

ORANGE COUNTY BOARD OF COMMISSIONERS

AGENDA

BOCC Regular Work Session
February 9, 2016
Meeting – 7:00 p.m.
Southern Human Services Center
2501 Homestead Road
Chapel Hill, NC

- | | | |
|----------------|----|---|
| (7:00 – 7:50) | 1. | BOCC External Advisory Board Appointees |
| (7:50 – 9:15) | 2. | County Commissioners – Boards and Commissions – Annual Work Plans/Reports |
| (9:15 – 9:45) | 3. | County Commissioners – Boards and Commissions Assignments |
| (9:45 – 10:00) | 4. | Environment and Agricultural Center Project Update |

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 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: February 9, 2016

Action Agenda

Item No. 1

SUBJECT: BOCC External Advisory Board Appointees

DEPARTMENT: Board of County
Commissioners

PUBLIC HEARING: (Y/N)

No

ATTACHMENT(S):

Listing of Appointees

INFORMATION CONTACT:

Donna Baker, Clerk to the Board, 245-2130

Thom Freeman, Asst. Clerk to the Board, 919-245-2130

PURPOSE: To encourage a better line of communication between the Board and its representatives to various external advisory boards.

BACKGROUND: The Board suggested in 2014 to invite County-appointed advisory board representatives to external boards to a work session in order to give these appointees an opportunity to provide updates/concerns on issues they think should be brought to the Board's attention related to their advisory board service. It is in everyone's best interest to improve communication with these Orange County representatives, and to better coordinate their work for the betterment of the County. These appointees have been solicited to submit updates, concerns, and suggestions if they wish. The appointees have also been invited to address the Board at the meeting, all in order to provide a better line of communication between the Board and its appointees to external advisory boards.

The external appointees planning to attend the meeting are:

- Carrboro Northern Transition Area Advisory Committee – Anahid Vrana
- Chapel Hill Planning Commission – Deborah Harris
- Chapel Hill Parks, Greenways and Recreation Commission – Mary Musacchia
- Mebane Planning Board – Thomas Fenske

FINANCIAL IMPACT: NONE

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 receive any presentations, discuss and provide direction as needed.

Listing of Appointees

Accepted:

- Carrboro Northern Transition Area Advisory Committee – Anahid Vrana
- Mebane Planning Board – Thomas Fenske
- Chapel Hill Planning Commission – Deborah Harris
- Chapel Hill Parks, Greenways and Recreation Commission – Mary Musacchia

No Response:

Hillsborough Board of Adjustment

Carrboro Planning Board – David Clinton and Susan Poulton

Chapel Hill Board of Adjustment – Dr. Timothy Peppers, Sr. and Jennifer Amster

Chapel Hill Library Board of Trustees – James Stroud

Chapel Hill Parks, Greenways and Recreation Commission

Hillsborough Planning Board – Erin Eckert and Janie Morris

**ORANGE COUNTY
BOARD OF COMMISSIONERS**

ACTION AGENDA ITEM ABSTRACT

Meeting Date: February 9, 2016

Action Agenda

Item No. 2

SUBJECT: County Commissioners - Boards and Commissions – Annual Work
Plans/Reports

DEPARTMENT: Board of Commissioners

PUBLIC HEARING: (Y/N)

No

ATTACHMENT(S):

Listing of Annual Summaries

INFORMATION CONTACT:

Clerk's Office, 245-2130

PURPOSE: To provide feedback and/or direction on the list of boards and commissions' annual work plans/reports with their Chairs (or representatives) in attendance.

BACKGROUND: In the past, as part of the Board of Commissioners' annual planning and goal setting retreats, the Board requested and reviewed/provided feedback on annual summaries/work plans from the County's internal advisory boards and commissions. This information provided the Board with a yearly overview of the boards and commissions and their projected goals for the upcoming year. This particular process ended in 2007. The Board decided at its April 13, 2010 meeting to reinstate this process independent of the Board's annual retreats.

Boards and their representatives below:

- | | |
|---|--|
| <ul style="list-style-type: none"> • ABC Board | <p>Presentation made to the BOCC on
February 2nd</p> |
| <ul style="list-style-type: none"> • Adult Care Community Advisory Board | <p>James Bartow, Member</p> |
| <ul style="list-style-type: none"> • Advisory Board on Aging | <p>Alex Castro, Jr., Chair</p> |
| <ul style="list-style-type: none"> • Affordable Housing Advisory Board | <p>Patsy Barbee, Chair</p> |
| <ul style="list-style-type: none"> • Agricultural Preservation Board | <p>Renee McPherson, Chair</p> |
| <ul style="list-style-type: none"> • Animal Services Advisory Board | <p>Warren Porter, Chair</p> |
| <ul style="list-style-type: none"> • Arts Commission | <p>Tim Hoke, Chair</p> |

- Board of Adjustment **Michael Harvey, Planning Staff**
- Board of Health **Liska Lackey, Chair**
- Board of Social Services **Tamara Dempsey-Tanner, Chair/Nancy Coston**
- Chapel Hill/Orange County Visitors **Rosemary Waldorf, Chair**
- Commission for the Environment **Lydia Wegman, Chair**
- Economic Development Advisory Board **Donald (DR) Bryan, Chair**
- Historic Preservation Commission **Susan Ballard, Chair**
- Housing Authority **Jean Bolduc, Chair**
- Human Relations Commission **Gerald Ponder, Chair and Monica Richard- Vice Chair**
- Nursing Home Community Advisory Committee **Teri Driscoll, Chair**
- OUTBoard **Heidi Perry, Chair**
- Parks and Recreation Council **Neal Bench, Chair**
- Planning Board **Lydia Wegman, Chair/Tony Blake-Vice Chair**

FINANCIAL IMPACT: None.

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 the Board review the annual work plans from advisory boards and commissions and provide feedback and/or direction.

INPUT FROM BOARDS AND COMMISSIONS

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10.	Board of Social Services	Page 49
11.	Chapel Hill/Orange County Visitor's Bureau	Page 53
12.	Commission for the Environment	Page 57
13.	Economic Development Advisory Board	Page 65
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17.	Nursing Home Community Advisory Committee	Page 87
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Board/Commission Name: Orange County ABC Board
Report Period: 2015

ORANGE COUNTY ADVISORY BOARDS AND COMMISSIONS
INPUT FOR COUNTY COMMISSIONERS' ANNUAL PLANNING RETREAT

The Board of Commissioners welcomes input from various advisory boards and commissions in preparation for its annual planning retreat. Please complete the following information, limited to the front and back of this form. Other background materials may be provided as a supplement to, but not as a substitute for, this form.

Person to address the BOCC at Retreat (if requested by BOCC) and contact information:

Tony DuBois 601 Valley Forge rd. Hillsborough 27278
919-732-3432 ext 102 ocabc@mindspring.com

Primary County Staff Contact: **Mia Burroughs and Donna Baker**

How many times per month does this board/commission meet, including any special meetings and sub-committee meetings?

The Board meets once per month on the 3rd Tuesday at 8:30am

Provide a Brief Statement of the Boards Assigned Charge and Responsibilities.

The Mission of the Orange County ABC Board and our employees is to serve our locality responsibly by controlling the sale of spirituous liquor, returning profits to Law Enforcement, Alcohol Education, and the County Fund while providing excellent service in customer friendly, modern and efficient stores.

What are your Board/Commission's most important accomplishments?

A distribution of \$400,000 is being made to the Orange County General fund for 2015-2016. The board also set aside \$48,333 to contribute to the Board Retiree Health Care Plan. We will distribute \$135,000 to Alcohol Law Enforcement agencies. The board also committed \$173,125 to Alcohol Rehabilitation and Education grants for schools and local community organizations. All of these distributions are well over and above General Statute requirements.

List of Specific Tasks, Events, or Functions Performed or Sponsored Annually.

We partner with local agencies by providing grants for work done in the community for alcohol education, rehabilitation and underage drinking prevention in the amounts listed below.

Mental Health Orange Co Teen Partnership	\$ 5,000
El Centro Hispano	\$ 10,000
Carpe Diem	\$ 13,125
El Futuro	\$ 18,000
Orange County Drug Court	\$ 25,000
Orange County Health Department	\$ 30,000
Orange County Schools	\$ 32,000
Chapel Hill-Carrboro city Schools	\$ 40,000

Total Alcohol Education and Rehabilitation \$173,125

Describe this boards activities/accomplishments in carrying out BOCC goal(s)/priorities.

The Orange County ABC board provides funds to local law enforcement as listed below to help keep Orange County a great place to live, work and get an education.

Hillsborough Police Department	\$ 7,000
Carrboro Police Department	\$ 16,000
Chapel Hill Police Department	\$ 25,000
Orange County Sheriff's Department	\$ 87,000

Total Alcohol Law Enforcement \$135,000

If your board played the role of an Element Lead Advisory Board involved in the 2030 Comprehensive Plan preparation process, please indicate your board's activities and accomplishments as they may relate to the Comprehensive Plan's goals or objectives. *(The Element Lead Advisory Boards include: Planning Board, EDC, OUTBoard, Commission for the Environment, Historic Preservation Commission, Agriculture Preservation Board, Affordable Housing Board, Recreation and Parks Advisory Council)* **NA...**

Identify any activities this board expects to carry out in 2016/17 as they relate to established BOCC goals and priorities.

If applicable, is there a fiscal impact (i.e., funding, staff time, other resources) associated with these proposed activities (please list).

We are working on implementing the living wage for all board employees in 2016. None of our activities in 2015-16 will have any financial or other impact on county resources.

What are the concerns or emerging issues your board has identified for the upcoming year that it plans to address, or wishes to bring to the Commissioners' attention?

None other than living wage implementation referenced above.

NAME OF BOARD/COMMISSION: Adult Care Home Community Advisory Committee

Report Period: January 2015 through December 2015

**ORANGE COUNTY ADVISORY BOARDS AND COMMISSIONS
ANNUAL REPORT/ WORK PLAN FOR THE COUNTY COMMISSIONERS**

The Board of Commissioners appreciates the dedication of all the volunteers on their boards and commissions and welcomes input from various advisory boards and commissions throughout the year. Please complete the following information, limited to the front and back of this form. Other background materials may be provided as a supplement to, but not as a substitute for, this form.

Board/Commission Name: **Adult Care Home Community Advisory Committee**

Person to address the BOCC at work session- if applicable- and contact information:
Maxwell O. Mason - Advisory Committee Chair, Address: 821 Tinkerbelle Rd., Chapel Hill, NC 27517, Tel: 919-649-7937

Primary County Staff Contact: **Janice Tyler, Director, County Department on Aging, and Mary Fraser, Aging Transitions Administrator, County Department on Aging. Charlotte Terwilliger, Long-Term Care Ombudsperson, Triangle J Council of Governments, also provides staff support to the committee.**

How many times per month does this board/commission meet, including any special meetings and sub-committee meetings?

Bi-monthly committee business meetings and quarterly subcommittee visits to long term care facilities. Issue specific subcommittees meet on an ad hoc basis.

Brief Statement of Board/Commission's Assigned Charge and Responsibilities.

This group's charges and responsibilities include to:

- **Stay informed about living conditions for residents of long term care (LTC) assisted living facilities and homes.**
- **Make official unannounced quarterly visits to each assisted living facility in county, and unannounced annual visits to assisted living family care homes in the county (there are 6 facilities and 6 family care homes that provide assisted living care in the county).**
- **Prepare and submit official reports on visits to assisted living facilities and family homes as required by the NC Division of Aging & Adult Services. These reports summarize findings of visits to facilities and homes and point to concerns about care.**
- **Advise and assist the County Department of Aging and the Triangle J Ombudsperson about programs they devise to help improve care for residents in assisted living facilities and family homes in the county.**
- **Foster increased community volunteerism in Orange County's LTC facilities.**
- **Promote community awareness of the needs of residents in LTC, and inform the public about emerging developments in long term care and the operation of long term care facilities and homes in Orange County.**

What are your Board/Commission's most important accomplishments?

This past year the OCACHCAC continued personal advocacy for residents in these facilities and homes through regular visits to assisted living facilities and family homes. Additionally, we advised and assisted the County Department of Aging and the Triangle J Ombudsperson in designing and offering programs to improve the care of residents in assisted living facilities and homes. We also fostered greater community awareness of Orange County's long term care system.

List of Specific Tasks, Events, or Functions Performed or Sponsored Annually.

- **Twenty-three visits in 2015 by visit teams, each with 2 to 4 committee members, to assisted living facilities or family homes; 18 of these visits were to facilities, and 5 to family care homes.**
- **Preparation of a detailed report written for each of the 23 visits to assisted living facilities or family care homes. These reports are available to the public on the Orange County website.**
- **Advice to and support for the Orange County Department of Aging in offering the "Music and Memory" program to several assisted living facilities in the county. This program can be effective in improving memory for persons with dementia. The goal is that the Music and Memory program will continue to be made available to other assisted living facilities and homes in the county in 2016.**
- **Assistance to the Triangle Ombudsperson in offering the "Virtual Dementia Tour" and facilitated its training. The "Virtual Dementia Tour" simulates the challenges faced by elderly persons with dementia. The "Tour" is proving to be a very effective training tool for those who work with persons with dementia. The program will be offered in assisted living facilities and other venues again in 2016.**
- **Participation in the Triangle J CAC Leadership training in September 2015.**
- **Provision of information about CAC activities to other community organizations. For example, a CAC member also serves on Orange County's Aging Advisory Board.**
- **Partnership with the Department on Aging Long-Term Care Learning Collaborative on Palliative Care: The Comfort Zone. A CAC member is coordinating the "Smiles Project" for this initiative.**

Describe this board/commission's activities/accomplishments in carrying out BOCC goal(s)/priorities, if applicable.

Describe the collaboration relationship(s) this particular board has with other advisory boards and commissions?

This Advisory Committee works closely with the Nursing Home Community Advisory Committee in initiatives and activities. It also has a representative on the Orange County Aging Advisory Board, therefor participating in the actions and efforts of that group.

If your board/commission played the role of an Element Lead Advisory Board involved in the 2030

Comprehensive Plan preparation process, please indicate your board's activities/accomplishments as they may relate to the Comprehensive Plan's goals or objectives.

(The Element Lead Advisory Boards include: Planning Board, EDC, OUTBoard, Commission for the Environment, Historic Preservation Commission, Agriculture Preservation Board, Affordable Housing Board, Recreation and Parks Advisory Council)

Identify any activities this board/commission expects to carry out in 2016 as they relate to established BOCC goals and priorities.

If applicable, is there a fiscal impact (i.e., funding, staff time, other resources) associated with these proposed activities (please list).

- **Continuation of quarterly visits to assisted living facilities and annual visits to assisted living family care homes in the county.**
- **Continuation and expansion of the "Music and Memory" program in facilities where it is now being used, and extension of the program to other assisted living facilities and homes.**
- **Offering "Virtual Dementia Tour" training for staffs at assisted living facilities and homes in the county.**
- **Further collaboration with County Department of Aging to improve resident activity programs in assisted living facilities and homes, and to improve the retention of qualified staff at these facilities and homes.**
- **Continued preparation with Dept. on Aging for anticipated increase in LTC needs.**

What are the concerns or emerging issues your board has identified for the upcoming year that it plans to address, or wishes to bring to the Commissioners' attention?

- **Our committee continues to be concerned with care of residents in Medicaid-dependent LTC facilities due to a dearth of quality caregivers and high turnover. The CAC will continue to advocate for fair wages and proper treatment of staff.**
- **Facility management problems, vacancies and turnover in key administrative positions at Orange County's LTC facilities are of much concern. The CAC will continue to provide consultation to recently appointed administrators to help them address these challenges.**
- **The continued increase in the elderly population and growth in the number of assisted living family care homes will require attention from the committee to ensure that these homes meet substantially the same standards by which we judge the most effective adult care homes and facilities. The CAC will continue our oversight of FCHs and strive to make more visits.**
- **Continued decreases in resident numbers at some assisted living facilities, creating some fiscal difficulties at the facilities. The CAC will advocate for improvements to the quality of resident care and physical plant, which will in time encourage new admissions.**

Additional Comments and Observations

While the work of this committee reveals many challenges associated with the long term health care needs of the county's vulnerable population, we believe it is important to also recognize positive elements of providers' efforts. Strengths observed in Orange County assisted living facilities and family homes are:

- Continued service to a diverse variety of adults
- Awareness by providers of the committee's functions and desire to work with them to improve care
- Receptiveness of administrators and staff of the facilities and homes to committee concerns, questions, and suggestions. Most administrators and staff see the committee as an asset that can help them to identify and meet the challenges they face.
- Notable physical plant upgrades at some facilities.

The principle weaknesses observed in Orange County assisted living facilities and family homes are:

- Need for more personalized or person-centered care for residents
- Some facilities and homes struggle in continuing to provide basic services
- Apparent limited experience and preparation of facility and home staff in handling mental health issues of residents
- Activity programs for residents that can, and should, be improved
- High rate of staff turnover in many facilities and homes
- Maintenance, repair, capital improvement needs in the physical plant of many facilities and homes

Report Period January – December 2015

**ORANGE COUNTY ADVISORY BOARDS AND COMMISSIONS
ANNUAL REPORT/ WORK PLAN FOR THE COUNTY COMMISSIONERS**

The Board of Commissioners appreciates the dedication of all the volunteers on their boards and commissions and welcomes input from various advisory boards and commissions throughout the year. Please complete the following information, limited to the front and back of this form. Other background materials may be provided as a supplement to, but not as a substitute for, this form.

Board/Commission Name: Advisory Board on Aging

Person to address the BOCC at work session- if applicable- and contact information: Alex Castro, Advisory Board on Aging Chair alexcastrojr@hotmail.com

Primary County Staff Contact: Janice Tyler, Dept. on Aging Director jtyler@orangecountync.gov

How many times per month does this board/commission meet, including any special meetings and sub-committee meetings?

The Advisory Board on Aging meets monthly. Members also participate in: the Master Aging Plan Steering Committee (annually); Project EngAGE Senior Resource Team meetings (monthly); Long Term Care Learning Collaborative (4 times per year); the Nursing Home Community Advisory Committee (monthly); and the Adult Care Home Advisory Committee (monthly).

Brief Statement of Board/Commission's Assigned Charge and Responsibilities.

The Advisory Board suggests policy and makes recommendations to the Board of Commissioners and the Department on Aging while acting as the liaison between the older adults of the County and the County government. It is charged with advocating for needed services and promoting programs and funding that impacts older adults.

What are your Board/Commission's most important accomplishments?

Oversight of the Master Aging Plan implementation with board participation in the following accomplishments (A complete list of MAP accomplishments are attached):

- 13 community leaders graduated from Project EngAGE bringing the total number of graduates to 41 with involvement in nine Senior Resource Teams, which hosted several *Faith and Aging Symposia*, a Falls Prevention Event at Walmart, *Aging In Place* seminars at the public library and partnering with SALT (Seniors and Law Enforcement Together) to expand community visitation program.
- Successful competitive application for a fourth Capstone graduate student team from the UNC School of Public Health – Health Behavior. The Department was recognized by the UNC School of Public Health with its *Innovation in Practice Award* as being an outstanding example of collaboration with the community and the university.
- Established a volunteer driver service for those unable to access existing transit options.
- *Aging in Community* series held seminars on a wide variety of housing options and fostered exploration of new options in Orange County.

- Outreach to the older adults in the Latino community through the 'social club' model.
- Establishment of two new award programs to promote high quality services within long-term care organizations - the *Direct Care Worker Award* and the *Long Term Care Quality Service Award*.
- Initiated Orange County's *Dementia-Friendly Business Campaign*, which was recognized as the first in the State.
- Received 3-year Administration for Community Living grant focused on supporting caregivers of persons with dementia and based in the Orange County Senior Centers. Of the ten grants given, our grant has the distinctions of being the only one awarded at the Senior Center level; the rest were awarded to regional or state agencies,

List of Specific Tasks, Events, or Functions Performed or Sponsored Annually.

- Provide Orange County representation to the Triangle J Area Agency on Aging and the Senior Tar Heel Legislature.
- Hold an annual Master Aging Plan update meeting for the public and partner agencies.
- Make recommendations to the BOCC of potential legislative issues to be included in the Orange County legislative agenda.

Describe this board/commission's activities/accomplishments in carrying out BOCC goal(s)/priorities, if applicable.

Describe the collaboration relationship(s) this particular board has with other advisory boards and commissions?

This board has representation on the OUT Board, the Nursing Home and Adult Care Home Community Advisory Committees.

If your board/commission played the role of an Element Lead Advisory Board involved in the 2030 Comprehensive Plan preparation process, please indicate your board's activities/accomplishments as they may relate to the Comprehensive Plan's goals or objectives.

(The Element Lead Advisory Boards include: Planning Board, EDC, OUTBoard, Commission for the Environment, Historic Preservation Commission, Agriculture Preservation Board, Affordable Housing Board, Recreation and Parks Advisory Council)

Identify any activities this board/commission expects to carry out in 2016 as they relate to established BOCC goals and priorities.

If applicable, is there a fiscal impact (i.e., funding, staff time, other resources) associated with these proposed activities (please list).

Continue with *Master Aging Plan Year Four Implementation Plan* through June 30, 2016. Year Five of the 2012-17 MAP will be a planning year spent working on the next MAP – 2017-22.

What are the concerns or emerging issues your board has identified for the upcoming year that it plans to address, or wishes to bring to the Commissioners' attention?

