar Hill Apartments, LLC	1057606	2015	31,097	0	(273.03)	Double billed (illegal tax)
Chapel Hill Carboro City School Board	262949	2015	863,700	0	(13,909.03)	Exempt Property (illegal tax)
Community Home Trust	323339	2015	135,000	87,000	(807.07)	Exempt Property (illegal tax)
Community Home Trust	1005431	2015	149,500	49,500	(829.52)	Exempt Property (illegal tax)
Community Home Trust	315306	2015	133,800	64,000	(1,124.06)	Exempt Property (illegal tax)
Community Home Trust	316974	2015	154,500	77,000	(1,240.00)	Exempt Property (illegal tax)
Community Home Trust	323900	2015	130,000	82,000	(772.99)	Exempt Property (illegal tax)
Community Home Trust	316122	2015	229,000	105,000	(1,996.90)	Exempt Property (illegal tax)
Dunman, Barbara E.	72135	2015	12,360	0	(130.24)	Assessed in error (illegal tax)
Empowerment Inc.	274074	2015	46,239	0	(881.87)	Exempt Property (illegal tax)
First Baptist Church	175829	2015	195,841	0	(3,423.62)	Exempt Property (illegal tax)
First Baptist Church	175830	2015	200,937	0	(3,483.16)	Exempt Property (illegal tax)
First Baptist Church	51024	2015	221,870	0	(3,835.13)	Exempt Property (illegal tax)
First Baptist Church	175820	2015	253,719	0	(4,344.48)	Exempt Property (illegal tax)
First Baptist Church	51023	2015	889,615	0	(15,352.64)	Exempt Property (illegal tax)
First Baptist Church of Chapel Hill	245616	2015	380,350	0	(6,525.95)	Exempt Property (illegal tax)
Habitat for Humanity Orange County Inc	296285	2015	273,100	0	(3,345.69)	Exempt Property (illegal tax)
James P. Furgurson DDA PA	1052061	2015	226,229	126,278	(1,609.61)	Double billed (illegal tax)
Krisztina Kozmetika Inc.	1057595	2010	14,750	10,448	(112.60)	Billed in error (illegal tax)
Krisztina Kozmetika Inc.	1057595	2011	20,279	16,069	(103.29)	Billed in error (illegal tax)
Krisztina Kozmetika Inc.	1057595	2012	19,884	15,422	(102.17)	Billed in error (illegal tax)
Lattisville Grove Baptist Church Inc. Etal	272929	2015	171,331	0	(1,737.39)	Exempt Property (illegal tax)
Life Point Church of Hillsborough, Inc.	199401	2015	29,463	0	(283.32)	Exempt Property (illegal tax)
North Carolina State of State Prop Office	155499	2015	401,232	0	(6,461.45)	Exempt Property (illegal tax)
Orange Community Housing & Land Trust	277928	2015	90,000	45,000	(724.68)	Assessed in error (illegal tax)
Orange Community Housing & Land Trust	281643	2015	134,800	106,000	(463.79)	Exempt Property (illegal tax)
Pleasant Green Community	50851	2015	259,161	0	(2,589.50)	Exempt Property (illegal tax)
Siloam Missionary Homes	1051079	2015	58,000	0	(549.84)	Assessed in error (illegal tax)
Spok Inc.	239888	2015	8,690	0	(145.63)	Assessed in error (illegal tax)
Spok Inc.	318059	2015	45,390	0	(730.95)	Assessed in error (illegal tax)
Town of Carrboro	299155	2015	562,898	0	(9,540.04)	Exempt Property (illegal tax)
				Total	(121,455.02)	

August 13, 2015 thru September 16, 2015

**ORANGE COUNTY  
BOARD OF COMMISSIONERS  
ACTION AGENDA ITEM ABSTRACT  
Meeting Date: October 6, 2015**

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

**SUBJECT:** Applications for Property Tax Exemption/Exclusion

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**DEPARTMENT:** Tax Administration

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

No

**ATTACHMENT(S):**

Exempt Status Resolution  
Spreadsheet  
Requests for Exemption/Exclusion

**INFORMATION CONTACT:**

Dwane Brinson, Tax Administrator,  
(919) 245-2726

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**PURPOSE:** To consider sixteen (16) untimely applications for exemption/exclusion from ad valorem taxation for sixteen (16) bills for the 2015 tax year.

**BACKGROUND:** North Carolina General Statutes (NCGS) typically require applications for exemption to be filed during the listing period, which is usually during the month of January. Applications for Elderly/Disabled Exclusion, Circuit Breaker Tax Deferment and Disabled Veteran Exclusion should be filed by June 1<sup>st</sup> of the tax year for which the benefit is requested. NCGS 105-282.1(a1) does allow some discretion. Upon a showing of good cause by the applicant for failure to make a timely application, an application for exemption or exclusion filed after the close of the listing period may be approved by the Department of Revenue, the Board of Equalization and Review, the Board of County Commissioners, or the governing body of a municipality, as appropriate. An untimely application for exemption or exclusion approved under this provision applies only to property taxes levied by the county or municipality in the calendar year in which the untimely application is filed.

Fifteen of the applicants are applying for homestead exclusion based on NCGS 105-277.1, which allows exclusion of the greater of twenty-five thousand dollars (\$25,000) or fifty percent (50%) of the appraised value of the residence.

One of the applicants is applying for exclusion based on NCGS 105-277.1C, which allows for an exclusion of \$45,000 for an honorably discharged Disabled American Veteran.

Including these sixteen (16) applications, the Board will have considered a total of twenty-seven (27) untimely applications for exemption of 2015 taxes since the 2015 Board of Equalization and Review adjourned on May 28th. Taxpayers may submit an untimely application for exemption of 2015 taxes to the Board of Commissioners through December 31, 2015.

Based on the information supplied in the applications and based on the above-referenced General Statutes, the applications may be approved by the Board of County Commissioners. NCGS 105-282.1(a1) permits approval of such applications if good cause is demonstrated by the taxpayer.

**FINANCIAL IMPACT:** The reduction in the County's tax base associated with approval of the exemption application will result in a reduction of FY 2015/2016 taxes due to the County, municipalities, and special districts in the amount of \$ 10,091.42.

**SOCIAL JUSTICE IMPACT:** There is no Orange County Social Justice Goal impact associated with this item.

**RECOMMENDATION(S):** The Manager recommends the Board approve the attached resolution for the above-listed applications for FY 2015/2016 exemption.

NORTH CAROLINA

RES-2015-052

ORANGE COUNTY

**EXEMPTION/EXCLUSION RESOLUTION**

**Whereas**, North Carolina General Statutes 105-282.1 empowers the Board of County Commissioners to approve applications for exemption after the close of the listing period, and

**Whereas**, good cause has been shown as evidenced by the information packet provided, and

**Whereas**, the Tax Administrator has determined that the applicants could have been approved for 2014 had applications been timely.

**NOW, THEREFORE, IT IS RESOLVED BY THE BOARD OF COUNTY**

**COMMISSIONERS OF ORANGE COUNTY THAT** the properties applying for exemption for 2014 are so approved as exempt.

Upon motion duly made and seconded, the foregoing resolution was passed by the following votes:

Ayes: Commissioners \_\_\_\_\_

\_\_\_\_\_

Noes: \_\_\_\_\_

I, Donna Baker, Clerk to the Board of Commissioners for the County of Orange, North Carolina, DO HEREBY CERTIFY that the foregoing has been carefully copied from the recorded minutes of the Board of Commissioners for said County at a regular meeting of said Board held on \_\_\_\_\_ said record having been made in the Minute Book of the minutes of said Board, and is a true copy of so much of said proceedings of said Board as relates in any way to the passage of the resolution described in said proceedings.

WITNESS my hand and the corporate seal of said County, this \_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
Clerk to the Board of Commissioners

Late exemption/exclusion application - GS 105-282.1(a1)

**BOCC REPORT - REAL/PERSONAL  
OCTOBER 6, 2015**

NAME	ABSTRACT NUMBER	BILL YEAR	ORIGINAL VALUE	TAXABLE VALUE	FINANCIAL IMPACT	REASON FOR ADJUSTMENT
Evans, Ortha Willis	184928	2015	168,795	114,853	(516.71)	Late application for exemption G.S. 105-277.1 (Homestead Exemption)
Flack, Curtis Lee	312038	2015	44,830	19,830	(240.40)	Late application for exemption G.S. 105-277.1 (Homestead Exemption)
Foust, Betty	3647	2015	125,907	62,953	(596.80)	Late application for exemption G.S. 105-277.1 (Homestead Exemption)
Hargrove, William F.	222472	2015	226,482	113,241	(1,823.63)	Late application for exemption G.S. 105-277.1 (Homestead Exemption)
Hill, Arthur Lee Jr.	290233	2015	134,830	76,802	(558.00)	Late application for exemption G.S. 105-277.1 (Homestead Exemption)
Johnson, Cinderella	23896	2015	176,617	88,308	(845.91)	Late application for exemption G.S. 105-277.1 (Homestead Exemption)
Mann, Sally	1054442	2015	165,200	115,536	(589.21)	Late application for exemption G.S. 105-277.1 (Homestead Exemption)
Moore, Luvenia Allison	210298	2015	60,769	30,384	(288.05)	Late application for exemption G.S. 105-277.1 (Homestead Exemption)
Rainey, Trenna V.	217797	2015	194,234	119,625	(885.16)	Late application for exemption G.S. 105-277.1 (Homestead Exemption)
Russell-Williamson, Tammy Lynette	276306	2015	66,657	33,329	(519.27)	Late application for exemption G.S. 105-277.1 (Homestead Exemption)
Sparrow, Roger William	308345	2015	238,600	119,300	(1,142.77)	Late application for exemption G.S. 105-277.1 (Homestead Exemption)
Taylor, Viola Mae	312125	2015	98,128	53,165	(432.36)	Late application for exemption G.S. 105-277.1 (Homestead Exemption)
Totten, Nellie	206441	2015	118,040	73,040	(426.60)	Late application for exemption G.S. 105-277.1C (Veteran's Exemption)
Watkins, Maedell	5331	2015	118,492	59,246	(561.65)	Late application for exemption G.S. 105-277.1 (Homestead Exemption)
Wilson, Bobby	212517	2015	120,134	75,259	(425.42)	Late application for exemption G.S. 105-277.1 (Homestead Exemption)
Wiseman, William	317379	2015	60,328	32,328	(239.48)	Late application for exemption G.S. 105-277.1 (Homestead Exemption)
				Total	(10,091.42)	

August 13, 2015 thru September 16, 2015



**FILED**

AUG 07 2015

ORANGE COUNTY  
TAX ADMINISTRATION

### Request for Tax Relief Late Application Filing

Date: 8-3-15

To Whom It May Concern:

I, (PRINT NAME) D. W. EVANS, wish to be considered for Property Tax Relief Exemption or Exclusion for the year 2015 on Parcel Identification Number (PIN) # 9883-56-1900.

In accordance with North Carolina General Statute 105-282.1(a1), I submit the reason(s) set forth below for consideration as demonstration of "good cause" for failure to make a timely application. An untimely application approved under G.S. 105-282.1(a1) applies only to property taxes levied by the county or municipality in the calendar year in which the untimely application is filed.

- I was not aware that this exemption was available to me.
- I just found out about the Property Tax Relief Program.
- Other (please explain)

Thank you,

*D. W. Evans*  
(Signature)

How did you learn of this exemption?

Inquired at TAX OFFICE



FILED  
SEP 04 2015  
ORANGE COUNTY  
TAX ADMINISTRATION

### Request for Tax Relief Late Application Filing

Date: 8-20-15

To Whom It May Concern:

I, (PRINT NAME) Curtis Lee Flack, wish to be considered for Property Tax Relief Exemption or Exclusion for the year 2015 on Parcel Identification Number (PIN) # 9873861837.

In accordance with North Carolina General Statute 105-282.1(a1), I submit the reason(s) set forth below for consideration as demonstration of "good cause" for failure to make a timely application. An untimely application approved under G.S. 105-282.1(a1) applies only to property taxes levied by the county or municipality in the calendar year in which the untimely application is filed.

- I was not aware that this exemption was available to me.
- I just found out about the Property Tax Relief Program.
- Other (please explain)

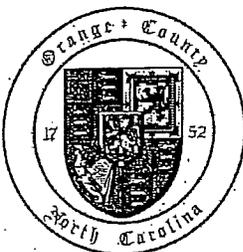
N/A

Thank you,

Curtis Lee Flack  
(Signature)

How did you learn of this exemption?

Orange Co. Tax office (green sheet attached to bill)



### Request for Tax Relief Late Application Filing

Date: 6-9-2015

To Whom It May Concern:

I, (PRINT NAME) Betty Faust, wish to be considered for Property Tax Relief Exemption or Exclusion for the year 2015 on Parcel Identification Number (PIN) # 9835424064.

In accordance with North Carolina General Statute 105-282.1(a1), I submit the reason(s) set forth below for consideration as demonstration of "good cause" for failure to make a timely application. An untimely application approved under G.S. 105-282.1(a1) applies only to property taxes levied by the county or municipality in the calendar year in which the untimely application is filed.

- I was not aware that this exemption was available to me.
- I just found out about the Property Tax Relief Program.
- Other (please explain)

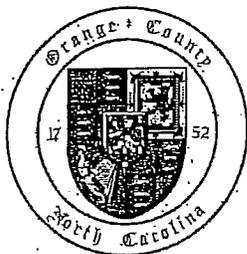
And it about how much you make a  
YEAR

Thank you,

Betty Faust  
(Signature)

How did you learn of this exemption?

\_\_\_\_\_



### Request for Tax Relief Late Application Filing

Date: 20 August 2015

To Whom It May Concern:

I, (PRINT NAME) William F. Hargrove, wish to be considered for Property Tax Relief Exemption or Exclusion for the year 2015 on Parcel Identification Number (PIN) # 978824999.002.

In accordance with North Carolina General Statute 105-282.1(a1), I submit the reason(s) set forth below for consideration as demonstration of "good cause" for failure to make a timely application. An untimely application approved under G.S. 105-282.1(a1) applies only to property taxes levied by the county or municipality in the calendar year in which the untimely application is filed.

- I was not aware that this exemption was available to me.
- I just found out about the Property Tax Relief Program.
- Other (please explain)

see the attached letter - sent 10 August 2015

Thank you,

W. F. Hargrove Jr.  
(Signature)

William F. Hargrove Jr.

incorporated by  
reference

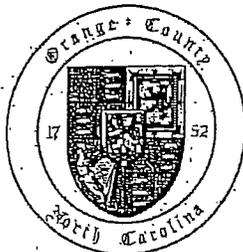
WFH

20.8.15

How did you learn of this exemption?

It has been so long ago that I don't remember how I learned of it. It's sort of like common knowledge... BUT THE JUNE 1 DEADLINE WAS NOT.

WFH  
20.8.15



### Request for Tax Relief Late Application Filing

**FILED**

SEP 03 2015

ORANGE COUNTY  
TAX ADMINISTRATION

Date: X Aug. 24, 2015

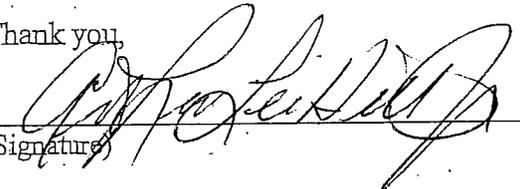
To Whom It May Concern:

I, (PRINT NAME) X Arthur Lee Hill, Jr., wish to be considered for Property Tax Relief Exemption or Exclusion for the year 2015 on Parcel Identification Number (PIN) # 98747 18847.

In accordance with North Carolina General Statute 105-282.1(a1), I submit the reason(s) set forth below for consideration as demonstration of "good cause" for failure to make a timely application. An untimely application approved under G.S. 105-282.1(a1) applies only to property taxes levied by the county or municipality in the calendar year in which the untimely application is filed.

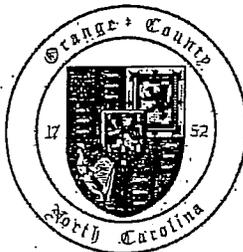
- I was not aware that this exemption was available to me.
- I just found out about the Property Tax Relief Program.
- Other (please explain)

Thank you

X   
(Signature)

How did you learn of this exemption?

Friend



FILED  
AUG 27 2015  
ORANGE CO TAX OFFICE

### Request for Tax Relief Late Application Filing

Date: 8-27-2015

To Whom It May Concern:

I, (PRINT NAME) Cinderella Johnson, wish to be considered for Property Tax Relief Exemption or Exclusion for the year 2015 on Parcel Identification Number (PIN) # 9891481873.

In accordance with North Carolina General Statute 105-282.1(a1), I submit the reason(s) set forth below for consideration as demonstration of "good cause" for failure to make a timely application. An untimely application approved under G.S. 105-282.1(a1) applies only to property taxes levied by the county or municipality in the calendar year in which the untimely application is filed.

- I was not aware that this exemption was available to me.
- I just found out about the Property Tax Relief Program.
- Other (please explain)

\_\_\_\_\_  
\_\_\_\_\_

Thank you,

Cinderella F. Johnson  
(Signature)

How did you learn of this exemption?

\_\_\_\_\_



~~FILED~~  
~~AUG 22 2015~~  
~~ORANGE COUNTY~~  
~~TAX ADMINISTRATION~~

FILED  
AUG 21 2015  
ORANGE CO TAX OFFICE

### Request for Tax Relief Late Application Filing

Date: 8-19-15

To Whom It May Concern:

I, (PRINT NAME) Sally Mann, wish to be considered for Property Tax Relief Exemption or Exclusion for the year 2015 on Parcel Identification Number (PIN) # 9778231934.

In accordance with North Carolina General Statute 105-282.1(a1), I submit the reason(s) set forth below for consideration as demonstration of "good cause" for failure to make a timely application. An untimely application approved under G.S. 105-282.1(a1) applies only to property taxes levied by the county or municipality in the calendar year in which the untimely application is filed.

- I was not aware that this exemption was available to me.
- I just found out about the Property Tax Relief Program.
- Other (please explain)

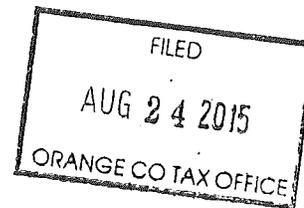
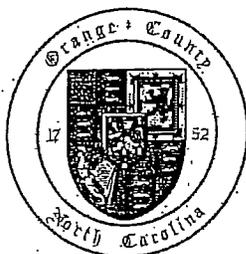
I was part of this program for 2014.  
Added .18 acres to property ID# 9778232895  
Did not know I had to re-apply

Thank you,

Sally Mann  
(Signature)

How did you learn of this exemption?

Information on back of Tax Bill



### Request for Tax Relief Late Application Filing

Date: 8/24/2015

To Whom It May Concern:

I, (PRINT NAME) Luvania Allison Moore, wish to be considered for Property Tax Relief Exemption or Exclusion for the year 2015 on Parcel Identification Number (PIN) # 9844567939.

In accordance with North Carolina General Statute 105-282.1(a1), I submit the reason(s) set forth below for consideration as demonstration of "good cause" for failure to make a timely application. An untimely application approved under G.S. 105-282.1(a1) applies only to property taxes levied by the county or municipality in the calendar year in which the untimely application is filed.

- I was not aware that this exemption was available to me.
- I just found out about the Property Tax Relief Program.
- Other (please explain)

Thank you,

Luvania A. Moore  
(Signature)

How did you learn of this exemption?

\_\_\_\_\_

**FILED**

AUG 24 2015

ORANGE COUNTY  
TAX ADMINISTRATION



**Request for Tax Relief  
Late Application Filing**

Date: 8-20-15

To Whom It May Concern:

I, (PRINT NAME) Tenna V Rainey, wish to be considered for Property Tax Relief Exemption or Exclusion for the year 2015 on Parcel Identification Number (PIN) # 9769804064.

In accordance with North Carolina General Statute 105-282.1(a1), I submit the reason(s) set forth below for consideration as demonstration of "good cause" for failure to make a timely application. An untimely application approved under G.S. 105-282.1(a1) applies only to property taxes levied by the county or municipality in the calendar year in which the untimely application is filed.

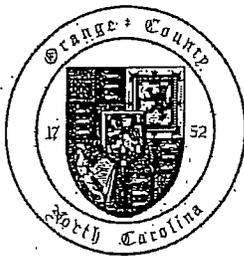
- I was not aware that this exemption was available to me.
- I just found out about the Property Tax Relief Program.
- Other (please explain)

Thank you,

Tenna Arline Vaughan (Rainey)  
(Signature)

How did you learn of this exemption?

a friend



FILED  
SEP 11 2015  
ORANGE CO TAX OFFICE

### Request for Tax Relief Late Application Filing

Date: 09/09/2015

To Whom It May Concern:

I, (PRINT NAME) Tammy Lynette Russell Williamson, wish to be considered for Property Tax Relief Exemption or Exclusion for the year ~~2014~~ 2015 on Parcel Identification Number (PIN) # 9864995765.

In accordance with North Carolina General Statute 105-282.1(a1), I submit the reason(s) set forth below for consideration as demonstration of "good cause" for failure to make a timely application. An untimely application approved under G.S. 105-282.1(a1) applies only to property taxes levied by the county or municipality in the calendar year in which the untimely application is filed.

I was not aware that this exemption was available to me.

I just found out about the Property Tax Relief Program.

Other (please explain)

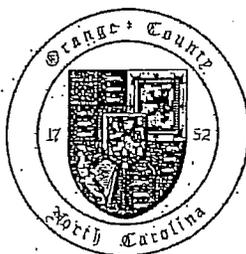
HAD TRIED BEFORE WHEN HUSBAND  
PASS. I SHOULD QUALIFY EVERY YEAR.

Thank you,

Tammy L. Russell-Williamson  
(Signature)

How did you learn of this exemption?

\_\_\_\_\_



## Request for Tax Relief Late Application Filing

Date: 8-25-15

To Whom It May Concern:

I, (PRINT NAME) Roger William Sparrow, wish to be considered for Property Tax Relief Exemption or Exclusion for the year 2015 on Parcel Identification Number (PIN) # 9885831003

In accordance with North Carolina General Statute 105-282.1(a1), I submit the reason(s) set forth below for consideration as demonstration of "good cause" for failure to make a timely application. An untimely application approved under G.S. 105-282.1(a1) applies only to property taxes levied by the county or municipality in the calendar year in which the untimely application is filed.

I was not aware that this exemption was available to me.

I just found out about the Property Tax Relief Program.

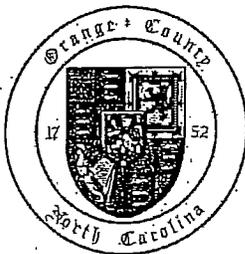
Other (please explain)

Thank you,

Roger W. Sparrow  
(Signature)

How did you learn of this exemption?

Brother found out



FILED  
AUG 27 2015  
ORANGE CO TAX OFFICE

### Request for Tax Relief Late Application Filing

Date: 8/27/15

To Whom It May Concern:

I, (PRINT NAME) Viola Mae Taylor, wish to be considered for Property Tax Relief Exemption or Exclusion for the year 2015 on Parcel Identification Number (PIN) # 9884308233.

In accordance with North Carolina General Statute 105-282.1(a1), I submit the reason(s) set forth below for consideration as demonstration of "good cause" for failure to make a timely application. An untimely application approved under G.S. 105-282.1(a1) applies only to property taxes levied by the county or municipality in the calendar year in which the untimely application is filed.

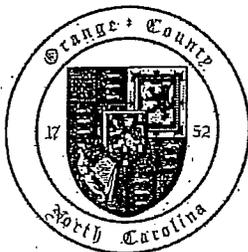
- I was not aware that this exemption was available to me.
- I just found out about the Property Tax Relief Program.
- Other (please explain)

Thank you,

Viola M Taylor  
(Signature)

How did you learn of this exemption?

From a neighbor



## Request for Tax Relief Late Application Filing

Date: 8-10-15

To Whom It May Concern:

I, (PRINT NAME) Nellie P. Totten, wish to be considered for Property Tax Relief Exemption or Exclusion for the year 2015 on Parcel Identification Number (PIN) # 9835685074.

In accordance with North Carolina General Statute 105-282.1(a1), I submit the reason(s) set forth below for consideration as demonstration of "good cause" for failure to make a timely application. An untimely application approved under G.S. 105-282.1(a1) applies only to property taxes levied by the county or municipality in the calendar year in which the untimely application is filed.

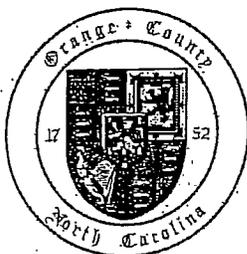
- I was not aware that this exemption was available to me.  
 I just found out about the Property Tax Relief Program.  
 Other (please explain)

Thank you,

Nellie P. Totten  
 (Signature)

How did you learn of this exemption?