- Walkability and navigation barriers throughout the county/towns
- Need for more affordable and accessible senior housing, especially rental units
- Poor quality of many long-term care facilities operating within the county
- Further development of a dementia capable county

Year 3 MAP Goal Implementation Status

INDICATOR	Lead Agency/ Person	Status October 2014	Status January 2015	Status April 2015	Status July 2015
GOAL 1					
1.1.2 Information Dissemination Plan implemented - mobile information table created, meetings held with faith-based groups – Project EngAGE implemented – Communication s Toolkit created and distributed to MD offices	OCDoA	Faith-based Symposium being planned for 3/5/15 with help from Project Engage leaders. 2 nd Project EngAGE leadership class began 9/11/14. UNC PhD student volunteering to create info packet for local MDs.	13 more Project EngAGE senior leaders graduated on 1/8/15. Meetings begun with UNC Health Network to find ways to disseminate info about OCDOA services to Orange Co. patients	The Aging and Faith Symposium was held on March 5, 2015. Approx 20 Faith groups were represented. All are being surveyed to assess next steps. Project EngAGE SRT will help organize follow-up activities	MPH summer practicum student focused on medical provider outreach
1.2.1 Info related to finances, long- term care insurance and estate planning provided through Senior Centers	OCDoA/RSVP/ Senior Centers	Ongoing program offerings at both senior centers	Ongoing	Ongoing.	Ongoing.
1.3.1 Older adults from minority, refugee and immigrant groups linked to Senior Centers	OCDoA/Senior Centers	Strong outreach to Chinese and LBGT communities. Will focus on Spanish speaking elders in Year 3.	Aging Transitions brochure and other senior center items being translated into Spanish. Co-hosted a Latino Health Fair	Older Adult Latino Open House planned for May 5 th at the Seymour Center.	Older Adult Latino Open House planned for Sept 16 th at the Central Orange Ctr. Spanish Help Line created.
GOAL 2					
2.2.1 Changes in policies that may prevent development of	Planning Department with help from OCDOA Advisory	Summer Intern report on housing barriers completed and to be used for		OCDOA staff and Board members have been attending public housing	Public Health intern developed report suggesting

senior housing	Board	discussion with city/county planning depts.		meetings to represent older adult housing interests.	specific policy changes needed to promote senior housing
INDICATOR	Lead Agency/ Person	Status October 2014	Status January 2015	Status April 2015	Status July 2015
2.2.3 New partnerships created to increase housing choices	Housing Dept, Planning Dept, OCDOA	Senior Housing Expo to be held at the Seymour Center on 10/25/14. Event to draw both those looking for senior housing and those who want to develop it.	Senior Housing Expo great success, attracting close to 300 participants! Next Aging in Community session will focus on Tiny Houses/living small - Identifying builders.	Presentation on Tiny Houses held in March – attracting 200+. Local planning offices and 4 small home builders were there to answer questions	MPH Student intern meeting with senior housing developers to assess barriers and facilitators for further development
2.2.4 Organization of intentional communities in Orange County encouraged – toolkit developed	OCDoA with Charles House		Creating a shared/co-housing roommate screening tool to assist with roommate selection	A Shared-housing workshop is planned for June to help home owners find people to share and to set up rental guidelines.	Shared Housing discussion held in June brought together those who want to share a home and those who have space to share with others. Consultation with intentional community leaders - ongoing
2.3.1 Increased awareness of universal design	Planning Dept, OCDOA	Presentation on Universal Design included in Senior Housing Expo offerings			
2.3.2 New standards and codes proposed for universal design	OCDOA Advisory Board	Standard will be considered for adoption at the October Senior Tarheel Leg	Plans begin to host a policy related think-tank for vendors of universal	Ongoing	Plans for workshop put on hold as we re-visit the overall concept

		meeting in October	design features		and speaker choices
INDICATOR	Lead Agency	Status October 2014	Status January 2015	Status April 2015	Status July 2015
2.4.1 Meetings held with NCDOT to advocate for safer navigation mechanisms for older adults	Planning Dept with support from OCDOA Advisory Board		Advisory Board on Aging initiates Complete Streets task force		MPH student intern developing Complete Streets presentation to advocate inclusion of older adult issues
2.4.2 Meetings with county/ regional transportation organizations to advocate for more public transportation options in rural areas	OCDOA Advisory Board	Mobility Manager working closely with OC Planning Department and OPT to expand bus service in rural areas with ½ cent tax revenues.	Ongoing	Ongoing	Ongoing
2.4.3 Designation of an Aging-related Mobility Manager	OCDoA/ Planning Department	Transportation Specialist (Mobility Manager) in place. Grant received from MPO for additional funding through July 1, 2016.	Ongoing	Ongoing	Ongoing
2.4.4 Navigation and transportation needs assessments conducted every 3-5 years in areas densely populated or heavily used by older adults	OCDOA, Triangle J COG, OC Planning Dept, Towns of CH, Carrboro and Hillsborough	Summer intern assessed OPT bus ridership in northern orange and for Chinese Speaking community. OPT is using data to enhance ridership.			Summer intern interviewed seniors about barriers to road side safety and walkability in Hillsborough, Chapel Hill, and Carrboro

INDICATOR	Lead Agency	Status October 2014	Status January 2015	Status April 2015	Status July 2015
2.4.6 Maps with county-wide navigation and transportation routes created	OCDoA, OC Planning Dept	2.4.6a – Maps updated in 2014			
2.5.1 Expansion of volunteer driver programs to low-income older adults	OCDoA/RSVP	Mobility Manager beginning to explore new service. Received continued funding for FY 2016.	Recruitment for volunteer driver program through OCDOA will begin in Feb 2015	Volunteer Driver training provided in March and April. Service to begin in May.	Volunteer Driver program initiated.
2.5.2 Private transportation providers encouraged to offer door-to door and other services to shopping areas	OCDoA Advisory Board				
2.5.3 Expanded bus service between the senior centers and other businesses, especially at midday and weekends	OC Planning Dept, Chapel Hill Transit	½ cent tax expansion plan approved by BOCC. To be implemented over 4 years. Some new expansion began in July and Sept.	More expansion for later afternoon shuttles at Senior Centers in the plans for implementation April 2015	Expanded fixed-route bus service in rural parts of county to begin in June.	Additional buses and demand service will be added in Sept
2.5.5 Advocacy for a consolidated /coordinated transportation system organized	OCDoA Advisory Board	Mobility Manager trying to coordinate services for older adults on an individual level.	Ongoing	Ongoing	Ongoing
2.5.6 Senior driver education programs offered	OCDoA/AT	One or two programs offered every quarter through AARP or Aging Transitions	ongoing	Ongoing	Ongoing

INDICATOR	Lead Agency	Status October 2014	Status January 2015	Status April 2015	Status July 2015
2.6.1 More home-delivered meals provided to more individuals and areas of the county	OCDOA Advisory Board	Both OCIM and Meals on Wheels report delivering more meals. Project EngAGE leaders researching way to provide frozen meals in rural areas too more people.	Project EngAGE resource team formed to address this problem	Ongoing	MPH student intern helping to provide needs assessment data. Maps developed to show senior population densities and location of food sources
2.7.1 Faith-based groups encouraged to provide respite services to caregivers	OCDoA/AT	Pilot project being discussed with First Baptist Church in Chapel Hill. Respite services will be on agenda for Faith-based Symposium planned for March 2015	Ongoing		
2.7.5 Carolina Villages project supported to promote creation of more "villages"	OCDOA, Carolina Villages	On-going support offered through meeting space and staff liaison.	Ongoing	Ongoing	Ongoing
2.8.1 Feasibility of raising income qualification under Homestead Tax program explored	OCDoA Advisory Board	2.8.1a -BOCC included this in its 2013-14 legislative agenda but not picked up. Also brought to Senior Tarheel Legislature for inclusion by OC reps			
2.8.2 Home modification assistance info included in community	OCDoA/AT/ Housing Department	Information available in 2013-14 Resource Guide and at Senior Housing Expo on	On-going	Ongoing	Ongoing

resource guides and part of information fairs		Oct 25 th .			
INDICATOR	Lead Agency	Status October 2014	Status January 2015	Status April 2015	Status July 2015
GOAL 3					
3.1.1 Dissemination of GIS map of where older adults are concentrated to other county departments, faith-based organizations, and UNC websites	OCDoA/RSVP				GIS maps of County areas noting concentration of seniors disseminated to researchers at UNC for use with a healthy food access program
3.1.2 Two trainings a year scheduled at senior centers to train volunteers in how to lead evidence-based exercise programs	DoA/Wellness	Wellness Coordinator will be trained as a Master Lay Leader so that she can train volunteers to lead evidence-based programs. Recreational Therapy student intern will develop and help deliver pilot exercise class at New Hope Presbyterian church in fall.	Pilot exercise programs were started in two faith-based groups in OC in Nov. 2014 Trying to find additional volunteers to lead.	Student advisors identified for summer. Classes continuing.	Classes are operating on their own - peer lead. Interest of volunteers teachers to be trained in evidence-based exercise/education classes.
3.1.3 Social Marketing Campaign implemented to encourage older adults to exercise	DoA/Wellness	Plans to create new campaign in fall 2014 to encourage Senior Games participation	2015 OCSG registration forms out to community and new SG ambassadors 1 st of Jan. Trained new ambassadors	Senior Games in process.	New exercise and walking programs scheduled in the community & at SC's Fall 2015.

INDICATOR	Lead Agency	Status October 2014	Status January 2015	Status April 2015	Status July 2015
3.2.1 Promotion of the model of medical homes	CRC	On-going promotion of and referral to PACE programs in Burlington and Pittsboro	Ongoing	Ongoing	Ongoing
3.2.2 Expansion of hospital transition programs – decline in hospital readmission rates	CRC, UNC hospitals	UNC continues to enroll participants into various care transitions programs	Ongoing	Ongoing	Ongoing
3.3.1 Older adults educated on mental health and substance abuse issues	OCDoA/AT/ Cardinal Innovations/ Wellness	Cardinal Innovations will provide program at SeniorStrider meetings in Nov 2014 in Chapel Hill and Hillsborough	Plans to offer on-going qtrly MH education to the public beginning in May 2015		Mental Health First Aid course offered to staff and public June '15. Substance Abuse in Older Adults and Families Forum held 7/15/15. Mental Health Screenings co- held with the National Memory Screening Day Nov. '15.
3.3.2 Healthy IDEAS materials sent to primary care practices	OCDOA/ Wellness				Summer Practicum Student working on contact with Care managers in medical offices.
3.3.3 Access to free MH and SA screening, referrals, and	OCDoA/AT	On-going. Brief counseling available at the Seymour Center one day a week.	Ongoing.	Ongoing	Ongoing

brief counseling services expanded at Senior Centers					
INDICATOR	Lead Agency	Status October 2014	Status January 2015	Status April 2015	Status July 2015
3.3.4 MH needs of long-term care residents identified and advocacy for appropriate treatment organized	Cardinal Innovations – /OCDoA				Move to Year 4
GOAL 4					
4.1.1 EMS and DoA collaborate to provide info and training on falls prevention	OCDoA/EMS	EMS/DOA Stay Up and Active initiative ongoing. Last year, EMS has screened more than 450 adults older than 60 as being “at-risk” and has been in touch with more than 70 of them for additional follow up	1,000+ people have screened positive for falls risk through EMS program. Falls prevent Advisory Committee formed to include reps from long-term care and UNC hospital	Joint EMS project is ongoing. Project SRT formed to address fall prevention and Exercise promotion. MPH summer intern assigned to work with them.	Ongoing
4.1.2 Reduce need for EMS ambulance response for falls intervention at LTC facilities	EMS		To be addressed by falls prevention Advisory Committee		Move to Year 4
4.1.3 Frail older adults are in safe places during emergencies	EMS/DSS/OCDOA	EMS plan in effect.	Ongoing.	Ongoing	Ongoing

INDICATOR	Lead Agency	Status October 2014	Status January 2015	Status April 2015	Status July 2015
4.2.1 LTC Learning Collaborative promotes a) on-site continuing education and exercise classes, b) a model of person-centered care, and c) evidence-based activities that meet individual needs in LTC facilities	OCDOA Advisory Board/Triangl e J AAA	2014 OC LTC Quality Service Awards presented to Carol Woods, Livewell FCH and Acorn Home Care for innovative practices supported by the LTC Learning Collaborative. LTC-LC workshop planned for OCT 2014 to share results from award process and kick-off 2015 project focus.	Focus for 2015 to be on the Music in My Mind/Orange County program. OCDOA sponsors MIMM User group meetings once a quarter for peer consultation.	Ongoing,	Ongoing
4.2.2 LTC Learning Collaborative focus on palliative care and end of life programs – Music in My Mind	OCDOA Advisory Board/Triangl e J AAA	Focus on palliative care delayed until Year 4. Year 3 focus will be on implementing the Music in My Mind/OC program in all LTC facilities.	Nine long-term care organizations signed up to participate in Music in My Mind program for LTC Quality Service Award.	Deadline for LTC Quality Service Awards focused on MIMM implementation extended to Aug 2015.	
4.3.2 Information distributed about how to report abuse and neglect	OCDoA/DSS/ CRC		Information distributed through Senior Centers during Elderabuse Awareness Month.		
GOAL 5					
5.1.1 Programs offered at Senior Centers, libraries and other community locations widely advertised	OCDoA/ Senior Centers	On-going via Senior Times distribution, press releases, webpage, Facebook, and list serv blasts.	Ongoing	Ongoing	Ongoing

INDICATOR	Lead Agency	Status October 2014	Status January 2015	Status April 2015	Status July 2015
5.1.2 Faith communities encouraged to offer adult education at their sites	OCDoA/AT/Wellness		Pilot exercise program was started in two groups in OC in Nov. 2014	Ongoing	Some FBOs hosting exercise, evidenced-based classes/workshops/Tai Chi
5.2.1 Forums to discuss housing and transportation services offered	DoA/Housing & Planning Departments		Senior Housing Expo held on Oct 25. Transportation seminar provided to Chinese-speaking seniors in fall.		
5.2.2 Volunteer recruitment services maintained through RSVP programs	DoA/RSVP	RSVP will not renew federal grant in April 2015 and will transition to be a full program of OCDOA over the winter/spring.	New volunteer program, called Volunteer Connect 55+ in transition.	RSVP grant ended March 31. Volunteer Connect 55+ transition coordinator identified. Will be assisted by MPH summer intern through end of July.	New Volunteer Connect 55+ manager hired. Transition from RSVP program in progress
GOAL 6					
6.2.1 Members of the Aging Advisory Board designated to participate in town and county housing and transportation planning efforts	OCDoA Advisory Board	6.2.1a – Aging Board member serving on transportation OUTBOARD planning Committee. Two Aging Advisory Board members taking lead on housing issues.		On-going	Ongoing
6.2.2 Complete Streets policies promoted	Aging Advisory Board		Complete Streets task force being created.	Complete Streets Planning group meeting.	Ongoing

INDICATOR	Lead Agency	Status October 2014	Status January 2015	Status April 2015	Status July 2015
6.2.3 Advocate for legislation that would increase the number of handicapped parking places in public developments	OCDOA Advisory Board				Move to Year 4 Plan
6.3..1 Funding sought for transportation and housing initiatives	OCDoA/Housing & Planning Departments	½ cent tax increase for transportation in rural areas funding more bus service in northern orange county. MPO grant awarded for additional bus service in southern part of county beginning in July 2015.	Mobility Manager funding continued until June 30. 2016 through grant with MPO		Grant written to assess criteria for aging friendly neighborhoods using Carrboro and Hillsborough as test communities. Submission planned for Fall 2015
GOAL 7					
7.1.1 Opportunities for healthcare providers and students to learn more about aging-related issues expanded	UNC Center for Aging and Health	OCDOA is hosting 2 MSW, 1 RT, and 5 MPH students in field placements/projects this fall. Relationship with SHAC (Student Health Action Coalition) formalized to host "Beyond Clinic Walls" program.	OCDOA will provide opportunities for students to participate in new "One-Stop-Shop Clinic for Community Living" to begin in Feb 2015	OCDOA awarded 5-member MPH Capstone Team for 2015/16. Will host 6 MPH summer interns between May and August.	Hosted 8 MPH student summer practicums between May and Aug.
7.1.2 Countywide recognition program for direct care workers established	OCDOA Advisory Board	SHARP (senior health advocacy and resource project) committee has agreed to organize a county-wide	Applications for Direct Service Worker awards available in Feb. Awards to be determined and given in May	Award ceremony planned for May 6, 2015.	Direct Care Worker Awards Ceremony held with 26 nominations, and 8 finalists.

		award process for direct-care workers.	2015.		
8.1.3 Annual MAP update	OCDoA				Held annual MAP meeting at Carol Woods with community partners, county departments, and board members.

NAME OF BOARD/COMMISSION Affordable Housing Advisory Board

Report Period: 1/1/2015 – 12/31/2015

**ORANGE COUNTY ADVISORY BOARDS AND COMMISSIONS
ANNUAL REPORT/ WORK PLAN FOR THE COUNTY COMMISSIONERS**

The Board of Commissioners appreciates the dedication of all the volunteers on their boards and commissions and welcomes input from various advisory boards and commissions throughout the year. Please complete the following information, limited to the front and back of this form. Other background materials may be provided as a supplement to, but not as a substitute for, this form.

Board/Commission Name: Affordable Housing Advisory Board

Person to address the BOCC at work session- if applicable- and contact information:

Patsy Barbee, Chair 919-732-9223
919-732-5904

Primary County Staff Contact:

Audrey Spencer Horsley, Director
Housing, Human Rights and Community Development

How many times per month does this board/commission meet, including any special meetings and sub-committee meetings?

The advisory board meets once a month excluding the month of July. There are currently no sub-committee meetings.

Brief Statement of Board/Commission's Assigned Charge and Responsibilities.

The Affordable Housing Advisory Board advises the Orange County Board of Commissioners regarding affordable housing issues and increasing the community's awareness of, understanding of, commitment to and involvement in producing attractive, affordable housing. Additionally, the board monitors the implementation of the Affordable Housing Bond Program.

What are your Board/Commission's most important accomplishments?

- Input in and review of the Five Year Consolidated Plan and Annual Action Plan
- Review of the Analysis of Impediments
- Educating the Community on Affordable Housing Needs, Resources Required and How it is Connected to the Vitality of the County
- Supporting inclusion of \$10 million for Affordable Housing in the Bond Referendum planned by the BOCC for 2016; the AHAB is pleased that the BOCC included at least five million
- Assess initiatives associated with expanding supply of affordable mobile homes

List of Specific Tasks, Events, or Functions Performed or Sponsored Annually.

- Prepare the Annual Performance Report/Calendar
- Monitor the Affordable Housing Bond Program
- Conduct an Affordable Housing Bus Tour
- Review outside funding requests/applications from organizations providing housing services
- Educating the community on affordable housing needs, trends and resources and related partnerships with the towns, public agencies, nonprofits, civic and for profit organizations

Describe this board/commission's activities/accomplishments in carrying out BOCC goal(s)/priorities, if applicable.

The AHAB advises on and supports BOCC affordable housing initiatives, goals and priorities and conducts community outreach to obtain and share resident concerns, comments and ideas for increasing the supply and preserving the existing stock of affordable housing to meet the broad range of needs throughout the County.

Describe the collaboration relationship(s) this particular board has with other advisory boards and commissions?

This Board works closely with the Orange County Housing Authority Board. The Affordable Housing Advisory Board was very involved in the development of the Housing Element and have thoroughly reviewed the goals of the Housing Element of the Comprehensive Plan and reported on agency accomplishments in support of these goals. The Board plans to continue to pursue the opportunity to work collaboratively with the Planning Board to assess progress. The Board also looks forward to working with the Human Relations Commission in implementing the Analysis of Impediments.

If your board/commission played the role of an Element Lead Advisory Board involved in the 2030 Comprehensive Plan preparation process, please indicate your board's activities/accomplishments as they may relate to the Comprehensive Plan's goals or objectives.

(The Element Lead Advisory Boards include: Planning Board, EDC, OUTBoard, Commission for the Environment, Historic Preservation Commission, Agriculture Preservation Board, Affordable Housing Board, Recreation and Parks Advisory Council)

The Affordable Housing Advisory Board was very involved in the development of the Housing Element and have thoroughly reviewed the goals of the Housing Element of the Comprehensive Plan and reported on agency accomplishments in support of these goals. The Board plans to continue to pursue the opportunity to work collaboratively with the Planning Board to assess changes needed to further development of affordable housing and the progress and accomplishments.

Identify any activities this board/commission expects to carry out in 2016 as they relate to established BOCC goals and priorities.

If applicable, is there a fiscal impact (i.e., funding, staff time, other resources) associated with these proposed activities (please list).

- Educating and advising the BOCC and the community about Affordable Housing needs, priorities and opportunities, particularly rental/homeownership housing for the very low income, homelessness and the needs of other special need populations such as persons with disabilities and the elderly.
- Working with the Human Relations Commission in implementing the Analysis of Impediments.
- Touring affordable housing properties to assess needs and accomplishments.
- Review outside funding requests/applications from organizations providing housing projects, programs and services
- Collaborating with other Boards, Commissions, town counterparts and community partners in addressing affordable housing, furthering choice and maximizing resources and opportunities to meet the range of housing needs.
- Discover viable affordable housing options and report these options to the BOCC.
- Work collaboratively with the local governments on affordable housing matters in reference to the proposed light rail transportation vein from Orange County to Durham County.
- Work collaboratively for economic development and employment

opportunities and training that provide for a living wage.

What are the concerns or emerging issues your board has identified for the upcoming year that it plans to address, or wishes to bring to the Commissioners' attention?

- Develop temporary housing for residents that are involuntarily displaced.
- Encourage the Town of Hillsborough to help with emergency situations such as deposit assistance for its very low income residents as exists in our other communities in the County.
- Support the bond referendum for affordable housing.
- Encourage more affordable housing options in Northern Orange County, including, but not limited to payment in lieu of affordable housing options.
- Encourage a "regional" approach to affordable housing along with the Towns in an effort to coordinate and or consolidate efforts to address affordable housing needs in the County. This may include an annual affordable housing summit.
- Continue to improve Board member attendance to assure having a quorum for each meeting.

NAME OF BOARD/COMMISSION: Agricultural Preservation Board

Report Period: 2015

**ORANGE COUNTY ADVISORY BOARDS AND COMMISSIONS
ANNUAL REPORT/ WORK PLAN FOR THE COUNTY COMMISSIONERS**

The Board of Commissioners welcomes input from various advisory boards and commissions in preparation for its annual planning retreat. Please complete the following information, limited to the front and back of this form. Other background materials may be provided as a supplement to, but not as a substitute for, this form.

Board/Commission Name: **Agricultural Preservation Board (APB)**

Person to address the BOCC at work session- if applicable- and contact information: **Renee McPherson, Chair, or Kim Woods, Vice Chair, and Peter Sandbeck or Gail Hughes, DEAPR staff support**

Primary County Staff Contact:
Gail Hughes or Peter Sandbeck, DEAPR staff support

How many times per month does this board/commission meet, including any special meetings and sub-committee meetings? **Third Wednesdays of January, March, May, August, October and December. Meetings in alternate months called as needed.**

Brief Statement of Board/Commission's Assigned Charge and Responsibilities.

The Board's mission statement, adopted in 2005, is "to encourage the voluntary preservation of farmland from non-farm development, recognizing the importance of agriculture to the economic and cultural life of the county."

The APB serves as the County government advisory board for agricultural issues and administers the Voluntary Farmland Protection Program Ordinance (Chapter 48, Orange County Code of Ordinances) as per NCGS 106-735 through 744. The Board receives and makes recommendations on proposed Voluntary Agricultural Districts and Enhanced Voluntary Agricultural Districts. The Board is responsible for preparing and updating (in conjunction with other agricultural agencies) the Countywide Agricultural Development and Farmland Protection Plan, and the implementation of the Orange County Comprehensive Plan, Natural and Cultural Systems Element (Agricultural section). The Board also advises the Board of Commissioners on agricultural and farmland preservation, agricultural issues including sustainable agriculture, emerging trends in agriculture, and other ventures, initiatives and projects. The Board assists in other programs such as the annual Agricultural Summit.

What are your Board/Commission's most important accomplishments?