Called Tax office - Spouse had a VA - disability. Passed away. Did not know I ~~was~~ could apply.



FILED  
AUG 24 2015  
ORANGE CO TAX OFFICE

### Request for Tax Relief Late Application Filing

Date: 8/24/2015

To Whom It May Concern:

I, (PRINT NAME) Maedell Watkins, wish to be considered for Property Tax Relief Exemption or Exclusion for the year 2015 on Parcel Identification Number (PIN) # 9845205155.

In accordance with North Carolina General Statute 105-282.1(a1), I submit the reason(s) set forth below for consideration as demonstration of "good cause" for failure to make a timely application. An untimely application approved under G.S. 105-282.1(a1) applies only to property taxes levied by the county or municipality in the calendar year in which the untimely application is filed.

I was not aware that this exemption was available to me.

I just found out about the Property Tax Relief Program.

Other (please explain)

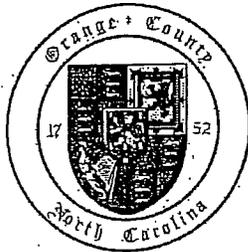
\_\_\_\_\_  
\_\_\_\_\_

Thank you,

Maedell Watkins  
(Signature)

How did you learn of this exemption?

\_\_\_\_\_



### Request for Tax Relief Late Application Filing

Date: 8/10/15

To Whom It May Concern:

I, (PRINT NAME) Bobby L. Wilson, wish to be considered for Property Tax Relief Exemption or Exclusion for the year 2015 on Parcel Identification Number (PIN) # 9824958259.

In accordance with North Carolina General Statute 105-282.1(a1), I submit the reason(s) set forth below for consideration as demonstration of "good cause" for failure to make a timely application. An untimely application approved under G.S. 105-282.1(a1) applies only to property taxes levied by the county or municipality in the calendar year in which the untimely application is filed.

- I was not aware that this exemption was available to me.
- I just found out about the Property Tax Relief Program.
- Other (please explain)

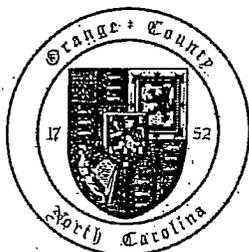
\_\_\_\_\_  
\_\_\_\_\_

Thank you,

Bobby L. Wilson  
(Signature)

How did you learn of this exemption?

Friend



FILED  
AUG 19 2015  
ORANGE CO TAX OFFICE

### Request for Tax Relief Late Application Filing

Date: 8-16-15

To Whom It May Concern:

I, (PRINT NAME) WILLIAM WISEMAN, wish to be considered for Property Tax Relief Exemption or Exclusion for the year 2015 on Parcel Identification Number (PIN) # 9893034095.

In accordance with North Carolina General Statute 105-282.1(a1), I submit the reason(s) set forth below for consideration as demonstration of "good cause" for failure to make a timely application. An untimely application approved under G.S. 105-282.1(a1) applies only to property taxes levied by the county or municipality in the calendar year in which the untimely application is filed.

- I was not aware that this exemption was available to me.
- I just found out about the Property Tax Relief Program.
- Other (please explain)

\_\_\_\_\_  
\_\_\_\_\_

Thank you,

William Lee Wiseman  
(Signature)

How did you learn of this exemption?

\_\_\_\_\_

ORD-2015-025

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** October 6, 2015

**Action Agenda**

**Item No.** 6-e

**SUBJECT:** Fiscal Year 2015-16 Budget Amendment #2

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**DEPARTMENT:** Finance and Administrative  
Services

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

No
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**ATTACHMENT(S):**

Attachment 1. Budget as Amended  
Spreadsheet

Attachment 2. Year-To-Date Budget  
Summary

**INFORMATION CONTACT:**

Paul Laughton, (919) 245-2152

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**PURPOSE:** To approve budget ordinance amendments for fiscal year 2015-16.

**BACKGROUND:**

**Solid Waste**

1. The following items provide for a fund balance appropriation from the Solid Waste Enterprise Fund:
  - The Solid Waste Department needs to relocate an off-road diesel tank prior to the construction of the Eubanks Road Waste & Recycling Center and Landfill Entranceway Project. This is an additional cost that was not foreseen when formulating the department's FY 2015-16 budget. This budget amendment provides for a fund balance appropriation of \$35,000 from the Solid Waste Enterprise Fund to cover the cost of the tank relocation.
  - The Solid Waste Department has seen a drastic change in the electronics recycling market. In previous years, vendors would pay to take in electronics (generating revenue for the County). However, due to changes within the electronics recycling market, the department is now having to pay to send recyclables to the vendors. This budget amendment provides for a fund balance appropriation of \$51,000 from the Solid Waste Enterprise Fund to provide the department with sufficient funds to cover six (6) months of payments until the State develops a state electronics recycling processing funding strategy or the County proceeds with an internal bid process to obtain the best available rate.

- The Solid Waste Department has experienced increased requests for recycling roll carts from residents in the existing rural service area. Currently, the department needs to order 400 additional carts to meet the current and anticipated demand. This budget amendment provides for a fund balance appropriation of \$20,700 from the Solid Waste Enterprise Fund for the purchase of these additional roll carts for the rural curbside recycling program.

This budget amendment provides for these fund balance appropriations from the Solid Waste Enterprise Fund for FY 2015-16. (See *Attachment 1, column 1*)

**SOCIAL JUSTICE IMPACT:** There is no Orange County Social Justice Goal impact associated with these items.

### **Animal Services/Spay and Neuter Fund**

2. Animal Services has received an additional \$330 from the sale of Spay/Neuter T-shirts. These funds will be used to purchase additional shirts for sale. This budget amendment provides for the receipt of these additional funds within the separate Spay/Neuter fund, outside of the General Fund. (See *Attachment 1, column 2*)

**SOCIAL JUSTICE IMPACT:** The following Orange County Social Justice Goals are applicable to this agenda item:

- **GOAL: ENSURE ECONOMIC SELF-SUFFICIENCY**  
The creation and preservation of infrastructure, policies, programs and funding necessary for residents to provide shelter, food, clothing and medical care for themselves and their dependents.
- **GOAL: CREATE A SAFE COMMUNITY**  
The reduction of risks from vehicle/traffic accidents, childhood and senior injuries, gang activity, substance abuse and domestic violence.

### **Department on Aging**

3. As of June 30, 2015, the department collected \$7,125 from United Way for the voluntary income tax assistance (VITA) Program. These funds were earmarked as deferred revenue/in-flows, for use in FY 2015-16. Funds will provide for department supplies and seasonal staff hours. This budget amendment provides for the receipt of these additional funds. (See *Attachment 1, column 3*)

**SOCIAL JUSTICE IMPACT:** The following Orange County Social Justice Goal is applicable to this agenda item:

- **GOAL: ENSURE ECONOMIC SELF-SUFFICIENCY**  
The creation and preservation of infrastructure, policies, programs and funding necessary for residents to provide shelter, food, clothing and medical care for themselves and their dependents.

The VITA program provides free federal and state income tax preparation to qualified low-to-middle income individuals.

4. The Department on Aging has received additional revenue for the following programs:
- **Health Promotion Activities** – receipt of an additional \$3,162 from the N.C. Division of Aging and Adult Services for evidence-based health promotion activities.
  - **Family Caregiver Support Program** – receipt of an additional \$11,426 from the N.C. Division of Aging and Adult Services for caregiver services.
  - **Public Television** – a \$2,500 donation, from UNC Health Care, in support of “In Praise of Age,” a weekly talk show about senior issues.

This budget amendment provides for the receipt of these revenues (See *Attachment 1, column 4*).

**SOCIAL JUSTICE IMPACT:** The following Orange County Social Justice Goal is applicable to these agenda items:

- **GOAL: CREATE A SAFE COMMUNITY**  
The reduction of risks from vehicle/traffic accidents, childhood and senior injuries, gang activity, substance abuse and domestic violence.

Evidence-based exercise programs and support for caregivers can reduce injuries and stress for older adults and their caregivers.

## Library Services

5. Orange County Library Services has received a Library Services and Technology Act (LSTA) Grant award of \$17,882. The grant requires matching funds in the amount of \$4,471. These funds will be used to purchase technology for Youth Services at the Main branch and include: five internet access computers, five early literacy iPads, and five school-age iPads for public use, as well as one iPad for staff training and app evaluation. This budget amendment provides for the receipt of these grant funds and budgeted funds in FY 2015-16 will cover the local match. (*See Attachment 1, column 5*)

**SOCIAL JUSTICE IMPACT:** The following Orange County Social Justice Goals are applicable to this agenda item:

- **GOAL: FOSTER A COMMUNITY CULTURE THAT REJECTS OPPRESSION AND INEQUITY**  
The fair treatment and meaningful involvement of all people regardless of race or color; religious or philosophical beliefs; sex, gender or sexual orientation; national origin or ethnic background; age; military service; disability; and familial, residential or economic status.
- **GOAL: ENSURE ECONOMIC SELF-SUFFICIENCY**  
The creation and preservation of infrastructure, policies, programs and funding necessary for residents to provide shelter, food, clothing and medical care for themselves and their dependents.
- **GOAL: ENABLE FULL CIVIC PARTICIPATION**

Ensure that Orange County residents are able to engage government through voting and volunteering by eliminating disparities in participation and barriers to participation.

Implementation of this technology grant into the Main Library Youth Services division will result in positive outcomes for children and families in relation to increasing access and limiting barriers to digital information and enhancing lifelong learning, supporting full participation in our democracy.

## Social Services

6. The Department of Social Services has expended its first quarter budgeted funds for Child Day Care for FY 2015-16. At the time of the FY 2015-16 budget deliberations, only the estimated first quarter allocation of \$924,998 was budgeted. This budget amendment provides for the receipt of the additional \$2,473,887, for the Child Day Care Program to provide childcare services and subsidies to low-income families in FY 2015-16. The \$3,398,885 total allocation equates to the funding staff had expected for the entire fiscal year. (See Attachment 1, column 6)

**SOCIAL JUSTICE IMPACT:** The following Orange County Social Justice Goal is applicable to this agenda item:

- **GOAL: ENSURE ECONOMIC SELF-SUFFICIENCY**

The creation and preservation of infrastructure, policies, programs and funding necessary for residents to provide shelter, food, clothing and medical care for themselves and their dependents.

The Provision of child care subsidy allows parents of young children to seek employment and support their families while also providing educational opportunities to children in low income families.

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

**RECOMMENDATION(S):** The Manager recommends the Board approve budget ordinance amendments for fiscal year 2015-16.

Original Budget	Encumbrance Carry Forwards	Budget as Amended	Budget as Amended Through BOA #1-B	#1. Solid Waste - Fund Balance Appropriation from the Solid Waste Enterprise Fund regarding Electronics Recycling, Off-Road Diesel Tank, and purchase of additional Rural Recycling roll carts	#2. Animal Services/Spay and Neuter Fund - T-Shirt Sales	#3. Aging - Deferred revenue-in-flows of \$7,125 from United Way for the VITA Program	#4. Aging - receipt of additional revenue for Health Promotion (\$3,162) from NCDASS, Family Caregiver Support (\$11,426) from NCDASS, and Public Television (\$2,500) from UNC Healthcare	#5. Library Services - receipt of new LSTA grant award (\$17,882)	#6. Social Services - receipt of additional revenue for Child Day Care (\$2,473,887) from the State	Budget as Amended Through BOA #2
<b>General Fund Revenue</b>										
Property Taxes	\$ 147,551,332	\$ -	\$ 147,551,332	\$ 147,551,332	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 147,551,332
Sales Taxes	\$ 20,652,132	\$ -	\$ 20,652,132	\$ 20,652,132	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,652,132
License and Permits	\$ 313,000	\$ -	\$ 313,000	\$ 313,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 313,000
Intergovernmental	\$ 15,000,278	\$ -	\$ 15,000,278	\$ 15,234,098	\$ -	\$ -	\$ 17,088	\$ 17,882	\$ 2,473,887	\$ 17,742,955
Charges for Service	\$ 10,766,030	\$ -	\$ 10,766,030	\$ 10,772,114	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,772,114
Investment Earnings	\$ 52,500	\$ -	\$ 52,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 52,500
Miscellaneous	\$ 737,468	\$ -	\$ 737,468	\$ 841,121	\$ -	\$ 7,125	\$ -	\$ -	\$ -	\$ 848,246
Transfers from Other Funds	\$ 1,052,600	\$ -	\$ 1,052,600	\$ 1,052,600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,052,600
Fund Balance	\$ 10,650,770	\$ -	\$ 10,650,770	\$ 10,804,066	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,804,066
<b>Total General Fund Revenues</b>	<b>\$ 206,776,110</b>	<b>\$ -</b>	<b>\$ 206,776,110</b>	<b>\$ 207,272,963</b>	<b>\$ -</b>	<b>\$ 7,125</b>	<b>\$ 17,088</b>	<b>\$ 17,882</b>	<b>\$ 2,473,887</b>	<b>\$ 209,788,945</b>

<b>Expenditures</b>										
Governing & Management	\$ 17,114,396	\$ -	\$ 17,114,396	\$ 17,114,396	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,114,396
General Services	\$ 21,381,050	\$ -	\$ 21,381,050	\$ 21,381,050	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 21,381,050
Community & Environment	\$ 8,339,213	\$ -	\$ 8,339,213	\$ 8,358,219	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,358,219
Human Services	\$ 34,132,636	\$ -	\$ 34,132,636	\$ 34,265,066	\$ -	\$ 7,125	\$ 17,088	\$ -	\$ 2,473,887	\$ 36,763,166
Public Safety	\$ 23,316,875	\$ -	\$ 23,316,875	\$ 23,393,316	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 23,393,316
Culture & Recreation	\$ 2,866,171	\$ -	\$ 2,866,171	\$ 2,866,171	\$ -	\$ -	\$ -	\$ 17,882	\$ -	\$ 2,884,053
Education	\$ 94,484,256	\$ -	\$ 94,484,256	\$ 94,484,256	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 94,484,256
Transfers Out	\$ 5,141,513	\$ -	\$ 5,141,513	\$ 5,410,489	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,410,489
<b>Total General Fund Appropriation</b>	<b>\$ 206,776,110</b>	<b>\$ -</b>	<b>\$ 206,776,110</b>	<b>\$ 207,272,963</b>	<b>\$ -</b>	<b>\$ 7,125</b>	<b>\$ 17,088</b>	<b>\$ 17,882</b>	<b>\$ 2,473,887</b>	<b>\$ 209,788,945</b>

**Solid Waste Fund**

<b>Revenues</b>										
Sales & Fees	\$ 7,805,439	\$ -	\$ 7,805,439	\$ 7,805,439	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,805,439
Intergovernmental	\$ 243,000	\$ -	\$ 243,000	\$ 243,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 243,000
Miscellaneous	\$ 107,500	\$ -	\$ 107,500	\$ 107,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 107,500
Licenses & Permits	\$ 110,000	\$ -	\$ 110,000	\$ 110,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 110,000
Interest on Investments	\$ 15,000	\$ -	\$ 15,000	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000
From General Fund (Sanitation Oper	\$ 1,718,018	\$ -	\$ 1,718,018	\$ 1,718,018	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,718,018
Appropriated Fund Balance	\$ 1,362,061	\$ -	\$ 1,362,061	\$ 1,362,061	\$ 106,700	\$ -	\$ -	\$ -	\$ -	\$ 1,468,761
<b>Total Revenues</b>	<b>\$ 11,361,018</b>	<b>\$ -</b>	<b>\$ 11,361,018</b>	<b>\$ 11,361,018</b>	<b>\$ 106,700</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 11,467,718</b>

<b>Expenditures</b>										
<b>General Services</b>	<b>\$ 11,361,018</b>	<b>\$ -</b>	<b>\$ 11,361,018</b>	<b>\$ 11,361,018</b>	<b>\$ 106,700</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 11,467,718</b>

Original Budget	Encumbrance Carry Forwards	Budget as Amended	Budget as Amended Through BOA #1-B	#1. Solid Waste - Fund Balance Appropriation from the Solid Waste Enterprise Fund regarding Electronics Recycling, Off-Road Diesel Tank, and purchase of additional Rural Recycling roll carts	#2. Animal Services/Spay and Neuter Fund - T-Shirt Sales	#3. Aging - Deferred revenue-in-flows of \$7,125 from United Way for the VITA Program	#4. Aging - receipt of additional revenue for Health Promotion (\$3,162) from NCDASS, Family Caregiver Support (\$11,426) from NCDASS, and Public Television (\$2,500) from UNC Healthcare	#5. Library Services - receipt of new LSTA grant award (\$17,882)	#6. Social Services - receipt of additional revenue for Child Day Care (\$2,473,887) from the State	Budget as Amended Through BOA #2
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**Spay/Neuter Fund Revenues**

Charges for Services	\$ 31,000		\$ 31,000	\$ 31,000		\$ 330					\$ 31,330
Intergovernmental	\$ 12,000		\$ 12,000	\$ 12,000							\$ 12,000
Miscellaneous	\$ 10,000		\$ 10,000	\$ 11,266							\$ 11,266
Appropriated Fund Balance	\$ 11,150		\$ 11,150	\$ 11,150							\$ 11,150
<b>Total Revenues</b>	<b>\$ 64,150</b>	<b>\$ -</b>	<b>\$ 64,150</b>	<b>\$ 65,416</b>	<b>\$ -</b>	<b>\$ 330</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 65,746</b>

**Expenditures**

Operating	\$ 64,150		\$ 64,150	\$ 65,416		\$ 330					\$ 65,746
Transfer to County Capital	\$ -		\$ -	\$ -							\$ -
<b>Total Expenditures</b>	<b>\$ 64,150</b>	<b>\$ -</b>	<b>\$ 64,150</b>	<b>\$ 65,416</b>	<b>\$ -</b>	<b>\$ 330</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 65,746</b>

## Year-To-Date Budget Summary

*Fiscal Year 2015-16*

### General Fund Budget Summary

Original General Fund Budget	\$206,776,110
Additional Revenue Received Through Budget Amendment #2 (October 6, 2015)	
Grant Funds	\$21,873
Non Grant Funds	\$2,837,666
General Fund - Fund Balance for Anticipated Appropriations (i.e. Encumbrances)	
General Fund - Fund Balance Appropriated to Cover Anticipated and Unanticipated Expenditures	\$153,296
<b>Total Amended General Fund Budget</b>	<b>\$209,788,945</b>
Dollar Change in 2015-16 Approved General Fund Budget	\$3,012,835
% Change in 2015-16 Approved General Fund Budget	1.46%

### Authorized Full Time Equivalent Positions

Original Approved General Fund Full Time Equivalent Positions	862.625
Original Approved Other Funds Full Time Equivalent Positions	88.450
Position Reductions during Mid-Year	(1.000)
Additional Positions Approved Mid-Year	
<b>Total Approved Full-Time-Equivalent Positions for Fiscal Year 2015-16</b>	<b>950.075</b>

ORD-2015-026

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** October 6, 2015

**Action Agenda**

**Item No.** 6-f

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

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**DEPARTMENT:** Finance and Administrative Services

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

No
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**ATTACHMENT(S):**

Attachment 1. OCS – Lottery Proceeds Debt Service Application

**INFORMATION CONTACT:**

Paul Laughton, (919) 245-2152

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**PURPOSE:** To approve an application to the North Carolina Department of Public Instruction (NCDPI) to release proceeds from the NC Education Lottery account related to FY 2015-16 debt service payments for Orange County Schools (OCS), and to approve Budget Amendment #2-A (amended School Capital Project Ordinances), contingent on the NCDPI's approval of the application.

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

Currently, the accumulated available lottery proceeds for Orange County Schools (OCS) is \$522,219. The attached application requests NCDPI to release lottery proceeds in the amount of \$522,219 to cover debt service for projects previously financed for the Orange County School system.

Budget Amendment #2-A provides for the receipt of the Lottery Proceeds, contingent on NCDPI's approval of the application, and substitutes the amount of Lottery Proceeds approved for debt service as additional Pay-As-You-Go (PAYGO) funds for FY 2015-16 for OCS long-range capital needs and projects, and amends the budgets for the following OCS capital projects:

## Orange County Schools (\$522,219):

### Efland Cheeks Elementary (\$25,000) – Project # 50003

Revenues for this project:

	Current FY 2015-16	FY 2015-16 Amendment	FY 2015-16 Revised
From General Fund (PAYG)	\$423,449	\$25,000	\$448,449
<b>Total Project Funding</b>	<b>\$423,449</b>	<b>\$25,000</b>	<b>\$448,449</b>

Appropriated for this project:

	Current FY 2015-16	FY 2015-16 Amendment	FY 2015-16 Revised
Renovations	\$423,449	\$25,000	\$448,449
<b>Total Costs</b>	<b>\$423,449</b>	<b>\$25,000</b>	<b>\$448,449</b>

### Technology Plan (\$394,147) – Project # 51011

Revenues for this project:

	Current FY 2015-16	FY 2015-16 Amendment	FY 2015-16 Revised
From General Fund (PAYG)	\$2,597,166	\$394,147	\$2,991,313
From Cedar Ridge HS	\$244,099	\$0	\$244,099
<b>Total Project Funding</b>	<b>\$2,841,265</b>	<b>\$394,147</b>	<b>\$3,235,412</b>

Appropriated for this project:

	Current FY 2015-16	FY 2015-16 Amendment	FY 2015-16 Revised
Technology Plan	\$2,841,265	\$394,147	\$3,235,412
<b>Total Costs</b>	<b>\$2,841,265</b>	<b>\$394,147</b>	<b>\$3,235,412</b>

### Fire/Safety Upgrades (\$61,936) – Project # 51024

Revenues for this project:

	Current FY 2015-16	FY 2015-16 Amendment	FY 2015-16 Revised
From General Fund (PAYG)	\$828,181	\$61,936	\$890,117
Lottery Proceeds	\$250,000	\$0	\$250,000
<b>Total Project Funding</b>	<b>\$1,078,181</b>	<b>\$61,936</b>	<b>\$1,140,117</b>

Appropriated for this project:

	Current FY 2015-16	FY 2015-16 Amendment	FY 2015-16 Revised
Emergency/Security Systems	\$1,078,181	\$61,936	\$1,140,117
<b>Total Costs</b>	<b>\$1,078,181</b>	<b>\$61,936</b>	<b>\$1,140,117</b>

**Classroom/Building Improvements (\$17,136) – Project # 51025**

Revenues for this project:

	Current FY 2015-16	FY 2015-16 Amendment	FY 2015-16 Revised
From General Fund (PAYG)	\$922,152	\$17,136	\$939,288
Qualified School Construction Bonds	\$2,946,819	\$0	\$2,946,819
<b>Total Project Funding</b>	<b>\$3,868,971</b>	<b>\$17,136</b>	<b>\$3,886,107</b>

Appropriated for this project:

	Current FY 2015-16	FY 2015-16 Amendment	FY 2015-16 Revised
Construction	\$3,868,971	\$17,136	\$3,886,107
<b>Total Costs</b>	<b>\$3,868,971</b>	<b>\$17,136</b>	<b>\$3,886,107</b>

**Athletic Facilities (\$24,000) – Project # 51027**

Revenues for this project:

	Current FY 2015-16	FY 2015-16 Amendment	FY 2015-16 Revised
From General Fund (PAYG)	\$863,067	\$24,000	\$887,067
<b>Total Project Funding</b>	<b>\$863,067</b>	<b>\$24,000</b>	<b>\$887,067</b>

Appropriated for this project:

	Current FY 2015-16	FY 2015-16 Amendment	FY 2015-16 Revised
General Renovations	\$863,067	\$24,000	\$887,067
<b>Total Costs</b>	<b>\$863,067</b>	<b>\$24,000</b>	<b>\$887,067</b>

**FINANCIAL IMPACT:** The total Lottery Proceeds requested from the NCDPI for Orange County Schools is \$522,219.

**SOCIAL JUSTICE IMPACT:** There is no Orange County Social Justice Goal impact associated with this item.

**RECOMMENDATION(S):** The Manager recommends that the Board approve, and authorize the Chair to sign, the application for North Carolina Education Lottery Proceeds; and approve Budget Amendment #2-A receiving the Lottery Proceeds and the amended OCS Capital Project Ordinances, contingent on NCDPI's approval of the application.