- **In 2015, reviewed and recommended approval for 17 additional farms as Voluntary Agricultural District and Enhanced Voluntary Agricultural District farms, adding 3202 acres to these programs. This amount increased the total enrollment into both programs to 10,395 acres on 69 farms throughout Orange County and increased acreage in all of the seven Agricultural Districts.**
- **Assisted Economic Development in reviewing and evaluating new applications for the Ag Economic Development Grant Program funded by the "Article 46" tax; two members of the APB serve on the grant review committee**
- **Continued installing new road signs to identify farms enrolled in the Voluntary Agricultural District programs, as well as to recognize participating farmers and increase program visibility**
- **Implemented revisions to the County's Voluntary Farmland Protection Program Ordinance to conform to recent changes to NC General Statutes, including removal of the present-use tax value requirement which potentially restricted new farmers and some small farm operations from participation in the Voluntary Agricultural District programs**
- **Partnered with Animal Services to develop language to better define nuisance livestock for the proposed Unified Ordinance**
- **Promoted the creation of an "Agriculture Investment Grant" program as one of the projects to be funded by revenue generated by the new one quarter (1/4) cent "Article 46" sales tax enacted in 2012 (5% of the annual revenue, or approximately \$60,000)**
- **Creation and approval of the Orange County Agricultural Development and Farmland Protection Plan (2007)**
- **Preparation of educational materials on Voluntary Agricultural Districts, right-to-farm law, and other agricultural topics**
- **Assistance in planning the annual Agricultural Summit**
- **Developed list of livestock operations throughout the county for the Animal Services department**
- **Convening meeting of all county agricultural boards and committees for joint goal-setting and planning**

List of Specific Tasks, Events, or Functions Performed or Sponsored Annually.

The APB is responsible for reviewing and approving applications from

farmers seeking to participate in the VAD/EVAD program, every other month. Also, assists in the annual Agricultural Summit and helps organize a biennial/triennial meeting of all agricultural boards to brainstorm on Ag issues.

Describe this board/commission's activities/accomplishments in carrying out BOCC goal(s)/priorities, if applicable.

The APB promotes and reviews and recommends new Voluntary Agricultural Districts and Enhanced Voluntary Agricultural Districts that help protect farmland (Comp Plan, Natural and Cultural Systems Goal 2).

The Board oversaw the creation of a long-term plan for agricultural development and farmland protection, and is working to implement the provisions of that plan. (Goal 2, Goal 5).

The APB stays abreast of emerging trends in agriculture, and advises the Board of Commissioners of new issues or concerns – such as Agricultural Support Enterprises (Goal 5)

The APB makes recommendations on goals and objectives for the triennial Lands Legacy Action Plan (Goal 8).

If your board/commission played the role of an Element Lead Advisory Board involved in the 2030 Comprehensive Plan preparation process, please indicate your board's activities/accomplishments as they may relate to the Comprehensive Plan's goals or objectives.

(The Element Lead Advisory Boards include: Planning Board, EDC, OUTBoard, Commission for the Environment, Historic Preservation Commission, Agricultural Preservation Board, Affordable Housing Board, Parks and Recreation Council)

The APB provided input to Planning throughout the development of the newly-implemented Agricultural Support Enterprises program, to help promote agricultural economic development and agricultural entrepreneurialism (Goal 2, Objective AG-1).

The APB promotes, reviews, and recommends Voluntary Agricultural Districts and Enhanced Voluntary Agricultural Districts (Goal 2 Objective AG-1, Goal 8 Objective AG-9).

The APB promotes efforts to increase purchase and consumption of local foods (Goal 2, Objective AG-3; Goal 3, Objective AG-7).

Identify any activities this board/commission expects to carry out in 2016 as they relate to established BOCC goals and priorities.

If applicable, is there a fiscal impact (i.e., funding, staff time, other resources) associated with these proposed activities (please list).

- **Host a special breakfast program/informational**

session for existing and prospective VAD/EVAD farm owners to encourage new participants and answer questions for existing farm owners.

- **Support continuation of the successful Farm-to-Table Event for 4th-grade students held at Blackwood Farm in fall 2013 and 2014**
- **Continue to promote and recommend Voluntary Agricultural Districts and Enhanced Voluntary Agricultural Districts**
- **Educate/inform new, established and prospective farmers about the 2015 elimination of the present-use tax value requirement for VAD/EVAD participation.**
- **Purchase and install additional road signs to better identify farms in the Voluntary Agricultural District Program (existing and new farms)**
- **Implement Orange County Agricultural Heritage Project to document and make a record of the County's farms and farmers, including oral histories and video/photo documentation**

What are the concerns or emerging issues your board has identified for the upcoming year that it plans to address, or wishes to bring to the Commissioners' attention?

- **Current Present Use program rules require that new owners or heirs of farmland must apply for Present Use status within a short period of time after the land transfer has taken place, or the option to enroll expires. Some farmers and property owners are not aware of this rule and are forced to wait the full four year waiting period before they are able to participate in the Present Use program. Better education is needed to inform new owners of this requirement.**
- **Efforts to keep farmland in agricultural producing and farmers in farming in the County depend partly on developing and maintaining local and regional markets for farm products. Nationally and regionally, direct-to-consumer sales of farm products appear to be plateauing or decreasing by some measures, such as sales at farmers markets and customer participation in CSAs. The APB would like to explore the possibility of forming a study group or task force to develop strategies for fostering local direct-to-consumer and regional sales opportunities for our farmers.**
- **Nuisance lawsuits by neighboring property owners continue to be a problem for some farmers. Those who purchase property next to a pre-existing farm operation still have the ability to complain and sue based on farm smells and noise unless the farm is already enrolled in the VAD/EVAD program.**

NAME OF BOARD: Animal Services Advisory Board
Report Period: 2015-2016

**ORANGE COUNTY ADVISORY BOARDS AND COMMISSIONS
 ANNUAL REPORT/WORK PLAN FOR COUNTY COMMISSIONERS**

The Board of Commissioners welcomes input from various advisory boards and commissions in preparation for its annual planning retreat. Please complete the following information, limited to the front and back of this form. Other background materials may be provided as a supplement to, but not as a substitute for, this form.

Board/Commission Name: **Animal Services Advisory Board (ASAB)**

Person to address the BOCC at Work Session—if applicable and contact information: **Warren Porter, ASAB Chair.**

Primary County Staff Contact: **Bob Marotto, Animal Services Director**

How many times per month does this board/commission meet, including any special meetings and sub-committee meetings?

In 2016, the ASAB will again have a monthly meeting except for the months of July and December. Monthly meetings ensure that there is sufficient time to listen to stakeholders and address agenda items in a deliberate and timely manner. In the event that there is not a definite need for a monthly meeting, none will be held.

Presently, the ASAB has only one standing committee:

Potentially Dangerous Dog Appeal Committee: This standing committee is required by North Carolina General Statutes (NCGS) to hear appeals initiated by owners of dogs declared potentially dangerous.

Note that adoption of the proposed unified animal control ordinance may well have an impact in this area. If the ASAB becomes responsible for the appeals process for administrative orders and civil penalties, a new standing committee with only a projected work load will need to be formed

Brief Statement of Board/Commission's Assigned Charge and Responsibilities.

The ASAB will continue to serve as a sounding board for stakeholder groups, reviewing animal-related policy issues raised by residents or identified by the BOCC. Animal Services and other county staff will continue to direct residents to the ASAB as a critical step in any

consideration of stakeholder concerns, before bringing an item to the Board of County Commissioners.

The ASAB would stress that it is fundamentally concerned not only about animal welfare but about the human aspects of animal issues and services. Indeed, one board member is the Health Board veterinarian for Orange County. In addition, the ASAB values and seeks to support the "human-animal bond" and the role of animal companions in enriching the quality of life for individuals, communities and cultures.

Of special concern are the services needed by disadvantaged and often underserved households. A good illustration is the ASAB's support for Animal Services partnership with the Department of Social Service to provide affordable pet sterilization to households of lesser means. A more recent initiative is support for efforts to create partnerships with the Family Success Alliance and also the Roger's Road Neighborhood Association and Rogers Eubank Neighborhood Association (RENA).

What are your Board/Commission's most important accomplishments?

The ASAB continued to work with staff and stakeholders to support and promote a strategic plan for managing pet overpopulation in Orange County. The board was integral to developing a five year plan to address free-roaming cats as a critical component of pet overpopulation in Orange County (see Appendix I).

The ASAB continued to conduct appeal hearings for potentially dangerous dog declarations made under North Carolina's general statutes. The opportunity for an appeal is mandated and also an important check and balance for county Animal Services. To date in 2015, eleven (11) potentially dangerous dog declarations have been appealed and several of these are currently under further appeal in Superior Court.

The ASAB considered whether Animal Services should participate in research oriented toward helping shelter animals. Ultimately, the ASAB decided against recommending that Animal Services participate in such research because of the risks involved in doing so on the basis of the work of a subcommittee that was formed to consider this complex and challenging issue. The subcommittee reported out on the pros and cons of Animal Services participating in such research on two different occasions before the ASAB made its final decision. The ASAB considered this issue of animal research at the request of staff which had declined to participate in such research because of the absence of known and accepted guidelines and protocols. Most recently staff declined a request made by a faculty member at the NCSU College of Veterinary Medicine seeking to reduce morbidity and mortality arising from diarrhea in young cats.)

The ASAB also collaborated with staff in reviewing applications as part of the county's process for funding outside agencies. The board sought to identify agencies that augment the "animal services" provided by the County as well as to seek support for efforts furthering or enhancing the human-animal bond.

Finally, the ASAB has sought to assist the BOCC in ensuring that board vacancies are filled in a timely and effective manner by making recommendations based upon interviews with candidates for different openings. In addition, the board provides each new member with an orientation, which includes an introduction to the ASAB, a review of county policies for boards and commissions, and an overview of County "animal services."

List of Specific Tasks, Events, or Functions Performed or Sponsored Annually.

In addition to activities mentioned above, the board hosts a variety of partner organizations, thereby helping to strengthen important working relationships, and supports the annual Open House, which promotes positive community relations.

Describe this board/commission's activities/accomplishments in carrying out BOCC goal(s)/priorities, if applicable.

Work done by the ASAB in coordination with Animal Services staff touches several principles and priorities. Three principles and priorities seem noteworthy with respect to the ASAB in calendar year 2015. These are:

Sustainable Services

- Supported strategic plan for managing pet overpopulation to control medium and long-term costs.
- Concentrated on necessary (or core) services and notable developments in the field of animal welfare and continued to seek and enhance partnerships through use of Partner Profiles.

Making County Government Accessible, Understandable and Transparent

- Served as a sounding board for stakeholder concerns about animal issues and animal related policies and worked with staff to communicate with the BOCC regarding citizen concerns.
- Made recommendations to the BOCC regarding various animal issues as well as regarding candidates for board vacancies.
- Continuing Involvement as needed in the ongoing effort to establish a unified animal ordinance for the county in order to create more comprehensible regulatory rules for all county residents.

Advisory Board Roles and Responsibilities

- **Provided a setting for stakeholder contact and interaction about a broad range of animal-related matters.**
- **Sustained ASAB as a county board by vetting candidates for vacancies and making recommendations to the BOCC, conducting orientations for new members, and managing the succession of members and officers**
- **Conducted potentially dangerous dog appeal hearing as part of the ASAB's basic charge from the BOCC in accordance with the requirements of NCGS.**

If your board/commission played the role of an Element Lead Advisory Board involved in the 2030 Comprehensive Plan preparation process, please indicate your board's activities/accomplishments as they may relate to the Comprehensive Plan's goals or objectives.

(The Element Lead Advisory Boards include: Planning Board, EDC, OUTBoard, Commission for the Environment, Historic Preservation Commission, Agriculture Preservation Board, Affordable Housing Board, Recreation and Parks Advisory Council)

Not applicable.

Identify any activities this board/commission expects to carry out in 2016 as they relate to established BOCC goals and priorities.

If applicable, is there a fiscal impact (i.e., funding, staff time, other resources) associated with these proposed activities (please list).

The ASAB expects to be especially concerned with several areas in the coming year. These are:

Sustainable Services

- **Working within a plan for positively and proactively managing pet overpopulation with special emphasis on free-roaming cats.**
- **Concentrating on basic (or core) services but exploring emergent trends in the field of animal welfare and how they fit in Orange County;**
- **Seeking and supporting effective partnerships with other organizations**

Making County Government Accessible, Understandable and Transparent

- **Serving as a sounding board for various issues and policy concerns, and making recommendations to BOCC, in coordination with staff, on matters of concern to stakeholders.**
- **Coordinating with staff to inform the BOCC of strategic initiatives and significant policy considerations**

- Involvement as needed in establishing a unified animal ordinance to create more comprehensive regulations for all county residents.

Advisory Board Roles and Responsibilities

- Provide a setting for stakeholder contact and interaction about a broad range of animal-related matter.
- Conducted potentially dangerous dog appeal hearing as part of the ASAB's basic charge from the BOCC in accordance with the requirements of NCGS.
- Recommend ASAB applicants to the BOCC and orient new members to the role and responsibility of the advisory board.

What are the concerns or emerging issues your board has identified for the upcoming year that it plans to address, or wishes to bring to the Commissioners' attention?

Managing Pet Overpopulation: Work with staff to ensure that organizational forms and practices responsible for the county's success in managing over population are recognized, supported and extended into the future to ensure that the country maintains a proactive and cost-effective approach to this significant community problem. Significantly, this effort now includes a 5 year plan for managing free-roaming cats as a critical component of pet overpopulation (see Appendix I).. The board is also committed to moving forward pertinent ordinance amendments, namely, a differential recovery rate for reproductive versus sterilized stray animals and a microchip requirement for the recovery of stray animals.

Potentially Dangerous Dog Appeal Process: Work with department staff the county's staff attorney to ensure that there is sufficient and ongoing training about the requirements and expectations of this appeal process. In addition, work with staff to better elucidate some of the definitional issues that arise in these hearings given the lack of clear definitions of terms such as "vicious," "terrorizing," and "attitude of attack" in the statute.

Exploring New Frontiers: Work with staff to see how cutting edge developments in the field can be put into place in Orange County. These include efforts such as Pets for Life oriented toward supporting pet ownership in underserved parts of the county and related efforts seeking to reduce animal intakes. Critical to this effort will be supporting the kinds of partnerships staff are establishing with the Family Success Alliance and RENA and the Roger's Road Neighborhood Association.

School Partnerships: Continue to work with staff to explore opportunities to collaborate with Orange County Schools and Chapel Hill Carrboro Schools to promote responsible pet ownership among future generations of county

residents. One is to create stronger relationships with school social workers to promote subsidized spay and neuter for pets belonging to economically challenged families or families receiving public assistance. Another opportunity is to support Kids4Kindness in offering pet education to students in the fourth grade. It is hoped that other opportunities for collaboration may emerge as well from such discussion of possible school partnerships.

Free Roaming Cat Timetable:**Appendix I**

		Initiative	Outcome
2015	Year 1	<p>Education from OCAS (when adopting animals, recovering animals or visiting low-cost rabies vaccination clinics)</p> <p>Coordination with veterinary community</p> <p>Continued coordination with Kids4Kindness regarding schools</p> <p>Public Affairs Campaign development</p>	<p>Indoor cat promotion, spay/neuter, identification</p> <p>Indoor cat promotion, spay/neuter education, identification</p> <p>Indoor cat promotion, spay/neuter education</p> <p>Indoor cat promotion, spay/neuter education</p>
2016	Year 2	<p>Partnership Exploration</p> <p>Program evaluation framework created</p> <p>Public Affairs Campaign- launch</p> <p>Expand targeted spay/neuter</p>	<p>targeted spay/neuter, program evaluation</p> <p>baseline database, shared guidelines for tracking and evaluation</p> <p>Indoor cat promotion, spay/neuter education, identification</p> <p>increase number spay/neuters</p>
2017	Year 3	<p>Fosters for Feral Kittens</p> <p>Partnerships- development</p> <p>Program Evaluation</p> <p>Pilot Programs</p>	<p>reduce euthanized free-roaming cats</p> <p>Feral fosters, neighborhood problems</p> <p>determine past and current success and evaluate for future success</p> <p>Identify target areas</p>
2018	Year 4	<p>Pilot Programs</p> <p>Partnerships- sustenance and evaluation</p> <p>Pilot Program- implementation</p>	<p>increase number spay/neuters</p> <p>feral fosters, neighborhood programs</p> <p>Expand spay/neuter for cat caretakers, feral fosters, neighborhood problem solvers</p>

		Evaluation of Plan	determine rate of success
2019	Year 5	Pilot Program Evaluations.	determine rate of success
		Cat regulations	needed changes identified
		Evaluate Plan and Sustainability	sustainable program

Report Period: 2015

**ORANGE COUNTY ADVISORY BOARDS AND COMMISSIONS
ANNUAL REPORT/WORK PLAN FOR THE COUNTY COMMISSIONERS**

The Board of Commissioners appreciates the dedication of all the volunteers on their boards and commissions and welcomes input from various advisory boards and commissions throughout the year. Please complete the following information, limited to the front and back of this form. Other background materials may be provided as a supplement to, but not as a substitute for, this form.

Board/Commission Name: Orange County Arts Commission (OCAC)

Person to address the BOCC at Retreat - if applicable - and contact information:

Tim Hoke, Chair, W=919/383-7426, H=919/489-3547, tim@hnva.us

Primary County Staff Contact: Martha Shannon, 919/968-2011, mshannon@orangecountync.gov

How many times per month does this board/commission meet, including any special meetings and sub-committee meetings? 2nd Monday each month (except for July) at 6:30 pm at various sites

Brief Statement of Board/Commission's Assigned Charge and Responsibilities: Our mission is "to promote and strengthen the artistic and cultural development of Orange County, North Carolina." Since 1985 the OCAC has served as the official countywide arts agency providing funding and support for high quality arts programs. OCAC is the Designated County Partner for NC Arts Council's state Grassroots Program funds in Orange County. We also award county arts grants, sponsor programs, promote the arts and serve as an arts information clearinghouse.

What are your Board/Commission's most important accomplishments? In calendar year 2015, we celebrated our 30th anniversary. In calendar year 2015, 11 grants to schools, 28 grants to nonprofit organizations, and 5 grants to local artists were awarded. Artwork was commissioned and purchased (30th Anniversary Poster Design, NC Emergency Operations Center) from 2 additional local artists. We continue to promote, remind and train artists/ arts organizations on our **online arts calendar** (www.ExploreChapelHillARTS.com), embedded in our **new WordPress website**.

List of Specific Tasks, Events, or Functions Performed or Sponsored Annually.

- Administer two grant programs (spring and fall) that fund artists, schools, arts agencies and nonprofit organizations sponsoring art projects
- Lead two grant-writing workshops for artists & organizations prior to OCAC grant deadlines
- Apply annually to NC Arts Council for Designated County Partner renewal
- Sponsor Quarterly Artists' Salons, featuring speakers on professional development for artists. 2015 Salon topics: Artist & Venue Matchmaking II (2/20), Market Your Events & Artists Galleries on ExploreChapelHillARTS.com (5/15); Tax Issues for Artists: Shoebox Accounting (8/21); Navigating Social Media (11/20).
- Write and distribute press releases to area media and online via OCAC website, monthly e-newsletters via MailChimp, grant guidelines/applications and other occasional publications
- Serve as clearinghouse of arts information on/for Orange County by responding to artists, nonprofit organizations, schools, and the general public via phone, email, mail, online, etc.
- Update and maintain new WordPress website with information on our programs and services, including searchable artist directory, organizational listing, and online arts calendar
- Coordinate 4th U.S. Congressional District High School Arts Competition for Orange County; participate in the district-level competition
- Co-sponsor Emerging Artist Program with arts councils (Durham, Chatham, Person, & Granville)
- Co-sponsor Piedmont Laureate Program with arts councils in Durham and Wake counties

Describe this board/commission's activities/accomplishments in carrying out BOCC goal(s)2

The OCAC has a role to play in carrying out **Goal 3 (Economic Development)** and **Goal 6 (Quality of Life)** of the **BOCC's Goals and Priorities Fiscal Year 2009-10** (approved 9/15/09). **The role of the OCAC in tourism is to help local artists and arts agencies create the "product" (visual art exhibits, musical concerts, studio tours, theatre performances, etc.) that both locals and visitors come to Orange County to enjoy.** The arts help create more vibrant and prosperous communities. The presence of creative professionals in a given area is the single most important factor associated with what visitors will spend. Arts industries & events draw audiences. Nonprofit arts and culture organizations in Orange County spent a total of \$85.4 million during FY 2010, supporting 3,352 full-time equivalent jobs and generating \$8.0 million in local and state government revenue (Source: *Arts & Economic Prosperity IV*, Americans for the Arts' most recent arts econ. impact study).

Through the creative industries, we have an opportunity to further increase job creation, attract investments, generate tax revenues, and stimulate the local economy through tourism and consumer purchases. Creative industries contribute to the contemporary workforce, making creative contributions to industries' products and services and infusing culture into community development. Orange County can use the arts to boost the economy in a variety of ways, from incorporating arts into economic development and community development plans to supporting arts education and promoting arts assets as boosts to cultural tourism. By investing in the arts and incorporating arts and culture into economic development plans, we can reap numerous benefits – economic, social, civic, and cultural - generating a more stable, creative workforce, new tourism, & more livable communities.

The arts teach our children the skills that will make them successful in the 21st century workforce – innovation, imagination, critical thinking, and collaboration. The single most effective way to achieve sustainable economic growth and to enrich the quality of life of all citizens is to develop the arts at all levels. **The Arts create jobs. The Arts create vibrant Orange County communities. The Arts make money for Orange County. The Arts inspire Orange County children to excel. The Arts communicate across cultures in Orange County. The Arts express Orange County's identity and heritage. The Arts Experience changes lives.**

Describe the collaboration relationship(s) this particular board has with other advisory boards and commissions? For several years, OCAC's county funding has come from hotel/motel funds via the Chapel Hill/Orange County Visitors Bureau. In 2015, OCAC assisted Orange County Emergency Services via a competition for art representing Orange County for permanent display in Raleigh.

If your board/commission played the role of an Element Lead Advisory Board involved in the 2030 Comprehensive Plan preparation process, please indicate your board's activities...: N/A

Identify any activities this board/commission expects to carry out in 2016 as they relate to established BOCC goals and priorities... please list fiscal impact: In 2016, the OCAC will conduct a market research study to increase participation and raise awareness, paid from OCAC budget plus additional Visitors Bureau funds. **GOAL 3: ECONOMIC DEVELOPMENT** – In 2016, the OCAC will coordinate Americans for the Arts' *Arts & Economic Prosperity V* arts economic impact study in Orange County, paid from OCAC's organizational budget. **GOAL 6: QUALITY OF LIFE** – In 2016, through grants, programs & services, **including the new art exhibit space in the Whitted Facility**, we continue to grow life-long learning in the arts, using both state and Orange County funds.

What are the concerns or emerging issues your board has identified for the upcoming year that it plans to address, or wishes to bring to the Commissioners' attention?

- Funding increase for new programs and for outreach to strengthen and diversify grant applications
- Direct funding to OCAC using hotel/motel funds (like Town of Davidson's Public Art Commission)
- Reinstatement of public art project(s) on county property, supported by sufficient funding

NAME OF BOARD/COMMISSION Board of Adjustment

Report Period 2015 Calendar Year

**ORANGE COUNTY ADVISORY BOARDS AND COMMISSIONS
ANNUAL REPORT/ WORK PLAN FOR THE COUNTY COMMISSIONERS**

The Board of Commissioners welcomes input from various advisory boards and commissions in preparation for its annual planning retreat. Please complete the following information, limited to the front and back of this form. Other background materials may be provided as a supplement to, but not as a substitute for, this form.

Board/Commission Name: **Board of Adjustment**

Person to address the BOCC at work session- if applicable- and contact information: **Michael D. Harvey, Planning and Inspections
(919) 245-2597**

Primary County Staff Contact: **Michael D. Harvey, Planning and Inspections
(919) 245-2597**

How many times per month does this board/commission meet, including any special meetings and sub-committee meetings?

The Board meets on an as needed basis, typically the second Monday of each month. There are no sub-committees associated with the Board of Adjustment.

Brief Statement of Board/Commission's Assigned Charge and Responsibilities.

Review development applications requiring the issuance of a Class B Special Use Permit, Variance requests, or appeals of decisions made by the Planning Director.

What are your Board/Commission's most important accomplishments?

The continuous processing of various applications, in a courteous, professional manner, consistent with the requirements of both the County's Unified Development Ordinance and the applicable provisions of State law.

List of Specific Tasks, Events, or Functions Performed or Sponsored Annually.
None.

Describe this board/commission's activities/accomplishments in carrying out BOCC goal(s)/priorities, if applicable.

The Comprehensive Plan suggests the development be processed in a fair and equitable manner. The Board of Adjustment operates in a strong quasi-judicial framework.

The Board of Adjustment is not a direct creation of the BOCC but is a statutorily required body designed to serve a myriad of functions including the review, interpretation, and application of development regulations.

While some of their actions are based on the wording of the adopted 2030 Comprehensive Plan they are required to review certain cases, such as variance and appeal applications, on a case by case basis. There is always the likelihood the Board may determine there are errors within staff decisions and development regulations potentially requiring action by the BOCC to address.

The BOCC, like any aggrieved party, has the option of appealing the Board's decisions to Superior Court for judicial review.

If your board/commission played the role of an Element Lead Advisory Board involved in the 2030 Comprehensive Plan preparation process, please indicate your board's activities/accomplishments as they may relate to the Comprehensive Plan's goals or objectives.

(The Element Lead Advisory Boards include: Planning Board, EDC, OUTBoard, Commission for the Environment, Historic Preservation Commission, Agriculture Preservation Board, Affordable Housing Board, Recreation and Parks Advisory Council)

This Board did not play the role as detailed herein.

Identify any activities this board/commission expects to carry out in 2013 as they relate to established BOCC goals and priorities.

If applicable, is there a fiscal impact (i.e., funding, staff time, other resources) associated with these proposed activities (please list).

Continued professional and courteous processing of applications consistent with the requirements of the UDO and State law.

What are the concerns or emerging issues your board has identified for the upcoming year that it plans to address, or wishes to bring to the Commissioners' attention?

If permitted uses processed are being examined, then any thoughts towards a more expanded role of the Board of Adjustment should be mutually researched.

NAME OF BOARD OR COMMISSION: Board of Health
 Report Period 2015

**ORANGE COUNTY ADVISORY BOARDS AND COMMISSIONS
 INPUT FOR COUNTY COMMISSIONERS' ANNUAL PLANNING RETREAT**

The Board of Commissioners welcomes input from various advisory boards and commissions in preparation for its annual planning retreat. Please complete the following information, limited to the front and back of this form. Other background materials may be provided as a supplement to, but not as a substitute for, this form.

Board/Commission Name: **Board of Health**

Person to address the BOCC at Retreat (if requested by BOCC) and contact information:

Primary County Staff Contact Colleen Bridger: 919- 245-2412

How many times per month does this board/commission meet, including any special meetings and sub-committee meetings?

Ten Board meetings per year; three subcommittees (Obesity, Substance abuse/Mental health and Access to Care) meet as needed usually bi-monthly. Chair and Vice Chair meet with Health Director monthly.

Brief Statement of Board/Commission's Assigned Charge and Responsibilities.

The Board of Health is the primary policy-making and adjudicatory body (NCGS 130A-39(a) (powers and duties of the boards of health) and NCGS 130A-24 (appeals), for the health department and is charged to protect and promote the public health of Orange County.

Mission and Core Functions of the Health Department:

To enhance the quality of life, promote the health, and preserve the environment for all people in the Orange County community.

- **Prevent and intervene in epidemics and the spread of disease**
- **Protect against environmental hazards**
- **Promote and encourage safe and healthy behaviors**
- **Assure the quality and accessibility of health services**
- **Assure compliance with laws and regulations that protect health and safety**

- **Convene community collaborations to address common issues**

What are your Board/Commission's most important accomplishments?

By Priority:

Substance Abuse and Mental Health

- **As a result of the BOH Directive, 75% of law enforcement agencies in Orange County are now equipped with naloxone (4 lives saved in the first 6 months of the project)**
- **Winner of the NCACC Innovation in Government Award for the naloxone program**
- **Health Department is one of three major partners in a collaborative approach to reduce binge drinking in and around Chapel Hill**
- **Evaluations show continued improvement in percent of OC residents who know about the Smoke Free Public Places Rule.**

Childhood and Family Obesity

- **Partnering with UNC Health Promotion and Disease Prevention to pilot online GO NAP SACC tool in OC**
- **Founding partner of No Kid Hungry NC**
- **Participating with UNC's Food for All campus theme**

Access to Care

- **Celebrated 1st anniversary of the Family Success Alliance**
 - **4 Navigators hired**
 - **3 Kindergarten readiness programs offered**
 - **Collective Impact summit recognized statewide**
- **Innovation Grants Program on-going**

Other

- **Active in the every 4-year community health assessment process including attending focus groups and community listening sessions**

List of Specific Tasks, Events, or Functions Performed or Sponsored Annually.

Healthy Carolinians Annual Meeting

Review of Child Fatality Prevention Task Force Report and Recommendations

Review of State of County Health Report

Review and approve new programs for health department

Review and approve budget request for department to forward to county

Review and approve fee schedule and any fee changes and forward to county

Review department strategic plan annually
Review annual activity report for the department
Reviews quarterly and annual fiscal report for department
Reviews annual communicable disease report for the county
Review of Health Director performance
Regular Board of Health Education Session

Describe this board/commission's activities/accomplishments in carrying out BOCC goal(s)/priorities, if applicable.

The current BOCC goal on preserving safety net functions is the goal most closely aligned to the Health Department's functions.

If your board/commission played the role of an Element Lead Advisory Board involved in the 2030 Comprehensive Plan preparation process, please indicate your board's activities/accomplishments as they may relate to the Comprehensive Plan's goals or objectives.

(The Element Lead Advisory Boards include: Planning Board, EDC, OUTBoard, Commission for the Environment, Historic Preservation Commission, Agriculture Preservation Board, Affordable Housing Board, Recreation and Parks Advisory Council)

N/A

Identify any activities this board/commission expects to carry out in 2016 as they relate to established BOCC goals and priorities.

If applicable, is there a fiscal impact (i.e., funding, staff time, and other resources) associated with these proposed activities (please list).

The Board of Health may consider establishing a syringe exchange program in 2016 as a way of decreasing the risk of communicable diseases (though sharing contaminated needles) and increasing the comfort level of accessing drug treatment referrals among a growingly diverse Health Department client base.

The Board of Health will also be working with the Jail Alternatives Working Group to pilot their Health in All Policies request made at the last Joint BOH/BOCC meeting.

What are the concerns or emerging issues your board has identified for the upcoming year that it plans to address, or wishes to bring to the Commissioners' attention?

This will be the second Christmas that nurses are working to monitor

travelers at risk for Ebola. They do not get paid overtime for this work. With the recovering economy, recruitment and retention of qualified medical staff is being more difficult. Our salaries are below market rate and will need to be adjusted soon to avoid significant turnover.

The results of the Community Health Assessment are about finalized and the community has identified extremely complicated and complex issues such as social determinants of health and mental health/substance abuse as their top priorities. The Board of Health will adopt its priorities and strategic plan based on this work by June 2016.

NAME OF BOARD/COMMISSION Board of Social Services

Report Period 2015-16

**ORANGE COUNTY ADVISORY BOARDS AND COMMISSIONS
ANNUAL REPORT/ WORK PLAN FOR THE COUNTY COMMISSIONERS**

The Board of Commissioners appreciates the dedication of all the volunteers on their boards and commissions and welcomes input from various advisory boards and commissions throughout the year. Please complete the following information, limited to the front and back of this form. Other background materials may be provided as a supplement to, but not as a substitute for, this form.

Board/Commission Name: Board of Social Services

Person to address the BOCC at work session- if applicable- and contact information: Tamara Dempsey-Tanner, Chair, (919) 918-4086

Primary County Staff Contact: Lindsey Shewmaker, Human Services Manager

How many times per month does this board/commission meet, including any special meetings and sub-committee meetings? Once per month.

Brief Statement of Board/Commission's Assigned Charge and Responsibilities.

The Social Services Board:

- hires the county social services director;
- determines the director's salary (subject to approval of the board of county commissioners);
- advises and consults with the director;
- evaluates the director's job performance;
- dismisses the director if his or her job performance is unsatisfactory or if his or her personal conduct is unacceptable;
- appoints the third or fifth member of the social services board;
- assists the county social services director in planning the department's proposed budget;
- establishes county policies for public assistance and social services programs (consistent with applicable federal and state laws, regulations, and policies);
- advises county and municipal authorities on the development of policies and plans designed to improve social conditions in the community; and
- carries out other duties and responsibilities as assigned by the General Assembly, the state Social Services Commission,

the state Department of Health and Human Services, and the board of county commissioners.

What are your Board/Commission's most important accomplishments?

- 2015-16 budget approval
- Policy formation and approval
- Continued oversight for programs of human services

List of Specific Tasks, Events, or Functions Performed or Sponsored Annually.

- Budget approval

Describe this board/commission's activities/accomplishments in carrying out BOCC goal(s)/priorities, if applicable.

- Budget approval
- Policy formation and approval for programs supporting BOCC Goal 1
- Oversight for programs of human services

Describe the collaboration relationship(s) this particular board has with other advisory boards and commissions?

The Board does not currently meet with other advisory Boards although staff collaborate with other human services departments.

If your board/commission played the role of an Element Lead Advisory Board involved in the 2030 Comprehensive Plan preparation process, please indicate your board's activities/accomplishments as they may relate to the Comprehensive Plan's goals or objectives.

(The Element Lead Advisory Boards include: Planning Board, EDC, OUTBoard, Commission for the Environment, Historic Preservation Commission, Agriculture Preservation Board, Affordable Housing Board, Recreation and Parks Advisory Council)

NA

Identify any activities this board/commission expects to carry out in 2016 as they relate to established BOCC goals and priorities.

If applicable, is there a fiscal impact (i.e., funding, staff time, other resources) associated with these proposed activities (please list).

The Board of Social Services will continue to oversee operations of the Department of Social Services as staff carry out programs of human services. (Goal 1, Priority 4) The majority of the budget for Social Services relates to this goal.

What are the concerns or emerging issues your board has identified for the upcoming year that it plans to address, or wishes to bring to the Commissioners' attention?

The Board has identified the following three issues as those of primary concern for the next year:

- Child Care
- NC FAST Expansion
- ABAWD Work Requirements and Employment Services

The Board of Social Services continues to be concerned with the increasing numbers of Orange County residents in need of services. The Board wants to be certain that the critical programs and services provided by the Department of Social Services can continue to operate.

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NAME OF BOARD/COMMISSION: Chapel Hill/Orange County Visitors Bureau

Report Period: 2015

**ORANGE COUNTY ADVISORY BOARDS AND COMMISSIONS
ANNUAL REPORT/ WORK PLAN FOR THE COUNTY COMMISSIONERS**

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Board/Commission Name: Orange County Visitors Bureau

Person to address the BOCC at work session- if applicable- and contact information:

Rosemary Waldorf, Chair
waldorf@nc.rr.com
919-414-2047

Primary County Staff Contact:

Laurie Paolicelli
Lpaolicelli@orangecountync.gov

How many times per month does this board/commission meet, including any special meetings and sub-committee meetings?

Monthly, with the exception of July and December

Brief Statement of Board/Commission's Assigned Charge and Responsibilities.

This board is steeped in tourism, including hotel occupancy and demand, conferences, individual and group travel and the greater hospitality industry in Orange County. Monitoring and responding to metrics in the local hospitality industry help ensure growth, engagement and long term success of this sector of economic development.

What are your Board/Commission's most important accomplishments?

- *Ongoing dialog with municipalities, hotels and hospitality industry members to continually monitor strengths, weaknesses, opportunities and threats to tourism sector of Orange County.*
- *Continued work with UNC, Town of Chapel Hill, Carrboro and Hillsborough on needs assessment and delivery of related tourism marketing programs.*
- *Ongoing dialog with UNC Healthcare to welcome medical visitors and provide information.*
- *Consult with developers interested in building hotels and related facilities in Orange County.*
- *Research projects to determine health of industry, gaps, needs and collaborative efforts to bring more business to Orange County.*
- *Securing national media coverage for Hillsborough, Chapel Hill and Carrboro.*
- *Awards for producing Disability Guide for visitors.*
- *Letters of appreciation from RDU, NC Visitor Centers on Interstate and area distribution centers for providing brochures, guides and maps.*
- *Continual maintenance of on-line services requested by visitors.*
- *Operation of a walk-in Visitors Center on Franklin Street, Monday-Saturday.*

List of Specific Tasks, Events, or Functions Performed or Sponsored Annually.

- *150,000 publications and maps distributed annually*
- *12,000 visitors through the Walk-In Visitors Center on Franklin Street*
- *Website, social media and hotel booking options offer electronic service daily*
- *Conferences booked to augment hotel sales efforts*
- *Unique publications produced for Hillsborough, area farms and Chapel Hill and UNC*
- *Event sponsorships include 15 annual events that promote heritage, food, art and music in Orange County: events draw new visitors to county.*
- *Assistance to area hotels and new developers who want to work with Orange County on projects that grow hospitality industry sector.*

Describe this board/commission's activities/accomplishments in carrying out BOCC goal(s)/priorities, if applicable.

The Visitors Bureau fulfills Orange County's economic development and retention goals by growing jobs, taxes, ancillary spending and working with

developers to generate hospitality related businesses throughout Orange County.

Describe the collaboration relationship(s) this particular board has with other advisory boards and commissions?

The Orange County Visitors Bureau is made-up of representatives from the below agencies and, as a result, collaborations take place daily. In addition, other related groups that the Visitors Bureau collaborates with are listed below.

*UNC Chapel Hill
Town of Chapel Hill
Town of Carrboro
Town of Hillsborough
Alliance for Historic Hillsborough
Hillsborough Chamber of Commerce
North Carolina High School Athletic Association
Downtown Chapel Hill Partnership
Carrboro Tourism Development Authority
Chapel Hill/Carrboro Chamber of Commerce
Hillsborough Tourism Board
Economic Development committees: Chapel Hill, Carrboro and Hillsborough
Chapel Hill Historical Society
Carrboro Arts Center
Historic Moorefield's
Free Spirit Freedom*

If your board/commission played the role of an Element Lead Advisory Board involved in the 2030 Comprehensive Plan preparation process, please indicate your board's activities/accomplishments as they may relate to the Comprehensive Plan's goals or objectives.

(The Element Lead Advisory Boards include: Planning Board, EDC, OUTBoard, and Commission for the Environment, Historic Preservation Commission, Agriculture Preservation Board, Affordable Housing Board, Recreation and Parks Advisory Council)

N/A

Identify any activities this board/commission expects to carry out in 2016 as they relate to established BOCC goals and priorities.

If applicable, is there a fiscal impact (i.e., funding, staff time, other resources) associated with these proposed activities (please list).

Currently the Visitors Bureau is engaged in several activities that are important to BOCC goals:

RFP to gage potential demand for expanded meeting space in Orange County
Wayfinding signage with Orange County and the municipalities
Part of conversation on possible move to new location in the next five-ten years
Possible re-use of county building, 501 W. Franklin Street
Partnership with NC Department of Agriculture on Orange County farms App and on-line program
Potential role in production of Orange County Civil Rights materials and narratives
Partner on Town of Chapel Hill's economic development and prosperity committee at request of Mayor Pam Hemminger
Event sponsor for major Orange County initiatives
New role with Orange County Community Relations brings Director Paolicelli into Orange County communications projects including website, branding, signage and events.

What are the concerns or emerging issues your board has identified for the upcoming year that it plans to address, or wishes to bring to the Commissioners' attention?

Review of board make-up. Dynamics of Orange County have changed since original bylaws which were created in 1992.
Discussion on compliance and collection of Airbnb taxes.
Continued growth of Community Relations Department as it pertains to Orange County Manager's goals.

NAME OF BOARD/COMMISSION: Commission for the Environment

Report Period: 2015 - 2016

**ORANGE COUNTY ADVISORY BOARDS & COMMISSIONS
ANNUAL REPORT / WORK PLAN FOR THE COUNTY COMMISSIONERS**

The Board of Commissioners welcomes input from various advisory boards and commissions in preparation for its annual planning retreat. Please complete the following information, limited to the front and back of this form. Other background materials may be provided as a supplement to, but not as a substitute for, this form.

Board/Commission Name: Commission for the Environment

Persons to address BOCC at work session and contact information:

Chair: Lydia Wegman 919-886-8775
lnwegman@gmail.com
Vice Chair Lynne Gronback 919-219-3219
lgronback@gmail.com

Primary County Staff Contacts:

Department of Environment, Agriculture, Parks and Recreation
Rich Shaw (Land Conservation Manager) 245-2514
rshaw@orangecountync.gov
Tom Davis (Water Resources Coordinator) 245-2513
tdavis@orangecountync.gov
Brennan Bouma (Sustainability Coordinator) 245-2626
bbouma@orangecountync.gov

How many times per month does this commission meet, including any special meetings and sub-committee meetings?

One meeting per month (2nd Monday); committees meet as needed during meeting

Brief Statement of Commission's Assigned Charge and Responsibilities.

Purpose: to advise the BOCC on matters affecting the environment, with particular emphasis on environmental protection and enhancement. Other duties include:

- Perform special studies/projects on environmental issues as requested by BOCC
- Recommend environmental initiatives to the BOCC, especially of local importance

- Study changes in environmental science and environmental regulations in the pursuit of the CFE's duties
- Educate the public and local officials on environmental issues

What are your Commission's most important accomplishments?

- Initiated a series of articles on environmental issues featured in SOE report (2015)
- Made recommendations to BOCC on 2016 bond package, the use of herbicides/ pesticides at County facilities, and incentives for energy efficient construction (2015)
- Commented to Planning Bd on proposed changes to impervious surface rules (2015)
- Provided ideas for Public Services Announcements (PSAs) for County radio spots (2015)
- Collaborated with other entities on energy conservation and mgmt. projects (2015-16)
- Published the 2014 Orange County State of the Environment report (previous reports were completed in 2000, 2002, 2004, 2009)
- Convened Orange County Environmental Summit (2005, 2009, 2014)
- Made recommendations to BOCC on food waste and solid waste tax district (2014)
- Worked with Orange County Schools to introduce local environmental indicators/ status and trends into middle and high school science curriculum (2004, 2009, 2014)
- Hosted a Solid Waste Forum with the Chapel Hill Sustainability Committee (2013)
- Co-sponsored the annual *Nature of Orange* photography contest (2012 - 2015)
- Advocated for ½ cent sales tax referendum for Triangle Region public transit (2012)
- Compiled annotated bibliography of the effects of forestry on water quality (2012)
- Developed sustainable landscaping and forest management policies for the administration of County-owned facilities (2010)
- Assisted County staff in completing the Natural and Cultural Systems Element of the Orange County Comprehensive Plan (2008)

List of Specific Tasks, Events, or Functions Performed or Sponsored Annually.

- Liaisons to Intergovernmental Parks Work Group and Orange Unified Transp. Board
- Review and comment on environmental issues (e.g., fracking, biosolids application, water pollution, air quality, forest mgmt..) and other issues assigned by the BOCC
- Identify priorities for the Lands Legacy Action Plan (natural areas and wildlife habitat)

- Conduct special studies pertaining to Orange County environment (e.g., energy efficiency/sustainability, forestry effects on water quality, herbicides and native flora)
- Develop recommendations on implementation of ground water studies of the 1990s and the integration of ground water and surface water quality and quantity
- Conduct environmental education outreach at events (eg, Last Friday, Earth Evening)

Describe this commission's activities/accomplishments in carrying out BOCC goals/priorities, if applicable.

BOCC Goal Five: Create, preserve, and protect a natural environment that includes clean water, clean air, wildlife, important natural lands and sustainable energy for present and future generations.

- Presented findings and recommendations to BOCC on selected environmental issues: effects of forest mgmt. on water quality; effects of herbicides on roadside native plant habitat; potential effects of hydraulic fracturing ("fracking") in Orange County; problems caused by hydrilla in the Eno River (BOCC Priorities #1 and #12)
- Stayed abreast of ongoing and developing env. issues of importance to the County, such as Falls & Jordan Lake nutrient mgmt. rules, reducing commercial food waste in solid waste stream, and permitting of biosolids on farmland (Priorities #12 and #16)
- Provides comments on proposed master plans for future parks/preserves

If your commission played the role of an Element Lead Advisory Board involved in the 2030 Comprehensive Plan preparation process, please indicate your activities/ accomplishments as they may relate to the Comprehensive Plan's goals or objectives. (Element Lead Advisory Boards include: Planning Board, Commission for the Environment, Historic Preservation Commission, Agriculture Pres. Board, and Parks & Recreation Council)

The CFE provided extensive input into DEAPR staff development of the *Natural and Cultural Systems Element* of the Comprehensive Plan—specifically the chapters on Air and Energy Resources, Water Resources, and Natural Areas and Wildlife Habitat.

Objective AE-1:

Assess and implement the current countywide greenhouse gas emissions inventory and action plan target reductions.

- The CFE helped to initiate a countywide inventory of greenhouse gas emissions (2005), and continues to advise on ways to reduce the County's "carbon footprint."

Objective AE-15:

Foster participation in green energy programs such as installation incentives for solar hot water/solar generation/solar tempering in residential or commercial construction. The County should develop programs that will link citizens and businesses with options for alternative and sustainable energy sources.