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

Approved: \_\_\_\_\_

Date: \_\_\_\_\_

County: Orange County

Contact Person: Paul Laughton

LEA: Orange County Schools

Title: Interim Finance Director

Address: P.O. Box 8181 Hillsborough, NC

Phone: (919) 245-2152

Project Title: FY 2015-16 Debt Service

Location: \_\_\_\_\_

Type of Facility: \_\_\_\_\_

North Carolina General Statutes, Chapter 18C, provides that a portion of the proceeds of the North Carolina State Lottery Fund be transferred to the Public School Building Capital Fund in accordance with G.S. 115C-546.2. Further, G.S. 115C-546.2 (d) has been amended to include the following:  
(3) No county shall have to provide matching funds...  
(4) A county may use monies in this Fund to pay for school construction projects in local school administrative units and to retire indebtedness incurred for school construction projects.  
(5) A county may not use monies in this Fund to pay for school technology needs.

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

Short description of Construction Project: Debt Service associated with G.O. Bonds issued Fall 2005 (Refunded in June 2015) for Orange County Schools Gravelly Hill Middle School

Estimated Costs:

Purchase of Land	_____	\$	_____
Planning and Design Services	_____		_____
New Construction	_____		_____
Additions / Renovations	_____		_____
Repair	_____		_____
Debt Payment / Bond Payment	_____		522,219.00
<b>TOTAL</b>	_____	<b>\$</b>	<b>522,219.00</b>

Estimated Project Beginning Date: July 2015 Est. Project Completion Date: June 2016

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

The County Commissioners and the Board of Education do hereby jointly request approval of the above project, and request release of \$ 522,219.00 from the Public School Building Capital Fund (Lottery Distribution). We certify that the project herein described is within the parameters of G.S. 115C-546.

\_\_\_\_\_  
(Signature — Chair, County Commissioners) (Date)

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

**ORANGE COUNTY  
BOARD OF COMMISSIONERS  
ACTION AGENDA ITEM ABSTRACT  
Meeting Date: October 6, 2015**

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

**SUBJECT:** North Carolina Department of Transportation Rural Operating Assistance Program (ROAP) Grant Application for FY 2016

**DEPARTMENT:** Planning and Inspections

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

No

**ATTACHMENT(S):**

**INFORMATION CONTACT:**

1. Certified Statement

Peter Murphy, Transportation Administrator, 919-245-2002  
Bret Martin, Transportation Planner, 919-245-2582  
Craig Benedict, Planning Director, 919-245-2592

**PURPOSE:** To approve the annual FY 2016 ROAP grant application and certified statement.

**BACKGROUND:** The North Carolina Department of Transportation, Public Transportation Division designates Rural Operating Assistance Program (ROAP) funds each fiscal year to Orange County. ROAP consolidates the Elderly/Disabled Transportation Assistance Program (EDTAP), the Employment Program (EMPL), and the Rural General Public (RGP) Program into a single application package. These ROAP funds allow Orange County to continue providing the above mentioned programs from July 1, 2015 through June 30, 2016. The amounts being made available for each respective program for FY 2016 are:

Program	Amount
Elderly/Disabled Transportation Assistance Program (EDTAP)	\$73,755
Employment Transportation Assistance Program (EMPL)	\$31,620
Rural General Public Program (RGP)	\$63,558
<b>TOTAL</b>	<b>\$168,933</b>

Orange Public Transportation (OPT) is the lead agency for public and human services transportation in central and rural Orange County. The EDTAP allocation of \$73,755 will allow OPT to continue to provide medical appointment transportation for elderly (age 60+) and disabled residents of Orange County. To the extent possible, medical appointment trips are grouped by geographic area per weekday, and the destination is the closest provider. All EDTAP service recipients are required to provide a copay/fare of \$3.00 per one-way trip. Copayments are utilized to fund additional eligible trips beyond those that are supported by the State EDTAP grant.

The majority of the \$31,620 allocation for the Employment Transportation Assistance program will be made available for the Department of Social Services' use in assisting former Work First participants or other low-income persons certified for Medicaid or Food Stamps with employment-related transportation. The funds may be used to fund transportation to a qualified

recipient's workplace, job interviews, job fairs, job readiness activities, or GED classes. The funds may also be used to transport the children of a qualified recipient to child care.

OPT has provided rural general public transportation on a seat-available basis for many years on three (3) deviated fixed-routes (one Hillsborough area route and two transfer routes from the Chapel Hill area) that are also designed to provide transportation to work opportunities and programs for persons with developmental disabilities. RGP funds have also been used in the past to fund the Route 420 midday service (Hillsborough to Chapel Hill shuttle). However, this service, which is now known as the Orange-Chapel Hill Midday Connector, is no longer eligible to make use of RGP funding due to the expansion of the Durham Urbanized Area (UZA) boundary that encompasses stop locations associated with the service that were previously located outside the UZA boundary. RGP funds are ineligible for use within UZAs. The RGP Program funds transportation for persons living outside the urbanized area boundary. With the increase in size of the UZA boundary and corresponding decrease in the area of the county considered rural, the revised formula results in an approximate 9.5% reduction in RGP funding to Orange County. The FY 2016 RGP allocation is \$63,558.

The period of performance for FY 2016 Rural Operating Assistance Program funds is July 1, 2015 through June 30, 2016. Board members may recall that, in past years, the consideration of ROAP funding allocations occurred as part of a public hearing. Actions at the State level have removed the public hearing provisions from this year's process.

**FINANCIAL IMPACT:** The RGP segment of the ROAP funding allocation requires a 10% local match (\$6,355.80), which OPT has incorporated into its FY 2015-16 budget. OPT estimates the anticipated amount to be received in preparation for upcoming budget years but does not apply for and receive the funding until October or November of the subject budget year/period of performance. Orange County was awarded a total of \$174,322 for FY 2014-15, which results in a \$5,389 reduction in ROAP funding from FY 2014-15 to FY 2015-16.

**SOCIAL JUSTICE IMPACT:** The following Orange County Social Justice Goals are applicable to this agenda item:

- **GOAL: FOSTER A COMMUNITY CULTURE THAT REJECTS OPPRESSION AND INEQUITY**  
The fair treatment and meaningful involvement of all people regardless of race or color; religious or philosophical beliefs; sex, gender or sexual orientation; national origin or ethnic background; age; military service; disability; and familial, residential or economic status.
- **GOAL: ENSURE ECONOMIC SELF-SUFFICIENCY**  
The creation and preservation of infrastructure, policies, programs and funding necessary for residents to provide shelter, food, clothing and medical care for themselves and their dependents.

The ROAP grant application gives Orange County access to funding that supports valuable transportation services specifically for elderly persons and persons with disabilities, populations that tend to have fewer transportation options than other segments of the population. The services provided that will make use of the funding will also provide an inexpensive alternative

to travel by personal vehicle that will help facilitate economic self-sufficiency by expanding transportation options for populations exhibiting the greatest need.

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

1. Approve the application for Rural Operating Assistance Program funds totaling **\$168,933** for FY 2016; and
2. Authorize the County Manager and County Finance Officer to sign the Certified Statement of Participation.

**ATTACHMENT 1****CERTIFIED STATEMENT  
FY2016  
RURAL OPERATING ASSISTANCE PROGRAM  
County of Orange**

**WHEREAS**, the state-funded, formula-based Rural Operating Assistance Program (ROAP) administered by the North Carolina Department of Transportation, Public Transportation Division provides funding for the operating cost of passenger trips for counties within the state;

**WHEREAS**, the county uses the most recent transportation plans (i.e. CTSP, CTIP, LCP) available and other public involvement strategies to learn about the transportation needs of agencies and individuals in the county before determining the sub-allocation of these ROAP funds;

**WHEREAS**, the county government or regional public transportation authorities created pursuant to Article 25 or Article 26 of Chapter 160A of the General Statutes (upon written agreement with the municipalities or counties served) are the only eligible recipients of Rural Operating Assistance Program funds which are allocated to the counties based on a formula as described in the Program Guidelines included in the ROAP State Management Plan. NCDOT will disburse the ROAP funds only to counties and eligible transportation authorities and not to any sub-recipients selected by the county;

**WHEREAS**, the county finance officer will be considered the county official accountable for the administration of the Rural Operating Assistance Program in the county, unless otherwise designated by the Board of County Commissioners;

**WHEREAS**, the passenger trips provided with ROAP funds must be accessible to individuals with disabilities and be provided without discrimination on the basis of national origin, creed, age, race or gender (FTA C 4702.1A, FTA C 4704.1, Americans with Disabilities Act 1990); and

**WHEREAS**, the period of performance for these funds will be July 1, 2015 to June 30, 2016 regardless of the date on which ROAP funds are disbursed to the county.

**NOW, THEREFORE, by signing below, the duly authorized representatives of the County of Orange North Carolina certify that the following statements are true and accurate:**

- The county employed a documented methodology for sub-allocating ROAP funds that involved the participation of eligible agencies and citizens. Outreach efforts to include the participation of the elderly and individuals with disabilities, persons with limited English proficiency, minorities and low income persons in the county's sub-allocation decision have been documented.
- The county will advise any sub-recipients about the source of the ROAP funds, specific program requirements and restrictions, eligible program expenses and reporting requirements. The county will be responsible for invoicing any sub-recipients for unexpended ROAP funds as needed.
- The county will monitor ROAP funded services routinely to verify that ROAP funds are being spent on allowable activities and that the eligibility of service recipients is being properly documented. The county will maintain records of trips for at least five years that prove that an eligible citizen was provided an eligible transportation service on the billed date, by whatever conveyance at the specified cost.
- The county will be responsible for monitoring the safety, quality and cost of ROAP funded services and assures that any procurements by subrecipients for contracted services will follow state and federal guidelines.

**ATTACHMENT 1**

- The county will conduct regular evaluations of ROAP funded passenger trips provided throughout the period of performance.
- The county will only use the ROAP funds to provide trips when other funding sources is not available for the same purpose or the other funding sources for the same purpose have been completely exhausted.
- The county assures that the required matching funds for the FY2016 ROAP can be generated from fares and/or provided from local funds.
- The county will notify the Mobility Development Specialist assigned to the county if any ROAP funded services are discontinued before the end of the period of performance due to the lack of funding. No additional ROAP funds will be available.
- The county will provide an accounting of trips and expenditures in a semi-annual report and a final year-end report to NCDOT – Public Transportation Division or its designee.
- Any interest earned on the ROAP funds will be expended for eligible program uses as specified in the ROAP application. The County will include ROAP funds received and expended in its annual independent audit on the schedule of federal and state financial assistance. Funds passed through to other agencies will be identified as such.
- The county is applying for the following amounts of FY2016 Rural Operating Assistance Program funds:

<b>State-Funded Rural Operating Assistance Program</b>	<b>Allocated</b>	<b>Requested</b>
Elderly & Disabled Transportation Assistance Program (EDTAP)	\$73,755	\$73,755
Employment Transportation Assistance Program (EMPL)	\$31,620	\$31,620
Rural General Public Program (RGP)	\$63,558	\$63,558
<b>TOTAL</b>	\$168,933	\$168,933

**WITNESS my hand and county seal, this \_\_\_\_ day of \_\_\_\_, 20\_\_.**

\_\_\_\_\_  
Signature of County Manager/Administrator

\_\_\_\_\_  
Signature of County Finance Officer

\_\_\_\_\_  
Printed Name of County Manager/Administrator

\_\_\_\_\_  
Printed Name of County Finance Officer

State of North Carolina County of



**ORANGE COUNTY  
BOARD OF COMMISSIONERS  
ACTION AGENDA ITEM ABSTRACT**  
**Meeting Date:** October 6, 2015

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

**SUBJECT:** Consideration of an Amendment to the 2015 Schools Adequate Public Facilities Ordinance Technical Advisory Committee (SAPFOTAC) Report

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**DEPARTMENT:** Planning and Inspections

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

NO

**ATTACHMENT(S):**

1. Proposed Amendments

**INFORMATION CONTACT:**

Craig Benedict, Director, (919) 245-2575  
Perdita Holtz, (919) 245-2578  
Ashley Moncado, (919) 245-2589

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**PURPOSE:** To consider amendments to the 2015 Schools Adequate Public Facilities Ordinance Technical Advisory Committee (SAPFOTAC) Report.

**BACKGROUND:** Following the certification of the 2014 Schools Adequate Public Facilities Ordinance Technical Advisory Committee (SAPFOTAC) Report, Orange County entered into an agreement with TischlerBise to update student generation rates. The Student Generation Rates for Orange County Schools and Chapel Hill-Carrboro School District Report, completed on October 28, 2014, provided updated student generation rates based on an inventory of recently built units from January 1, 2004 to December 31, 2013.

In March 2015 the formal review process for the 2015 Schools Adequate Public Facilities Ordinance Technical Advisory Committee (SAPFOTAC) Annual Report commenced. The report and executive summary were approved and certified at the May 19, 2015 BOCC meeting. This report included the updated student generation rates for both school districts based on the student generation rate analysis completed by TischlerBise in October 2014. The 2015 SAFOTAC Annual Report can be found at this link: [http://www.orangecountync.gov/2015\\_SAPFOTAC\\_Annual\\_Report.pdf](http://www.orangecountync.gov/2015_SAPFOTAC_Annual_Report.pdf).

Due to minor mis-categorizations identified with the student generation rate analysis completed for Chapel Hill-Carrboro City Schools in the report, TischlerBise provided a revised student generation rate study to Orange County on May 7, 2015. The original report included student generation rates based on housing units that were categorized incorrectly. Specifically, 155 housing units were incorrectly categorized as multifamily instead of single family attached and vice versa. The revised student generation rates are included in Attachment 1. If approved, the corrected chart would replace the chart on page 44 of the 2015 SAPFOTAC Report.

Student generation rates for Orange County Schools were calculated correctly and as a result are not part of this amendment. It should be noted that no additional sections or calculations contained in the 2015 SAPFOTAC Report, including student projections, will be affected by this amendment. The amendment is necessary to correct student

generation rates approved in the 2015 SAPFOTAC Report for Certificate of Adequate Public Schools (CAPS) purposes.

As required by the SAPFO Memoranda of Understanding (MOUs), all SAPFO parties were informed of the proposed amendments on July 13, 2015 and provided the opportunity to comment. Chapel Hill-Carrboro City Schools (CHCCS) administration presented the proposed amendments to the CHCCS Board of Education at its August 8, 2015 meeting and the Board had no comments. On August 4, 2015 the Chapel Hill Town Council received the proposed amendments via email and offered no comments. The Carrboro Board of Aldermen received the proposed amendments at its September 15, 2015 meeting and approved a resolution recommending adoption of the amended student generation rates.

**FINANCIAL IMPACT:** Consideration and approval will not create the need for additional funding for the provision of County services.

**SOCIAL JUSTICE IMPACT:** The following Orange County Social Justice Goal is applicable to this agenda item:

- **GOAL: ENSURE ECONOMIC SELF-SUFFICIENCY**

The creation and preservation of infrastructure, policies, programs and funding necessary for residents to provide shelter, food, clothing and medical care for themselves and their dependents.

Efforts to approve the proposed amendments to the 2015 SAPFOTAC Report will result in positive outcomes related to the above goal.

**RECOMMENDATION(S):** The Manager recommends the Board approve the proposed amendments contained in Attachment 1.

## Attachment 1

## TischlerBise Student Generation Rates – 2014 (May 2015 Revision)

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	<del>0.18</del> 0.27	<del>0.44</del> 0.42		<del>0.34</del> 0.38
Multifamily/Other	<del>0.13</del> 0.11	<del>0.43</del> 0.47		<del>0.29</del> 0.18
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>

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** October 6, 2015

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

**SUBJECT:** Authorization to Declare Item Surplus

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**DEPARTMENT:** Asset Management Services  
and Solid Waste Management

**PUBLIC HEARING: (N)**

No
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**ATTACHMENT(S):**

**INFORMATION CONTACT:**

Gayle Wilson, 968-2788  
Jeff Thompson, 245-2658

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**PURPOSE:** To consider declaring a skid steer as surplus.

**BACKGROUND:** The Director of Asset Management Services (AMS) is authorized to declare items surplus up to \$5,000. Currently the Solid Waste Department has the following piece of equipment that has been replaced, 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
Skid Steer	2002	467	514451199

A skid steer loader is a small, rigid-frame, engine-powered machine with lift arms used to attach a wide variety of labor-saving tools or attachments used for loading or otherwise handling recyclable materials (sometimes referred to as a "bobcat").

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

**SOCIAL JUSTICE IMPACT:** There is no Orange County Social Justice Goal impact associated with declaring the skid steer as surplus.

**RECOMMENDATION(S):** The Manager recommends that the Board: 1) declare this item as surplus and 2) authorize the AMS Director to affect the sale of the items through GovDeals.

ORD-2015-027

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** October 6, 2015

**Action Agenda**

**Item No.** 6-j

**SUBJECT:** Acceptance of Vehicles From Second Family Foundation and Approval of Budget Amendment #2-B

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**DEPARTMENT:** Social Services

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

No

**ATTACHMENT(S):**

**INFORMATION CONTACT:**

Nancy Coston, 919-245-2800

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**PURPOSE:** To consider accepting three vehicles from the Second Family Foundation to be used by temporary employees at the Department of Social Services (DSS) to transport foster and other at-risk youth to employment sites and to other services and enrichment activities, and approval of Budget Amendment #2-B.

**BACKGROUND:** Since 2007, Second Family Foundation (Second Family) and DSS have had a relationship focused on improving the educational opportunities for foster youth and alumni. During this time, DSS has provided a temporary staff member and access to a vehicle to assure transportation was available for the participants. All costs have been reimbursed by Second Family to DSS, including costs for use of the County vehicle.

Second Family staff would now like to expand the program to provide services to more youth and to also focus on employment. It would like to have more temporary staff and to also purchase vehicles and donate them to DSS for this purpose. Second Family has also indicated that the vehicles could be used for other DSS purposes when not needed for their participants. Any costs related to the vehicles or the temporary staff serving the participants would be reimbursed to DSS.

This program is an excellent partnership between a private organization and DSS with a shared vision of helping children involved in child welfare cases.

**FINANCIAL IMPACT:** Any costs related to this proposal will be reimbursed by Second Family Foundation. This budget amendment provides for the anticipated receipt of \$65,006 in FY 2015-16 to fund additional temporary employees and to cover projected motor pool costs associated with maintenance of the vehicles. If this expansion of the program proves successful, the department may request additional part time staff as part of the department's FY 2016-17 budget.

**SOCIAL JUSTICE IMPACT:** The following Orange County Social Justice Goals are applicable to this agenda item:

- **GOAL: ENSURE ECONOMIC SELF-SUFFICIENCY**  
The creation and preservation of infrastructure, policies, programs and funding necessary for residents to provide shelter, food, clothing and medical care for themselves and their dependents.
- **GOAL: CREATE A SAFE COMMUNITY**  
The reduction of risks from vehicle/traffic accidents, childhood and senior injuries, gang activity, substance abuse and domestic violence.

The opportunities for foster and other at risk youth will improve their employability allowing for them to become self-sufficient.

**RECOMMENDATION(S):** The Manager recommends that the Board approve the proposal to receive donated vehicles from Second Family Foundation, approve Budget Amendment #2-B, and authorize the Manager to execute any needed legal documents.

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** October 6, 2015

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

**SUBJECT:** Additional Discussion Regarding a November 2016 Bond Referendum and Possible Consideration of a Preliminary Resolution To Set Bond Purposes and Amounts

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

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

No
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**ATTACHMENT(S):**  
Proposed Preliminary Resolution To Set Bond Purposes and Amounts

**INFORMATION CONTACT:**

Bonnie Hammersley, 919-245-2300  
Paul Laughton, 919-245-2152

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**PURPOSE:** To continue discussion regarding a November 2016 Bond Referendum, and to consider adoption of a preliminary resolution to set bond purposes and amounts.

**BACKGROUND:** In several meetings during the past year, the Board of Commissioners has discussed the scheduling of a General Obligation Bond Referendum. A large part of the incentive for moving forward with a bond referendum is the repair, renovation, and upgrading of existing older school facilities. Both school systems completed facilities assessments reflecting needs totaling approximately \$330 million. The scope of study for Chapel Hill-Carrboro City Schools included schools constructed prior to 1990, while the Orange County Schools study included all district buildings.

At the Board of Commissioners January 30, 2015 Retreat, the Board directed staff to develop materials for Board consideration regarding the Board formally expressing its intent to schedule a November 2016 Bond Referendum, including a total bond package amount of approximately \$125 million. The Board also directed staff to move forward with the development of a process for a November 2016 Bond Referendum similar to the process utilized during the County's 2001 Bond Referendum.

At its March 3, 2015 Regular meeting, the Board discussed its intent to schedule a November 2016 Bond Referendum to address County and School capital needs; discussed the proposed creation of, structure, and charge for a proposed Capital Needs Advisory Task Force; and discussed the potential need for the services of a qualified facilitator for the Task Force. The Board subsequently requested additional information from staff and the two school systems for continued discussion at a future meeting.

The Board further discussed this item at its April 21, 2015 meeting, and approved the scheduling of a November 2016 Bond Referendum to address School Capital needs. The Board also approved its intent for a bond package totaling approximately \$125 million, and supported the concept of a Bond Education Committee. This Committee's composition, appointment process, and public outreach responsibilities would be discussed and decided on at a future meeting.

At a work session on September 10, 2015, the Board continued its discussion and received a presentation on the fiscal impacts for various bond issue scenarios.

This agenda item includes a proposed resolution by which the Board could make a preliminary determination as to bond purposes and amounts. This resolution would give direction to staff in discussing the County's plans with staff of the North Carolina Local Government Commission (LGC), which is a State agency that must approve substantially all County borrowings, and in preparing the remaining formal proceedings for Board action.

After the adoption of this resolution, the Board could delete proposed purposes or reduce the amount of bonds proposed for any purpose, but could add a purpose or increase the amount of bonds proposed for any purpose only by re-starting the process with another resolution like that presented here.

A motion to approve the resolution should specify the purposes and amounts of bonds to be authorized for purposes specified in the motion. When the Board has determined the amounts, staff will suggest a number for the tax-rate equivalent impact to be included in the motion for completion of the resolution.

***To summarize the procedure for calling the referendum –***

a) Board considers a resolution such as that presented, (i) to set maximum parameters of bond purposes and amounts, (ii) to make certain "findings of fact" required by the LGC application process, and (iii) to authorize staff to proceed with the LGC application process and the remaining formal steps for the bond issue.

b) County staff will discuss the proposed bond program with the LGC staff and complete an application for LGC approval.

c) Staff will present to the Board the proposed forms of the "Bond Orders", the short authorization proceedings required by law. The Bond Orders are first presented to a Board meeting for "introduction", with no formal vote on the Bond Orders required.

d) Then there will be a required public hearing on the Bond Orders.

e) After the public hearing (at the same meeting or a subsequent meeting), the Board will take a final vote on the Bond Orders, and on a separate resolution to put the questions before the voters.

There will be a separate Bond Order and ballot question for each purpose for which bonds are proposed. Staff will schedule the remaining steps for completion prior to the Board's 2016 summer recess, as directed by the Board.

**FINANCIAL IMPACT:** There is no immediate financial impact related to the discussion of a November 2016 Bond Referendum.

**SOCIAL JUSTICE IMPACT:** The following Orange County Social Justice Goal is applicable to this agenda item:

- **GOAL: ENABLE FULL CIVIC PARTICIPATION**

Ensure that Orange County residents are able to engage government through voting and volunteering by eliminating disparities in participation and barriers to participation.

**RECOMMENDATION(S):** The Manager recommends that the Board 1) continue its discussion of a November 2016 Bond Referendum, 2) provide direction to staff, as appropriate, and 3) consider adopting the preliminary resolution at the Board's pleasure.



2. The Board makes the following findings of fact in support of its determination:

(a) The proposed capital projects are necessary and expedient for the County.

(b) The amount of bonds proposed is adequate and not excessive for the proposed purpose. Although capital needs for the stated purposes may exceed the amount of bonds proposed, the Board finds that this level of bond funding is appropriate considering the County's resources and other needs.

(c) The County's debt management and budgetary and fiscal management policies have been carried out consistently in accordance with the law.

(d) The Board expects a potential annual tax rate equivalent impact to the County related to paying debt service on the bonds of approximately \_\_\_\_\_ cents per \$100 of assessed valuation.

3. (a) The Finance Officer is authorized and directed to proceed with the proper steps toward the authorization of the referendum, including proceeding with an application to the North Carolina Local Government Commission (the "LGC") for its approval of the bonds. The Board appoints the Finance Officer as the County's authorized representative with respect to the LGC application process.

(b) The Finance Officer, in collaboration with the Clerk, is authorized and directed to publish a notice of the Board's intent to apply to the LGC for approval of the bonds. This notice must be in the form prescribed by statute and consistent with this resolution.