- The CFE's Air and Energy Resources Committee has developed proposals that address energy efficiency and renewable power issues, and will pursue further in collaboration with other advisory boards and stakeholders.

Objective NA-3:

Develop a more detailed and consistent methodology for monitoring changes in forest cover throughout the County, and specifically the extent of mature hardwood forest.

- The CFE's State of the Environment report documented significant reductions in mature hardwood forest that occurred from 2003-2008 and since 1988. DEAPR staff will update those data to include forest conversions that occurred 2009 - 2013.

Objective NA-11:

Develop a comprehensive conservation plan for achieving a network of protected open space throughout Orange County, which addresses 1) threats to important natural areas; 2) connectivity between protected areas; 3) coordination with neighboring counties; and 4) sustainable management of critical natural resources.

- The CFE's Land Resources Committee is working with other conservation entities to initiate the development of a comprehensive conservation plan.

Objective NA-16:

Create a system of public and private open space and conservation areas, including parks, nature preserves, and scenic vistas representative of Orange County landscape.

- The CFE advises County's Lands Legacy program in its efforts to protect the most important natural and cultural resource lands through a variety of means.
- The CFE's Land Resources Committee is working with other conservation entities to initiate the development of a comprehensive conservation plan.

Objective WR-5:

Promote and participate in regional efforts to plan for use of water supplies in the region in an equitable manner, including contingency planning for water supplies during droughts. [Also Objectives WR-9, WR-10, and WR-15]

- CFE stays abreast of Jordan Lake Partnership and advises staff as needed
- CFE advocates for full implementation of the Water Resources Initiative to ensure planning for an adequate water supply for current and anticipated future needs

Objective WR-11:

Provide incentives and educational information to landowners to increase protection of watersheds and ground water supplies and their inter-relationships.

- The CFE distributes groundwater and surface water educational materials at Earth Evening and Last Fridays events and as part of its State of the Environment reports

NOTE: The Orange County State of the Environment 2014 identified specific recommendations on ways to help maintain and improve Orange County's environmental quality, many of which address objectives stated in the Orange County Comprehensive Plan.

Identify any activities this commission expects to carry out in 2016 as they relate to established BOCC goals and priorities. If applicable, is there a fiscal impact (i.e., funding, staff time, other resources) associated with these proposed activities (list).

- Continue to update the Orange County State of the Environment 2014 report
- Continue to explore ways to improve the County's ability to foster local sustainable energy production and energy efficiency strategies, including developing incentives for increasing energy efficiency in new construction
- Recommend ways to reduce the County's "carbon footprint" and implement the County's Environmental Responsibility Goal (BOCC Priority #10)
- Continue to help with public outreach and management efforts related to hydrilla in the Eno River
- Help initiate the development of a comprehensive conservation plan for Orange Co (BOCC Priority #1)
- Co-sponsor the annual DEAPR photography contest (*The Nature of Orange*)
- Help plan for and participate in County's annual Earth Evening event

What are the concerns or emerging issues your board has identified for the upcoming year that it plans to address, or wishes to bring to the Commissioners' attention?

- The CFE will continue to advocate for an expansion of the County's commercial food waste pickup and composting services to reduce food waste in the solid waste stream
- The CFE remains interested in developing incentives for increasing energy efficiency in new construction
- The CFE will continue to learn more about environmental justice matters and incorporate relevant information and considerations in the State of the Environment report and its other activities
- The CFE will continue to follow the Solid Waste Advisory Group's discussions

of how to improve the handling and disposal of Orange County's solid waste, and will advocate for better long-term solutions

- The CFE will continue to advocate for increased efforts to gather information related to water resources in Orange County and to increase public awareness and understanding of water supply sources, related concerns, and what steps can be undertaken to maintain or improve the quantity and quality of Orange County water supply resources
- The CFE will continue to address, as appropriate, the critical environmental issues for Orange County as enumerated on page 3 of the 2014 State of the Environment report, which include potential adverse effects from a) invasive, non-native, plant and animal species; b) reductions in State-led collection of water resources data; c) potential drilling for natural gas in the Deep River basin; d) urban sprawl; and CFE support for e) the responsible deployment of clean and appropriately-sited renewable energy and reductions in energy use to help fight climate change

ORANGE COUNTY COMMISSION FOR THE ENVIRONMENT**RESOLUTION****Incentive Program for Energy Efficient Construction**

WHEREAS, energy efficiency is the lowest cost, cleanest, and most underutilized resource for meeting our energy needs; and

WHEREAS, energy efficiency in new construction enhances comfort and saves money for the occupants of those structures for the life of the structure; and

WHEREAS, there are split incentives between builders and occupants when it comes to investments in energy efficiency in new buildings because those efficiency measures can add costs for builders that result in savings for later occupants; and

WHEREAS, saving money by using less energy would most benefit low-income residents who pay the largest percentage of their incomes on monthly power bills; and

WHEREAS, energy efficiency measures, by lessening the need to produce new electricity from burning fossil fuels, will reduce air pollution and save money for all rate payers by minimizing the need for energy producers to invest in new production and transmission capacity; and

WHEREAS, state law allows county and city governments to enact incentives for energy efficient construction in the form of rebating permitting fees, but otherwise does not allow local governments to require more energy efficient construction than is already required by the state building code; and

WHEREAS, the Town of Chapel Hill adopted an incentive program for energy efficiency construction, allowing for rebates of permitting fees for energy efficient construction that meets certain objective benchmarks in the Ephesus-Fordham District; and

WHEREAS, Orange County is committed to reducing the energy usage of its own buildings and has invested in several successful energy efficiency projects to lower long-term costs and reduce environmental impacts;

NOW, THEREFORE, BE IT RESOLVED:

That the Orange County Commission for the Environment (CFE) recommends that the Orange County Board of County Commissioners adopt an incentive program that rebates permitting fees, modeled after the program adopted by the Town of Chapel Hill, for new commercial and residential construction and look for creative ways to encourage low or no-cost energy efficiency upgrades to existing buildings, primarily targeted at our lowest-income neighbors to provide them with savings on their utility bills.

This the 9th day of November, 2015.

Jan Sassaman, Chair
Orange County Commission for the Environment

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NAME OF BOARD/COMMISSION: Economic Development Advisory Board

Report Period: January 1 – December 31, 2015

**ORANGE COUNTY ADVISORY BOARDS AND COMMISSIONS
ANNUAL REPORT/ WORK PLAN FOR THE COUNTY COMMISSIONERS**

The Board of Commissioners welcomes input from various advisory boards and commissions in preparation for its annual planning retreat. Please complete the following information, limited to the front and back of this form. Other background materials may be provided as a supplement to, but not as a substitute for, this form.

Board/Commission Name:

Orange County Economic Development Advisory Board

Person to address the BOCC at Work Session, if applicable, and contact information:

D.R. Bryan (Chair of Advisory Board)
Tel # (919) 880-1478 or drb@bpropnc.com

Lori Eichel (Vice Chair of Advisory Board)
Tel # (919) 260-6296 or lorieichel@gmail.com

Primary County Staff Contact:

Steve Brantley, Director
Orange County Economic Development
(919) 245-2326
sbrantley@orangecountync.gov

How many times per month does this board/commission meet, including any special meetings and sub-committee meetings?

Meetings were held from 8:00 am – 9:30 AM of the second Monday of every other month, unless otherwise rescheduled, as follows: January 12, May 22, September 14, and November 9. Location of each meeting rotated to various County locations.

Brief Statement of Board/Commission's Assigned Charge and Responsibilities.

The Advisory Board works cohesively with Orange County's Economic Development staff and other economic development partners to help market Orange County as a competitive location for the recruitment & retention of business ventures, new & expanding capital investment, the promotion of innovation start-up small businesses, support to agricultural & foods systems local businesses, and the expansion of new, high-technology employment opportunities that pay at or above a living wage.

What are your Board/Commission's most important accomplishments?

In early 2015, the Advisory Board & Economic Development Department presented to the BOCC its draft Application, Guidelines & Scoring Sheet methodology for two (2)

small business grant programs to be funded by the ¼ cent sales tax for economic development (Article 46). After receiving BOCC recommended amendments and making final revisions to the draft documents, the Advisory Board made a second presentation to the BOCC, and the grant programs were formally approved for use. During the remainder of 2015, a subcommittee comprised of Advisory Board members convened in several special quarterly meetings to review and vote on the initial applications, submitted by small business and agriculture/food processing firms in the County, for the two grant programs.

In 2015 the Advisory Board received 50 small business applications and approved 28 awards totaling \$183,338.00 for the Small Business Investment Grant program. In addition, the Agriculture Economic Development Grant program received 24 applications and approved 20 awards totaling \$157,178.49

List of Specific Tasks, Events, or Functions Performed or Sponsored Annually: Describe this board/commission's activities/accomplishments in carrying out BOCC goal(s)/priorities, if applicable.

The Advisory Board's normally scheduled meetings are held on the first Monday of every other month. Members also meet, as required, in various subcommittee gatherings to discuss specific topics. For example, special meetings in 2015 included the quarterly review and of small businesses' applications for the Small Business Investment Grant & Agriculture Economic Development Grant programs, which are funded by Article 46. The Advisory Board did not host other annual public events or functions in 2015.

If your board/commission played the role of an Element Lead Advisory Board involved in the 2030 Comprehensive Plan preparation process, please indicate your board's activities/accomplishments as they may relate to the Comprehensive Plan's goals or objectives.

N/A

Identify any activities this board/commission expects to carry out in 2016 related to established BOCC goals and priorities. If applicable, is there a fiscal impact (i.e., funding, staff time, and other resources) associated with these proposed activities (please list).

- 1) Given the dramatic shift occurring in the food and beverage market, and the resulting disruptive effects in the existing and emerging food processing and manufacturing industry, the Advisory Board recommend that Orange County Economic Development's efforts embrace and capitalize on these global, national, and statewide trends, particularly the efforts outlined in the current North Carolina Food Processing and Manufacturing Initiative. The Advisory Board believes this will have positive effects on our local economy, create jobs, and diversify and strengthen local agricultural opportunities and the tax base.

- 2) Assist and advise the County on the recommended levels of retail, industrial, commercial and light manufacturing development to target for recruitment in the County's three (3) Economic Development Districts;
- 3) Assist, advise and advocate for diverse, sustainable and appropriate economic development including retail, manufacturing, commercial, entrepreneurial, agricultural, arts, tourism, residential and others;
- 4) Participate and advise in discussions, evaluations and County Commissioner decisions on appropriate economic development uses of the proceeds from the ¼ cents sales tax revenues to be used for economic development;
- 5) Assist with and provide advice to Orange County's small business loan program.
- 6) Assist the Economic Development department with the development of new marketing materials, ad campaigns and effective media, and general "branding" efforts that promote business recruitment to Orange County.
- 7) Help advise the Economic Development department, Manager's Office and BOCC on appropriate levels of financial incentives for a variety of potential recruitment projects.
- 8) Become more involved with the County's agriculture economic development & business retention efforts.

What are the concerns or emerging issues your board has identified for the upcoming year that it plans to address, or wishes to bring to the Commissioners' attention?

- 1) Increase & diversify the County's overall tax base and high-tech employment opportunities with the addition of new and existing businesses.
- 2) Promote the retention and recruitment of clean, light manufacturing, warehouse operations, corporate headquarters, commercial and retail businesses.
- 3) Improving the County's communication relations effort regarding the importance of economic development, endorsing the continuing utility infrastructure development of the County's 3 economic development districts (EDDs), support for small business and agricultural related small business ventures, support for the small business loan and grant programs, and observance of the key uses of Article 46 funds to promote economic development.
- 4) The meeting dates for 2016 are tentatively set as follows: January 11, March 14, May 9, July 11, September 12 and November 14.

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NAME OF BOARD/COMMISSION: Historic Preservation Commission

Report Period: 2015

**ORANGE COUNTY ADVISORY BOARDS & COMMISSIONS
ANNUAL REPORT / WORK PLAN FOR THE COUNTY COMMISSIONERS**

The Board of Commissioners welcomes input from various advisory boards and commissions in preparation for its annual planning retreat. Please complete the following information, limited to the front and back of this form. Other background materials may be provided as a supplement to, but not as a substitute for, this form.

Board/Commission Name: Historic Preservation Commission (HPC)

Person to address the BOCC at Retreat (if requested) and contact information:

Chair:	Susan Ballard	(919) 732-4443	sballard@nc.rr.com
Vice-Chair:	Bob Ireland	(919) 732-7538	ireland.bob@gmail.com

Primary County Staff Contact:

Department of Environment, Agriculture, Parks and Recreation
 Peter Sandbeck (Cultural Resources Specialist) 245-2517 psandbeck@orangecountync.gov
 Rich Shaw (Land Conservation Manager) 245-2514 rshaw@orangecountync.gov

How many times per month does this commission meet, including any special meetings and sub-committee meetings?

One meeting per month (4th Wednesday)

Brief Statement of Commission's Assigned Charge and Responsibilities.

The Historic Preservation Commission (HPC) is charged with the identification, inventory and protection of architectural and archaeological sites in the County, with publishing and/or offering online records of this inventory, and advising the Board of County Commissioners on matters pertaining to historic preservation. The HPC is also charged with providing guidance and a forum for public comments on National Register nominations and administering the Local Landmark Program as outlined in the Certified Local Government Program.

What are your Commission's most important accomplishments?

- Applied for and received a second federal grant of \$5,000 to continue a major project to update the County's historic resources inventory in partnership with the State Historic Preservation Office. This includes GIS mapping, digital photography, research and written text for the HPC's planned publication documenting the county's historic properties. (2015)
- Completed in 2015 the first phase of a multi-year project to update the County's historic resources inventory with a focus on African-American, agricultural/farm heritage sites and post-World War II resources. This will culminate in a new publication documenting our historic properties and sites. The HPC obtained a federal grant of \$15,000 from the State Historic Preservation Office, through the Certified Local Government (CLG) program.
- Designated two new properties as Orange County Local Historic Landmarks: White Cross School in White Cross and the Nicholas Corbett Hester House in Cedar Grove. (2015)

- Held a successful piedmont regional history symposium in partnership with Preservation Chapel Hill and the Alliance for Historic Hillsborough (2014)
- Hosted a historic preservation training workshop for piedmont region city and county historic preservation and planning staffers, in partnership with the State Historic Preservation Office and the Certified Local Government Program (2014)
- Held a full membership retreat to review goals and establish a new five-year action plan to focus the energies of the HPC on a series of major projects and initiatives (2013)
- Completed an archaeological survey (Phase II) of Hollow Rock Access Area (New Hope Creek Preserve) to further identify Native American sites, with funding assistance from a \$15,000 federal grant through the State Historic Preservation Office (2013)
- Designated the Captain John S. Pope Farm in Cedar Grove as an Orange County Local Landmark (2013)
- Convened the Orange County Historic Preservation Summit (May 2012) involving ten organizations (historic commissions and non-profits) from the county and municipalities
- Completed *Design Standards for Orange County Local Landmarks and Local Historic Districts* to provide the HPC with proper design review guidelines (2010)
- Prepared the Cultural Resources Chapter of the 2030 Comprehensive Plan (2008)

List of Specific Tasks, Events, or Functions Performed or Sponsored Annually.

- Submits detailed annual report of all preservation activities to the state in order to comply with federal and state requirements to maintain Orange County's status as a Certified Local Government, including mandatory member and staff training; this allows the County to apply for special federal grants for historic preservation activities
- Partner with Preservation Chapel Hill and the Alliance for Historic Hillsborough to promote and encourage historic preservation as a valuable tool to slow down sprawl and encourage smart growth
- Administer the Orange County Local Historic Landmark Program, including reviews of proposed restoration work or additions through Certificates of Appropriateness.
- Provide a forum for public comments on nominations to the National Register of Historic Places
- Conduct reviews of proposed new infrastructure projects that might have an impact on historic resources, including cell towers, pipelines and transportation projects, including the Light Rail project, in partnership with the State Historic Preservation Office.

Describe this commission's activities/accomplishments in carrying out BOCC goal(s)/priorities, if applicable.

Goal Two: Promote an interactive and transparent system of governance that reflects community values.

Priority 7: Improve intra-and intergovernmental coordination, cooperation and collaboration.
 (a) Work with Town of Hillsborough on: Joint land use planning approaches, policies/ordinances, and annexation, and Economic Development Districts.

- The HPC's work with the Town of Hillsborough to establish a joint review process for projects affecting cultural resources (completed in 2014), as well as future designation of historic sites located in the Town's ETJ, speaks to Priority 7.

Goal Three: Implement planning and economic development policies which create a balanced, dynamic local economy, and which promote diversity, sustainable growth and

enhanced revenue while embracing community values.

- Three of the HPC's major activities (Local Historic Landmark Program, inventory and mapping of historic resources, and historic preservation education/public programs) help to ensure that historic preservation continues to be an integral part of the planning process to promote sustainable growth while respecting community values and the treatment of historic resources.

Goal Five: Create, preserve, and protect a natural environment that includes clean water, clean air, wildlife, important natural lands and sustainable energy for present and future generations.

Priority 15: Complete stewardship and management plans for Lands Legacy.

- The HPC has been actively involved in the stabilization and ongoing preservation work for the historic buildings at the County's future park sites and has offered suggestions on potential new uses for buildings that outlived their original purpose. The HPC is using the collective expertise of its members and staff to advise in the repair and use of these important farm structures and other County-owned historic buildings.

If your commission played the role of an Element Lead Advisory Board involved in the 2030 Comprehensive Plan preparation process, please indicate your activities/ accomplishments as they may relate to the Comprehensive Plan's goals or objectives.

(The Element Lead Advisory Boards include: Planning Board, EDC, OUTBoard, Commission for the Environment, Historic Preservation Commission, Agriculture Preservation Board, Affordable Housing Board, Recreation and Parks Advisory Council)

- The HPC provided extensive input into DEAPR staff's development of the *Natural and Cultural System Element* of the Comprehensive Plan—specifically the chapter on Cultural and Historic Resources. The HPC frames its annual work plan around efforts to implement the objectives outlined in the Cultural and Historic Resources Chapter.

Objective CR-1:

Provide for the systematic identification of historic buildings, objects, districts, sites, structures and archaeological sites. Update and improve these inventories at regular intervals.

- Completed project to fund an update of the county-wide historic resources inventory by obtaining a federal grant through the State Historic Preservation Office in 2014-15; obtained a second federal grant to fund preparation of a publication that documents and shares those resources. These projects have produced new property data that has been entered into the joint county/state historic resources database.
- The HPC collaborates on an ongoing basis with AMS and the Planning Department to ensure that all archaeological and cultural resources are properly identified and protected during County-funded or initiated projects (guided by the County's "Cultural and Archaeological Resources Policy adopted by the BOCC in 2006). Through this process, dozens of Native American and historic archaeological sites have been identified, documented and mapped.

Objective CR-3:

Work within the Orange County government system to identify and resolve existing policies which may be in conflict with the County's historic preservation mission.

- HPC and DEAPR staff work closely with Planning & Inspections staff and Environmental Health staff on permitting requirements for historic properties, as well as active coordination with AMS in the identification and protection of archaeological resources during County-initiated construction projects.
- Established, in partnership with the Planning Department, a program called the “Quick Response Team” which provides a notification process that allows the HPC to document historic properties slated for demolition or practice burning.

Objective CR-7:

Encourage publication of material relating to the County’s heritage.

- The historic resources inventory update project started in 2014 is the first phase of a multi-year project to prepare the written text and generate the high quality photography needed for the planned publication/book documenting the county’s historic resources.
- Completed *Design Standards for Orange County Local Landmarks and Local Historic Districts* (adopted October 2010).

Objective CR-10:

Establish a dialogue with the other jurisdictions in and adjacent to Orange County to address cultural resources in areas with or without designated Historic Preservation/District Commissions.

- The HPC and DEAPR staff collaborated with the Town of Hillsborough to develop a joint County/Town policy to better coordinate the mapping and sharing of information regarding cultural resources within the municipal limits of the Town. This policy was adopted by the BOCC in 2014.
- The HPC chair and staff met with the Hillsborough Historic District Commission to invite Hillsborough to partner with the County in the project to produce a publication on the County’s historic resources (2014).
- The HPC continued work on the matter of handling the designation of Local Historic Landmarks within the boundaries of the Town’s ETJ. To further this goal, DEAPR staff and Town planning staff will prepare a draft interlocal agreement that would extend the County’s Local Landmark program into the Town of Hillsborough’s ETJ.

Identify any activities this commission expects to carry out in 2016 as they relate to established BOCC goals and priorities. If applicable, is there a fiscal impact (i.e., funding, staff time, other resources) associated with these proposed activities.

- The HPC will seek grant funds from private foundations to help complete the update of the county-wide historic resources inventory started in 2014. These funds are needed to allow the HPC to produce a comprehensive book/publication documenting the county’s historic resources **(Fiscal impact: HPC will request \$10,000 in County funds to secure \$25,000 in matching grants in 2016; HPC staff will provide project support)**
- The HPC will continue working with the Hillsborough Planning Staff and the County Attorney on an approach for the handling the further identification and protection of historic resources in the Town’s extra-territorial jurisdiction **(No fiscal impact)**
- The HPC will increase efforts to promote the Local Historic Landmark program to eligible property owners, working in cooperation with the Lands Legacy Program, to generate at least two new landmark applications per year **(No fiscal impact—funding already budgeted for this in the Lands Legacy program funding)**

What are the concerns or emerging issues your board has identified for the upcoming year that it plans to address, or wishes to bring to the Commissioners' attention?

- The HPC strongly supports a proposed project to develop a long-range historic preservation plan to guide all future work on the Historic Old Orange County Courthouse including its grounds/landscaping. The HPC will seek BOCC approval to initiate this effort to protect one of the county's most significant historic structures, which is also one of the finest Greek Revival style courthouses in the state. This project will be carried out in partnership with AMS, to develop a planning document for review and input from the BOCC and the eventual adoption of an approved master plan for the Courthouse and grounds. (Note: the last major work was done in 1985, when the courthouse was renovated to improve fire safety and ADA accessibility, and the restoration of the tower and clock, completed in 2004).
- The HPC wishes to explore the possibility of a program to offer financial incentives (small grants and/or special tax treatment) to owners of the endangered types of historic resources that help give Orange County its special historic character. Many of these buildings represent our agricultural heritage, such as dairy barns, tobacco barns, silos, corn cribs, and livestock barns. Other endangered resources include log houses and slave cemeteries. This has been done successfully in other places. It helps owners afford modest repairs that could greatly extend the life of these resources, like new barn tin roofing or simple structural repairs. The protection and preservation of these historic resources will enhance the county's efforts to preserve its rural character and will help efforts to promote agri-tourism and heritage tourism. Any such incentives would require agreements with the property owner stipulating ongoing protection of that resource, similar to the agreements used for the VAD program.
- The HPC seeks to broaden the diversity of the Local Historic Landmark program, to encourage landmark designation for sites of significance to the County's African American heritage, as well as archaeological sites representing the importance of the Indian culture of the area.