(c) All County representatives are authorized to take all such further action as they may consider necessary or desirable in connection with the furtherance of the purposes of this resolution. This resolution takes effect immediately.

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** October 6, 2015

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

**SUBJECT:** Affordable Housing Fund Criteria

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

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

No

**ATTACHMENT(S):**

**INFORMATION CONTACT:**

Audrey Spencer-Horsley, Housing, Human  
Rights and Community Development  
Director, (919) 245-2492

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**PURPOSE:** To establish a process and criteria to fund affordable housing projects using the FY 2015-16 Affordable Housing appropriation.

**BACKGROUND:** The FY 2015-16 Budget includes \$1 million to fund affordable housing alternatives. The Budget states that the purpose of this fund is to acquire aggregate parcels, improve existing County-owned properties for future residential development to address displaced manufactured homes, as well as affordable housing alternatives.

According to the Five Year Consolidated Plan and FY 2015 Action Plan, the most significant housing need in Orange County is affordable rental housing. The Plan states that 28.4% of renter households contribute 50% or more of annual income to housing costs while 7.7% of owner households contribute the same proportion. If the percentage of income dedicated to housing costs is reduced to 30%, the proportion of renter households dedicating at least that amount to housing increases to 44.1%. The Plan further concluded through interviews and surveys that the lack of quality, affordable housing for rent is the largest unmet housing need in Orange County.

To address this need, staff is proposing to prioritize the use of the \$1 million affordable housing fund to increase or, at a minimum, maintain the supply of affordable rental properties in the community. Eighty percent (80%) of the fund would be used for rental property projects and up to twenty percent (20%) could be applied to homeownership activities. This effort would represent the first phase of an affordable housing plan that will address additional housing needs and identify other opportunities.

Under this model, the County would solicit proposals through a competitive request for proposal (RFP) process to purchase rental properties. The RFP would not limit the type of property that could be purchased. Properties could range from multi-family apartment units to manufactured homes. The properties would then be dedicated to housing individuals or families with annual

incomes of fifty percent (50%) or less of the local median income for rental and up to 80% median income for homeownership. Funding priority would be given to rental projects.

The proposals would allow the County to either fully fund or partially contribute to the purchase of affordable rental housing. However, the properties would be managed and maintained by another party under a lease agreement or other type of contract.

A staff team would use the following grading criteria to evaluate proposals and recommend funding:

1. The property must include one or more rental or homeownership properties.
2. The properties must be available to individuals or families with annual incomes of 50% or less of the local median income for rental and up to 80% median income for homeownership.
3. Priority will be given to individuals or families referred by County agencies or recognized non-profit partners.
4. The proposal must address how the property will be managed and maintained.
5. The properties must pass an initial inspection for safety, quality, and feasibility and must be maintained to safety standards, subject to inspection by the County.
6. The properties should be located in an area with access to transportation resources, or the proposer must include a plan to address access to transportation.
7. Additional consideration will be given to proposals that include contributions from other public or private sources or that leverage additional resources for affordable housing.
8. Additional consideration will be given to the speed with which the properties can be made available to tenants.
9. Additional consideration will be given for proposals addressing special needs populations, e.g. seniors, persons with disabilities, etc.

**FINANCIAL IMPACT:** The FY 2015-16 Budget includes \$1 million to fund affordable housing projects.

**SOCIAL JUSTICE IMPACT:** The following Orange County Social Justice Goals are applicable to this agenda item:

- **GOAL: ENSURE ECONOMIC SELF-SUFFICIENCY**  
The creation and preservation of infrastructure, policies, programs and funding necessary for residents to provide shelter, food, clothing and medical care for themselves and their dependents.

The creation and preservation of affordable housing options helps to meet a basic need and advances economic self-sufficiency.

- **GOAL: CREATE A SAFE COMMUNITY**  
The reduction of risks from vehicle/traffic accidents, childhood and senior injuries, gang activity, substance abuse and domestic violence.

Affordable housing options allow individuals to reduce risks associated with being unhoused.

- **GOAL: FOSTER A COMMUNITY CULTURE THAT REJECTS OPPRESSION AND INEQUITY**

The fair treatment and meaningful involvement of all people regardless of race or color; religious or philosophical beliefs; sex, gender or sexual orientation; national origin or ethnic background; age; military service; disability; and familial, residential or economic status.

**RECOMMENDATION(S):** The Manager recommends that the Board approve the criteria as defined in this abstract and authorize staff to proceed with a Request for Proposal process and make funding recommendations to the Board following this process.

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** October 6, 2015

**Action Agenda  
Item No.** 8-a

**SUBJECT:** Report on Small Business Investment Grants, Agriculture Economic Development Grants, & Small Business Loan Program

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**DEPARTMENT:** Economic Development

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

No

**ATTACHMENT(S):**

Application & Guidelines for the Small Business Investment Grant, Agriculture Economic Development Grant, & Small Business Loan Program

**INFORMATION CONTACT:**

Steve Brantley, Director, Economic Development, (919) 245-2326

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**PURPOSE:** To receive a report on the current status of three (3) grant and loan programs (“Small Business Investment Grant”, the “Agriculture Economic Development Grant”, and the “Small Business Loan Program”) that are funded by the County’s one-quarter cent sales tax for economic development (Article 46 funds) and administered by the Orange County Economic Development Department to support the retention and growth of small businesses, agriculture and food systems-related agriculture ventures throughout Orange County.

**BACKGROUND:** Two of the intended uses of Article 46 funds for economic development include the **Small Business Investment Grant**, and the **Agriculture Economic Development Grant**, which support the recruitment, retention and growth of small business development, plus farming & food systems related enterprises throughout Orange County. Although grant funds began to accrue in 2012 following the passage of the one-quarter cent sales tax in November, 2011, no grant activity immediately followed due to a delay in setting guidelines and application procedures. The two grant programs went “live” in 2015 after the Orange County Economic Development Department’s Advisory Board in 2014 drafted recommended guidelines and applications, and following the BOCC’s review, suggested amendments and approval of the two new grant programs in early 2015.

The **Small Business Loan Program** is similar in to the new grant programs in the sense that the loan program also has an application review committee, guidelines and by-laws, is supported by Article 46 funding, and is also intended to support the recruitment, retention and expansion of small businesses in Orange County. The loan program seeks to assist small firms that may have difficulty accessing traditional banking financing due to small and start-up firms often having insufficient operating history, poorer credit history, etc. The County’s loan program was created by the BOCC in 1999, received initial funds to lend in 2007, and became very

active in 2011 following a transfer of additional funds to lend. Historic loans have been made up to \$50,000.00 for a maximum of 5 years repayment terms.

A current summary of activities is presented below regarding the Small Business Investment Grant program, the Agriculture Economic Development Grant program, and the Small Business Loan program.

### **(1) ORANGE COUNTY AGRICULTURE ECONOMIC DEVELOPMENT GRANT PROGRAM**

#### **Agriculture Economic Development Grants:** (summary dated 9/21/15)

- 7 initial agriculture grants totaling \$57,987.00 were recently approved in the program's first quarterly round of applicant reviews.
- 1 application was denied.
- Grant program is funded by up to \$60,000.00 annually from Article 46 proceeds (one-quarter cent sales tax for economic development).
- Program became active after being approved by the BOCC in March 2015.
- \$120,276.26 is available for future business grants.

#### **Approved Grants – 7 (initial quarterly review):**

- ***Taylor Fish Farm*** (Valee Taylor – fish processing)
- ***BoxCarr Farm*** (Austin Genke – fencing for milk goats)
- ***ColorFields Farm*** (Kelly Morrison – greenhouses)
- ***Four Leaf Farm*** (Tim McCallister – greenhouses)
- ***Smith Family Farm*** (Dawn Denson – well for irrigation)
- ***Dawn Breaker Farms*** (Ben Grimes – small on-farm poultry processing equipment)
- ***Sweet Retreat Orchards*** (Aniko Redmon – irrigation system)

#### **New Proposed Agriculture Grants (scheduled for second quarterly review):**

- 2 new completed applications have been received.
- 6 additional applications are being completed by applicants.
- \$60,000 in total awards is forecast for the upcoming second quarterly review of new applications.
- Initial marketing round included radio and newspaper ads; most recent marketing effort had 800 post cards mailed out during the week of September 7<sup>th</sup>; several phone calls and e-mail inquiries have been received and indicate several more applications will occur.

#### **Agriculture Economic Development Grant Application Review Committee:**

- 5 total members, currently comprised as follows:
  - 2 representatives from the Agriculture Preservation Board appointed by the BOCC - Vaughn Compton & Noah Ranells.

- 1 agriculture sector representative from the Orange County Economic Development Advisory Board - vacant.
- Orange County Cooperative Extension Agent – Dr. Carl Matyac.
- Orange County Economic Development Department’s agriculture economic developer – Mike Ortosky.
- Meets quarterly; next meeting date is November 18.

**Activity contributing to public awareness of the Agriculture Grant Program:**

- Breeze Farm Master Plan preparation – for funding purposes.
  - Piedmont Food & Agriculture processing facility (PFAP).
  - Rural Food Aggregator / Food Hub / and PFAP expansion concept planning.
  - Farmer and food business entrepreneurs meetings & assistance.
  - Recent workshop at Durham Tech on food system entrepreneurs.
  - Farm to Fork 2015 event planning.
  - Orange County Agriculture Summit 2016 planning.
  - Ongoing presentations to groups regarding agriculture economic development.
  - Meetings regarding a concept for a large food hub campus & food enterprise district.
  - Meetings with area county officials, consultants & residents regarding the formation of a regional food innovation cluster & an Orange County food council.
- 

**(2) ORANGE COUNTY BUSINESS INVESTMENT GRANT PROGRAM**

**Small Business Investment Grants:** (summary dated 9/21/15)

- Funded by up to \$100,000.00 annually from Article 46 proceeds (one-quarter cent sales tax for economic development).
- Grant program became active after being approved by the BOCC in March 2015.
- 8 initial grants totaling \$61,712.00 were recently awarded in the program’s first quarterly round of application reviews.
- +11 new and/or deferred applications requesting up to \$83,188.00 are expected to be received by the second quarterly review on Oct. 22.
- \$238,288.00 is available for future business grants.

**Approved Grants (initial quarterly review):**

- 15 grant applications were submitted & reviewed:
  - 7 – Hillsborough
  - 5 - Chapel Hill
  - 3 – Carrboro
- 8 grants were awarded:
  - 4 - Hillsborough \$31,352.00

➤ 1 - Chapel Hill	\$10,000.00
➤ 3 - Carrboro	<u>\$20,360.00</u>
	<b>\$61,712.00</b>

Carrboro

**Carrboro Community Acupuncture** (Kim Calandra – business expansion)

**Tempeh Girl** (Beth May – sales expansion)

**Woman Craft** (Katherine Palomba – promotional activities)

Chapel Hill

**Trill Financial** (Simon Jung – computer testing equipment)

Hillsborough

**MasterPeace Barber** (Mark Holt – improvements to home-based business)

**Regulator Brewing** (Anna McDonald Dobbs – marketing)

**Seal The Seasons** (Patrick Mateer & Will Collins – frozen food production equipment)

**The Accidental Baker** (Kevin Mason – new bakery equipment)

- 1 application was withdrawn by applicant.
- 1 application was referred to the Agriculture Grant Program.
- 1 application was denied (in appeal).
- 4 applications were deferred for the upcoming quarterly review.

**New Proposed Business Grants (scheduled for second quarterly review ending September 30, 2015):**

• 4 deferred applications – Chapel Hill	\$27,188.00
• 1 denied (in appeal) – Chapel Hill	<u>\$10,000.00</u>
	\$37,188.00
• 11 new applicants:	
➤ 1 - Cedar Grove applicant	\$10,000.00
➤ 4 - Chapel Hill applicants	<u>\$23,000.00</u>
➤ 1 - Efland applicant	\$10,000.00
➤ 5 - Hillsborough applicants	<u>\$33,000.00</u>
• Total of new grant requests received (as of 9/28/15)	\$76,000.00
• Total of new & deferred grant requests in 3 <sup>rd</sup> Q	\$113,188.00

**Business Investment Grant Funds Currently Available to Award:**

• From Article 46 Quarter Cent Sales Tax	\$300,000.00
• (Less 2Q Awards)	<u>(\$61,712.00)</u>
• Available funds for future business grants	<b>\$238,288.00</b>

**Business Investment Grant Application Review Committee:**

- 5 – 7 total subcommittee members from the Orange County Economic Development Department's Advisory Board.
  - Meets quarterly; next meeting date is October 22.
- 

**(3) ORANGE COUNTY SMALL BUSINESS LOAN PROGRAM****Small Business Loan Program:** (summary dated 9/21/15)

- Funded by up to \$200,000.00 annually from Article 46 proceeds (one-quarter cent sales tax for economic development), & from the loan program's repayment balances.
- Loan program was created by the BOCC in 1999, received initial funds to lend in 2007, and became active after receiving \$200,000 in additional funds in 2011.
- \$507,000.00 total of all approved loans in program's history.
- \$214,099.00 current balance for 10 outstanding loans; no delinquencies.
- Remaining Loan Funds Available to Lend:
  - From Article 46 Quarter Cent Sales Tax \$600,000.00
  - From program's loan repayments (cash in bank) \$133,682.00

• Loan History:	<u>Original Loan</u>	<u>Current Loan</u>
➢ <u>Carrboro</u>		
<b>Ceremony Salon</b>	\$30,000	\$26,151.00
➢ <u>Cedar Grove</u>		
<b>Tin Can Ventures</b>	\$47,000	\$42,059.00
➢ <u>Chapel Hill</u>		
<b>Santosh</b>	\$50,000	\$0.00
<b>Isis I.T.</b>	\$20,000	\$8,117.00
<b>Orange County Gymnastics</b>	\$45,000	\$0.00
<b>Flawless Day Spa</b>	\$10,000	\$6,808.00
➢ <u>Hillsborough</u>		
<b>Phd</b>	\$68,000	\$7,260.00
<b>Skram Furniture</b>	\$40,000	\$0.00
<b>The Depot</b>	\$30,000	\$4,206.00
<b>Mystery Brewing</b>	\$40,000	\$10,884.00
<b>Accidental Baker</b>	\$44,000	\$44,000.00
<b>MasterPeace Barber</b>	\$15,000	\$14,749.00
<b>Seal the Seasons</b>	<u>\$50,000</u>	<u>\$50,000.00</u>
Total	\$507,000	<b>\$214,099.00</b>

**Loan Application Review Committee:**

- 8 total members, currently comprised as follows:
  - 2 representatives from the Orange County banking community (Jim Evans – Bank of North Carolina; Jonna Walton– BB&T).
  - 2 representatives from small business owners in Orange County (Tom Proctor – Vacuum Cleaner Hospital; Sherry Gray – Yesterday & Today Frame Shop).
  - 1 representative from the Orange County Board of Commissioners (Commissioner Mark Dorosin).
  - 2 representatives from Orange County government (Acting Chief Financial Officer Paul Laughton, & Orange County Economic Development Department Director Steve Brantley).
  - 1 representative from the Orange County Economic Development Advisory Board (Lori Eichel – Bank of North Carolina).
- Meets the third Thursday of every month; next meeting date is October 17.
- Loan committee agreed on 9/17/15 to increase the maximum loan amount to \$100,000.00 (up from \$50,000.00) and double the repayment term to 10 years (up from 5 years) in consideration of future loan applicants. Purpose is to increase the loan activity.

**FINANCIAL IMPACT:** There is no direct financial impact associated with discussion of Article 46's two grant programs & loan program. Funding is provided by Article 46 proceeds, and not from the General Fund.

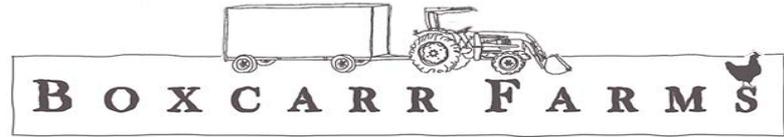
**SOCIAL JUSTICE IMPACT:** The following Orange County Social Justice Goal is applicable to this agenda item:

- **GOAL: ENSURE ECONOMIC SELF-SUFFICIENCY**  
The creation and preservation of infrastructure, policies, programs and funding necessary for residents to provide shelter, food, clothing and medical care for themselves and their dependents.

**RECOMMENDATION(S):** The Manager recommends that the Board receive the report for review and comments.

# Agriculture Grant Recipients

**BOXCARR FARMS**



**COLORFIELDS**



**Dawnbreaker Farms**

**Dawnbreaker Farms**

HEALTHY, SAFE, DELICIOUS

**Four Leaf Farm**



**Smith's Family Fun Farm**

**sweet retreat ORCHARD**



**TAYLOR FISH FARM**



# Orange County's Small Business Investment Grant Recipients



**Carrboro Community Acupuncture**



**MasterPeace Barber Shop**  
**- Hillsborough**



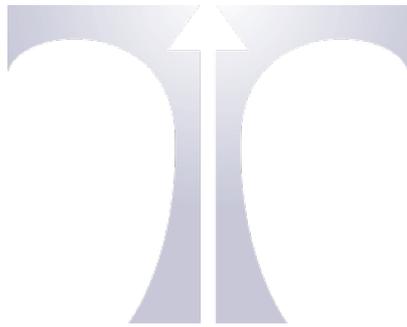
**Regulator Brewing Company, LLC**  
**- Hillsborough**



**Seal The Seasons - Hillsborough**

# The Accidental Baker - Hillsborough

## *The Accidental Baker*



**Trill Financial, LLC – Chapel Hill**

**tempeh girl - Carrboro**



**WomanCraft - Carrboro**

# Small Business Loan Recipients

10



**Ceremony Salon – Carrboro**

**Tin Can Ventures – Cedar Grove**



**Grey Matter/Isis I.T. – Chapel Hill**

**Flawless Day Spa – Chapel Hill**



**The Depot - Hillsborough**

# Small Business Loan Recipients



**Mystery Brewing Company - Hillsborough**

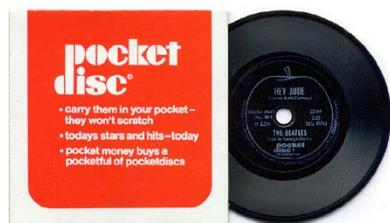


**Seal The Season - Hillsborough**

**MasterPeace Barbershop – Hillsborough**

**Accidental Baker – Hillsborough**

*The Accidental Baker*



**PHD - Hillsborough**

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** October 6, 2015

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

**SUBJECT:** Adult Care Home Community Advisory Committee – Appointments

**DEPARTMENT:** Board of Commissioners

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

No

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

**INFORMATION CONTACT:**  
Clerk's Office, 245-2130

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

**BACKGROUND:** The following information is for Board consideration:

**NOTE: These positions are all 2 year terms with a maximum of 3 terms (6 years total).**

- Appointment to a third full term (Position #2) At-Large DD/MR for Daniel Hatley expiring 10/31/2017.
- Appointment to a second full term (Position #4) At-Large for Max Mason expiring 06/30/2017.
- Appointment to a second full term (Position #5) At-Large for Dr. Anthony John Vogt expiring 10/31/2017.

POSITION NO.	NAME	SPECIAL REPRESENTATIVE	EXPIRATION DATE
2	Daniel Hatley	DD/MR	10/31/2017
4	Max Mason	At-Large	06/30/2017
5	Dr. Anthony John Vogt	At-Large	10/31/2017

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

- \*Position #1--- “At-Large” position----- expiring 03/31/2017. **This position has been vacant since 09/21/2015.**
- \*Position #9--- “At-Large” position----- expiring 03/31/2016. **This position has been vacant since 07/21/2015.**

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

**FINANCIAL IMPACT:** None.

**SOCIAL JUSTICE IMPACT: Enable Full Civic Participation.** Ensure that Orange County residents are able to engage government through voting and volunteering by eliminating disparities in participation and barriers to participation.

**RECOMMENDATION(S):** The Manager recommends that the Board consider making appointments to the Adult Care Home Community Advisory Committee.

# Board and Commission Members

## And Vacant Positions

### ***Adult Care Home Community Advisory Committee***

Meeting Times: 3:30 pm - 5:00 pm Bi-monthly

Terms: 3

Contact Person: Charlotte Terwilliger

Meeting Place:

Positions: 12 Length: 2 years

Contact Phone: 919-558-9401

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

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

# Board and Commission Members

## And Vacant Positions

### ***Adult Care Home Community Advisory Committee***

Meeting Times: 3:30 pm - 5:00 pm Bi-monthly

Terms: 3

Contact Person: Charlotte Terwilliger

Meeting Place:

Positions: 12 Length: 2 years

Contact Phone: 919-558-9401

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

6	<b>Mrs Suzanne Haff</b> 107 Hunter Hill Road Chapel Hill NC 27516	Day Phone: 919-933-9329 Evening Phone: 919-933-9329 FAX: E-mail: suzhaff@gmail.com	Sex: Female Race: Caucasian Township: Chapel Hill Resid/Spec Req: At-Large Special Repr:	First Appointed: 12/09/2014 Current Appointment: 12/09/2014 Expiration: 12/09/2015 Number of Terms:
7	<b>A Yvonne Mendenhall</b> 304 W Barbee Chapel Rd Chapel Hill NC 27517	Day Phone: 919-968-7874 Evening Phone: 919-968-7874 FAX: E-mail: menholiday@aol.com	Sex: Female Race: Caucasian Township: Chapel Hill Resid/Spec Req: At-Large Special Repr:	First Appointed: 12/09/2014 Current Appointment: 12/09/2014 Expiration: 12/09/2015 Number of Terms:
8	<b>Ms. Joyce Teston</b> 2326 Highway 86 South Hillsborough NC 27278	Day Phone: Evening Phone: FAX: E-mail: joyceteston@gmail.com	Sex: Female Race: Caucasian Township: Hillsborough Resid/Spec Req: At-Large Special Repr:	First Appointed: 09/17/2013 Current Appointment: 06/17/2014 Expiration: 06/30/2016 Number of Terms: 1
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: 03/31/2016 Number of Terms:
10	<b>Dr. Beverly Foster</b> 2454 Springview Trail Chapel Hill NC 27514	Day Phone: 919 966-4995 Evening Phone: 919 967-2930 FAX: 919 843-6212 E-mail: Bev_Foster@unc.edu	Sex: Female Race: Caucasian Township: Chapel Hill Resid/Spec Req: At-Large Special Repr:	First Appointed: 06/18/2013 Current Appointment: 06/17/2014 Expiration: 06/30/2016 Number of Terms: 1

# Board and Commission Members

## And Vacant Positions

### ***Adult Care Home Community Advisory Committee***

Meeting Times: 3:30 pm - 5:00 pm Bi-monthly

Terms: 3

Contact Person: Charlotte Terwilliger

Meeting Place:

Positions: 12

Length: 2 years

Contact Phone: 919-558-9401

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

11	<b>Mr James Bartow</b> 118 Collums Rd Chapel Hill NC 27514	Day Phone: 919 932-2682 Evening Phone: 919 932-2682 FAX: E-mail: jmsbartow@gmail.com	Sex: Male Race: Caucasian Township: Chapel Hill Resid/Spec Req: At-Large Special Repr:	First Appointed: 02/18/2014 Current Appointment: 10/21/2014 Expiration: 10/31/2017 Number of Terms: 1
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12	<b>Deborah Stewart</b> 1405 Buckhorn Rd. Mebane NC 27302	Day Phone: 919-210-4857 Evening Phone: 919-210-4857 FAX: E-mail: deb.k.stewart@gmail.com	Sex: Female Race: Caucasian Township: Cheeks Resid/Spec Req: At-Large Special Repr:	First Appointed: 12/09/2014 Current Appointment: 12/09/2014 Expiration: 10/30/2017 Number of Terms:
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**Thom Freeman**

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**From:** Charlotte Terwilliger <cterwilliger@tjcog.org>  
**Sent:** Monday, September 21, 2015 1:00 PM  
**To:** Thom Freeman  
**Subject:** Reappointment - Daniel Hatley

Dear Thom,

Mr. Daniel Hatley's current term to the Adult Care Home Community Advisory Committee will be expiring on 10/31/15. We are recommending that Mr. Hatley be reappointed for another full term. During this past year Mr. Hatley attended 4 out of 6 business meetings. For the two meetings that he missed he was excused. The previous year he attended 100% of the business meetings and served as the Chair. He also participated in all of the quarterly facility visits assigned to his subcommittee and supported several projects.

Mr Hatley is committed to the goals of this committee. He is a keen observer of concerns related to resident rights during facility visits and is devoted to the enhancement of quality care and life of the elderly and disabled.