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NAME OF BOARD/COMMISSION: Orange County Housing Authority
Report Period: 1/1/2015 – 12/31/2105

**ORANGE COUNTY ADVISORY BOARDS AND COMMISSIONS
 ANNUAL REPORT/ WORK PLAN FOR THE COUNTY COMMISSIONERS**

The Board of Commissioners appreciates the dedication of all the volunteers on their boards and commissions and welcomes input from various advisory boards and commissions throughout the year. Please complete the following information, limited to the front and back of this form. Other background materials may be provided as a supplement to, but not as a substitute for, this form.

Board/Commission Name:
Orange County Housing Authority

Person to address the BOCC at work session- if applicable- and contact information:
Jean Bolduc, Board Chair

Primary County Staff Contact:
Audrey Spencer-Horsley, Director, Orange County Housing, Human Rights and Community Development

How many times per month does this board/commission meet, including any special meetings and sub-committee meetings?

Once monthly

Brief Statement of Board/Commission's Assigned Charge and Responsibilities.

This board provides citizen oversight of the County's Housing Choice Voucher (HCV or "Section 8") program.

What are your Board/Commission's most important accomplishments?

- Review and Discussion of the Consolidated Plan and Analysis of Impediments
 - Purging of the Existing Waiting List, Planning for and Opening of the Housing Choice Voucher Waiting List (over 800 applicants). For the first time, mail-in of applications and Saturday hours during application period.
 - Development and Submission of the HCV Five Year Plan and Annual Plan
-

- following required Public Hearing
- Initiating a New Resident Advisory Committee
 - Educating the Community and BOCC on affordable housing needs in support of including affordable housing in the Bond Referendum.
 - New Resident Member on the Board and full membership and active participation and attendance of members

For next fiscal year some items already discussed include:

- Planning for a 2016 Affordable Housing Conference (in collaboration with the Affordable Housing Advisory Board)
- Developing a family self-sufficiency program
- Assess initiatives associated with expanding supply of affordable mobile homes
- Landlord outreach and incentives
- Review and Amendment of the HCV Program Administrative Plan
- Increasing homeownership participation in HCV Program for participants
- Educating the community on affordable housing needs and the importance to the vitality of the County
- Continued advocacy on behalf of low-income families in need of sustainable housing solutions.

List of Specific Tasks, Events, or Functions Performed or Sponsored Annually.

- Submission of Five Year and Annual Plan (mandated by HUD)
- Submission of Section Eight Management Assessment Program (SEMAP) score
- Review/adoption of Administrative Plan

Describe this board/commission's activities/accomplishments in carrying out BOCC goal(s)/priorities, if applicable.

Our board provides oversight and accountability for the HCV Program (on behalf of the BOCC) to the U.S. Department of Housing and Urban Development (HUD) and ensuring that complaints about the HCV are reviewed and responded to as well. Our board is also available to speak to and work with community groups (like the Affordable Housing Alliance) who advocate for housing programs and policies that benefit low-income families.

Describe the collaboration relationship(s) this particular board has with other advisory boards and commissions?

Several of our appointed commissioners also serve on the Affordable Housing Advisory Board and regarding Fair Housing, we share an interest in the work of the Orange County Human Relations Commission.

If your board/commission played the role of an Element Lead Advisory Board involved in the 2030 Comprehensive Plan preparation process, please indicate your board's activities/accomplishments as they may relate to the Comprehensive Plan's goals or objectives.

(The Element Lead Advisory Boards include: Planning Board, EDC, OUTBoard, Commission for the Environment, Historic Preservation Commission, Agriculture Preservation Board, Affordable Housing Board, Recreation and Parks Advisory Council)

The Housing Authority, via the Housing Choice Voucher program, provides direct services that support the following goals from the 2030 Comprehensive Plan:

Provide decent and affordable housing for low-income households. Strategies include assisting low-income homeowner and low-income renter properties through rehabilitation, weatherization, and lead-based paint improvements; continuation of the County's Urgent Repair Program; constructing new rental housing; providing financial and educational assistance to qualified homebuyers; providing education and advocacy regarding tenant's rights; and providing financial assistance to homeowners wanting to install indoor plumbing and/or connect their properties to public water and sewer facilities.

Provide housing and services for populations with special needs. Such special needs groups include the homeless, elderly, disabled, mentally ill, and persons with AIDS. Strategies to assist these groups include financial assistance to shelters and other services to special needs groups; strengthening partnerships with the local Continuum of Care; and assisting with the acquisition of funding to develop permanent housing for persons with special needs

Rental unit strategy that accepts that older rental properties should be targeted for reinvestment and rehabilitation to provide needed housing for households earning 30% or below the area median income.

Identify any activities this board/commission expects to carry out in 2016 as they relate to established BOCC goals and priorities.

If applicable, is there a fiscal impact (i.e., funding, staff time, other resources) associated with these proposed activities (please list).

If the Authority successfully sponsors a housing conference, this may require funding to facilitate the event. We anticipate that a contribution of \$5,000 from the Commissioners to match an Authority allocation of unrestricted funds would make such an event possible.

The Board Chair recommends that two staff members and two board members

*attend a professional development event (in 2016).
Estimated fiscal impact: \$5,000*

What are the concerns or emerging issues your board has identified for the upcoming year that it plans to address, or wishes to bring to the Commissioners' attention?

We consider it essential that the Orange County's leadership find creative ways to engage the community in the development of an array of affordable housing solutions. We need to change the way we think about the problem, focusing on families and their sustainability as stable citizens with the resources they need to be resilient and self-sufficient.

We have to think strategically about:

- What we authorize to be built*
 - What can be renovated*
 - Where vital transportation corridors are located and who they serve*
 - How does the county secure maximum benefit from federally funded programs like the Housing Choice Voucher program?*
 - Are there ways for the County to use seed funding to create self-funded assistance programs for families who struggle with housing affordability?*
 - What are the risks to the County when lower income workers cannot afford to live here?*
-

NAME OF BOARD/COMMISSION Human Relations Commission

Report Period January 2015 – December 2015

**ORANGE COUNTY ADVISORY BOARDS AND COMMISSIONS
ANNUAL REPORT/ WORK PLAN FOR THE COUNTY COMMISSIONERS**

The Board of Commissioners appreciates the dedication of all the volunteers on their boards and commissions and welcomes input from various advisory boards and commissions throughout the year. Please complete the following information, limited to the front and back of this form. Other background materials may be provided as a supplement to, but not as a substitute for, this form.

Board/Commission Name:

The Orange County Human Relations Commission (HRC)

Person to address the BOCC at work session- if applicable- and contact information:

Audrey Spencer-Horsley, Director
Housing, Human Rights and Community Development
919-245-2492

Primary County Staff Contact:

James E. Davis, Jr., Civil Rights Specialist
Housing, Human Rights and Community Development
919-245-2488

How many times per month does this board/commission meet, including any special meetings and sub-committee meetings?

The HRC meets monthly except for the month of July. The HRC convenes sub-committee meetings to plan events such as the Human Relations Month Forum. Subcommittee members also meet to review the nominations for the Pauli Murray Awards, judge the Student Essay Contest entries, and to conduct other subcommittee business that will be presented to the full HRC membership for consideration.

Brief Statement of Board/Commission's Assigned Charge and Responsibilities:

The Orange County Human Relations Commission was officially formed by a resolution on June 16, 1987 in response to a Ku Klux Klan rally in Chapel Hill. The Orange County Board of Commissioners expressed its desire to “encourage mutual understanding and fair treatment of all citizens,” and “encourage actions which reduces tensions among groups of citizens in Orange County.” Currently, the HRC’s charge includes, but is not limited to:

- a. Studying and making recommendations concerning problems in the field of human relationships;
- b. Anticipating and discovering practices and customs most likely to create animosity and unrest, and seeking solutions to problems as they arise;
- c. Making recommendations designed to promote goodwill and harmony among groups in the County irrespective of their race, color, creed, religion, ancestry, national origin, sex, affectional preference, disability, age, marital status or status with regard to public assistance;
- d. Monitoring and investigating complaints of discrimination;
- e. Addressing and attempting to remedy the violence, tensions, polarization, and other harm created through the practices of discrimination, bias, hatred, and civil inequality; and
- f. Promoting harmonious relations within the County through hearings and due process of law.

The Human Relations Commission drafted the Orange County Civil Rights Ordinance which was enacted on June 6, 1994 (amended August 3, 1995). Staff was thereafter hired to enforce the Ordinance and carryout the other functions on behalf of the HRC as mandated by the U.S. Department of Housing and Urban Development (HUD) through its cooperative agreement with the County.

What are your Board/Commission’s most important accomplishments?

The Board of County Commissioners requested the HRC to develop a social justice goal in 2004. After years of research, analyses and drafts, the BOCC adopted the Social Justice Goal on September 2, 2010. During the 2015 calendar year the County implemented a mandate for all agenda items to include a consideration of any possible Social Justice Impact. This is a major accomplishment as this process journeyed for over a decade.

The 25th annual Pauli Murray Human Relations Award ceremony took place on February 22, 2015. Commissioner Barry Jacobs thereafter made a petition to erect a permanent display of all award honorees. The HRC has been working with the Dept. of Asset Management to bring this request to fruition.

The HRC held its annual Fair Housing Poster Contest and Human Relations Essay Contest to engage Orange County youth in the quest for social justice and equal opportunities. Winning entries of the poster contest were enshrined in the

Department's calendar. Winners of the essay contest received a cash award.

On June 2, 2015 the HRC presented a Proclamation to Support the Full Implementation of the Americans with Disabilities Act. Upon its adoption by the Board of County Commissioners, it was recommended that the County investigate the accessibility of all of its facilities. The HRC has since formed a committee with the Department of Asset Management and has collaboratively engaged in the process of assessing the County facilities. Recommendations to improve access to persons with disabilities were presented to the Board on December 15, 2015.

HUD awarded a Partnership Initiative grant to the HRC in FY2014 for the purpose of collaborating with the Karen Community of North Carolina. The scope of work included educating the Karen community on their fair housing rights. HRC staff completed all proposed activities during the 2015 calendar year. Activities included the creation and dissemination of fair housing posters and brochures translated in Karen. Staff also trained two leaders of the Karen community on fair housing to liaise between the County and the LEP Karen community.

The Board of County Commissioners stated its support of the My Brother's Keeper (MBK) community initiative on April 21, 2015. HRC staff has participated in the planning of MBK programming.

HRC staff assisted in the drafting of the Analysis of Impediments (A.I.). The A.I. provides information regarding barriers to fair housing choice and presents recommendations to remove these barriers. As a recipient of HOME funding from HUD, the County is mandated to submit an A.I. every 3 to 5 years.

HRC staff closed six (6) housing discrimination complaints, meeting HUD's minimum annual requirement for Orange County. Staff was trained on civil rights topics and enforcement procedures by attending fifteen (15) in-person and remote (webinar/teleconference) training opportunities.

HRC staff conducted fair housing education sessions and presented fair housing information at the following outreach venues in an effort to inform citizens of their rights under the Orange County Civil Rights Ordinance and the federal Fair Housing Act (*chart reflects outreach for FY2014-15*):

Date of Outreach	Outreach Event/Venue	Type of Outreach
7/25/2014	Last Friday/Hillsborough	Community Event: Tabling
8/29/2014	Last Friday/Hillsborough	Community Event: Tabling
9/18/2014	Affirmatively Furthering Fair Housing/Carrboro	Fair Housing presentation for the

		Town of Carrboro
9/21/2014	La Fiesta del Pueblo/Raleigh	Community Event: Tabling (Hispanic event)
9/26/2014	Last Friday/Hillsborough	Community Event: Tabling
10/05/2014	Festifall/Chapel Hill	Community Event: Tabling
01/29/2015	FH Construction & Design/Chapel Hill Library (co-sponsor w/LANC)	Workshop
03/01//2015	Latino Health Fair/Chapel Hill	Community Event: Tabling (Hispanic Event)
03/20/2015	Disability Expo (Disability Awareness Council)/Chapel Hill	Special Event: Tabling
04/08/2015	New Hope Elementary/Hillsborough	Fair Housing Presentation (Spanish)
04/09/2015	Triangle Apartment Assoc./Raleigh	Fair Housing Presentation
04/10/2015	Orange County Expo/Chapel Hill	Community Event: Tabling
04/18/2015	Unity in the Community/Roger-Eubanks Neighborhood Assoc.	Community Event: Tabling
04/26/2015	Community Dinner/Carrboro	Community Event: Tabling
04/27/2015	Efland Cheeks Elementary/Efland	Fair Housing Presentation (Spanish)
05/29/2015	Last Fridays/Hillsborough	Community Event: Tabling
06/16/2015	Service Fair/Chapel Hill Library	Community Event: Tabling
06/20/2015	Hog Day/Efland	Community Event: Tabling
06/26/2015	Fair Housing Workshop: Disability/Chapel Hill Library	Fair Housing Presentation

The HRC presented the following proclamations and resolutions in an effort to promote goodwill and harmony among groups in the County irrespective of their race, color, creed, religion, ancestry, national origin, sex, affectional preference, disability, age, marital status or status with regard to public assistance:

- Resolution in Support of Equal Access for Immigrant Children (December 1, 2014) *This resolution was not included on the 2014 HRC annual report.*
- Human Relations Month (Jan. 22, 2015)
- Women's History Month (March 17, 2015)
- Fair Housing Month (April 7, 2015)
- Proclamation To Support the Full Implementation of the ADA (June 2, 2015)

- Constitution and Citizenship Day and Constitution Week (September 15, 2015)
- Human Rights Day, Bill of Rights Day, and Human Rights Week (December 7, 2015)

HRC staff also requested the BOCC to consider making a statement in support of the Muslim community in response to recent anti-Muslim rhetoric proposed during the current U.S. Presidential campaign.

The HRC presented or co-sponsored the following events to promote harmonious relationships throughout the County:

- Human Relations Month Forum (January 25, 2015)
- Pauli Murray Human Relations Award ceremony (February 22, 2015)
- Community Read (March 23, 2015)
- Constitution and Citizenship Day event (September 19, 2015)
- Fair Housing Poster Contest (Fall School Semester)
- Human Relations Essay Contest (Fall School Semester)
- Human Rights Day event (December 10, 2015)

List of Specific Tasks, Events, or Functions Performed or Sponsored Annually.

1. Provide proclamations recognizing Human Rights Week, Human Rights Day, and the Bill of Rights Day in December of each year, Human Relations Month in February, Fair Housing Month in April, and Women's History Month in March.
2. Organize and sponsor the annual Human Relations Month Forum in January.
3. Organize and sponsor the Annual Pauli Murray Human Relations Awards Ceremony in February.
4. Coordinates the annual Fair Housing Poster Contest and Human Relations Essay Contest.
5. Coordinate the Community Read program.
6. Respond to residents' requests for feedback/support regarding various social justice issues.
7. Study and make recommendations to the BOCC regarding social justice issues as well as other human relations matters.
8. The Chair of the HRC serves on the selection committee for the annual UNC

Diversity Awards.

Describe this board/commission's activities/accomplishments in carrying out BOCC goal(s)/priorities, if applicable.

BOCC Goal Two, Priority 6: *"Promote an interactive and transparent system of governance that reflects community values,"* and *"[d]evelop plan[s] and tools to improve how County and citizens communicate with each other; foster two-way exchange."*

The HRC is continuously seeking opportunities to build a rapport with underrepresented communities and bridging any gaps in communication of their respective civil rights, equal access to opportunities and their rights to participate in government. Collaborative efforts with organizations that serve minority populations will ensure that persons with disabilities, racially diverse, multi-ethnic and immigrant communities in Orange County will have equal access to and an understanding of available resources within the County.

Describe the collaboration relationship(s) this particular board has with other advisory boards and commissions?

The HRC and/or staff has collaborated with the following County Departments and Advisory Boards, as well as outside agencies as detailed below:

- *Dept. of Asset Management:* County facility disability accessibility assessments;
- *Americans United:* presentation of the above-referenced Constitution and Citizenship Day event;
- *Orange County Disability Awareness County:* fair housing presentations;
- *Legal Aid of North Carolina:* fair housing presentations;
- *Dept. on Aging:* Human Rights Day event
- *Orange County School System:* fair housing presentations for LEP parents

If your board/commission played the role of an Element Lead Advisory Board involved in the 2030 Comprehensive Plan preparation process, please indicate your board's activities/accomplishments as they may relate to the Comprehensive Plan's goals or objectives.

(The Element Lead Advisory Boards include: Planning Board, EDC, OUTBoard, Commission for the Environment, Historic Preservation Commission, Agriculture Preservation Board, Affordable Housing Board, Recreation and Parks Advisory Council)

N/A

Identify any activities this board/commission expects to carry out in 2016 as they relate to established BOCC goals and priorities. If applicable, is there a fiscal impact (i.e., funding, staff time, other resources) associated with these proposed activities (please list).

Event/Activity	Fiscal Impact
Participate in events to commemorate the life and legacy of Dr. Martin Luther King, Jr. Jan. 18, 2016	<ul style="list-style-type: none"> • Staff time
Human Relations Month Forum on disability awareness Jan. 31, 2016	<ul style="list-style-type: none"> • Staff time • Dept. allocation for HRC events • Fair Housing case reimbursement funds
Pauli Murray Human Relations Award (includes fair housing poster contest and human relations essay contest) Feb. 28, 2016	<ul style="list-style-type: none"> • Staff time • Fair Housing case reimbursement funds • Donations
Community Read and discussion on disability awareness March 21, 2016	<ul style="list-style-type: none"> • Staff time • Dept. allocation for HRC events
HRC Retreat Date TBD	<ul style="list-style-type: none"> • Staff time • Dept. allocation for HRC events
Proclamations to Promote Diversity, Equality and/or Inclusion	<ul style="list-style-type: none"> • Staff time
Participate in on-going discussions regarding the best way to address issues of equity and inclusion	<ul style="list-style-type: none"> • Staff time
Work in collaboration with the Town of Chapel Hill's Justice in Action Committee on matters of social justice	<ul style="list-style-type: none"> • Staff time
Engage the migrant community in the system of governance for Orange County	<ul style="list-style-type: none"> • Staff time

What are the concerns or emerging issues your board has identified for the upcoming year that it plans to address, or wishes to bring to the Commissioners' attention?

1. Ensuring that the membership of the HRC reflects racial, cultural and gender diversity;
2. Identifying the areas of discrimination, disparate treatment or social injustice

that the HRC should address;

3. Improving fair housing outreach which will increase the number of viable complaints for investigation.

NAME OF BOARD/COMMISSION - Orange County Nursing Home Community Advisory Committee

Report Period - January through December 2015

**ORANGE COUNTY ADVISORY BOARDS AND COMMISSIONS
ANNUAL REPORT/ WORK PLAN FOR THE COUNTY COMMISSIONERS**

The Board of Commissioners appreciates the dedication of all the volunteers on their boards and commissions and welcomes input from various advisory boards and commissions throughout the year. Please complete the following information, limited to the front and back of this form. Other background materials may be provided as a supplement to, but not as a substitute for, this form.

Board/Commission Name: **Orange County Nursing Home Community Advisory Committee**

Person to address the BOCC at work session- if applicable- and contact information:
Teri Driscoll, Chair; 422 Hampton Pointe, Hillsborough, NC 27278
E-Mail: driscoll323@nc.rr.com; Telephone: 919-245-1127

Primary County Staff Contact: **Charlotte Terwilliger, Long-Term Care Ombudsman, Triangle J Council of Governments, Mary Fraser, Aging Transitions Administer, County Department of Aging both provide staff support to our committee**

How many times per month does this board/commission meet, including any special meetings and sub-committee meetings? **Bi-monthly committee business meetings and quarterly subcommittee visits to nursing home facilities.**

Brief Statement of Board/Commission's Assigned Charge and Responsibilities.

- **Staying informed about living conditions for residents living in nursing homes.**
- **Make official unannounced quarterly visits to each nursing home in Orange County. There are 4 nursing homes that are currently operational in the county.**
- **Prepare and submit official reports on visits to nursing homes. Approved reports are posted on the county website.**
- **Advise and assist the County Department of Aging and the Triangle J Ombudsman about programs they devise to help improve care for residents living in county nursing homes.**
- **Foster increased community volunteerism in Orange county's nursing homes.**
- **Promote community awareness of the needs of residents in nursing homes, and inform the public about emerging developments in nursing home care in Orange County.**

What are your Board/Commission's most important accomplishments?

1. **Completed quarterly advocacy site visits for nursing homes in Orange County.**
2. **Encouraged and monitored organized activities for nursing home residents.**
3. **Assisted with Virtual Dementia Tour training to the Orange Co. Nursing and Assisted Living Homes that requested it and to the Orange County Project Engage class. This is proving to be a very effective training tool for those who work with persons with dementia.**
4. **Added an additional meeting to our schedule in July so there is not such a gap from May to Sept.**
5. **Communicated with BOCC Member Bernadette Pelissier and had the pleasure of having her attend one of our meetings. Hope to continue our relationship with her and invite her to participate in one of our site visits.**
6. **Provided information about CAC to other community organizations. A member of our committee serves as a representative to the County's Aging Advisory Board.**
7. **Provided a seminar by Lisa Levine of NC Alzheimer's on "Aging with Dementia" which helped our CAC better understand what it was like to deal with nursing home patients during site visits.**
8. **Assisted with the planning and facilitation for the seven county CAC leadership training held in September, 2015.**

List of Specific Tasks, Events, or Functions Performed or Sponsored Annually.

- **Attendance at all Triangle J Leadership training sessions.**
- **Continuing meetings and site visits by our CAC volunteers.**
- **Preparation of detailed site visit reports after visit to each nursing home.**
- **Continuing to support the Music and Memory Program.**
- **Sponsoring another educational program.**
- **Partnering with the Department of Aging's 2015 Long-Term Care Learning Collaborative on Palliative Care: The Comfort Zone.**

Describe this board/commission's activities/accomplishments in carrying out BOCC goal(s)/priorities, if applicable.

See above answers

Describe the collaboration relationship(s) this particular board has with other advisory boards and commissions?

We have a very close relationship with the Orange County Department of Aging,

If your board/commission played the role of an Element Lead Advisory Board involved in the 2030 Comprehensive Plan preparation process, please indicate your board's activities/accomplishments as they may relate to the Comprehensive Plan's goals or objectives.

(The Element Lead Advisory Boards include: Planning Board, EDC, OUTBoard, Commission for the Environment, Historic Preservation Commission, Agriculture Preservation Board, Affordable Housing Board, Recreation and Parks Advisory Council)

N/A

Identify any activities this board/commission expects to carry out in 2016 as they relate to established BOCC goals and priorities.

If applicable, is there a fiscal impact (i.e., funding, staff time, other resources) associated with these proposed activities (please list).

None of the activities or functions have a fiscal impact.

What are the concerns or emerging issues your board has identified for the upcoming year that it plans to address, or wishes to bring to the Commissioners' attention?

The committee plans to continue encouraging all levels of planned activities for nursing home residents. This is easily done with privately owned facilities. We are concerned with care of residents in Medicaid-dependent nursing homes due to the quality of caregivers and the high turnover of staff. Some facilities struggle in continuing to provide basic service. We will continue to advocate for fair wages and proper treatment of staff. Facility management challenges, vacancies and turnover of key administrative positions at Orange County's Nursing Homes is of much concern. The CAC will continue to provide consultation to recently appointed administrators to help them address these challenges.

Decreases in census at some nursing homes creates some fiscal difficulties at the facility.

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NAME OF BOARD/COMMISSION: Orange Unified Transportation Board (OUTBoard)

Report Period: 2015

**ORANGE COUNTY ADVISORY BOARDS AND COMMISSIONS
INPUT FOR COUNTY COMMISSIONERS' ANNUAL PLANNING RETREAT**

The Board of Commissioners welcomes input from various advisory boards and commissions in preparation for its annual planning retreat. Please complete the following information, limited to the front and back of this form. Other background materials may be provided as a supplement to, but not as a substitute for, this form.

Person to address the BOCC at Retreat (if requested by BOCC) and contact information:

Heidi Perry, Chair. Telephone 919-618-8199
E-mail: heidiperov@gmail.com

Primary County Staff Contacts:

Primary Administrative and Professional Support for General Agenda Topics, and Burlington-Graham Metropolitan Planning Organization (MPO) – Abigaile Pittman, Transportation/Land Use Planner

Durham-Chapel Hill-Carrboro MPO and Triangle Area Rural Planning Organization (RPO) – Tom Altieri, Comprehensive Planning Supervisor, and (currently vacant), Transportation Planner

Transportation Services/OPT – Peter Murphy, Transportation Administrator, OPT

Secondary Administrative – Meredith Pucci, Administrative Assistant (Provided for distribution/website posting of agenda packets, quorum polling, room set-up, recording of meetings, note taking and preparation of detailed minutes, and coordination with the Clerk's office regarding Member appointments and attendance records.)

Management – Craig Benedict, Planning Director; Tom Altieri, Comprehensive Planning Supervisor; and Peter Murphy, Transportation Administrator, OPT

How many times per month does this board/commission meet, including any special meetings and sub-committee meetings?

The OUTBoard meets as needed per its BOCC adopted Rules of Procedure (03/03/2015), generally 6 to 8 times per year. When held, meetings take place on the third Wednesday of the month. The Board met 6 times in 2015, as needed to address Board of County Commissioners (BOCC) priorities. At four of these meetings the Transit Advisory Services/OPT Group, including supplemental staff from other County departments (Aging; DSS; Housing, Human Rights and Community Development; health; Child Support Enforcement; and the Library) jointly addressed transit services agenda items with the OUTBoard. Additionally,

several members of the OUTBoard developed subcommittee and participated with members of the public in the development of a Bicycle and Pedestrian Safety Report.

Brief Statement of Board/Commission's Assigned Charge and Responsibilities:

1. The OUTBoard is charged with advising with Board of County Commissioners on the planning and programming of transportation infrastructure improvements and other County transportation planning initiatives, as directed by the Board
2. From time to time the OUTBoard may be directed to provide input on regulations on which the Planning Board has primary statutory and local ordinance advisory duties. In such instances, the OUTBoard shall serve in an advisory capacity to the Planning Board.

What are your Board/Commission's most important accomplishments?

In 2015, the OUTBoard has:

1. Reviewed the Orange Public Transportation Americans with Disabilities Act (ADA) Plan, and endorsed the BOCC's action of March 17, 2015 to approve the Plan.
2. Reviewed the Orange Public Transportation Title VI Plan and endorsed the BOCC's action of March 17, 2015 to approve the Plan.
3. Reviewed and recommended the Orange County Transportation Project Priority Lists of transportation projects for the BG MPO, DCHC MPO, and the TARPO, to be submitted for consideration of inclusion in the 2018-2027 Statewide transportation Improvement Program (STIP).
4. Held a public hearing for the review of the OPT proposed fare structure for fixed-route services, and forwarded recommendations to the BOCC.
5. Participated in the development of the Bicycle and Pedestrian Safety Report with representation on the Bicycle Safety subcommittee that was formed in response to a petition brought forth by two Commissioners; then subsequently reviewed the Report and forwarded it to the BOCC.
6. Reviewed and recommended prioritization of OPT transit related technologies.
7. Received an update on the Orange County Public Transportation Assessment Study which analyzed current conditions, service plans, and organization and staffing, and near-term service improvements to provide improved service.
8. Reviewed the NCDOT Orange County Resurfacing Schedule/Program 2016 and made recommendations regarding opportunities for widened shoulders and bike lane construction to be forwarded to NCDOT.
9. Received an update on BOCC revisions to Advisory Board Policies and the OUTBoard Rules and Procedures.

10. Reviewed and commented on the status of OPT expansion services.
11. Received an update on the Eno Mountain Road Relocation Feasibility Study, a joint project between Orange County and the Town of Hillsborough.

List of Specific Tasks, Events, or Functions Performed or Sponsored Annually.

1. The Transportation Improvement Program (TIP) is typically a recurring two-year process:

First year: Develops priority list of projects to request in TIP for BOCC approval.

Second year: Recommends comments regarding draft TIP for BOCC approval to submit to NCDOT during the public comment period.

The OUTBoard assists with the identification and prioritization of NCDOT projects for rural (TARPO) and metropolitan (DCHC MPO and BG MPO) planning areas.

2. Reviews active NCDOT projects in the County, including various paving, construction and CMAQ projects.
3. Receives updates and reviews the progress of NCDOT transportation projects within rural Orange County.
4. Receives updates and reviews the progress of Orange County transportation planning efforts.
5. Receives updates and reviews OPT Operational Statistics for federal and state program transportation grants including the North Carolina Department of Transportation Rural Operating Assistance Program (ROAP) Grant, NC Community Transportation Program (CTP) Grant, and the Congestion Mitigation and Air Quality (CMAQ) Grant.
6. Receives updates on TARPO, BG MPO and DCHC MPO transportation planning activities.
7. Receives updates from the Planning staff on the NCDOT quarterly luncheon topics of discussion.
8. Submits comments and questions for discussion with OPT staff during Transit/OPT Advisory Services Group meetings.
9. Reviews and discusses current Board vacancies.
10. Other items as assigned by the BOCC.

Describe this board/commission's activities/accomplishments in carrying out BOCC goal(s)/priorities, if applicable. The following pertains to the 2009 BOCC Goals set:

Accomplishments 1 and 2 (Review of the Orange Public Transportation ADA Plan and the Title VI Plan) relate to BOCC Goal One (Ensure a community network of basic human services and infrastructure that maintains, protects and promotes the well-being of all County residents).

Accomplishments 3, 4, 5, 7, 8, 10 and 11 (Review and recommendation of TARPO, BGMPO and DCHC MPO transportation projects for consideration of inclusion in the 2018-2027 STIP; public hearing, review and recommendation of the OPT proposed fare structure for fixed-route services; developed the Bicycle and Pedestrian Safety Report and forwarded it to the BOCC; received update on an OPT assessment study which analyzed current conditions, service plans, and or organization and staffing; reviewed NCDOT 2016 resurfacing schedule/program and made recommendations; received update on revisions to county advisory board policies and OUTBoard rules and procedures; reviewed and commented on OPT expansion services; and received update on the joint County/Hillsborough Eno Mountain Road Relocation Feasibility Study) relate to BOCC Goal Three (Implement planning and economic development policies which create a balanced, dynamic local economy, and which promote diversity, sustainable growth and enhanced revenue while embracing community values), and Priority 20 of Goal Three (Support transit, pedestrian, and bicycle facilities and other alternatives to the single passenger automobile).

Accomplishments 10 and 11 (Received update on revisions to county advisory board policies and OUTBoard rules and procedures; and received update on the joint County/Hillsborough Eno Mountain Road Relocation Feasibility Study) relate to BOCC Goal Two (Promote an interactive and transparent system of governance that reflects community values), and Priority 7 of Goal Two (Improve intra- and intergovernmental coordination, cooperation and collaboration), and Priority 8 of Goal Two (Examine advisory boards and commissions to: (a) Ensure they are meeting their missions; (b) Determine how boards relate to each other and how their work can best be integrated with the BOCC; (c) Ensure sustainability goals; (d) Ensure fit with overall County vision; and (e) Recognize and be sensitive to consistencies represented by boards, commissions when framing this review).

Accomplishment 6 (Review and recommend prioritization of OPT transportation related technologies) relates to BOCC Goal Four (Invest in quality County facilities, a diverse work force, and technology to achieve a high performing County government), and Priority 11 of Goal Four (Invest in technology to increase work efficiencies).

If your board/commission played the role of an Element Lead Advisory Board involved in the 2030 Comprehensive Plan preparation process, please indicate your board's activities/accomplishments as they may relate to the Comprehensive Plan's goals or objectives.

(The Element Lead Advisory Boards include: Planning Board, EDC, OUTBoard, Commission for the Environment, Historic Preservation Commission, Agriculture Preservation Board, Affordable Housing Board, Recreation and Parks Advisory Council)

Accomplishments 1, 2, 3, 4, 5, 6, 7, 8 and 10 (review and endorse the ADA Plan; review and endorse the Title VI Plan; review and recommend the transportation project priority lists for BG MPO, DCHC MPO and TARPO for consideration of inclusion in the 2018-2027 STIP; public hearing, review and recommendation of the OPT proposed fare structure for fixed-route services; development of the Bicycle and Pedestrian Safety Report and forwarding to the BOCC; review and recommend prioritization of OPT transportation related technologies; received update on an OPT assessment study which analyzed current conditions, service plans, and or organization and staffing; review and made recommendations on the NCDOT Orange County resurfacing schedule/program for 2016; and review and commenting on the status of OPT expansion services, all relate to Comprehensive Plan Transportation Goal 1: An efficient and integrated multi-modal transportation system that protects the natural environment and community character, Objective T-1.1: Increase the occupancy of automobiles through ridesharing and other means, and expand the use of public transit (including bus and rail), walking, and biking as primary modes of travel, Objective T-1.6: Expand the availability and use of public transportation (including bus and rail) throughout the County to provide better connections between employment centers, shopping and service locations, and other key points of interest in both urban and rural areas, particularly for the County's senior and disabled populations and others without access to automobiles; Comprehensive Plan Transportation Goal 2: A multi-modal transportation system that is affordable, available, and accessible to all users and that promotes public health and safety, Objective T-2.4: Improve the provision of public transit facilities and services, Objective T-2.5: Improve public education and advertising of existing transit services, and Objective T-2.6: Increase safety awareness between car drivers and bicycle riders, and increase safety for pedestrians; Comprehensive Plan Transportation Element Goal 4: A countywide and regionally-integrated, multi-modal transportation planning process that is comprehensive, creative and effective, Objective T-4.1: Work with nearby jurisdictions to integrate the County's transportation plans with those of other transportation planning agencies and service providers in Orange County and the Triangle region. The resulting intermodal transportation system should reflect regional goals and objectives to meet projected travel demand and to reduce congestion and reliance on single occupancy vehicles.

Accomplishment 11 (received update on the joint County/Hillsborough Eno Mountain Road Relocation Feasibility Study) relates to Comprehensive Plan Transportation Element Goal 3: Integrated land use planning and transportation planning that serves existing development, supports future development, and is

consistent with the County's land use plans which include provisions for preserving the natural environment and community character.

Identify any activities this board/commission expects to carry out in 2016 as they relate to established BOCC goals and priorities. If applicable, is there a fiscal impact (i.e., funding, staff time, other resources) associated with these proposed activities (please list).

1. Review and comment on amendment to UDO and revise Efland-Buckhorn-Mebane and Eno EDD access management plans (BOCC Goal 3, Priority 2).
2. Continue to work with staff and the BOCC to recommend and monitor Orange County Transportation Improvement Projects (TIP) projects (BOCC Goal 3, Priority 20).
3. Continue to coordinate with the Orange County Department of Aging Mobility Manager on implementation efforts of the Master Aging Plan Transportation Goals (BOCC Goal 3, Priority 20).
4. Continue quarterly Transit Advisory Services/OPT meetings to discuss unmet needs in the service area, service design and scheduling, billing rates and fares, resolve complaints; and to monitor compliance with federal regulations and the status of any deficiencies noted in any official federal, state or local review or report (BOCC Goal 2, Priority 8; and BOCC Goal 3, Priority 20).
5. If referred by the BOCC:
 - a. Review and comment on revised Access Management Plan with an emphasis on Economic Development areas, to establish appropriate linkages with, and complement the state CTP/MTP documents of the BG MPO and DCHC MPO for the purpose of addressing the dedication of right-of-way under local ordinances (BOCC Goal 3, Priority 9).
 - b. Review UDO Section 7.8 Access and Roadways text amendment, with respect to the goals and objectives of the Transportation Element of the Comprehensive Plan to determine consistency (BOCC Goal 3, Priority 2).
 - c. Review and comment on options for addressing protection strategies for the Old NC Hwy 10 corridor for the purpose of addressing the historic character of the road corridor and adjacent rural residential land uses from the impact of planned future nonresidential development (BOCC Goal 3, Priority 9).
 - d. Implementation efforts related to the Safe Routes to School (SRTS) Action Plan, to serve as a subcommittee in an advisory capacity, supplemented by additional staff from other agencies/jurisdictions as needed (BOCC Goal 3, Priority 20).
 - e. Provide input on high speed rail corridor through the County and proposed rail crossing closings (BOCC Goal 3, Priority 20).

What are the concerns or emerging issues your board has identified for the upcoming year that it plans to address, or wishes to bring to the Commissioners' attention?

1. Implementation efforts for the Bicycle and Pedestrian Safety Report, as directed by the BOCC.
2. Enhanced dispatching technologies for transit/OPT services.
3. Identify and recommend known route stops requiring bus stop amenities, (signage, shelters and/or benches, platforms, sidewalks).
4. Enhanced regional transportation planning and operational efforts including rural services as noted in the Orange County Bus and Rail Investment Plan (OCBRIP).
5. Pursuit of funding sources for prioritized transportation projects and track status of project implementation.
6. Review and recommend better coordination of infrastructural changes effecting bicycle routes, and other alternate forms of transportation (e.g., electric bikes).
7. Promote development of new regional/division prioritization criteria for highway modernization projects.

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NAME OF BOARD/COMMISSION: Parks and Recreation Council

Report Period: 2015

**ORANGE COUNTY ADVISORY BOARDS AND COMMISSIONS
ANNUAL REPORT/ WORK PLAN FOR THE COUNTY COMMISSIONERS**

The Board of Commissioners appreciates the dedication of all the volunteers on their boards and commissions and welcomes input from various advisory boards and commissions throughout the year. Please complete the following information, limited to the front and back of this form. Other background materials may be provided as a supplement to, but not as a substitute for, this form.

Board/Commission Name: **Parks and Recreation Council (PRC)**

Person to address the BOCC at work session- if applicable- and contact information: **Neal Bench (nj397bench@gmail.com)**

Primary County Staff Contact: **David Stancil, DEAPR Director**

How many times per month does this board/commission meet, including any special meetings and sub-committee meetings? **Once a month, plus quarterly Intergovernmental Parks Work Group meetings; and biennial joint county/town parks and recreation advisory board meetings (next coming in February 2016).**

Brief Statement of Board/Commission's Assigned Charge and Responsibilities. **The Council serves as the advisory board for provision of parks facilities and recreation programs. It shall suggest policies, within its powers and responsibilities as stated in Article 26 of the Code of Ordinances. The Council shall consult with and advise the Board of Commissioners and staff in matters affecting recreation policies and programs, advise on the acquisition of parkland and lands for recreation programs, and advise on long-range planning for recreation and parks, including the development of plans, studies and reports.**

What are your Board/Commission's most important accomplishments?

The Council reviewed progress toward the Parks and Recreation Master Plan 2030 (adopted November 2014), and also advised staff on a variety of

topics, including:

- Blackwood Farm Park Opening
- FY 2015-20 Capital Investment Plan projects
- FY 2015-16 Outside Agency Funding Requests (recreation agencies)
- Nature of Orange Photography Contest
- Received presentation from Disc Golf advocate, review and recommendation on Disc Golf course potential
- Review of Primitive Camping options
- Review of Orienteering Course options
- Continued discussion about the Mountains to Sea Trail (MST) and Orange County segments
- Community Centers – purpose, guiding principles, mission
- Opening of Little Free Library at Cedar Grove Park
- Review of Hollow Rock Park plans and construction
- Reviewed impact of new pedestrian improvements and bus lane on River Park
- Millhouse Road Park master planning discussion
- Reviewed Town of Chapel Hill plans for fully-accessible playground
- Received Brumley Forest Trails Network plan from Triangle Land Conservancy and sent letter of support
- Received inquiry about cosponsoring of equestrian facility
- Planning for Biennial Joint Advisory Boards Meeting

List of Specific Tasks, Events, or Functions Performed or Sponsored Annually.

- Nature of Orange Photography Contest
- Review of Outside Agency Funding recommendations (recreation)
- (Biennial) Joint Advisory Board meeting

Describe this board/commission's activities/accomplishments in carrying out BOCC goal(s)/priorities, if applicable.

The PRC reviews site plans for major subdivision applications in the county's jurisdiction. Recommendations are made on potential land dedication for parks and open space. (Goal 5)

The PRC was the lead advisory board for the Parks and Recreation Master Plan 2030. This effort was largely undertaken in house, and the Council played a role in advising on surveys, outreach and work products, participating in public input sessions and focus groups in its role as "steering committee." (Goal 5)

The Council reviewed plans and advised on the Blackwood Farm Park Limited Opening Plan and provided input on trail connectivity and disc golf opportunities. (Goal 6)

Describe the collaboration relationship(s) this particular board has with other advisory boards and commissions?

The Council has collaborated with the Commission for the Environment and the Intergovernmental Parks Work Group, and also shared information with the Board of Health on healthy lifestyles and parks. The Council has also advised and reviewed information from the Town of Hillsborough (Churton Street improvements), Fairview Community Watch, the Occoneechee Tribal Council and the Alliance for Historic Hillsborough (River Park).

If your board/commission played the role of an Element Lead Advisory Board involved in the 2030 Comprehensive Plan preparation process, please indicate your board's activities/accomplishments as they may relate to the Comprehensive Plan's goals or objectives.

(The Element Lead Advisory Boards include: Planning Board, EDC, OUTBoard, Commission for the Environment, Historic Preservation Commission, Agriculture Preservation Board, Affordable Housing Board, Recreation and Parks Advisory Council)

The PRC assisted in the implementation of park master plans, such as the Blackwood Farm Park limited opening plan and the Soccer.com Center improvements (Objective PR 3.2).

The PRC addressed status of recommendations and issues from P&R Master Plan 2030 (Objective PR 5.6).

Identify any activities this board/commission expects to carry out in 2016 as they relate to established BOCC goals and priorities.

If applicable, is there a fiscal impact (i.e., funding, staff time, other resources) associated with these proposed activities (please list).

- **Work toward implementation of the P&R Master Plan 2030 (PRMP)**
- **Continue public outreach on Issues for Further Study from P&R Master Plan 2030**
- **Continue assessment of parks and recreation facilities needed and desired by county residents.**
- **Help identify and participate in planning for orange County segments of the Mountains to Sea Trail with a goal of having a master plan for these segments in 2016.**
- **Advise staff on implementing River Park improvements.**
- **Participate in the creation of a master plan (concept plan) for Millhouse Road Park, or other parks as directed by the BOCC.**

- **Further the relationship between the newly-formed Friends of Orange County Parks, Recreation and Open Space and the County government.**
- **Continue to offer advice and support for park operation and recreation programming.**
- **Follow up on recommendation for a disc golf course at Blackwood Farm Park.**
- **Assist in the installation of a basic compass-orienteeing course at Little River Park.**

What are the concerns or emerging issues your board has identified for the upcoming year that it plans to address, or wishes to bring to the Commissioners' attention?

- **Pursue a definitive statement from the County on how to finance parks, recreation and open space improvements identified in the Capital Investment Plan and the PRMP 2030.**
- **Expand access to public open space owned by institutions such as OWASA, UNC and Duke within the county, exploring areas where facility use could be made more open. This is tied to Goal 2.1 and 2.4 of the PRMP 2030, "establish a mechanism to promote shared use of existing public...grounds for public recreation."**
- **Initiate a dialogue with the Council on Aging to further explore the inter-relationships between senior centers and activities, and parks and open space.**
- **Work to continue building the system of nature preserves identified in the PRMP 2030.**

NAME OF BOARD/COMMISSION: Planning Board

Report Period: 2015 calendar year for annual report; 2016 calendar year for work plan

**ORANGE COUNTY ADVISORY BOARDS AND COMMISSIONS
ANNUAL REPORT/ WORK PLAN FOR THE COUNTY COMMISSIONERS**

The Board of Commissioners appreciates the dedication of all the volunteers on their boards and commissions and welcomes input from various advisory boards and commissions throughout the year. Please complete the following information, limited to the front and back of this form. Other background materials may be provided as a supplement to, but not as a substitute for, this form.

Board/Commission Name: **Planning Board**

Person to address the BOCC at work session- if applicable- and contact information: **Lydia Wegman, Chair, (919) 732-6551,**

Primary County Staff Contact: **Craig Benedict, Planning Director;** secondary contact: **Perdita Holtz, Planner III (Planning Systems Coordinator)**

How many times per month does this board/commission meet, including any special meetings and sub-committee meetings? **Once or twice per month (12 regular meetings + 4 Quarterly Public Hearings + special or sub-committee meetings such as the Ordinance Review Committee [ORC] which meets prior to the regular meeting several times a year).**

Brief Statement of Board/Commission's Assigned Charge and Responsibilities. **Under the authority of NC General Statute, the BOCC created the Planning Board to embark upon a continuing planning program, including but not limited to the preparation and maintenance of a Comprehensive Plan for Orange County, in protection of the public health, safety, and general welfare of present and future residents and businesses, landowners and visitors. The duties of the Planning Board are listed in Section 1.6.3 of the Unified Development Ordinance.**

What are your Board/Commission's most important accomplishments?

Within last 2 years:

- **UDO text amendment to require a neighborhood information meeting prior to public hearings for Special Use Permit applications.**
- **UDO text amendment to establish a new conditional zoning district for Agricultural Support Enterprises, both within the Rural Buffer and in the remainder of County planning jurisdiction, and various accompanying changes to the text.**

- UDO text amendment to change standards related to home occupations which liberalized the ability to have home businesses.
- Pleasant Green Woods Phase IV major subdivision concept plan and preliminary plat.
- Triple Crown Farms major subdivision preliminary plat.
- Stroud's Creek major subdivision concept plan and preliminary plat.
- Class A SUP for a solar facility in Cheeks Township.