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

Regards,  
Charlotte

Charlotte Terwilliger, MSW  
Regional Long Term Care Ombudsman

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

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

**Thom Freeman**

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**From:** Charlotte Terwilliger <cterwilliger@tjcog.org>  
**Sent:** Friday, June 05, 2015 2:43 PM  
**To:** Thom Freeman  
**Subject:** Reappointment for Max Mason = ACH CAC

Dear Thom,

Max Mason's current term to the Adult Care Home Community Advisory Committee will be expiring on 6/30/15. We are recommending that Mr. Mason be reappointed for a second full term. Mr. Mason has provided strong leadership to the committee in his role as chair and he is a major asset to the committee's success.. He is a strong advocate for the elderly and disabled individuals living in long term care facilities and serves as a role model for the members of this committee. Mr. Mason has attended 6 out of 7 business meetings during the past year and completes all quarterly facility visits assigned to his group. Lastly Mr. Mason has directly participated in several advocacy projects that the committee has sponsored and encourages other members to do the same.

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

Charlotte

Charlotte Terwilliger, MSW  
Regional Long Term Care Ombudsman

Area Agency on Aging  
Triangle J Council of Governments  
4307 Emperor Blvd., Suite 110, Durham, NC 27703  
(o) 919-558-9401 / (f) 919-998-8101  
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**Thom Freeman**

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**From:** Charlotte Terwilliger <cterwilliger@tjcog.org>  
**Sent:** Monday, September 21, 2015 12:04 PM  
**To:** Thom Freeman  
**Subject:** Reappointment - Dr. Vogt

Dear Thom,

Dr. Anthony John Vogt's current term to the Adult Care Home Community Advisory Committee will be expiring on 10/31/15. We are recommending that Dr. Vogt be reappointed for a second full term. Dr. Vogt has provided strong leadership to the committee in his role as Vice Chair and is a major reason for the committee's success. He is a skillful advocate, and has supported several projects that enhances resident quality of life, to include personalized music for residents with dementia. He also serves as a facilitator for facility staff training on dementia care. Dr. Vogt has attended 100% of the business meetings during the past year and completed all quarterly facility visits assigned to his group.

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

Regards,  
Charlotte

Charlotte Terwilliger, MSW  
Regional Long Term Care Ombudsman

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

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

Attendance Record Current - Member Re-appointment Recommendation For BOCC Review  
 Adult Care Home Community Advisory Committee - Sep / 2014 – Sep / 2015

Member	Appointed	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep					
Daniel Hatley	08/17/2010	P		P		E		P		P		E		P					
Max Mason	06/07/2011	P		P		E		P		P		P		P					
Dr. Anthony John Vogt	10/16/2012	P		P		P		P		P		P		P					
<b>P: Present   A: Absent   E = Excused</b>																			
<b>Current through - 09/30/2015</b>																			

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Mr. Daniel Hatley  
**Name Called:**  
**Home Address:** 317 W. University  
 Chapel Hill NC 27516  
**Phone (Day):** 919-200-0822  
**Phone (Evening):** 309-252-1169  
**Phone (Cell):**  
**Email:** dan@hatleylawoffice.com  
**Place of Employment:** Law Office of Daniel A Hatley  
**Job Title:** Owner  
**Year of OC Residence:** 2005  
**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:

### Supplemental Questions:

Work Experience: 2006-2009: Autism Society of North Carolina (Trainer)  
 2008-2009: Stark Law Group, PLLC.  
 2009: Law Office of Daniel A. Hatley

Volunteer Experience: Current chair of the OC Adult Care Home CAC (member for last two+ years).

Education: 1997-2001: North Mecklenburg High School (Diploma)  
 2001-2005: Bradley University, Peoria, Illinois (BS - Political Science)  
 2005-2008: UNC - Chapel Hill, School of Law (Juris Doctorate)

### Other Comments:

I am a small business owner with an office in downtown Carrboro (209 Lloyd St.). I am interested in directing the growth of the community in sustainable ways. I also have a wealth of experience in adult care and would like to shape the way our county assists the elderly and adults with mental disabilities. STAFF COMMENTS: Originally applied for Adult Care Home Community Advisory Committee, Carrboro Planning Board, Chatham/Orange Joint Planning Task Force 10/7/09. UPDATED APPLICATION FOR ADVISORY BOARD ON AGING 07/13/2012. ADDRESS VERIFICATION: 317 W. University, Chapel Hill is Chapel Hill Jurisdiction, Chapel Hill Town Limits.

**This application was current on:** 7/13/2012

**Date Printed:** 12/31/2013

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Mr. Max Mason  
**Name Called:**  
**Home Address:** 821 Tinkerbelle Rd.  
 Chapel Hill NC 27517  
**Phone (Day):** 919-649-7937  
**Phone (Evening):**  
**Phone (Cell):**  
**Email:** maxomason@yahoo.com  
**Place of Employment:** Principle Long Term Care, Inc.  
**Job Title:** Development Coordinator  
**Year of OC Residence:** 1978  
**Township of Residence:** Chapel Hill  
**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:

### Supplemental Questions:

Work Experience: Development Coordinator for one of NC's largest long term care providers. Plan for development of nursing facilities, hospices, and home health agency. Administrator for residential recovery facility for pregnant women who struggled with substance abuse.

Volunteer Experience: Serve on the Community Grantmaking Committee at the Triangle Community Foundation.

Board Member, Chrysalis Foundation for Mental Health

Member of APPLES Service Learning program at UNC-Chapel Hill as undergraduate.

Education: BA, History, UNC-Chapel Hill

MA, Slavic Languages & Literatures, UNC-Chapel Hill

Current student (part-time): Masters of Healthcare Administration, UNC-Chapel Hill  
 Gillings School of Public Health

### Other Comments:

As noted, I am presently a student in public health and currently work in the field of long term care; thus, I have a great interest in the issues affecting nursing facility residents. Given my experience and familiarity with this segment of the health care system, I believe I would be a valuable addition to this committee. STAFF COMMENTS: Originally applied

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(1/24/2011) for Nursing Home Community Advisory Committee. ADDRESS  
VERIFICATION: 821 Tinkerbelle Road is in Chapel Hill Township.

**This application was current on:** 1/25/2011 9:11:51 AM

**Date Printed:** 12/31/2013

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Dr. Anthony John Vogt  
**Name Called:**  
**Home Address:** 713 W. Barbee Chapel Road  
 Chapel Hill NC 27517  
**Phone (Day):** 919-929-8646  
**Phone (Evening):** 919-929-8646  
**Phone (Cell):**  
**Email:** ajvogt@earthlink.net  
**Place of Employment:** Retired -School of Government, UNC-CH  
**Job Title:** Adjunct Professor  
**Year of OC Residence:** 1973  
**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:

#### Past Service on Orange County Advisory Boards:

Vice Chair of Orange County Adult Care Home Community Advisory Committee.

#### Boards/Commissions applied for:

##### Advisory Board on Aging

###### Background, education and experience relevant to this board:

I have an interest in aging issues. This arise experience of my wife and I taking care of my mother. Besides service on the Adult Care Home Advisory Committee and prior service on the County Nursing Home Community Advisory Committee, I currently volunteer at Signature (formerly Chapel Hill Rehab) Nursing Home in Chapel Hill.

###### Reasons for wanting to serve on this board:

The Advisory Board on Aging plays a key advisory role in the county on aging issues. Home health care for the aging is very important, and neither the Adult Care Home nor the Nursing Home committees address home health care for the aging in a major way. The County Advisory Board on Aging can do this.

###### Conflict of Interest:

However, my wife and I are on the waiting list for the Carol Woods continuing Care Community.

#### Supplemental Questions:

Work Experience: I currently serve on the Human Relations Commission and wish to continue serving on that Commission. I've been on the HRC for several years now and feel I'm making a contribution. I've recently retired to Adjunct Professor status at the School of Government of UNC. Because of this, I have more time to devote to volunteer work and can serve on a second county committee. In the past, I served on the Nursing

Home Committee, found the experience to be rewarding, and feel that I made a valuable contribution. I would like to serve on either the Adult Care Home Committee or return to the Nursing Home Committee. My first choice is the Adult Care Home committee. It has more vacancies, and there is less regulation than for nursing homes; this makes service on the adult care home committee to be potentially useful. 08/20/2012 UPDATE: Faculty, School of Government, UNC-CH 1973 - 2009; Budget Analyst, State Budget Office, Wisconsin 1968-1972

Volunteer Experience: Nursing Home Community Advisory Committee (2000-2006). Served about five years, including as chair of the committee for one year or so. Human Relations Commission: (2006-2012). UNC Health Care, ACC, (2011-2012); Kindred Nursing Home (2011-2012)

Education: Ph.D., Cornell University, 1973; Court work at Cornell 1968-1970  
MPIA, University of Pittsburgh, 1965  
B. S., Georgetown University, 1963

**Other Comments:**

The residents of adult care and nursing homes are too often neglected. Care in such facilities too often falls short of acceptable standards. Since leaving the Nursing Home Advisory Committee several years ago, I have continued to visit one or two friends. 08/20/2012: I have interest that is strong in care for elderly. Served as Chair of Nursing Home Committee for a year or two. STAFF COMMENTS: Reapplied 7/3/2005 for HRC Adult Care Home Community Advisory Committee and OPC Area Board. App. 1/12/2000 for Innovation and Efficiency Committee; REAPPLIED FOR ADULT CARE HOME COMMUNITY ADVISORY COMMITTEE 08/20/2012. ADDRESS VERIFICATION: 713 W. Barbee Chapel Road is Chapel Hill Jurisdiction; Chapel Hill Town Limits. Previous address-402 Yorktown Drive Chapel Hill.

Updated application 09/24/2014.

This application was current on: 9/24/2014

Date Printed: 9/24/2014

# Applicant Interest Listing

by Board Name and by Applicant Name

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## *Adult Care Home Community Advisory Committee*

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

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### Mr Stephen Bank

7404 Dodsons Xrd  
Hillsborough NC 27278

Day Phone: 9199296369

Evening Phone: 9199296369

Cell Phone: not used

E-mail: stevebank@gmail.com

Sex: Male

Race: Caucasian

Township: Bingham

Res. Eligibility: County

Date Applied: 07/28/2014

Skills:

Also Serves On:

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### Miss Danielle Mosley

476 Melanie Court  
Chapel Hill NC 27514

Day Phone: 919-309-5685

Evening Phone:

Cell Phone:

E-mail: Dlynnm26@gmail.com

Sex: Female

Race: Caucasian

Township: Chapel Hill

Res. Eligibility: C.H. City Limits

Date Applied: 10/01/2014

Skills: Club Nova

Also Serves On:

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## **Volunteer Application Orange County Advisory Boards and Commissions**

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

### **Community Activities/Organizational Memberships:**

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

### **Past Service on Orange County Advisory Boards:**

none

### **Boards/Commissions applied for:**

#### **Adult Care Home Community Advisory Committee**

##### **Background, education and experience relevant to this board:**

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

##### **Reasons for wanting to serve on this board:**

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

##### **Conflict of Interest:**

### **Supplemental Questions:**

### **Other Comments:**

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

Date Printed: 7/29/2014

## Volunteer Application Orange County Advisory Boards and Commissions

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

### Community Activities/Organizational Memberships:

### Past Service on Orange County Advisory Boards:

#### Boards/Commissions applied for:

##### Adult Care Home Community Advisory Committee

Background, education and experience relevant to this board:

Reasons for wanting to serve on this board:

Conflict of Interest:

##### Board of Health

Background, education and experience relevant to this board:

Reasons for wanting to serve on this board:

Conflict of Interest:

##### Agricultural Preservation Board

Background, education and experience relevant to this board:

Reasons for wanting to serve on this board:

Conflict of Interest:

### Supplemental Questions:

Work Experience: Club Nova

Volunteer Experience: Club Nova

Education: Attending school for ged

**Other Comments:**

STAFF COMMENTS: Applied for Adult Care Home Community Advisory Committee, Board of Health, and Agricultural preservation Board on 06/26/2012. ADDRESS VERIFICATION: Melanie Court is Chapel Hill Township, Chapel Hill Town Limits.

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

Date Printed: 12/27/2013

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** October 6, 2015

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

**SUBJECT:** Arts Commission – Appointment

**DEPARTMENT:** Board of Commissioners

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

No

**ATTACHMENT(S):** Under Separate Cover  
Membership Roster  
Recommendation  
Application for Person Recommended  
Interest List (**Public Service  
Announcement has been submitted**)

**INFORMATION CONTACT:**  
Clerk's Office, 919-245-2130

**PURPOSE:** To consider making an appointment to the Arts Commission.

**BACKGROUND:** The following appointments are for Board consideration:

- Appointment to a partial term (position #3) At-Large for Jennifer Shelton expiring 03/31/2017.
- Appointment to a partial term (position #10) At-Large for Andrea Riley expiring 03/31/2017.

POSITION NO.	NAME	SPECIAL REPRESENTATIVE	EXPIRATION DATE
3	Jennifer Shelton	At-Large	03/31/2017
10	Andrea Riley	At-Large	03/31/2017

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

- None

**FINANCIAL IMPACT:** None

**SOCIAL JUSTICE IMPACT: Enable Full Civic Participation.** Ensure that Orange County residents are able to engage government through voting and volunteering by eliminating disparities in participation and barriers to participation.

**RECOMMENDATION(S):** The Manager recommends that the Board consider making an appointment to the Arts Commission.

# Board and Commission Members

## And Vacant Positions

### **Arts Commission**

Meeting Times: 6:00 pm second Monday of each month

Terms: 2

Contact Person: Martha Shannon

Meeting Place: Alternating

Positions: 15    Length: 3 years

Contact Phone: 919-968-2011

Description: The members of this commission are appointed by the Board of Commissioners. The Arts Commission is housed with the Economic Development Department. It recommends strategies to promote the artistic and cultural growth of Orange County, advises the Board of Commissioners on matters involving the arts, and acts as the granting panel for two annual funding programs available to individual artists and non-profit groups sponsoring arts projects in Orange County. To learn more, go to the following web address: [www.artsorange.org/](http://www.artsorange.org/)

1	<b>Ms. Katherine Dickson</b>  103B Todd Street Carrboro NC 27510	Day Phone: 919-265-7122 Evening Phone: FAX: E-mail: dickson.katherine@gmail.com	Sex: Female Race: Caucasian Township: Chapel Hill Resid/Spec Req: At-Large Special Repr:	First Appointed: 05/03/2011 Current Appointment: 04/07/2015 Expiration: 03/31/2018 Number of Terms: 1
2	<b>Mr. Tim Hoke</b> <b>Chair</b> 100 Ironwood Place Chapel Hill NC 27514	Day Phone: 9193837426 Evening Phone: 9194893547 FAX: E-mail: tim@hnva.us	Sex: Male Race: Caucasian Township: Chapel Hill Resid/Spec Req: At-Large Special Repr:	First Appointed: 09/16/2014 Current Appointment: 04/07/2015 Expiration: 03/31/2018 Number of Terms:
3	<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: 03/31/2017 Number of Terms:
4	<b>Mr. Geoffrey Hathaway</b>  605 Jones Ferry Rd., Apt. TT-10. Carrboro NC 27510	Day Phone: 919-270-1899 Evening Phone: 919-270-1899 FAX: E-mail: G_Lloyd_007@msn.com	Sex: Male Race: African American Township: Chapel Hill Resid/Spec Req: At-Large Special Repr:	First Appointed: 11/08/2012 Current Appointment: 03/18/2014 Expiration: 03/31/2017 Number of Terms: 2
5	<b>Ms Tinka Jordy</b>  1902 Borland Rd Hillsborough NC 27278	Day Phone: 919 757 2181 Evening Phone: 919 757 2181 FAX: E-mail: tinkajordy@gmail.com	Sex: Female Race: Caucasian Township: Bingham Resid/Spec Req: At-Large Special Repr:	First Appointed: 09/16/2014 Current Appointment: 09/16/2014 Expiration: 03/31/2017 Number of Terms: 1

# Board and Commission Members

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Description: The members of this commission are appointed by the Board of Commissioners. The Arts Commission is housed with the Economic Development Department. It recommends strategies to promote the artistic and cultural growth of Orange County, advises the Board of Commissioners on matters involving the arts, and acts as the granting panel for two annual funding programs available to individual artists and non-profit groups sponsoring arts projects in Orange County. To learn more, go to the following web address: [www.artsorange.org/](http://www.artsorange.org/)

6	<b>Ms. Lynne Albert</b>  2700 Forest Creek Road Chapel Hill NC 27514	Day Phone: 919-969-5549 Evening Phone: 919-969-5549 FAX: E-mail: <a href="mailto:lynnetalbert@hotmail.com">lynnetalbert@hotmail.com</a>	Sex: Female Race: Caucasian Township: Chapel Hill Resid/Spec Req: At-Large Special Repr:	First Appointed: 01/22/2015 Current Appointment: 01/22/2015 Expiration: 09/30/2016 Number of Terms:
7	<b>Ms. Doris A. Friend</b>  5812 Dodson's Crossroads Hillsborough NC 27278	Day Phone: 919-968-1013 Evening Phone: FAX: E-mail: <a href="mailto:dfriend3@bellsouth.net">dfriend3@bellsouth.net</a>	Sex: Female Race: Caucasian Township: Bingham Resid/Spec Req: At-Large Special Repr:	First Appointed: 11/19/2013 Current Appointment: 11/19/2013 Expiration: 09/30/2016 Number of Terms: 1
8	<b>Ms. Bronwyn Merritt</b>  113 Creekview Circle Carrboro NC 27510	Day Phone: 919-923-1058 Evening Phone: 919-967-1486 FAX: E-mail: <a href="mailto:Bronwyn@BronwynMerritt.com">Bronwyn@BronwynMerritt.com</a>	Sex: Female Race: Caucasian Township: Chapel Hill Resid/Spec Req: At-Large Special Repr:	First Appointed: 09/16/2014 Current Appointment: 04/07/2015 Expiration: 03/31/2018 Number of Terms:
9	<b>Ms. Joy Salyers</b>  1563 Riverside Drive Hillsborough NC 27278	Day Phone: 919-383-6040 Evening Phone: 919-998-8041 FAX: E-mail: <a href="mailto:joysalyers@ncfolk.org">joysalyers@ncfolk.org</a>	Sex: Female Race: Caucasian Township: Hillsborough Resid/Spec Req: At-Large Special Repr:	First Appointed: 09/16/2014 Current Appointment: 09/16/2014 Expiration: 03/31/2017 Number of Terms: 1
10	<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: 03/31/2017 Number of Terms:

# Board and Commission Members

## And Vacant Positions

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Contact Phone: 919-968-2011

Description: The members of this commission are appointed by the Board of Commissioners. The Arts Commission is housed with the Economic Development Department. It recommends strategies to promote the artistic and cultural growth of Orange County, advises the Board of Commissioners on matters involving the arts, and acts as the granting panel for two annual funding programs available to individual artists and non-profit groups sponsoring arts projects in Orange County. To learn more, go to the following web address: [www.artsorange.org/](http://www.artsorange.org/)

11	<b>Mrs. Ashley Nissler</b>  2313 Woodbury Drive Hillsborough NC 27278	Day Phone: 919-245-3695 Evening Phone: FAX: E-mail: <a href="mailto:ranissler@mindspring.com">ranissler@mindspring.com</a>	Sex: Female Race: Caucasian Township: Hillsborough Resid/Spec Req: At-Large Special Repr:	First Appointed: 04/23/2013 Current Appointment: 03/18/2014 Expiration: 03/31/2017 Number of Terms: 1
12	<b>Mr. Ian Bowater</b>  125 Windsor Circle Chapel Hill NC 27516	Day Phone: 9192405839 Evening Phone: 9192405839 FAX: E-mail: <a href="mailto:ianbowater7@gmail.com">ianbowater7@gmail.com</a>	Sex: Male Race: Caucasian Township: Chapel Hill Resid/Spec Req: At-Large Special Repr:	First Appointed: 01/22/2015 Current Appointment: 04/07/2015 Expiration: 03/31/2018 Number of Terms:
13	<b>Kim Roberts</b> <b>Secretary</b> 908 Grove Street Chapel Hill NC 27517	Day Phone: 919-240-7994 Evening Phone: 919-240-7994 FAX: E-mail: <a href="mailto:kimcusic@aol.com">kimcusic@aol.com</a>	Sex: Female Race: Caucasian Township: Chapel Hill Resid/Spec Req: At-Large Special Repr:	First Appointed: 01/22/2015 Current Appointment: 04/07/2015 Expiration: 03/31/2018 Number of Terms: 1
14	<b>Dr. Scott Van Manen</b> <b>Vice-Chair</b> 300 Orchard Ln Chapel Hill NC 27514	Day Phone: 919-237-2796 Evening Phone: 919-237-2796 FAX: E-mail: <a href="mailto:sfvanmanen@gmail.com">sfvanmanen@gmail.com</a>	Sex: Male Race: Caucasian Township: Chapel Hill Resid/Spec Req: At-Large Special Repr:	First Appointed: 09/16/2014 Current Appointment: 09/16/2014 Expiration: 09/30/2016 Number of Terms:
15	<b>Ms. Deborah Hepp</b>  20 Dogwood Acres Drive Chapel Hill NC 27516	Day Phone: 919-260-4495 Evening Phone: 919-942-3398 FAX: E-mail: <a href="mailto:debbie@ballyhoostudio.com">debbie@ballyhoostudio.com</a>	Sex: Female Race: Caucasian Township: Chapel Hill Resid/Spec Req: At-Large Special Repr:	First Appointed: 06/18/2013 Current Appointment: 06/18/2013 Expiration: 03/31/2016 Number of Terms: 1

**Thom Freeman**

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**From:** Martha Shannon - Orange County Arts Commission  
**Sent:** Tuesday, August 11, 2015 10:24 AM  
**To:** Thom Freeman  
**Subject:** New Possible Apointment for Arts Commission

**Importance:** High

Hi Thom,

At our advisory board meeting last night, the OCAC decided to suggest the name of Volunteer Applicant Jennifer Shelton for possible appointment to the OCAC Advisory Board.

She would replace Brian Finch (who resigned over the summer stating a change in his schedule and obligations) and complete his unexpired term.

Please place her name on the BOCC's agenda ASAP. Thanks!

Martha

Martha Shannon  
Director  
Orange County Arts Commission  
**Celebrating 30 Years of Advancing the Arts in Orange County!**  
131 West Margaret Lane, Room 216  
Hillsborough, NC 27278  
Phone: 919/968-2011  
FAX: 919/644-3008  
[mshannon@orangecountync.gov](mailto:mshannon@orangecountync.gov)  
[www.artsorange.org](http://www.artsorange.org)  
[www.ExploreChapelHillARTS.com](http://www.ExploreChapelHillARTS.com)

If you do not want to receive email from us, just reply to this email with REMOVE in the subject line.  
If you would like to UPDATE your contact information, please reply to this email with your new info.

## Thom Freeman

---

**From:** Martha Shannon - Orange County Arts Commission  
**Sent:** Tuesday, September 15, 2015 8:33 AM  
**To:** Thom Freeman  
**Subject:** RE: Stepping down as At-large Representative of Arts Commission

**Importance:** High

Hi Thom,

The Arts Commission Advisory Board met last night and would like to suggest the name of Volunteer Applicant Andrea Riley to fill out the term of Tony Kane, who recently resigned due to work issues.

Please add Andrea's name to the name of our other potential appointment (Jennifer Shelton) on the BOCC's October 6, 2015 regular meeting agenda.

Thanks so much!

Martha

-----Original Message-----

**From:** Thom Freeman  
**Sent:** Tuesday, September 08, 2015 9:31 AM  
**To:** Martha Shannon - Orange County Arts Commission  
**Subject:** RE: Stepping down as At-large Representative of Arts Commission

Hi Martha,

That sounds like a plan. Just let me know as soon as possible on Tuesday the 15th so that we can adjust the agenda item.

Thom

-----Original Message-----

**From:** Martha Shannon - Orange County Arts Commission  
**Sent:** Tuesday, September 08, 2015 9:25 AM  
**To:** Thom Freeman  
**Subject:** RE: Stepping down as At-large Representative of Arts Commission  
**Importance:** High

Thom,

The Arts Commission board meets next Monday, Sept. 14th, and they can take up the new volunteer applicant (Andrea Riley) & any others at that time.

Maybe their selection to replace Tony Kane could be on the BOCC's Oct. 6th agenda, too?