More recently:

- UDO text amendments for revisions to the public hearing process to enhance public input opportunities, streamline when possible, and improve legal integrity.
- UDO, Comprehensive Plan & Zoning Atlas Amendments to adopt two new zoning overlay districts in Efland that recognize community character and add flexibility to target development.
- In 2015, two property-owner initiated applications for non-residential rezonings were processed. The Planning Board reviewed these and issued a recommendation to the BOCC on each application.
- UDO text amendments related to temporary health care structures.
- Henderson Woods major subdivision concept plan and preliminary plat.
- UDO text amendments related to impervious surface matters.
- Class A SUPs for a solar facility in Bingham Township and for Emerson Waldorf School.
- UDO text amendments related to recreational land uses.

List of Specific Tasks, Events, or Functions Performed or Sponsored Annually.

- **Monthly Planning Board meetings**
- **Quarterly Public Hearings (4)**
- **Ordinance Review Committee (ORC) meetings and special meetings as required**
- **Review applications for ordinance amendments, major subdivisions, and Class A special use permits and provide recommendations to the BOCC**
- **Develop and recommend policies, ordinances, administrative procedures and other means for carrying out plans**
- **Coordinate with staff on ongoing planning updates, changes, and new techniques**

Describe this board/commission's activities/accomplishments in carrying out BOCC goal(s)/priorities, if applicable.

The Planning Board is involved in the ongoing implementation of the 2030 Comprehensive Plan. Potential projects listed in the "Implementation Bridge," such as updates to home occupation standards, continue to be worked on as do small area plan implementation measures, such as the Efland zoning overlay districts. The Implementation Bridge is a list of

topics that were raised during the UDO adoption process in 2010-11 that further the goals and objectives of the Comprehensive Plan through the UDO.

The Planning Board also works with the BOCC, usually at an annual dinner meeting prior to the quarterly public hearing in November, to discuss joint goals (2009 and forward) and coordination with other advisory boards.

Describe the collaboration relationship(s) this particular board has with other advisory boards and commissions?

The Planning Board includes members who also serve on the Orange Unified Transportation Board (OUTBoard), Efland-Mebane Small Area Plan Implementation Focus Group, Commission for the Environment, and Alcoholic Beverage Control Board. There is also a position on the Board of Adjustment for a Planning Board member but that position is currently unfilled. In 2015, there was not direct collaboration with other advisory board (e.g., joint meetings) but the Planning Board Chair attended the joint advisory board training held by the BOCC/County Clerk.

If your board/commission played the role of an Element Lead Advisory Board involved in the 2030 Comprehensive Plan preparation process, please indicate your board's activities/accomplishments as they may relate to the Comprehensive Plan's goals or objectives.

(The Element Lead Advisory Boards include: Planning Board, EDC, OUTBoard, Commission for the Environment, Historic Preservation Commission, Agriculture Preservation Board, Affordable Housing Board, Recreation and Parks Advisory Council)

The processing of small area plan recommendations specifically addresses an objective included in the 2030 Comprehensive Plan. Following are specific Comprehensive Plan Goals and Objectives that have been part of the Planning Board's recent work:

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.

Objective LU-1.1: Coordinate the location of higher intensity / high density residential and non-residential development with existing or planned locations of public transportation, commercial and community services, and adequate supporting infrastructure (i.e., water and sewer, high-speed internet access, streets, and sidewalks), while avoiding areas with protected natural and cultural resources. This could be achieved by increasing allowable

densities and creating new mixed-use zoning districts where adequate public services are available.

Objective LU-1.2: Evaluate and report on whether existing and approved locations for future residential and non-residential developments are coordinated with the location of public transportation, commercial and community services, and adequate supporting infrastructure (i.e., water and sewer services, high-speed internet access, streets and sidewalks).

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.

Objective LU-3.1: Discourage urban sprawl, encourage a separation of urban and rural land uses, and direct new development into areas where necessary community facilities and services exist through periodic updates to the Land Use Plan.

Land Use Goal 4: Land development regulations, guidelines, techniques and/or incentives that promote the integrated achievement of all Comprehensive Plan goals.

Land Use Goal 6: A land use planning process that is transparent, fair, open, efficient, and responsive.

Objective LU-6.1: Undertake a comprehensive effort to inform and involve the citizens of Orange County in the land use planning process.

Objective LU-6.2: Maintain a cooperative joint planning process among the County municipalities and those organizations responsible for the provision of water and sewer services to guide the extension of service in accordance with the Comprehensive Plan, the Orange County-Chapel Hill-Carrboro Joint Planning Agreement and Land Use Plan, and the policies of the municipalities.

Economic Development Overarching Goal: Viable and sustainable economic development that contributes to both property and sales tax revenues, and enhances high quality employment opportunities for County residents.

Objective ED-1.5: Identify barriers to development of desirable businesses and local businesses, and mitigate these barriers.

Transportation Goal 3: Integrated land use planning and transportation planning that serves existing development supports future development, and is consistent with the County's land use plans which include provisions for preserving the natural environment and community character.

Identify any activities this board/commission expects to carry out in 2016 as they relate to established BOCC goals and priorities.

If applicable, is there a fiscal impact (i.e., funding, staff time, other resources) associated with these proposed activities (please list).

The Board will continue its work in partnership with staff to further implement recommendations contained within small area plans and the UDO Implementation Bridge and to implement existing and new BOCC priorities, some of which may emerge at the January 2016 BOCC retreat:

1. **Airport Regulations:** Work related to revising airport regulations began in late 2015 and is expected to be completed in 2016.
2. **Sexually Oriented Businesses:** Work related to adopting regulations for sexually oriented businesses is underway and is expected to be completed in the first half of 2016.
3. **Affordable and Senior Housing, including Co-Housing:** On-going need for affordable housing opportunities, including senior housing, in the county. The UDO amendments currently being worked on related to temporary healthcare structures and other custodial care options address a small portion of the larger affordable and senior housing topic.
4. **Emergency Access:** Continue to work with appropriate staff/departments to better ensure properties can be reached by emergency personnel (e.g., driveway width and clearance, bridge weight limit signage and sufficiency to allow a fire truck to pass, gate width, curve radii sufficient for emergency vehicles). Amendments currently being worked on related to private road standards address a portion of this topic.
5. **Clustering in Rural Areas:** Consider rural village concepts. Examine innovative septic systems whether in individual or community settings. Clustering does not increase density in rural areas but creates a higher percentage of open space.
6. **Population Projections:** Analyze regional population and employment projections (including MPO 2040 and the development of the MPO 2045 MTP). Rationalize and offer 'ground truth' (i.e. what can realistically be built) to the amount and location of new development noted from population modeling (i.e. Community VIZ). Work with municipalities to aggregate their projected ceiling density totals based on their densification efforts and create composite countywide total by adding unincorporated projections. Use in

- update to Comprehensive Plan Data Element.
7. **New and/or Revised Zoning District:** UDO text amendment to adopt a new general use zoning district and/or “fine tune” existing ED zoning to match locational attributes for targeted research and development industry and applied light manufacturing. Consider appropriate mixed use areas (includes high density residential) acknowledging the other areas will have a stronger non-residential use program.
 8. **Parks and Recreation Dedications and Payment in Lieu Fees:** Now that the Parks and Recreation Master Plan is complete, jointly work with the Department of Environment, Agriculture, and Parks & Recreation (DEAPR) to evaluate level of service standards and how they would be implemented through the subdivision process included in the UDO. Also include hiking and/or preservation corridors in the land use plan so land dedications can occur where necessary.
 9. **Fiscal Impact Analysis:** Work with the Manager’s office and Finance and/or a consultant to analyze the impacts of development to County services (revenues and expenditures) and to the cities as necessary.
 10. **Legislative Changes:** Amend regulations as necessary in response to legislative changes at the State level
 11. **Streamline Regulations:** Continue to streamline regulations where possible
 12. **2016 BOCC Retreat:** Any priorities that emerge at the January 2016 BOCC retreat

What are the concerns or emerging issues your board has identified for the upcoming year that it plans to address, or wishes to bring to the Commissioners’ attention?

1. **Rural Enterprises:** Determine need to address water & sewage disposal issues in the Rural Activity Nodes to encourage development in these nodes. Evaluate non-residential thresholds and determine if changes are necessary.
2. **Mass Gathering/Special Events:** Revisions to UDO regarding mass gathering and special events (must wait until after Emergency Services/Attorney’s Office enacts a Mass Gathering Ordinance)
3. **Pre-zoning for Economic Development Projects:** Continue to “prezone” areas where possible to focus growth in appropriate areas with consistent land uses, thereby improving the review and approval process.
4. **Nuisance Ordinance:** Consider a nuisance ordinance for Economic Development, Commercial, and Commercial-Industrial Transition Activity Nodes and areas adjacent to these land use classifications to “protect” these areas slated for economic development projects. In addition, consider these “city-like” rules in “urban” transition land use classifications of the county to

protect existing community value.

5. **Transportation Issues:** Evaluate the need for better public transit in rural areas, including senior citizen mobility. Determine if rural “transit oriented development” could be hubs of transit located in the rural community nodes. Accent focus on transit dependent populations and their connection to other transit infrastructure.
6. **Wireless and Broadband Access:** The County (IT Department) is currently undertaking a study regarding wireless and broadband access in rural areas. Many rural areas lack reliable access to these services and solutions to providing areas with these services should be sought.
7. **Long-Term Planning for Potable Water and Waste:** Planning for potable water and waste (wastewater and solid waste) should continue to be a topic for study and discussion as growth in Orange County continues.

**ORANGE COUNTY
BOARD OF COMMISSIONERS**

ACTION AGENDA ITEM ABSTRACT

Meeting Date: February 9, 2016

**Action Agenda
Item No. 3**

SUBJECT: County Commissioners – Boards and Commissions Assignments

DEPARTMENT: Board of Commissioners

PUBLIC HEARING: (Y/N)

No

ATTACHMENT(S):

- A - Current Policy Governing the Selection
Process of BOCC Boards/Commissions
Assignments
- B - Boards and Commissions Listing

INFORMATION CONTACT:

Clerk's Office, 245-2130

PURPOSE: To consider the list of boards and commissions on which the BOCC serve and select those boards on which the BOCC wishes to serve.

BACKGROUND: BOCC members serve on various County and County-related boards and commissions. BOCC members on an annual basis indicate their desire to continue serving on specific boards or commissions or their desire to make changes.

Attachment A - Selection Process

Attachment B - Board and Commissions Listing

FINANCIAL IMPACT: None.

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

RECOMMENDATION(S): The Board will consider making BOCC advisory board assignments.

ATTACHMENT A

Policy Governing the Selection Process of BOCC Boards/Commissions Assignments –Adopted 2011

1. Each BOCC member (veteran) shall chose one board that they currently serve on to keep in perpetuity
2. The junior member will then pick one board first in the first round and then least senior members of the Board will choose one board on which to serve (suggestion is to do this alphabetically - by last name)
3. In the second round, the senior member will pick first, and then the other senior members to the least senior member will pick
4. And then it is back to the junior member.....
5. Round Robin will not include short-term taskforces (limited duration), ex-officio boards, and non-O.C. boards with BOCC in officer/leadership positions (these boards also cannot be taken away by other BOCC members).

BOARD NAME	MEETING DATE	BOCC MEMBER	BOCC Member Currently Serving	Serving 2016
STATUTORY				
ABC Board	Monthly, Third Tues 8:30 AM	Commissioner Not Required (non- voting member)	Commissioner Burroughs	
Board of Health	Monthly, Fourth Wed 7:00 PM	1 Commissioner Required	Commissioner Burroughs - Member	
Board of Social Services	Monthly, Third Mon 4:00 PM	2 appointees Commissioner not required but usually a Commissioner serves	Chair McKee– Member Citizen-Already appointed	
Community Oversight Board (part of OPC Community Operations Center)		1 Commissioner or designee 1 Consumer/Family member 1 Citizen/ Stakeholder	Chair McKee	
INTERGOVERNMENT AL and OTHER GROUPS WITH BOCC MEMBERS				
Burlington/Graham MPO Transportation Advisory Committee		Requires 1 Commissioner member 1 Alternate Commissioner	Commissioner Jacobs-Member Alternate - OPEN	
Communities in Schools	Monthly, Fourth Wed 3:00-5:00 PM	1 Commissioner Required	Commissioner Burroughs	
Community Home Trust BOD	Monthly	1 Commissioner Required	Commissioner Price - Member	
Durham-Chapel Hill- Carrboro- Metropolitan Planning Organization (MPO)- Transportation Advisory Committee	Monthly- second Wed.	Requires 1 Commissioner Member 1 Alternate Commissioner	Commissioner Jacobs - Member Commissioner Price Alternate	

Durham- Orange- Chapel Hill Work Group			Commissioner Rich Commissioner Price	
Durham Tech Board of Trustees	Quarterly	2 Appointees– one can be a Commissioner but doesn't have to be	Commissioner Price – Member Citizen already appointed	
Family Success Alliance	Meets as needed	2 Commissioners	Commissioner Pelissier and Commissioner Dorosin	
Fire Chief's Association of Orange County	Bi-monthly – first Weds.- 7pm	Commissioner not required as member – but can attend as guest(s)	Chair McKee	
Healthy Carolinians	Meets quarterly (3 rd Thursdays at 8:30am)	Commissioner not required –often same BOCC Member as on the Board of Health	Commissioner Pelissier	
HOME Program Review Committee	Quarterly	1 Commissioner Required	Commissioner Dorosin	
Intergovernmental Parks Work Group	Meets 3 times per year at 5:30pm	1 Commissioner Member 1 Alternate Commissioner	Commissioner Rich – member Commissioner Dorosin - alternate	
JCPC (Orange County Juvenile Crime Prevention Council)		1 Commissioner	Commissioner Burroughs	
Library Committee- Elected Officials			Chair McKee Commissioner Jacobs Commissioner Pelissier	
Orange County Partnership for Young Children	Bi-Monthly- last Wed of month- at 8:30am	1 Commissioner - Board of Directors	Commissioner Dorosin - Member	

Small Business Loan Program	Meets as needed when a thoroughly vetted application has been received.	1 Commissioner	Commissioner Dorosin	
Partnership to End Homelessness	Monthly -1 st Wed. at 5:30pm	1 Commissioner member	Commissioner Pelissier	
TJCOG			Commissioner Rich – member Chair McKee - Alternate	
Triangle Area Rural Planning Organization (TARPO) Transportation Advisory Committee	Bi-monthly	1 Commissioner Member 1 Alternate Commissioner	Commissioner Price –Member-CHAIR- Alternate-OPEN	OFFICER-
Go Triangle Board of Trustees	Monthly –4 th Wednesday 1:00pm-5:00pm	May appoint a Commissioner or Commissioner-appointed citizen	Commissioner Pelissier – Secretary	OFFICER-
Upper Neuse River Basin Association		1 voting director 2 alternates	Voting Director- Alternate 1 Alternate 2	Pam Hemminger *not to exceed one year Chair McKee Commissioner Jacobs
Workforce Development Board – Regional Partnership	Meets monthly in Asheboro	Does not require a Commissioner- usually has been 1 Non-Voting Liaison	Nancy Coston – DSS Director	
Visitor’s Bureau	Monthly – Third Wed 8:00 AM	1 Commissioner Required	Commissioner Rich – Member-Finance Officer	OFFICER-

BOARDS TO WHICH BOCC HAS ALREADY MADE APPOINTMENTS for 2015				
NACo Voting Delegate		1 Commissioner Required	Commissioner Price	
NCACC Voting Delegate		1 Commissioner Required	Commissioner Price	
Triangle Transit Special Tax Board		2 Commissioners required	Commissioner Pelissier OPEN POSITION	
LIWG (Legislative Issues Work Group)		2 Commissioners	Commissioner Price and Commissioner Pelissier	Commissioner Burroughs and Commissioner Rich

SHORT TERM TASK FORCES/WORKGROUPS

Alternatives to Jail Assessment Work Group	Meets as needed	2 Commissioners	Commissioner Jacobs and Commissioner Pelissier
Cedar Grove Advisory Board Meeting	Meets as needed	2 Commissioners	Commissioner Jacobs and Commissioner Price
Family Success Alliance	Meets as needed	2 Commissioners	Commissioner Dorosin and Commissioner Pelissier
Strategic Communications Work Group	Meets as needed	2 Commissioners	Commissioner Rich and OPEN POSITION
Solid Waste Advisory Group (SWAG)	Meets as needed	2 Commissioners	Commissioner Jacobs and Commissioner Rich
Space Study Work Group	Meets as needed	2 Commissioners	Chair McKee and Commissioner Price

EX-OFFICIO	
Hillsborough/Orange County Chamber of Commerce- does not require a Commissioner	Chair Serves
NC DOT Quarterly Meetings	Chair/Vice Chair
School Collaboration Meetings	Chair/Vice Chair

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Hillsborough/Orange County Chamber of Commerce- does not require a Commissioner	Chair Serves
NC DOT Quarterly Meetings	Chair/Vice Chair
School Collaboration Meetings	Chair/Vice Chair

OFFICERS	
NCACC Board of Directors	Commissioner Price
TARPO	Commissioner Price - Chair
Triangle Transit Board of Trustees	Commissioner Pelissier – Secretary
Visitor's Bureau	Commissioner Rich – Finance Chair –

OFFICERS	
NCACC Board of Directors	Commissioner Price
TARPO	Commissioner Price - Chair
Triangle Transit Board of Trustees	Commissioner Pelissier – Secretary
Visitor's Bureau	Commissioner Rich – Finance Chair –

Boards to be decided on/chosen at future work session

JOCCA- need to decide whether to continue participation	Meets Quarterly in Pittsboro at 5:30pm -	1 Commissioner Or Citizen	

Boards – Not Meeting at this time

Efland Mebane Small Area Plan Implementation Focus Group	One meeting scheduled for February 2, 2015	1 Commissioner	
Historic Rogers Road Task Force	Not meeting at this time	2 Commissioners	Commissioner Rich and Commissioner Price
Hollow Rock Park Planning Committee	Not meeting at this time- Will take all 4 governmental entities to sunset this group	2 Commissioners	
Library Services Task Force	Has not met since 2009—suggestion to sunset and re-create, if needed at a later date	2 Commissioners	
Solid Waste	Meets as needed	1 Commissioner	Suspended Until

Management Plan Work Group			further direction
Solid Waste Interlocal Agreement — Elected Leaders Work Group	How is this different from SWAG?		May be re-constituted at a later date

**ORANGE COUNTY
BOARD OF COMMISSIONERS**

ACTION AGENDA ITEM ABSTRACT

Meeting Date: February 9, 2016

**Action Agenda
Item No. 4**

SUBJECT: Environment and Agricultural Center Project Update

DEPARTMENT: Asset Management Services
("AMS"), Department of
Environment, Agriculture,
Parks & Recreation ("DEAPR")

PUBLIC HEARING: (Y/N)

No

ATTACHMENT(S):

A) Environment & Agriculture Center
Fact Sheet from 2014 Orange
County Facility Report

INFORMATION CONTACT:

Jeff Thompson, (919) 245-2658
David Stancil, (919) 245-2522

PURPOSE: To receive a report on the Environment and Agricultural Center capital project and provide feedback to the County Manager and staff.

BACKGROUND: On June 16, 2015 the Board of County Commissioners appropriated design and due diligence funds in the FY2015-16 Capital Investment Plan for a new or renovated Environment and Agricultural Center on its existing and desired Revere Road site. The purpose of the renovation is to improve the facility as an operationally efficient and centralized provider of agriculture related services.

Over the past 3 months, County staff and consultants have performed due diligence on the site in preparation for the coming engineering and design activities. A request for qualifications ("RFQ") process was initiated in September 2015 for the designer for the project. Nine submittals were reviewed, and four firms interviewed with a staff panel representing DEAPR, Cooperative Extension, Asset Management Services, the Soil & Water Conservation District Board of Supervisors, and the Commission for the Environment.

The interview panel has since selected a preferred designer. Staff is negotiating the professional services agreement and related fees and hopes to bring a recommendation for this firm as part of the agenda review process in March.

Once the designer is engaged, the first priority in the design process will be to solicit stakeholder feedback for the project. The designer will conduct surveys of building residents, County partners, elected officials, staff, and other interested stakeholders in an effort to assemble the best facility of its type and purpose for Orange County.

The project team will present this information to the Board for its discussion and feedback. As the project progresses through this collaborative design process, staff will provide future

updates as the schematic design unfolds. The Board will be asked to approve the final design development documents and authorize construction documents and bidding to occur.

The estimated development timeline for this project is as follows:

TASK	ESTIMATED BEGINNING DATE	ESTIMATED END DATE
BOCC Action: Approval of professional services agreement for Project Designer	3/1/16	3/22/16
Project Design Stakeholder Input	4/1/16	5/31/16
BOCC Action: Project appropriation with the FY2016-17 Capital Investment Plan	6/21/16	6/21/16
BOCC Action: Approval of schematic design generated through stakeholder input process	9/5/16	9/5/16
BOCC Action: Final approval of construction documents prior to bid	12/13/16	12/13/16
Project final design, bid document preparation	Jan, 2017	Jan, 2017
Project Bid process	Feb, 2017	Mar, 2017
BOCC Action: Bid Award	April, 2017	April, 2017
Construction, Commissioning, Opening (est. 8-9 month duration)	Nov-Dec, 2017	Nov-Dec, 2017

FINANCIAL IMPACT: The Board appropriated \$300,000 in design funds within the FY2015-16 Capital Investment Plan (“CIP”). The Board is contemplating additional project funds of \$3,149,500 in year two of the FY2015-20 CIP for construction, furniture, fixtures and equipment to complete the project.

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

RECOMMENDATION(S): The Manager recommends the Board receive the report on the Environment and Agricultural Center capital project and provide feedback to the County Manager and staff.

ENVIRONMENT & AGRICULTURE CENTER

306 REVERE ROAD
HILLSBOROUGH

Ownership: Owned

Year Built: 1960

Year Added: 1985

Property Total (Est. Acres):3.84*

Gross Square Footage (Est.): 19,087

*Additional County facilities located on same parcel.



Building Notes:

Original grocery store and adjoining "green stamp" store. Complete renovation in 1987 for occupancy by County. Lighting upgrades 1998. Porch enclosed in 2000 to provide office space for then new Environment and Resource Conservation Department. Planning & Inspections and Environmental Health relocated to West Campus Office Building, November 2009.

Property Information:

Address:

306 REVERE ROAD
HILLSBOROUGH, 27278

PIN:

9864896332

Zoning District:

GENERAL COMMERCIAL

Insured Value:

\$2,525,400.00

Aerial View of Property and Building



Occupants/Operators:

- DEAPR
- Cooperative Extension
- Farm Service Agency
- Soil & Water Conservation
- FHA Inspections
- Records Storage