Martha

-----Original Message-----

From: Thom Freeman

Sent: Friday, September 04, 2015 7:55 AM

To: Martha Shannon - Orange County Arts Commission

Subject: FW: Stepping down as At-large Representative of Arts Commission

Sorry to hear this Martha

-----Original Message-----

From: Tone [mailto:tone@nc.rr.com]

Sent: Thursday, September 03, 2015 7:43 PM

To: Martha Shannon - Orange County Arts Commission; ranissler@mindspring.com

Cc: Thom Freeman

Subject: Stepping down as At-large Representative of Arts Commission

Martha & Ashley,

As you may recall I ended a job in Greensboro at the end of July. Unfortunately the job I was up for at UNC - Chapel Hill fell through, and I found it necessary to take a temporary position that started on Tuesday. In all honesty, I do not feel I am in the best position to serve. While it was a pleasure meeting you, since I only attended one meeting I do not feel particularly vested and frankly need to concentrate my energies on securing a permanent position, and one closer to home. I wish you and the rest of the board all the best, and I hope the anniversary celebration tonight is an unbridled success and which serves to confirm the Arts Commission's great work & re-energize your efforts.

All my best wishes, if with regrets, but with sincere thanks for understanding. I will remove him from the Arts Commission. You do have another applicant out there and I have attached her application for your consideration. Should you decide to recommend her, please let me know ASAP, like the first of the week, and I will add her to your appointment request for October 6, 2015.

Thanks,  
Thom

Regards,

Tony Kane

---- Martha Shannon - Orange County Arts Commission <mshannon@orangecountync.gov> wrote:

> Tony & Ashley,

>

> How about lunch at Radius Pizza in downtown Hillsborough on Tuesday, August 4th for our new board member orientation?

>

> Flexible about our start time (11:30, 11:45 am, noon, 12:15, 12:30), whatever's best for everyone.

>

> Should take a little over an hour from start to finish.

>

> Let me know what time to meet is best for you both.

>

> Martha

>

> -----Original Message-----

> From: Tone [mailto:tone@nc.rr.com]

> Sent: Thursday, June 25, 2015 10:30 PM

> To: Martha Shannon - Orange County Arts Commission

> Cc: ranissler@mindspring.com

> Subject: Coffee or Lunch Board Orientation Tue, Aug 4?

>

> Hi Martha & Ashley,

>

> I'll be ending a job in Greensboro on July 31st and am taking some time before starting my new job, closer to home, so I have great flexibility that first week of August for your welcome orientation. Having consulted the family calendar, I see my better half will be busy on the Tuesday, the 4th, so anytime that day would be my preference, if that works for you both. If not, please feel to propose time and place that will and I'm sure I'll be able to make it. Cup-a-Joe in Hillsborough or Open Eye in Carrboro makes no difference, and if lunch works better, any independent local eatery would be my preference, Radius or Elmo's for example. Regardless, let me know if there is a window on the 4th that works for you both.. Thank you.

>

> I looking forward to meeting you both and learning more..

>

> Tony

>

> --

>

> Tony Kane

> <http://myspace.com/tonecrucible>

> <http://reverbnation.com/tonecrucible>

>

> ---- Martha Shannon - Orange County Arts Commission <mshannon@orangecountync.gov> wrote:

>> Tony,

>>

>> Congratulations on your appointment to the Orange County Arts Commission (OCAC) Advisory Board! We are thrilled to have you join us.

>>

>> Our next advisory board meeting is Monday, August 10, 2015 from 6:30-7:30 pm in Room 2-3 at the Century Center (100 N. Greensboro Street) in Carrboro.

>>

>> We meet on the 2nd Monday evening each month - except for July - from 6:30-7:30 pm in various locations throughout Orange County. In June and December we meet from 6:30-9 pm for our combined board/grants meetings.

>>

>> Ashley Nissler, my board Vice Chair, and I would like to meet with you for a brief (approx. 1 hour) "new board member orientation" sometime in late-July or the first week of August - before the next board meeting. Our schedules are pretty flexible. Can you email us some dates/times you would be available to meet for coffee or lunch during that time frame?

>>

>> Again, congratulations and welcome aboard!

>>

>> Martha

>>

>> Martha Shannon  
>> Director  
>> Orange County Arts Commission  
>> Celebrating 30 Years of Advancing the Arts in Orange County!  
>> 131 West Margaret Lane, Room 216  
>> Hillsborough, NC 27278  
>> Phone: 919/968-2011  
>> FAX: 919/644-3008  
>> [mshannon@orangecountync.gov](mailto:mshannon@orangecountync.gov)<mailto:mshannon@orangecountync.gov>  
>> [www.artsorange.org](http://www.artsorange.org)<<http://www.artsorange.org/>>  
>> [www.ExploreChapelHillARTS.com](http://www.ExploreChapelHillARTS.com)<<http://www.explorechapelhillarts.com/>>  
>>  
>> If you do not want to receive email from us, just reply to this email with REMOVE in the subject line.  
>> If you would like to UPDATE your contact information, please reply to this email with your new info.  
>>  
>>  
>>

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Ms. Jennifer Shelton  
**Name Called:**  
**Home Address:** 5705 Field Court  
 Mebane NC 27302  
**Phone (Day):** 919-304-6557  
**Phone (Evening):** 919-304-6557  
**Phone (Cell):** 336-512-0686  
**Email:** jshelton@email.unc.edu  
**Place of Employment:** The Hawbridge School  
**Job Title:** Teacher and Director of Instructional Assessment a  
**Year of OC Residence:** 1993  
**Township of Residence:** Cheeks  
**Zone of Residence:** County  
**Sex:** Female  
**Ethnic Background:** Caucasian

### Community Activities/Organizational Memberships:

National Honor Society Adviser (lead students in community service and leadership)

### Past Service on Orange County Advisory Boards:

Orange County Commission for Women

### Boards/Commissions applied for:

#### Historic Preservation Commission (APPLICANTS SHALL RESIDE WITHIN THE TERRITORIAL

##### Background, education and experience relevant to this board:

Teacher of NC and US history at The Hawbridge School, Saxapahaw, NC

##### Reasons for wanting to serve on this board:

In addition to a personal love of the history of the area and a passion for learning about historical locations throughout the South, my relatives settled in Orange County, NC in the late 1700s. I am still trying to locate the grave of my great-grandparents (grandfather died in 1801).

##### Conflict of Interest:

#### Arts Commission

##### Background, education and experience relevant to this board:

Art history courses at Vanderbilt University

##### Reasons for wanting to serve on this board:

I have been actively following local artists in Hillsborough and Mebane for a decade now. I am a regular at all the art walks and never miss the Eno Gallery Art in the Garden event. Our local art scene is part of what makes Orange County unique.

##### Conflict of Interest:

**Durham Technical Community College Board of Trustees****Background, education and experience relevant to this board:**

I hold a Master s Degree from UNC Chapel Hill and have been a college instructor for over 15 years. I have worked in the continuing education department at Alamance Community College so am familiar with the community college system. I also teach high school at The Hawbridge School and know the value community colleges add to the local community.

**Reasons for wanting to serve on this board:**

All of my work experience for the past 25 years has been in education. Education is a passion of mine.

**Conflict of Interest:****Supplemental Questions:****Durham Technical Community College Board of Trustees****What improvements do you believe can be made so that DTCC better serves the residents of Orange County?**

I have lived in Orange County for 22 years and have worked in the field of education the entire time. I spend a great deal of my time in Hillsborough. I frequent businesses and the library. I rarely miss a town festival. I am in Chapel Hill at least once a week. While I am quite familiar with Alamance Community College, the Durham campus of Durham Technical Community College and the local universities, I have minimum knowledge of the Orange County campus of DTCC. I realize the campus was only opened in 2008, but I have not come across information about the Orange County campus of DTCC, other than what I've actively sought out through the website and social media. From what I've found through my research, the college provides many excellent opportunities for both formal and informal education. So, one way that DTCC could better serve the residents of Orange County is to help the residents of Orange County become more aware of the diverse ways in which the campus serves Orange County.

**Other Comments:**

This application was current on: 4/3/2015 10:01:01 AM

Date Printed: 7/31/2015

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Mrs. Andrea Riley  
**Name Called:**  
**Home Address:** 1204 Brookhollow Road  
 Efland NC 27243  
**Phone (Day):** 919-644-2604  
**Phone (Evening):** 919-644-2604  
**Phone (Cell):** 919-259-0202  
**Email:** ateuteriley44@gmail.com  
**Place of Employment:** Chapel Hill/Orange County Visitors Bureau  
**Job Title:** part-time - Saturday Receptionist  
**Year of OC Residence:** 1981  
**Township of Residence:** Cheeks  
**Zone of Residence:** Does not apply  
**Sex:** Female  
**Ethnic Background:** Caucasian

### Community Activities/Organizational Memberships:

Voices singing group; volunteer at Eno Gallery

### Past Service on Orange County Advisory Boards:

Orange County Arts Commission

### Boards/Commissions applied for:

#### Arts Commission

##### Background, education and experience relevant to this board:

I have an undergraduate degree in Studio Art from UNC-CH and was certified as an Art Education teacher, K-12 from 1996-2001.

##### Reasons for wanting to serve on this board:

I enjoy participating in the evaluation of art grant applications and advising the BOCC on art and cultural issues for Orange County.

##### Conflict of Interest:

#### Chapel Hill Library Board of Trustees

##### Background, education and experience relevant to this board:

I worked for 16 years as a staff member of the Durham County Library and worked as the Staff Liaison to the Friends of the Durham Library, Inc. I have a liberal arts degree from UNC-CH.

##### Reasons for wanting to serve on this board:

I am interested in the management and services of libraries and would like to contribute to the planning and implementation of policies and procedures for the Chapel Hill Library.

##### Conflict of Interest:

**Durham Technical Community College Board of Trustees****Background, education and experience relevant to this board:**

attended a community college in Rochester, New York, earned 36 credits, and received an excellent education there. I believe in the importance of community colleges as both training institutions for jobs deemed necessary for the communities they serve, and as low-cost alternatives to the first two years of a four-year college education.

**Reasons for wanting to serve on this board:**

I would like to have the opportunity to contribute to the formulation of policies and future planning for Durham Technical Community College to influence the primary training and affordable educational opportunities for inhabitants of Orange County.

**Conflict of Interest:****Supplemental Questions:**

**Work Experience:** I recently worked for 16 years for the Durham County Library in customer service. I have been a Water Safety (swimming) Instructor, Y.W.C.A. preschool program teacher/director, American Red Cross blood recruiter, McDonald's Corp. customer services/marketing specialist, Duke Press Editorial Asst., publications office administrator for an academic consortium, development/public relations coordinator for a non-profit, Coordinator for the Duke Pre-Major Advising Center, Staff Liaison for the Friends of the Durham Library, Inc., and Teacher's Assistant in the public schools.

**Volunteer Experience:** Swimming instruction for the Red Cross, and Y.M.C.A., Chairperson and Public Relations Coordinator for a University of Rochester mental health committee; telephone fund raising for the Y.W.C.A.; field trip chaperoning, E.O.G. proctoring, Battle of the Books coaching, and assisting in a media center and classroom of Orange County and Durham public schools.

**Education:** B.A. from UNC-CH, 1988 (Studio Art major)  
Certification in Art Education, K-12 from NCCU, 1996

**Other Comments:**

As a past art major and certified art teacher, I am still very interested in the enjoyment and promotion of the arts. I would like to be actively involved with the promotion of the arts in Orange County and I believe that my marketing and promotional experience could be of use. I worked for 16 years in the Durham County Library (and am currently working part-time in the Hillsborough Library). As both a patron and employee of public libraries, I think I know a great deal about what patrons are looking for and appreciate in their libraries. I would enjoy being involved with the Orange County Library as a volunteer advisor, although I don't know whether my employment by the Orange County Library would be seen as a conflict of interest. As a thirty-year resident of Orange County (Chapel Hill for nine years, and Efland for 21), I have become a life-long fan. I would like to be involved in the promotion of Chapel Hill and Orange County because I believe I understand what makes this area attractive to residents and visitors alike, and with my experience in both marketing and design, I believe that I can contribute many creative ideas about how to communicate its advantages. STAFF COMMENTS: Originally (11/18/2011) applied for Arts Commission, Hyconeechee Regional Library, Chapel Hill/Orange County Visitors Bureau. ADDRESS VERIFICATION: 1204 Brookhollow Road is in Cheeks Township.

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This application was current on: 9/1/2015

Date Printed: 9/1/2015

# Applicant Interest Listing

by Board Name and by Applicant Name

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## *Arts Commission*

Contact Person: Martha Shannon

Contact Phone: 919-968-2011

**Judy Morris**  
118 Nottingham Dr  
Chapel Hill NC 27517

Day Phone: 919 929 6795  
Evening Phone: same  
Cell Phone: 919 265 3283  
E-mail: jwmsings@gmail.com

Sex: Female  
Race: Caucasian  
Township: Chapel Hill  
Res. Eligibility: Chapel Hill Township  
Date Applied: 09/23/2015

Skills:

Also Serves On:

---

## **Mrs. Andrea Riley**

1204 Brookhollow Road  
Efland NC 27243

Day Phone: 919-644-2604  
Evening Phone: 919-644-2604  
Cell Phone: 919-259-0202  
E-mail: atewateriley44@gmail.com

Sex: Female  
Race: Caucasian  
Township: Cheeks  
Res. Eligibility: Does not apply  
Date Applied: 09/01/2015

Skills: Art Teacher

Also Serves On:

Skills: Librarian

Also Serves On:

Skills: Public Relations

Also Serves On:

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## **Ms. Jennifer Shelton**

5705 Field Court  
Mebane NC 27302

Day Phone: 919-304-6557  
Evening Phone: 919-304-6557  
Cell Phone: 336-512-0686  
E-mail: jshelton@email.unc.edu

Sex: Female  
Race: Caucasian  
Township: Cheeks  
Res. Eligibility: County  
Date Applied: 04/03/2015

Skills:

Also Serves On:

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Judy Morris  
**Name Called:**  
**Home Address:** 118 Nottingham Dr  
 Chapel Hill NC 27517  
**Phone (Day):** 919 929 6795  
**Phone (Evening):** same  
**Phone (Cell):** 919 265 3283  
**Email:** jwmsings@gmail.com  
**Place of Employment:** retired  
**Job Title:** was a choral director  
**Year of OC Residence:** 1980  
**Township of Residence:** Chapel Hill  
**Zone of Residence:**  
**Sex:** Female  
**Ethnic Background:** Caucasian

### Community Activities/Organizational Memberships:

Womens Voices Chorus  
 Chapter L of PEO  
 UNC CH Ackland museum docent  
 UNC Farm Tennis team member

### Past Service on Orange County Advisory Boards:

OC Arts Commission

### Boards/Commissions applied for:

#### Arts Commission

##### Background, education and experience relevant to this board:

Retired choral director. Master of Music in choral directing, and member of local choral groups for past 33 years. Taught in local private and public schools and directed church and community choirs.

##### Reasons for wanting to serve on this board:

interest in arts in the community

##### Conflict of Interest:

applying a grant for my choral group

### Supplemental Questions:

### Other Comments:

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** October 6, 2015

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

**SUBJECT:** Jury Commission – Appointment

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**DEPARTMENT:** Board of Commissioners

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

No

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**ATTACHMENT(S):** Under Separate Cover  
Member Roster  
Email from James Stanford  
Interest List (**Public Service  
Announcement has been submitted**)  
Applications of persons on the Interest  
List

**INFORMATION CONTACT:**  
Clerk's Office, 919-245-2130

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**PURPOSE:** To consider making an appointment to the Jury Commission.

**BACKGROUND:** The following appointment is for Board consideration:

- Appointment to a first full term (position #1) "At-Large – BOCC Appointee" expiring 06/30/2017. **NOTE: This position has been held by Bob Hall for 6 full terms of 2 years each at the recommendation of the Clerk of Court, due to Bob Hall's extensive background and experience.**

POSITION NO.	NAME	SPECIAL REPRESENTATIVE	EXPIRATION DATE
1	Vacant	At-Large – BOCC Appointee	06/30/2017

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

- None

**FINANCIAL IMPACT:** None

**SOCIAL JUSTICE IMPACT: Enable Full Civic Participation.** Ensure that Orange County residents are able to engage government through voting and volunteering by eliminating disparities in participation and barriers to participation.

**RECOMMENDATION(S):** The Manager recommends that the Board consider making an appointment to the Jury Commission.

# Board and Commission Members

## And Vacant Positions

### ***Jury Commission***

Meeting Times: Varies Varies

Terms: 3

Contact Person: James Stanford, Clerk of Superior Court

Meeting Place: the Courthouse, usually

Positions: 3

Length: 2 years

Contact Phone: 919-644-4546

Description: One citizen appointment is made by the Board of Commissioners. One appointment is made by the Senior Resident Superior Court Judge, and the third appointment is made by the Clerk of Superior Court. This commission reviews the list of potential jurors and prepares the jury list.

### **Mr. Bob Hall**

1 5706 Old Stony Way Durham NC 27705	Day Phone: Evening Phone: 919-489-1931 FAX: E-mail: sprc@mindspring.com	Sex: Male Race: Caucasian Township: Chapel Hill Resid/Spec Req: At-Large Special Repr: B.O.C.C.	First Appointed: 10/02/2002 Current Appointment: 05/21/2013 Expiration: 06/30/2015 Number of Terms: 6
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### **VACANT**

2	Day Phone: Evening Phone: FAX: E-mail:	Sex: Race: Township: Resid/Spec Req: At-Large Special Repr: Superior Judge	First Appointed: Current Appointment: Expiration: 06/30/2016 Number of Terms:
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### **Geralene Champion**

3 Unknown Hillsborough NC 27278	Day Phone: 919-644-4500 Evening Phone: 919-644-4500 FAX: E-mail: Unknown	Sex: Female Race: Other Township: Hillsborough Resid/Spec Req: At-Large Special Repr: Clerk of Court	First Appointed: 07/23/2015 Current Appointment: 07/23/2015 Expiration: 06/30/2018 Number of Terms:
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**Thom Freeman**

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**From:** Donna Baker  
**Sent:** Thursday, September 10, 2015 9:42 AM  
**To:** James Stanford  
**Cc:** Melody Dees; Thom Freeman  
**Subject:** RE: Jury Commission

Thanks Jamie.

Donna S. Baker  
Clerk to the Board  
Orange County Board of Commissioners  
200 South Cameron Street  
P.O. Box 8181  
Hillsborough, NC 27278  
Work- (919) 245-2130  
Cell: 919-428-3212

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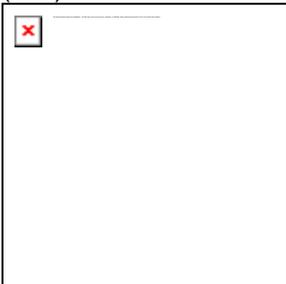
**From:** James Stanford  
**Sent:** Thursday, September 10, 2015 9:27 AM  
**To:** Donna Baker  
**Cc:** Melody Dees  
**Subject:** Jury Commission

Donna:

Bob Hall has indicated a willingness to serve should another suitable candidate not be located.

*James C. Stanford*

*Clerk of Superior Court  
Orange County  
(919) 644-4546*



E-mail correspondence to and from this address may be subject to the North Carolina public records laws and if so, may be disclosed.

# Applicant Interest Listing

by Board Name and by Applicant Name

## *Jury Commission*

Contact Person: James Stanford, Clerk of Superior Court  
Contact Phone: 919-644-4546

No applicants for this board.

Day Phone:  
Evening Phone:  
Cell Phone:  
E-mail:

Sex:  
Race:  
Township:  
Res. Eligibility:  
Date Applied:

Skills:

Also Serves On:

**Patricia Barnes**  
1725 Mount Carmel Church Rd  
Chapel Hill NC 27517

Day Phone: 919-929-8760  
Evening Phone: 919-929-8760  
Cell Phone: 919-640-6890  
E-mail: ptbarnes14@gmail.com

Sex: Female  
Race: Caucasian  
Township: Chapel Hill  
Res. Eligibility:  
Date Applied: 09/12/2015

Skills:

Also Serves On:

**Mrs. Kimberly Call**

4940 Murphy School Road  
Durham NC 27705

Day Phone: 919-619-7705  
Evening Phone: 919-619-7705  
Cell Phone: 919-619-7705  
E-mail: kimberlycall00@gmail.com

Sex: Female  
Race: Caucasian  
Township: Chapel Hill  
Res. Eligibility:  
Date Applied: 09/17/2015

Skills: Guardian ad litem

Also Serves On:

**Mrs. Myra Crawford**

8715 McBroom RD  
Rougemont NC 27572

Day Phone: 919 732 3222  
Evening Phone: 919 732 3222  
Cell Phone: 919 732 3222  
E-mail: cmyraleee@aol.com

Sex: Female  
Race: Caucasian  
Township: Little River  
Res. Eligibility: County  
Date Applied: 09/19/2015

Skills:

Also Serves On:

**Ms. Phyllis Horton**

6916 St. Mary's Road  
Hillsborough NC 27278

Day Phone: 919-308-1318  
Evening Phone: 919-308-1318  
Cell Phone: 919-308-1318  
E-mail: phyllishorton@hotmail.com

Sex: Female  
Race: African American  
Township: Eno  
Res. Eligibility: County  
Date Applied: 09/28/2015

Skills: Director, Family Resource Center

Also Serves On:

Skills: Teacher

Also Serves On:

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# Applicant Interest Listing

by Board Name and by Applicant Name

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## *Jury Commission*

Contact Person: James Stanford, Clerk of Superior Court  
 Contact Phone: 919-644-4546

---

**Dr. Stephen Richardson**

4402 Arrowhead Trl  
 Hillsborough NC 27278

Day Phone: 919-643-2811

Evening Phone: 919-643-2811

Cell Phone: 919-619-2276

E-mail: adamantane@embarqmail.com

Sex: Male

Race: Caucasian

Township: Cedar Grove

Res. Eligibility:

Date Applied: 09/15/2015

Skills:

Also Serves On:

**Mrs. Sylvia Smith**

9400 Walnut Grove Church Road  
 Hurdle Mills NC 27541

Day Phone: 919-732-7113

Evening Phone: 919-732-7113

Cell Phone: 919-210-5822

E-mail: ssmithy3@centurylink.net

Sex: Female

Race: African American

Township: Cedar Grove

Res. Eligibility: County

Date Applied: 09/19/2015

Skills:

Also Serves On:

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Patricia Barnes  
**Name Called:**  
**Home Address:** 1725 Mount Carmel Church Rd  
 Chapel Hill NC 27517  
**Phone (Day):** 919-929-8760  
**Phone (Evening):** 919-929-8760  
**Phone (Cell):** 919-640-6890  
**Email:** ptbarnes14@gmail.com  
**Place of Employment:** Orange County Public Library  
**Job Title:** Library Assistant (Part-time)  
**Year of OC Residence:** 1973  
**Township of Residence:** Chapel Hill  
**Zone of Residence:**  
**Sex:** Female  
**Ethnic Background:** Caucasian

### Community Activities/Organizational Memberships:

Special Olympics Orange County Coach 2005-present  
 Carrboro Music Festival Volunteer 2005-present  
 Habitat for Humanity Volunteer 2012-present  
 Democracy NC Volunteer 2014-present

### Past Service on Orange County Advisory Boards:

N/A

### Boards/Commissions applied for:

#### Jury Commission

##### Background, education and experience relevant to this board:

I have practical experience with large, state-operated databases and am familiar with methods used to search and link large datasets. As an employee and as a manager, I reviewed entered data to make sure the data was accurate and conformed to established policy.

##### Reasons for wanting to serve on this board:

I believe that individuals should be involved in their community through as many avenues as are available to them, including voting, volunteering and serving on juries. I am interested in learning more about county operations.

##### Conflict of Interest:

### Supplemental Questions:

### Other Comments:



## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Mrs. Kimberly Call  
**Name Called:**  
**Home Address:** 4940 Murphy School Road  
 Durham NC 27705  
**Phone (Day):** 919-619-7705  
**Phone (Evening):** 919-619-7705  
**Phone (Cell):** 919-619-7705  
**Email:** kimberlycall00@gmail.com  
**Place of Employment:** N/A  
**Job Title:**  
**Year of OC Residence:** 2004  
**Township of Residence:** Chapel Hill  
**Zone of Residence:**  
**Sex:** Female  
**Ethnic Background:** Caucasian

### Community Activities/Organizational Memberships:

Chapel Hill Public Library Board of Trustees, Vice Chair  
 Guardian ad Litem for District 15b

### Past Service on Orange County Advisory Boards:

I have not served on any Orange County boards, just town of Chapel Hill.

### Boards/Commissions applied for:

#### Jury Commission

#### Background, education and experience relevant to this board:

My undergraduate degrees are in English and Political Science, with a minor in Sociology. My Master s degree is in English, although at one time I thought about going to law school. Serving as a Guardian ad Litem I have spent time inside the courtroom (civil, family and criminal court) where I enjoy serving the community and seeing the law in action. Perhaps some day I will attend law school, but for now I would love the opportunity to serve on this commission to help prepare the master jury list.

#### Reasons for wanting to serve on this board:

#### Conflict of Interest:

### Supplemental Questions:

### Other Comments:

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STAFF COMMENTS: Originally applied for Jury Commission 04/24/2013. ADDRESS VERIFICATION: 203 Falkner Drive is Chapel Hill Township, Chapel Hill Jurisdiction, and Chapel Hill Town Limits.

**This application was current on:** 9/17/2015

**Date Printed:** 9/21/2015

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Mrs. Myra Crawford  
**Name Called:**  
**Home Address:** 8715 McBroom RD  
 Rougemont NC 27572  
**Phone (Day):** 919 732 3222  
**Phone (Evening):** 919 732 3222  
**Phone (Cell):** 919 732 3222  
**Email:** cmyralee@aol.com  
**Place of Employment:** Retired  
**Job Title:** past Asst. Clerk of Superior Court  
**Year of OC Residence:** 1960  
**Township of Residence:** Little River  
**Zone of Residence:** County  
**Sex:** Female  
**Ethnic Background:** Caucasian

### Community Activities/Organizational Memberships:

Community Watch  
 Burlington H.O.G. Chapte  
 Ladies of Harley Group

### Past Service on Orange County Advisory Boards:

In the past..Comission for women and Parks/Recreation

### Boards/Commissions applied for:

#### Jury Commission

#### Background, education and experience relevant to this board:

AS past supervisor of the Jury clerk, I understand the process. I worked in the clerk of Courts office from 1978 until 2011.

#### Reasons for wanting to serve on this board:

To help eliminate names who have moved, non-residents and deceased from the master list. This will assist he sheriff and clerk in saving money( postage)

#### Conflict of Interest:

### Supplemental Questions:

### Other Comments:

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Ms. Phyllis Horton  
**Name Called:**  
**Home Address:** 6916 St. Mary's Road  
 Hillsborough NC 27278  
**Phone (Day):** 919-308-1318  
**Phone (Evening):** 919-308-1318  
**Phone (Cell):** 919-308-1318  
**Email:** phyllishorton@hotmail.com  
**Place of Employment:** BroSys Global Consultant Group  
**Job Title:** Consultant  
**Year of OC Residence:**  
**Township of Residence:** Eno  
**Zone of Residence:** County  
**Sex:** Female  
**Ethnic Background:** African American

### Community Activities/Organizational Memberships:

Chair, Friends of Russell Rosenwald School Co-Founder, Beyond Expectations Previous  
 Chair, Orange County Human Rights and Relations Commission Previous Member,  
 Orange County Human Services Advisory Commission Previous Chair, Board of  
 Directors, Durham Companions, United Way Agency Graduate Assistantship at John  
 Avery Boys and Girls Club, United Way Agency Member, Orange High School  
 Improvement Plan Committee Previous Member, Pathways Elementary School School  
 Improvement Plan Committee Previous Member, CW Stanford Socrates Committee  
 Previous Member, Piedmont Community College Institutional Effectiveness Committee

### Past Service on Orange County Advisory Boards:

Human Rights and Relations Human Services Advisory

### Boards/Commissions applied for:

#### Jury Commission

#### Background, education and experience relevant to this board:

I ve volunteered in various capacities in Orange County for many years. I am an effective leader and receptive to the many ideals residents of Orange County can bring to the table. I know how important this master list is to a fair and impartial jury process. I welcome the opportunity to contribute to this team.

#### Reasons for wanting to serve on this board:

I want to serve on this board because I am now in UNC s School of Public Health graduate class Leading in Racial Equity: Analyzing Structural Systems of Race and Class , and I was speaking to an attorney in the class, discussing inequities in the judicial system, and I feel it is very important that all boards and commissions have a fair and equitable representation.

#### Conflict of Interest:

**Supplemental Questions:**

Work Experience: I am presently a Community Liaison for Project C. A. R. E., a W. K. Kellogg Grant, responsible for implementation of programs and day to day operation of a Family Resource Center in Durham. I am also a education and training consultant, training for corporate organizations proprietary and non-proprietary software. I also taught 7th grade middle school science and social studies, as well as MSEN (school-based and at UNC-Chapel Hill).

Volunteer Experience: 2001 to present Member of the Governance Committee at Pathways Elementary School 2001 to present Founder and Partner, First Fruits Investment Group 1998 to 2002 Board Member, Durham Companions, Inc., a United Way and Governor's One on One Agency (2000 to 2002 President of the Board of Directors)

Education: B.S., Biology M.A., Educational Technology (currently enrolled full-time).

**Other Comments:**

STAFF NOTES: Applied 3/2/03 for Human Relations Commission; Human Services Advisory Commission; Recreation and Parks Advisory Council. Address Verification: MOAD, 6916 St. Mary's Road is in Little River Township, not in any city limits, within Orange County.

This application was current on: 9/28/2015

Date Printed: 9/30/2015

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Mrs. Sylvia Smith  
**Name Called:**  
**Home Address:** 9400 Walnut Grove Church Road  
 Hurdle Mills NC 27541  
**Phone (Day):** 919-732-7113  
**Phone (Evening):** 919-732-7113  
**Phone (Cell):** 919-210-5822  
**Email:** ssmithy3@centurylink.net  
**Place of Employment:** retired from Duke University and Duke University H  
**Job Title:** Manager - Human Resources - Duke Temporary S  
**Year of OC Residence:** 1947  
**Township of Residence:** Cedar Grove  
**Zone of Residence:**  
**Sex:** Female  
**Ethnic Background:** African American

### Community Activities/Organizational Memberships:

- Volunteer at Orange Congregation in Mission (OCIM)
- Active member of Alpha Kappa Alpha Sorority, Inc., Psi Gamma Omega Chapter, Hillsborough, NC (participates in various community activities)

### Past Service on Orange County Advisory Boards:

N/A

### Boards/Commissions applied for:

#### Jury Commission

##### Background, education and experience relevant to this board:

I hold a Bachelor s Degree in Business Education and a Master s Degree in Career Counseling. I have 40 plus years of work experience. My skills set includes managerial experience, detailed-orientation, excellent organizational and communication skills.

##### Reasons for wanting to serve on this board:

I have always had an interest in the criminal justice field and how the court system operates, in connection with the juror selection.

##### Conflict of Interest:

### Supplemental Questions:

### Other Comments:

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** October 6, 2015

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

**SUBJECT:** Nursing Home Community Advisory Committee – Appointments

**DEPARTMENT:** Board of Commissioners

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

No

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

**INFORMATION CONTACT:**  
Clerk's Office, 919-245-2130

**PURPOSE:** To consider making appointments to the Nursing Home Community Advisory Committee.

**BACKGROUND:** The following information is for Board consideration:

- Appointment to a one year training term (Position #1) At-Large position for Martha Bell expiring 10/06/2016.
- Appointment to a partial term (Position #4) "At-Large" position for Jerry Schreiber expiring 06/30/2017.

POSITION NO.	NAME	SPECIAL REPRESENTATIVE	EXPIRATION DATE
1	Martha Bell	At-Large One Year Training Term	10/06/2016
4	Jerry Schreiber	At-Large	06/30/2017

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

- None.

**FINANCIAL IMPACT:** None.

**SOCIAL JUSTICE IMPACT: Enable Full Civic Participation.** Ensure that Orange County residents are able to engage government through voting and volunteering by eliminating disparities in participation and barriers to participation.

**RECOMMENDATION(S):** The Manager recommends that the Board consider making appointments to the Nursing Home Community Advisory Committee.

# Board and Commission Members

## And Vacant Positions

### *Nursing Home Community Advisory Committee*

Meeting Times: 5:30 pm Every other 1st Tuesday starting with Jan.

Terms: 2

Contact Person: Charlotte Terwilliger, MSW

Meeting Place: United Church of CH - 1321 ML King Blvd

Positions: 12

Length: 3 years

Contact Phone: 919-558-9401

Description: All appointments are made by the Board of Commissioners. This committee helps to maintain the intent of the Residents' Bill of Rights, promotes community involvement and provides public education on long-term care issues. The regional ombudsman with Triangle J Council of Governments provides specialized training and support.

1	<b>VACANT</b>	Day Phone:	Sex:	First Appointed:
		Evening Phone:	Race:	Current Appointment:
		FAX:	Township:	Expiration: 01/30/2016
		E-mail:	Resid/Spec Req: At-Large	Number of Terms:
			Special Repr: At-Large	
2	<b>Ms. Molly Stein</b>	Day Phone: 954-254-2865	Sex: Female	First Appointed: 06/16/2015
	103 Stephens Street	Evening Phone: 954-254-2865	Race: Caucasian	Current Appointment: 06/16/2015
	Chapel Hill NC 27516	FAX:	Township: Chapel Hill	Expiration: 06/16/2016
		E-mail: msstein@live.unc.edu	Resid/Spec Req: At-Large	Number of Terms:
			Special Repr: At-Large	
3	<b>Ms. Teri J. Driscoll</b>	Day Phone: 919-245-1127	Sex: Female	First Appointed: 09/17/2013
	<b>Chair</b>	Evening Phone: 919-245-1127	Race: Caucasian	Current Appointment: 10/07/2014
	422 Hampton Pointe	FAX:	Township: Hillsborough	Expiration: 09/30/2017
	Hillsborough NC 27278	E-mail: driscoll323@nc.rr.com	Resid/Spec Req: At-Large	Number of Terms: 1
			Special Repr: At-Large	
4	<b>Mr. Jerry Schreiber</b>	Day Phone: 919 967 2962	Sex: Male	First Appointed: 10/07/2014
	<b>Trainee</b>	Evening Phone: 919 967 2962	Race: Caucasian	Current Appointment: 10/07/2014
	1606 Pathway Dr	FAX:	Township: Chapel Hill	Expiration: 10/07/2015
	Carrboro NC 27510	E-mail: jrogerschreiber@gmail.com	Resid/Spec Req: At-Large	Number of Terms:
			Special Repr: At-Large	
5	<b>Ms. Sandra Nash</b>	Day Phone: 828-668-9628	Sex: Female	First Appointed: 02/04/2014
		Evening Phone:	Race: Caucasian	Current Appointment: 03/03/2015
	600 West Poplar Ave., Apt. 239	FAX:	Township: Chapel Hill	Expiration: 06/30/2017
	Carrboro NC 27510	E-mail: None	Resid/Spec Req: At-Large	Number of Terms: 2
			Special Repr: Nursing Home Administration	

# Board and Commission Members

## And Vacant Positions

### *Nursing Home Community Advisory Committee*

Meeting Times: 5:30 pm Every other 1st Tuesday starting with Jan.

Terms: 2

Contact Person: Charlotte Terwilliger, MSW

Meeting Place: United Church of CH - 1321 ML King Blvd

Positions: 12

Length: 3 years

Contact Phone: 919-558-9401

Description: All appointments are made by the Board of Commissioners. This committee helps to maintain the intent of the Residents' Bill of Rights, promotes community involvement and provides public education on long-term care issues. The regional ombudsman with Triangle J Council of Governments provides specialized training and support.

6	<b>Ms. Vicki Barringer</b> 3612 Old Vine Trail Hillsborough NC 27278	Day Phone: 919-971-9333 Evening Phone: 919-971-9333 FAX: E-mail: vbarringer@gmail.com	Sex: Female Race: Caucasian Township: Eno Resid/Spec Req: At-Large Special Repr: At-Large	First Appointed: 03/22/2012 Current Appointment: 03/19/2013 Expiration: 03/31/2016 Number of Terms: 1
7	<b>Dr. William Crittenden</b> 4206 BRADFORD RIDGE RD EFLAND NC 272439474	Day Phone: 919-636-2016 Evening Phone: 919-636-2016 FAX: E-mail: bill.seniorcare@gmail.com	Sex: Male Race: Caucasian Township: Bingham Resid/Spec Req: At-Large Special Repr: Nursing Home Administration	First Appointed: 03/03/2015 Current Appointment: 03/03/2015 Expiration: 03/03/2016 Number of Terms:
8	<b>Mrs. Jerry Ann Gregory</b> 2224 Lebanon Rd Efland NC 27243	Day Phone: 919-644-8172 Evening Phone: 919-644-8172 FAX: E-mail: harleyphn@yahoo.com	Sex: Female Race: Caucasian Township: Cheeks Resid/Spec Req: At-Large Special Repr: At-Large	First Appointed: 12/09/2014 Current Appointment: 12/09/2014 Expiration: 12/09/2015 Number of Terms:
9	<b>Ms. Susan Deter</b> 5512 Quail Hollow Drive Hillsborough NC 27278	Day Phone: 919-682-4124 Evening Phone: 919-479-0574 FAX: 919-956-7703 E-mail: susiedeter@yahoo.com	Sex: Female Race: Caucasian Township: Little River Resid/Spec Req: At-Large Special Repr: At-Large	First Appointed: 04/19/2011 Current Appointment: 03/22/2012 Expiration: 06/30/2016 Number of Terms: 1
10	<b>Dr Mary Ann Peter</b> 118 W. Tryon St. Hillsborough NC 27278	Day Phone: 919-732-6073 Evening Phone: FAX: E-mail: maryannpeter@earthlink.net	Sex: Female Race: Caucasian Township: Hillsborough Resid/Spec Req: At-Large Special Repr: At-Large	First Appointed: 01/24/2012 Current Appointment: 06/18/2013 Expiration: 06/30/2016 Number of Terms: 1

# Board and Commission Members

## And Vacant Positions

### *Nursing Home Community Advisory Committee*

Meeting Times: 5:30 pm Every other 1st Tuesday starting with Jan.

Terms: 2

Contact Person: Charlotte Terwilliger, MSW

Meeting Place: United Church of CH - 1321 ML King Blvd

Positions: 12

Length: 3 years

Contact Phone: 919-558-9401

Description: All appointments are made by the Board of Commissioners. This committee helps to maintain the intent of the Residents' Bill of Rights, promotes community involvement and provides public education on long-term care issues. The regional ombudsman with Triangle J Council of Governments provides specialized training and support.

#### Mrs. Maria Hardin

11

2026 Black Walnut Farm Road  
Hillsborough NC 27278

Day Phone: 9197326589

Evening Phone: 9197326589

FAX:

E-mail: mariaahardin@gmail.com

Sex: Female

Race: Caucasian

Township: Eno

Resid/Spec Req: At-Large

Special Repr: Nursing Home Administration

First Appointed: 03/03/2015

Current Appointment: 03/03/2015

Expiration: 03/03/2016

Number of Terms:

#### Ms. Vibeke Talley

12

134 East Tryon Street  
Hillsborough NC 27278

Day Phone: 919-732-3112

Evening Phone: 919-732-3112

FAX: 968-2017

E-mail: vibandjoe@hotmail.com

Sex: Female

Race: Caucasian

Township: Hillsborough

Resid/Spec Req: At-Large

Special Repr: Nursing Home Administration

First Appointed: 05/20/2014

Current Appointment: 05/20/2014

Expiration: 12/31/2016

Number of Terms:

**Thom Freeman**

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**From:** Charlotte Terwilliger <cterwilliger@tjcog.org>  
**Sent:** Tuesday, September 15, 2015 9:27 AM  
**To:** Thom Freeman  
**Subject:** Reappointment for Jerry Schreiber - NH CAC

Dear Thom,

Mr. Jerry Schreiber's current one year training term to the Nursing Home Community Advisory Committee will be expiring on 10/7/15. We are recommending that Mr. Schreiber be reappointed for a first full term. Below is his attendance record at the committee's business meetings:

9/14 – Attended as a guest

11/14 – Attended

1/15 – Excused

3/15 – Excused

5/15 – Attended

7/15 – Attended

9/15 - Excused

Though Mr. Schreiber missed several business meetings during this year's appointment he has completed the majority of quarterly facility visits assigned to his subcommittee.

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

Regards,  
Charlotte

Charlotte Terwilliger, MSW  
Regional Long Term Care Ombudsman

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

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

Attendance Record Current - Member Re-appointment Recommendation For BOCC Review  
 Nursing Home Community Advisory Committee  
 Sep / 2014 – Sep / 2015

Member	Appointed	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep				
Jerry Scheiber	10/17/2014	G		P		E		E		P		P		E				
<b>P: Present A: Absent E = Excused G=Guest</b>																		
<b>Current through – 09/30/2015</b>																		

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Ms. Martha Bell  
**Name Called:**  
**Home Address:** 100 Macrae Court  
 Chapel Hill NC 27516  
**Phone (Day):** 919-968-4674  
**Phone (Evening):** 919-968-4674  
**Phone (Cell):** 919-357-5508  
**Email:** mbell968@yahoo.com  
**Place of Employment:** Retired  
**Job Title:** Registered Nurse - Director of Nursing  
**Year of OC Residence:** 1995  
**Township of Residence:** Chapel Hill  
**Zone of Residence:**  
**Sex:** Female  
**Ethnic Background:** Caucasian

### Community Activities/Organizational Memberships:

Member, Sigma Theta Tau  
 Vice Chair, DVAMC Veterans Mental Health Council  
 Member, The Chapel of the Cross  
 Volunteer, Ambulatory Care, DVAMC  
 Member, Retired Officers Association  
 Member, Army Nurse Corps Association (former Regional Director)

### Past Service on Orange County Advisory Boards:

#### Boards/Commissions applied for:

##### Nursing Home Community Advisory Committee

##### Background, education and experience relevant to this board:

Following my 1995 retirement from active duty with the U.S. Army Nurse Corps, I accepted the position as Director of Nursing, Carol Woods Retirement Community, serving in that capacity for 12 years, and then continued in special projects as identified by the President/CEO, Carol Woods for another 2 years; also eventually had operational responsibility for assisted living, adult care home, and infection control for the organization. Coordinated clinical assignments in long term care for nursing and nursing assistant students from Durham Community College and North Carolina Central University. Taught fundamentals of elder care to staff and students; served as consultant with CARF and AAHSA reviewing health and service delivery standards.

##### Reasons for wanting to serve on this board:

Throughout the years at Carol Woods, I met many members of this Community Committee through their advisory capacity. I was always impressed with their respect for the older adult and circumstances that led a person(s) to seek long term care. I knew I was unable to serve this committee until I retired from the business of elder services. I have kept my nursing license current, attended related educational offerings in the infection control, gerontology and health fields since my 2012 retirement from full-time employment. While I still volunteer in Durham, I

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also want to serve my local community and continue to use my knowledge of aging services and long term care for my community's benefit.

**Conflict of Interest:**

**Board of Health**

**Background, education and experience relevant to this board:**

RN, BSN, MSN, attendance every other year at 3.5 day infection control in long term care course offered by SPICE, recent course attendance at offering regarding CDIFF; served 12 years as infection control consultant for Carol Woods Retirement Community while also serving as its Director of Nursing/Health Services

**Reasons for wanting to serve on this board:**

Throughout the years at Carol Woods, I was often involved with Board of Health issues, including outbreak investigation, tuberculosis control, difficulties encountered in Infection Control for the older adult in a long term care/congregate living environment. I purposely kept my nursing license current despite my retirement from full time nurse because I hoped to eventually serve my community in some capacity related to my professional knowledge. I seek only an activity that will use my knowledge rather than any paid position.

**Conflict of Interest:**

**Supplemental Questions:**

**Other Comments:**

This application was current on: 5/21/2015

Date Printed: 9/24/2015

**Volunteer Application  
Orange County Advisory Boards and Commissions**

**Name:** Mr. Jerry Schreiber  
**Name Called:**  
**Home Address:** 1606 Pathway Dr  
Carrboro NC 27510  
**Phone (Day):** 919 967 2962  
**Phone (Evening):** 919 967 2962  
**Phone (Cell):** 919 259 2359  
**Email:** jrogerschreiber@gmail.com  
**Place of Employment:** retired  
**Job Title:** n/a  
**Year of OC Residence:** 2006  
**Township of Residence:** Chapel Hill  
**Zone of Residence:**  
**Sex:** Male  
**Ethnic Background:** Caucasian

**Community Activities/Organizational Memberships:**  
SCORE

**Past Service on Orange County Advisory Boards:**  
None

**Boards/Commissions applied for:**

**Nursing Home Community Advisory Committee**

**Background, education and experience relevant to this board:**

My mother-in-law is a current resident in a nursing home and has been a resident in several others.

**Reasons for wanting to serve on this board:**

Having seen the shortcomings of care at a number of facilities both here and in Dallas, I believe I can lend a first hand view of what can and should be viewed.

**Conflict of Interest:**

**Supplemental Questions:**

**Other Comments:**

This application was current on: 5/19/2014 1:47:17 PM

Date Printed: 5/27/2014

# Applicant Interest Listing

by Board Name and by Applicant Name

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## *Nursing Home Community Advisory Committee*

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

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<b>Ms. Susan Adams</b> 211 Hogan Woods Circle Chapel Hill NC 27516	Day Phone: 919-357-5541 Evening Phone: 919-357-5541 Cell Phone: E-mail: jaseradams@gmail.com	Sex: Female Race: Caucasian Township: Chapel Hill Res. Eligibility: Carrboro City Limits Date Applied: 06/02/2015
Skills: Consultant	Also Serves On:	

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<b>Ms. Martha Bell</b> 100 Macrae Court Chapel Hill NC 27516	Day Phone: 919-968-4674 Evening Phone: 919-968-4674 Cell Phone: E-mail: mbell968@yahoo.com	Sex: Female Race: Caucasian Township: Chapel Hill Res. Eligibility: Date Applied: 05/21/2015
Skills:	Also Serves On:	

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<b>Ms GLenda FLoyd</b> 103 Culbreth Rd Ghapel Hill NC 27516	Day Phone: 812-205-6595 Evening Phone: 812-205-6595 Cell Phone: 812-205-6595 E-mail: gkf1121@gmail.com	Sex: Female Race: Caucasian Township: Chapel Hill Res. Eligibility: Carboro / Chapel Hill Date Applied: 06/19/2015
Skills:	Also Serves On:	

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## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Ms. Susan Adams  
**Name Called:**  
**Home Address:** 211 Hogan Woods Circle  
 Chapel Hill NC 27516  
**Phone (Day):** 919-357-5541  
**Phone (Evening):** 919-357-5541  
**Phone (Cell):**  
**Email:** jaseradams@gmail.com  
**Place of Employment:** Self-employed  
**Job Title:** Consultant  
**Year of OC Residence:** 2004  
**Township of Residence:** Chapel Hill  
**Zone of Residence:** Carrboro City Limits  
**Sex:** Female  
**Ethnic Background:** Caucasian

### Community Activities/Organizational Memberships:

- IFC - Orange County Homeless Shelter, Galloway Ridge - Volunteer, Care Ministry - Newman Center, Coastal Pines of North Carolina - troop 862 - Adult Volunteer, Treasurer 2007-2012, AARP, GSA - Gerontological Society of America
- MAC Committee - Mandarin Advisory Council for the Dual Language Program for Chapel Hill Carrboro City School District, Newman center outreach care ministry, MAC-dual language for Mandarin Chinese advisory board for school system, NAHB - National Home Builders Association Orange, Chatham and Durham counties - remodeler s council, National Gerontology Society, AARP,
- Received Masters of Gerontology from University of Southern California 2014 Magna Cum Laude - Thesis title " Enviornmental and technological interventions to decrease agitation in dementia patients"
  - Founded Consulting Business CareGiving Technologies - Safer Independent Living
  - Received CAPS " Certified Aging in Place Specialist" Certification from Nathional Home Builders Association 2014
  - Received Universal Design Certification from National Home Builders Association 2014
  - Asked to become board member of SHARP " Senior Health Advisory Resouce Partnership" in Orange County executive director Healthier Altman
  - Working closely with Dr. Cheire Rosemond at UNC for Tax incentives for livable homes as part of the Aging in Community Series
  - Speaker at Caregiver's Conference Durham and Raleigh 2015
  - Speaker at Alzheimer Association Fall Conference 2015
  - Became Lively partner - Award winning passive senior Monitoring system
  - Member of HART Health Aging Round Table
  - Recently accepted position at Carolina Villages for director of Volunteer Services

**Past Service on Orange County Advisory Boards:****Boards/Commissions applied for:****Advisory Board on Aging****Background, education and experience relevant to this board:**

I am energized by solving problems and taking on challenges. With over 1 person turning 50 every second due to the dramatic achievements in public health, Orange County is poised to see a 67% increase in persons over 65 and a 43% increase in persons over 85 in the next 10 years. This trend continues through 2030 when persons over 65 will again increase by 42% and over 85 by 70%. Orange county is a leader in serving its senior population and I want to contribute to preparing and meeting these needs throughout the next 20 years.

Although I worked as a chemical engineer for 15 years, I recently returned to school to get a BA in Multidisciplinary studies, with an emphasis on social sciences and the Socio-Ecological Model which shows that the health of an individual is based not just on the person but withing the greater context of his relationships, his community and his society. Because of my interest in the aging process, I am currently completing a Masters in Gerontology from the University of Southern California. Through this program I have been able to receive the training and tools that will aid me in pursuing my goal of improving the disparity in the aging experience between the different economic classes. The research area where I am basing my concentration consists of early depression intervention for the home caregiver. Many home caregivers are thrust into their duties with little to no training and as more residents, especially in the rural areas, are deciding to age in place there will be a need for increased programs to address the adult child or spousal caregiver, many of whom are over 50.

I am excited to be beginning this new phase of my life as I turn 50, and consider myself to be a life-long learner who believes that we are all part of something larger and there is purpose to all our lives. My belief system influences all I do and I value responsibility and high ethical standards. I believe that the strategic methods of problem solving I utilized as an engineer allows me to find and evaluate alternatives and seek innovative ways to get things done. I believe in community involvement as I was a member of the School Improvement Team (SIT) committee for McDougle Middle School for 2 years, worked as a volunteer at the Chapel Hill Museum for 3 years, and have been a member of the MAC -Mandarin Advisory Council for the dual language program in CHCCS since it began and my daughter has been part of the program for the past 8 years. As my children are growing up and moving on to new goals, I feel that I too must focus my time and energies on the future.

I appreciate your time in considering me for this position.

**Reasons for wanting to serve on this board:****Conflict of Interest:****Nursing Home Community Advisory Committee****Background, education and experience relevant to this board:**

I am graduating with my Masters of Arts in Gerontology in May 2014 from the University of Southern California. My BS is multi disciplinary in psychology and public health. My concentration of study is in environmental interventions to decrease agitation in persons with dementia. I currently volunteer at Galloway Ridge and care part time for my elderly parents who I relocated to Chatham County in 2008.

**Reasons for wanting to serve on this board:****Conflict of Interest:****Supplemental Questions:**

**Other Comments:**

STAFF COMMENTS: Applied 2/1/2013 for Advisory Board on Aging. Applied 10/4/2013 for Nursing Home CAC. ADDRESS VERIFICATION: 211 Hogan Woods Circle is Chapel Hill Township, Carrboro Jurisdiction, Carrboro City Limits.

This application was current on: 6/2/2015

Date Printed: 6/2/2015

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Ms GLenda FLoyd  
**Name Called:**  
**Home Address:** 103 Culbreth Rd  
 Ghapel Hill NC 27516  
**Phone (Day):** 8122056595  
**Phone (Evening):** 8122056595  
**Phone (Cell):** 8122056595  
**Email:** gkf1121@gmail.com  
**Place of Employment:** retired  
**Job Title:** na  
**Year of OC Residence:** 2004  
**Township of Residence:** Chapel Hill  
**Zone of Residence:** Carboro / Chapel Hill  
**Sex:** Female  
**Ethnic Background:** Caucasian

### Community Activities/Organizational Memberships:

Volunteer,Ronald McDonald Family Room,UNC Hospital; volunteer,IFC Food Bank;volunteer,Leukemia Society,Cary; member,Antioch Bapt.Church;member Seymour Senior Center

### Past Service on Orange County Advisory Boards:

None

### Boards/Commissions applied for:

#### Nursing Home Community Advisory Committee

##### Background, education and experience relevant to this board:

As someone who has assisted my mother and mother-in-law in applying for and admittance to a nursing home,I have hands on knowledge of possible problem areas encountered. I have a 25 yr background of volunteer work, 18 of which was involved in nursing home/in home hospice.

##### Reasons for wanting to serve on this board:

As a retired member of the community, I choose to spend my time volunteering in areas where I may be able to make a profound difference in the in the end of life for many.

##### Conflict of Interest:

### Supplemental Questions:

### Other Comments:

**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>
9/15/15	Conform the Constitution/Citizenship proclamation based on amendments and approval by the Board	9/30/2015	Donna Baker	<b>DONE</b>
9/15/15	Review and consider request by Commissioner Price that staff follow-up on naming a room at the Central Orange Senior Center for Jerry Passmore	11/17/2015	Bonnie Hammersley	Manager to bring back review of naming policy; request can be discussed in follow-up to that discussion
9/15/15	Review and consider request by Commissioner Jacobs that staff develop a proposed affordable housing plan and bring it back to a BOCC work session for review and discussion	11/13/2015	Audrey Spencer-Horsley Bonnie Hammersley	Staff in process of developing a comprehensive plan in conjunction with towns and providers
9/15/15	Review and consider request by Commissioner Jacobs that staff work with Durham Technical Community College to review paying for community college plan recently adopted in Richmond and Scotland counties and bring information report to the Board	12/15/2015	Bonnie Hammersley	Manager to review and consult with Durham Tech staff
9/15/15	Review and consider request by Commissioner Rich that staff provide information to the Board about a potential bond package consisting of \$110 million for schools, \$10 million for affordable housing, and \$5 million for seniors and possible options to re-direct \$15 million from the Capital Investment Plan to Schools	10/6/2015	Paul Laughton	Information to be provided to the Board
9/15/15	Review and consider request by Commissioner Rich that staff provide example(s) for the Board and the public on the potential impact of projected tax increases on single family dwellings valued at \$300,000 and the total additional tax that would be paid over 7 years	10/6/2015	Paul Laughton	Information to be provided to the Board
9/15/15	Review and consider request by Commissioner Burroughs that the Board of Health and Health Department consider reducing cost of contraceptives in an effort to reduce teen pregnancy	10/20/2015	Colleen Bridger Bonnie Hammersley	Request to be discussed by Manager and Health Director

## INFORMATION ITEM

### Tax Collector's Report - Numerical Analysis

Effective Date of Report: September 18, 2015						
Tax Year 2015	Amount Charged in FY 15-16	Amount Collected	Accounts Receivable	Amount Budgeted in FY 15-16	Remaining Budget	% of Budget Collected
Current Year Taxes	\$ 136,413,322.00	13,595,900.18	\$ 121,019,026.19	\$ 136,413,322.00	\$ 122,817,421.82	9.97%
Prior Year Taxes	\$ 3,551,444.86	368,468.18	\$ 3,097,668.75	\$ 1,150,000.00	\$ 781,531.82	32.04%
<b>Total</b>	<b>\$ 139,964,766.86</b>	<b>13,964,368.36</b>	<b>\$ 124,116,694.94</b>	<b>\$ 137,563,322.00</b>	<b>\$ 123,598,953.64</b>	<b>10.15%</b>
Tax Year 2014	Amount Charged in FY 14-15	Amount Collected	Accounts Receivable	Amount Budgeted in FY 14-15	Remaining Budget	% of Budget Collected
Current Year Taxes	\$ 135,734,649.00	13,618,584.48	\$ 118,917,688.97	\$ 135,734,649.00	\$ 122,116,064.52	10.03%
Prior Year Taxes	\$ 3,764,940.44	532,000.38	\$ 3,219,258.43	\$ 994,130.00	\$ 462,129.62	53.51%
<b>Total</b>	<b>\$ 139,499,589.44</b>	<b>14,150,584.86</b>	<b>\$ 122,136,947.40</b>	<b>\$ 136,728,779.00</b>	<b>\$ 122,578,194.14</b>	<b>10.35%</b>
Current Year Overall Collection Percentage Tax Year 2015			10.17%			
Current Year Overall Collection Percentage Tax Year 2014			10.39%			

# INFORMATION ITEM

## Tax Collector's Report - Measures of Enforced Collections

*Fiscal Year 2015-2016*

Effective Date of Report: August 31, 2015													
	July	August	September	October	November	December	January	February	March	April	May	June	YTD
Wage garnishments	26	11											
Bank attachments	12	6											
Certifications	-	-											
Rent attachments	-	-											
Housing/Escheats/Monies	4	-											
Levies	1	-											
Foreclosures initiated	-	-											
NC Debt Setoff collections	\$ 799.74	\$ 833.06											

This report shows the Tax Collector's efforts to encourage and enforce payment of taxes for the fiscal year 2015-2016. It gives a breakdown of enforced collection actions by category, and it provides a year-to-date total.

The Tax Collector will update these figures once each month, after each month's reconciliation process.

NAME	ABSTRACT NUMBER	BILLING YEAR	ORIGINAL VALUE	ADJUSTED VALUE	TAX	FEE	FINANCIAL IMPACT	REASON FOR ADJUSTMENT	TAX CLASSIFICATION	ACTION	Approved by CFO
Arzate, Carlos	1050977	2015	950	-	(12.40)		(12.40)	Double billed (illegal tax)	Personal	Approved	9/2/2015
Bardsley, Philip	1054449	2015	3,500	-	(58.65)		(58.65)	Assessed in error (illegal tax)	Personal	Approved	9/10/2015
Baucom, Robert McLean	28081933	2015	4,450	4,450	(33.69)		(33.69)	Situs error (illegal tax)	RMV-VTS	Approved	9/16/2015
Baucom, Robert McLean	28082316	2015	2,580	2,580	(19.54)		(19.54)	Situs error (illegal tax)	RMV-VTS	Approved	9/16/2015
Baucom, Robert McLean	28082229	2015	1,150	1,150	(8.71)		(8.71)	Situs error (illegal tax)	RMV-VTS	Approved	9/16/2015
Baucom, Robert McLean	28082316	2015	2,580	300	(20.95)		(20.95)	Purchase price (appraisal appeal)	RMV-VTS	Approved	9/16/2015
Baucom, Robert McLean	28082229	2015	1,150	200	(8.73)		(8.73)	Value adjustment (appraisal appeal)	RMV-VTS	Approved	9/16/2015
Baucom, Robert McLean	28081933	2015	4,450	1,891	(23.51)		(23.51)	Purchase price (appraisal appeal)	RMV-VTS	Approved	9/16/2015
Bellanger, Wilma Breeze	27802674	2014	11,500	11,500	(83.29)	(30.00)	(113.29)	Situs error (illegal tax)	RMV-VTS	Approved	9/2/2015
Burgess, Sherry	271243	2015	2,190	-	(23.16)		(23.16)	Assessed in error (illegal tax)	Personal	Approved	9/2/2015
Burns, Keith Douglas	27861147	2015	3,540	3,540	(24.72)	(30.00)	(54.72)	Situs error (illegal tax)	RMV-VTS	Approved	9/2/2015
Cornell, Richard Vernon Jr	24230717	2014	7,010	7,010	(53.08)	(30.00)	(83.08)	Situs error (illegal tax)	RMV-VTS	Approved	8/29/2015
Craanen, Darlalu	301303	2014	5,870	-	(51.54)		(51.54)	Situs error-incorrect county (illegal tax)	Personal	Approved	8/29/2015
Craanen, Darlalu	301303	2015	5,610	-	(49.26)		(49.26)	Situs error-incorrect county (illegal tax)	Personal	Approved	8/29/2015
Crabtree, Thomas Hill	1053717	2015	1,210	-	(12.75)		(12.75)	Assessed in error (illegal tax)	Personal	Approved	9/16/2015
Davis, Thomas Earl	1057498	2015	950	-	(10.32)		(10.32)	Double billed (illegal tax)	Personal	Approved	9/16/2015
Ferry, Kathleen	27837214	2014	10,750	10,750	(77.85)	(30.00)	(107.85)	Situs error (illegal tax)	RMV-VTS	Approved	9/10/2015
Garlick, James	22118416	2014	2,460	2,460	(18.31)	(30.00)	(48.31)	Situs error (illegal tax)	RMV-VTS	Approved	9/16/2015
Garrison, Michela Louise	27664038	2015	7,180	5,313	(31.29)		(31.29)	High mileage (appraisal appeal)	RMV-VTS	Approved	8/26/2015
Guo, Yue	27707004	2014	13,910	11,874	(32.79)		(32.79)	High mileage & damage (appraisal appeal)	RMV-VTS	Approved	8/26/2015
Harrison, Brittany	27512558	2015	1,650	1,650	(12.18)	(30.00)	(42.18)	Situs error (illegal tax)	RMV-VTS	Approved	8/29/2015
Hill, Jonathan Yates	18407369	2014	8,090	7,281	(13.56)		(13.56)	High mileage (appraisal appeal)	RMV-VTS	Approved	9/16/2015
Hodge, James	113498	2014	3,640	1,940	(17.80)		(17.80)	Assessed in error (illegal tax)	Personal	Approved	9/10/2015
Hodge, James	113498	2013	3,626	1,786	(18.86)		(18.86)	Assessed in error (illegal tax)	Personal	Approved	9/10/2015
Hodge, James	113498	2012	3,870	1,866	(20.15)		(20.15)	Assessed in error (illegal tax)	Personal	Approved	9/10/2015
Jaffer, Shahsultan	18392516	2014	12,490	9,877	(43.79)		(43.79)	Repair estimate (appraisal appeal)	RMV-VTS	Approved	9/16/2015
Jbitzstone LLC	27847428	2015	5,780	5,780	(42.07)	(30.00)	(72.07)	Situs error (illegal tax)	RMV-VTS	Approved	9/2/2015
Jbitzstone LLC	27847523	2015	12,690	12,690	(92.36)		(92.36)	Situs error (illegal tax)	RMV-VTS	Approved	9/2/2015
Jbitzstone LLC	27847523	2015	12,690	5,890	(64.47)		(64.47)	Adjustment (appraisal appeal)	RMV-VTS	Approved	9/2/2015
Jones, Mathew	1050534	2014	1,000	-	(19.13)		(19.13)	Double billed (illegal tax)	Personal	Approved	9/16/2015
Jones, Mathew	1050534	2015	500	-	(8.85)		(8.85)	Double billed (illegal tax)	Personal	Approved	9/16/2015
Krisztina Kozmetika Inc	1057595	2013	18,525	13,980	(97.84)		(97.84)	Over assessed (illegal tax)	Personal	Approved	8/29/2015
Krisztina Kozmetika Inc	1057595	2014	17,159	12,364	(96.44)		(96.44)	Over assessed (illegal tax)	Personal	Approved	8/29/2015
Leon, Aaron	1055712	2015	45,260	42,110	(30.29)		(30.29)	Assessed in error (illegal tax)	Personal	Approved	
Linden, Thomas	18380270	2014	5,925	500	(64.34)		(64.34)	Antique plate (appraisal appeal)	RMV-VTS	Approved	9/10/2015
Marquardt, Mark J Trustee	324388	2015	650	-	(8.49)		(8.49)	Assessed in error (illegal tax)	Personal	Approved	9/2/2015
Moore, Marilyn Autry	1055148	2015	7,800	-	(75.00)		(75.00)	Double billed (illegal tax)	Personal	Approved	8/26/2015
Oxendine, Elizabeth	18395415	2014	12,830	8,724	(38.72)		(38.72)	High mileage (appraisal appeal)	RMV-VTS	Approved	9/16/2015
Pfeiffer, Trevor	18380267	2014	7,872	500	(72.06)		(72.06)	Antique plate (appraisal appeal)	RMV-VTS	Approved	9/10/2015
Pickard, Pamela Davis	26520380	2014	17,600	8,800	(84.30)		(84.30)	High mileage (appraisal appeal)	RMV-VTS	Approved	9/2/2015
Southern Accents Realty Inc	1005615	2012	4,070	-	(79.00)		(79.00)	Double billed (illegal tax)	Personal	Approved	9/16/2015
Southern Accents Realty Inc	1005615	2013	3,134	-	(57.95)		(57.95)	Double billed (illegal tax)	Personal	Approved	9/16/2015
Southern Accents Realty Inc	1005615	2014	2,594	-	(45.12)		(45.12)	Double billed (illegal tax)	Personal	Approved	9/16/2015
Southern Accents Realty Inc	1005615	2015	2,258	-	(36.37)		(36.37)	Double billed (illegal tax)	Personal	Approved	9/16/2015
Spok Inc	257531	2015	3,907	-	(37.57)		(37.57)	Assessed in error (illegal tax)	Personal	Approved	9/10/2015
Spok Inc	318097	2015	874	-	(13.61)		(13.61)	Assessed in error (illegal tax)	Personal	Approved	9/10/2015
Stone, Tammy	280975	2015	445,572	443,162	(22.85)		(22.85)	Double billed (illegal tax)	Personal	Approved	9/2/2015
The Gahaqan Law Firm PLLC	1057444	2015	4,713	-	(75.90)		(75.90)	Situs error-incorrect county (illegal tax)	Personal	Approved	8/29/2015
Thorpe, Linda Breeze	23358987	2014	5,531	5,531	(40.06)	(30.00)	(70.06)	Situs error (illegal tax)	RMV-VTS	Approved	8/26/2015

NAME	ABSTRACT NUMBER	BILLING YEAR	ORIGINAL VALUE	ADJUSTED VALUE	TAX	FEE	FINANCIAL IMPACT	REASON FOR ADJUSTMENT	TAX CLASSIFICATION	ACTION	Approved by CFO
Thorpe, Linda Breeze	27698322	2014	4,978	4,978	(36.05)	(30.00)	(66.05)	Situs error (illegal tax)	RMV-VTS	Approved	8/26/2015
Tilley, Sandra	28064667	2014	4,970	4,970	(35.68)	(30.00)	(65.68)	Situs error (illegal tax)	RMV-VTS	Approved	9/16/2015
Van Doorn, Shirley	291254	2015	416,632	415,432	(11.02)		(11.02)	Assessed in error (illegal tax)	Personal	Approved	9/2/2015
Yochem, Patricia P.	160103	2015	65,621	32,810	(0.01)		(0.01)	Late application for exemption G.S. 105-277.1 (Homestead Exemption)	Personal	Approved	9/16/2015
							<b>Total</b>	<b>\$ (2,366.43)</b>			



*Orange County  
Hillsborough  
North Carolina*

*Manager's Office*

*Established 1752*

**Memorandum**

**To:** Board of Orange County Commissioners, Department Directors  
**From:** Bonnie Hammersley, Orange County Manager  
**Date:** October 1, 2015  
**Re:** Orange County Construction & Renovation Project Oversight Policy

On June 2, 2015, the Board of Orange County Commissioners requested that all County construction projects return to the consistent practice of a thorough value engineering review process. Value Engineering is a creative, organized effort, which analyzes the requirements of a project for the purpose of achieving the essential functions at the lowest total costs (capital, staffing, energy, maintenance) over the life of the project. The following policy codifies this practice and other procedures that will provide a system of oversight and process control for County construction projects. This policy will help the designated project management team achieve a more consistent, efficient, timely, cost effective, and quality controlled outcome. The standardization this policy delivers will also ensure more effective planning within the greater County context, predictable project delivery, pro-active regulatory agency and project stakeholder participation, adequate contingency planning, fiscal control, and consistent “inception to final delivery” project management.

The responsibility for the administration and oversight of Orange County construction and renovation projects is with the Asset Management Services (“AMS”) Director under the direction of the County Manager or his/her designee. County construction and renovation projects include those appropriated or contemplated within the County Capital Investment Plan (“CIP”) or the annual County Operating Budget.

The AMS Director will work closely with Department Directors and my office to ensure the appropriate construction project teams are assembled and resourced to design, construct, and deliver high quality, reliable, and sustainable assets for Orange County. An illustration of a typical project team and the roles of the AMS Director, the affiliated Department Director, the Capital Projects Manager (working within the AMS department), the Departmental Project Manager, regulatory stakeholders, and third party consultants and contractors are attached to this policy.

For each contemplated construction and/or renovation project, the affiliated Department Director involved shall notify the AMS Director of the appointment of a departmental project manager, assist the AMS Director in assembling the appropriate collaborative project team, execute a conceptual value engineering process to determine the need for the project, and to formulate a proposal for the project. No construction or renovation project shall be undertaken or commitment made, unless specific appropriations have been made in either the Capital Investment Plan (“CIP”) or annual County Operating Budget. For proposed projects or current project

amendments not authorized in either budget, prior approval by the Board of Orange County Commissioners is required.

For both contemplated and appropriated projects, the AMS Director's duties shall be to provide standard oversight and project procedures, guidance, assistance and advice to departments engaged in construction and/or renovation projects. Such guidance shall include but not be limited to 1) assembling the collaborative project team tasked with managing and delivering a successful outcome; 2) administering project pre-development and design process protocol; 3) agreeing with the affiliated Department Director on the selection of the authorized Owner's Representative within Professional Services and Construction Agreements reviewed by the County Attorney; 4) conducting and/or assisting internal and external regulatory review facilitation and assistance; 5) value engineering; 6) preparing plans and specifications; 7) obtaining cost estimates; 8) monitoring the preparation and assembly of all necessary forms and documentation (with the exception of contract documents prepared by the County Attorney) to be used for such purposes; 9) assisting in the appraisal of bids submitted; 10) assisting in inspecting projects in progress in order to insure compliance with contract specifications; 11) assisting and monitoring departments conducting construction and/or renovation projects in pre-auditing invoices, pay applications submitted by contractors for progress payments and final payment, proposed change orders, and project close-out documentation; 12) project progress communications to the County Manager, staff, and the Board of County Commissioners; and 13) providing such other assistance as may be requested by departments engaging in construction and/or renovation projects.

Because of the unique nature of parks and trails construction and the existence of staff with construction management experience and expertise in this area, construction management for these capital projects will especially emphasize a team environment within AMS and the Department of Environment, Agriculture, Parks and Recreation ("DEAPR") consistent with this policy. This policy applies to master planned parks and trails projects with the following special provisions: 1) long range master plan or concept plan exercises are considered planning and are not subject to this policy until such time they are discussed and/or appropriated for construction as part of the CIP process; 2) the AMS Capital Projects Manager will be associated with the master and concept planning exercise team in support of the master plan creation, the formulation of preliminary cost estimates, and other duties as requested by the master plan staff team; and 3) professional sealing of parks and trail landscape project construction documentation performed by a registered landscape architect employed by the County requires the landscape architect to perform contractual Owner's Representation.

This policy applies to utility construction capital projects that are to be transferred by Agreement to utility entities ("Transferee" entities - Municipalities, Orange Water and Sewer Authority, etc.) with the additional requirements that the Transferee's project requirements, guidance, and project team representation be incorporated into the team structure established by this policy. In addition to assigning the Departmental Project Manager to the utility project, the Orange County Planning and Inspections Director will be responsible for ensuring that the Transferee's project requirements and team members are identified and incorporated within the project.

*200 S. Cameron Street ~ PO Box 8181 ~ Hillsborough, North Carolina 27278  
Phone: (919) 245-2300  
Fax (919) 644-3004*

# Typical Project Team

**AMS  
Director**

-Overall Project,  
Process  
Oversight

<sup>3</sup>  
**Department  
Director**

-Assigns  
Department  
Project Manager  
-Identifies  
Programming  
Needs

**Capital Projects  
Manager**

-Owner's  
Representative  
-Monitors  
standard County  
process

**Department Project  
Manager**

-Monitor day-to-day  
activity  
-Facilitates project  
communication

**Regulatory Partners**

-Plan review,  
Compliance  
throughout design  
process

**Third Party Vendors**

-Design, Testing,  
Engineering, and  
Construction

## 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**

September 30, 2015

Dear Commissioners,

At the Board's September 15, 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 by Commissioner Price for staff to follow up on naming a room at the Central Orange Senior Center for Jerry Passmore.

**Response:** *Manager to bring back review of naming policy; request can be discussed in follow-up to that discussion.*

- 2) Review and consider a request by Commissioner Jacobs that staff develop a proposed affordable housing plan and bring it back to the BOCC Work Session for review and discussion.

**Response:** *Staff in process of developing a comprehensive plan in conjunction with towns and providers.*

- 3) Review and consider a request by Commissioner Jacobs that staff work with Durham Tech Community College to review paying for community college plan recently adopted in Richmond and Scotland counties and bring information report to the Board.

**Response:** *Manager to review and consult with Durham Tech staff.*

- 4) Review and consider a request by Commissioner Rich that staff provide information to the Board about a potential bond package consisting of \$110 million for schools, \$10 million for affordable housing and \$5 million for seniors and possible options to re-direct \$15m from the Capital Investment Plan to schools.

**Response:** *Information to be provided to the Board.*

- 5) Review and consider a request by Commissioner Rich that staff provide example(s) for the Board and the public on the potential impact of projected tax increases on single family dwellings valued at \$300,000 and the total additional tax that would be paid over 7 years.

**Response:** *Information to be provided to the Board.*

- 6) Review and consider a request by Commissioner Burroughs that the Board of Health and Health Department consider reducing the cost of contraceptives in an effort to reduce teen pregnancy.

**Response:** *Request to be discussed by Manager and Health Director.*

Regards,

Earl McKee, Chair  
Orange County Board of Commissioners